



**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 24, 2025
7:00 PM**

MISSION STATEMENT

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

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

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

ADA ACCESSIBILITY NOTICE:

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

Notice:

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

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

Notice:

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

Members of the public may livestream the City Council meeting broadcast on the City's website. To access the meeting, log onto www.accessduarte.com, 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 by 7:00 p.m. for all other designated public comment periods as listed below.** Comments for public hearings will take place after the hearing is opened. Cards will not be accepted after the start of the meeting without the permission of the presiding chair.

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

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

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL
 - A. City Manager Written Comments
2. ADOPTION OF THE AGENDA
3. PLEDGE TO THE FLAG
4. ORAL COMMUNICATIONS - SPECIAL ITEMS

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

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

5. SPECIAL ITEMS

A. Public Safety Department Update

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

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

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

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

9. CONSENT CALENDAR

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

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

C. Approval of Minutes - June 10, 2025 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of June 10, 2025.

D. Approval of Warrants - June 24, 2025 (CC/HA/FA)

Recommended Action: Approve the warrants of June 24, 2025.

E. Monthly Financial Report

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

F. Public Safety Department Update

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

G. Consolidated and Comprehensive Citywide Salary Schedule Effective July 1, 2025

Recommended Action: Adopt Resolution No. 25-15 establishing the Citywide Salary Schedule Effective July 1, 2025.

H. Fiscal Year 2024-2025 Year-End Appropriation Adjustments

Recommended Action: Approve the proposed amendment to the Measure W annual budget for Fiscal Year 2024-25.

I. Memo - City Council Expenses

Recommended Action: Approve the City Council expenses.

J. Request to partner with the American Red Cross to host a blood drive

Recommended Action: Partner with the American Red Cross to host a blood drive.

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

11. PUBLIC HEARINGS

A. Levy and collection of assessments within the Lighting and Landscape Assessment District – Fiscal Year 2025-26

Recommended Action: Adopt Resolution No. 25-16 providing for the annual levy and collection of assessments for Fiscal Year 2025-26.

B. Amendments to the Duarte Municipal Code (“DMC”) to amend and add key provisions relating to fire safety and enforcement including designating fire hazard severity zones and regulating activities near critical infrastructure and wildfire risk areas to ensure compliance with State law and enhance public safety, health and welfare

Recommended Action: Conduct a public hearing and approve the introduction of Ordinance No. 25-03 for first reading that will amend DMC Section 15.04.010 and 15.09.020 to ensure compliance with State law relating to fire hazard severity zones and add DMC Chapter 15.10 to provide additional tools to ensure fire safety including regulating activity near critical infrastructure and wildfire risk areas.

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

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

13. BUSINESS ITEMS

A. Establishment of an Ad Hoc Committee to Review and Make Recommendations Relating to Public Art on Utility Boxes

Recommended Action: 1) Adopt Resolution No. 25-17, establishing an Ad Hoc Committee to review and make recommendations relating to public art on utility boxes. 2) Discuss and consider the formation of a new Arts Ad Hoc Committee comprised of six (6) interested individuals from the previous Freeway Walls and Utility Box Arts Ad Hoc Committee and up to three (3) City Councilmembers.

B. Fiscal Year 2025/26 Budget Highlights

Recommended Action: Approve the 2025/26 Budget and Five Year Capital Improvement Plan.

C. Approval of the FY 2025-26 Duarte Chamber of Commerce Services Agreement

Recommended Action: Approve the FY 2025-26 Services Agreement in the amount of \$73,600 with the Duarte Chamber of Commerce through June 30, 2026.

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

15. ADJOURNMENT

AFFIDAVIT OF POSTING

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

Dated this 19th day of June 2025.

Frances Jimenez
City Clerk



MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: June 17, 2025
SUBJECT: Comments on Agenda Items, Meeting of June 24, 2025

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

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

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

ITEM 9.G. (Consent Calendar). Resolution No. 25-15 - Establishing a Consolidated and Comprehensive Citywide Salary Schedule Effective July 1, 2025 - Pursuant to the requirements of California Code of Regulations, Title 2, Section 570.5, the City Council maintains one consolidated and comprehensive publicly available pay schedule, containing all established employee positions and pay rates. The City has five "groups" of employees: the Management and Professional Unit (governed by an MOU), the General Unit (governed by an MOU), the City Manager (governed by an employment agreement), Unrepresented Employees (governed by an annual compensation resolution) and part time temporary employees. On June 25, 2024, the City Council approved three year Memorandums of Understanding (MOU) with the represented City employees. The second year of the MOU (FY 2025/26) includes a 2% salary increase for all represented positions. Pursuant to the terms of the MOU, the salary increase will go into effect on the first full pay period following July 1, 2025, so therefore is effective July 6, 2025. The City Manager's current Employment Agreement states that the City Manager is entitled to a 5% salary increase as of July 1, 2025. The Unrepresented Employees compensation resolution was approved on June 10, 2025, and included a 5% salary increase as of July 1, 2025. The part time temporary employees' salaries were increased January 1, 2025, due to the statewide minimum wage hike plan and a survey of surrounding communities and are not being adjusted at this time. These increases are included in the Fiscal Year 2025/26 Budget.

ITEM 9.H. (Consent Calendar). Fiscal Year 2024-2025 Year- End Appropriation Adjustments - At year end, budget adjustments are needed to add appropriations to departments or funds that have exceeded the original appropriation for FY 24-25. If the General Fund or other funds exceeds the budgeted appropriations, a disclosure is made in the financial statements. This report requests Council's approval for budget adjustments to transfer appropriations between funds that have exceeded the current budgeted appropriations, along with explanations for the adjustments. It is recommended that the City Council increase appropriations by \$40,000 to the Measure W annual budget (Fund 490) due to the FY25 Reasonable Assurance Analysis Update. The result of the recommended action will have no fiscal impact.

ITEM 9.I. (Consent Calendar). Approval of City Council Expenses - October 8-10, 2025 - League of California Cities Annual Conference in Long Beach, California - per the City of Duarte's Expense Reimbursement Policy Section 6 E. - if an event is fifty (50) miles or less from the City, no overnight accommodations will be allowed without prior City Council approval. Councilmember Lewis is requesting council approval for overnight accommodations for the conference (35 miles away).

ITEM 9.J. (Consent Calendar). Request to partner with the American Red Cross to host a blood drive - The American Red Cross reached out to the City expressing its interest in hosting a blood drive in Duarte.

This year, the January fires substantially disrupted the Red Cross's donor base and therefore is predicting an anticipated shortage in blood donations. Our partnership would contribute to narrowing that gap. The partnership would include hosting a blood drive at the Community Center on Wednesday, July 30th from 1 – 7 PM. The City would also assist in promoting the event across its outreach channels.

ITEM 11.A. (Public Hearings). Resolution No. 25-16 - Levy and collection of assessments within the Lighting and Landscape Assessment District – Fiscal Year 2025-26 - At its meeting on May 27th, the City Council adopted Resolution No. 25-12 that: (1) declared the City Council's intention to levy and collect assessments for Fiscal Year 2025-26; (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, 2024 was 3.4%. 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. 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 \$315,088 for maintenance in the city's various neighborhood zones.

ITEM 11.B. (Public Hearings). Ordinance No. 25-03 - Amendments to the Duarte Municipal Code to add key provisions relating to fire safety and enforcement including designating fire hazard severity zones and regulating activities near critical infrastructure and wildfire risk areas to ensure compliance with State law and enhance public safety, health and welfare - On March 24, 2025, the California Department of Forestry and Fire Prevention (CAL FIRE) released updated Local Responsibility Area Fire Hazard Severity Zone maps defining areas where State fire safety regulations apply and clarifying the responsibilities of local and county fire departments in fire response. Pursuant to Government Code Section 51178, the City is required by State law to adopt, by ordinance, the Local Responsibility Area Fire Hazard Severity Zone maps within 120 days of release by CAL FIRE. Additionally, pursuant to Government Code Section 51179(b)(3), the City must not decrease the level of the Local Responsibility Area Fire Hazard Severity Zone maps but may make additions to increase the level or provide for further enforcement. As part of this further enforcement, it is necessary to protect against and prohibit activities known to increase fire risks surrounding key critical infrastructure. Destruction of, damage to, or interference with, critical infrastructure is frequently caused by persons whose activities are not permitted or authorized in, on or near critical infrastructure such as public camping, particularly in places situated in dense brush and vegetation. Specifically, public camping, storage of personal property, and the related fire risks associated with public camping such as outdoor cooking must be prohibited in areas surrounding critical infrastructure. As such, certain prohibitions and enforcement tools aimed at preserving critical infrastructure and reducing fire risk are necessary to protect the health, safety and welfare of the public. Importantly, the Public Safety Commission unanimously voted to support the ordinance, citing the 2016 and 2022 Fish Fires as a critical reminder of the need for proactive measures, including the prohibition on camping in wildfire-prone areas and support for the updated fire hazard severity zone maps. Furthermore, a 45-day (April 21st – June 5th) public comment period was provided, allowing ample opportunity for community input and transparency in the ordinance adoption process. There is no fiscal impact resulting from these changes to the DMC. The cost to enforce the amended codes and provide staff training has been included in the annual department budget. However, adoption of penalty amounts for violations will increase amounts collected by the City for noncompliance.

ITEM 13.A. (Business Items). Resolution No. 25-17 - Establishing an Ad Hoc Committee to Review and Make Recommendations Relating to Public Art on Utility Boxes - To continue the momentum in public art efforts, City staff reached out to former members of the Freeway Walls and Utility Box Arts Ad Hoc Committee to gauge their interest in participating in a newly formed committee. Six (6) individuals have expressed interest in serving on the new Arts Ad Hoc Committee. Staff notes that one of the interested individuals may face scheduling conflicts due to school obligations, depending on when the new Committee meets. Consistent with the structure outlined in Resolution No. 23-19, the new Arts Ad Hoc Committee would also include up to three (3) members of the City Council. The Council may discuss and determine which members to appoint. As with prior practice, the new Committee will serve in an advisory capacity and dissolve upon completion of its scope or within one year of its formation, whichever occurs first. The proposed nine-member structure supports a diverse and balanced committee that includes both community and Council representation. If the individual with potential scheduling conflicts is ultimately unable to participate, the committee would proceed with eight members while still preserving a balance of community input and Council engagement. The fiscal year 2025-26 budget includes \$30,000 to support the Utility Box Art Program. The budgeted amount coincides with the estimated costs to complete the remaining Huntington Drive utility boxes in preparation for the centennial of Route 66.

ITEM 13.B. (Business Items). 2025/26 Budget and Five Year Capital Improvement Plan - The City Council held a Capital Improvement Project (“CIP”) Workshop on April 22, 2025, and then held the FY 2025/26 Budget Workshop on May 5, 2025. The recommended budget and Capital Improvement Plan aim to include information and general direction that was provided at these two workshops. Since the Budget Workshop, a handful of updates and changes were made, however, the net difference was very minor. The 2025/26 General Fund budget, as recommended, includes a deficit of \$818,600, which is \$27,000 less of a deficit than was reported at the Budget Workshop. The primary impact on the budget this coming year is \$1.27 million in carryover projects which were discussed at the CIP workshop. If this budget were approved as recommended, the Unassigned General Fund balance at year-end of 2025/26 would be \$25.5 million, which covers 100% of General Fund expenses. Total General Fund revenues for 2025/26 are projected to be \$24.8 million, which is \$488,000 more than the 2024/25 estimated actual revenues. Since the budget workshop, we have received updated revenues estimates for Gas Tax and SB1 funds. The actual impact was an estimated \$100,000 more in revenue. However, we have not proposed increasing the proposed expenses from what was discussed at the CIP and budget workshops. The total authorized expenditures for FY 2025/26 are \$34,836,400.

ITEM 13.C. (Business Items). Approval of the FY 2025-26 Duarte Chamber of Commerce Services Agreement - Throughout FY 24-25, City Staff and the Chamber of Commerce have worked to refine a scope of work that best serves local businesses at a rate that is comparable with neighboring City contributions to Chambers. This includes an assessment with a consultant to identify short and long term Chamber goals, workshops with the City Council and Chamber, and discussions between City staff and Chamber staff. These discussions have resulted in a scope of work that both entities believe are achievable and tailored to serve the needs of businesses such as the following, among other tasks: implement a business marketing initiative to promote Duarte businesses through social media engagements, advertising campaigns, ribbon cutting events, and collaborative partnerships with local organizations; measure the pulse of the business community. Regularly reach out to City businesses to understand concerns and areas of need, and formally communicate this to staff on a routine basis; host and/or coordinate workshops and trainings relevant to Duarte local businesses throughout the year; work with regional partners to bring resources and training opportunities to local businesses. Additionally, the Chamber and City have identified key outcomes to measure for FY 25-26. Outcomes include the following: establish a membership number target (10% increase for FY 25-26); number of interactions and types of inquiries with businesses; number of Chamber members reserving available rooms and office space; number and types of businesses promoted, and type(s) of promotion provided; number and types of workshops/trainings hosted; number of events hosted and business turnout. To ensure outcomes are on track to being met, the Chamber will share monthly

reports to staff that highlight the following: a monthly progress report of identified key outcomes and an income and expense report. The Chamber will also present an annual report to the Council informing what key outcomes were met or have made progress during the fiscal year. If approved, the Chamber will receive two installments of \$36,800 at the beginning and second half of the fiscal year. The total Services Agreement amount is \$73,600. The appropriation of funds to account #1020-7710 is included in the FY 2025-26 budget.

CITY OF DUARTE

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

**Tuesday, June 10, 2025
7:00 PM — Regular Session**

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the open session to order at 7:15 p.m.

Councilmembers Present: Finlay, Kang, Lewis, Truong, Martin Del Campo, Garcia
Councilmembers Absent: Calderon
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
Albert Nuñez, Management Analyst
Frances Jimenez, City Clerk

2. ADOPTION OF THE AGENDA

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

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

3. PLEDGE TO THE FLAG

The flag salute was led by Rosa Holguin.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

5. SPECIAL ITEMS

A. Community Development Department Update

Director Hensley announced that Vallarta supermarket will be moving into the space previously occupied by Best Buy and announced upcoming development projects at City of Hope.

The City Council commended city staff for their hard work in improving economic development in the city.

Director Hensley thanked the Lee and Associates team for their assistance in providing real estate advisory services.

B. Parks and Recreation Department Update

Director Enriquez gave an update on the reopening of the fitness center; provided details on the upcoming grand opening of the Community Garden at Tzeitel Paras-Caracci Park; announced the release of the latest edition of the City News; and highlighted upcoming community events.

Discussion ensued regarding the logistics of the Independence Day Celebration and Fireworks Show and suggestions were made on how to improve the program.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

KC Caracci shared an update on the ongoing efforts to prepare for the upcoming Route 66 parade; shared the chosen theme; and encouraged the community to get involved.

Discussion was had regarding outreach opportunities for parade vehicles.

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

John Fasana stated his opinion on the Duarte Strategic Plan and encouraged the incorporation of community input and shared the Duarte Public Library has COVID-19 test kits.

Conversation was had regarding the history of resident involvement in strategic planning and suggestions were given regarding outreach efforts for the future.

Sherry shared her experience as a victim of the recent Eaton Fire that took place in January 2025.

David Kuhn explained the impact on the home life of Sherry and, in turn, shared the effects on the development of the Wyndham Hotel project. In response to questions posed by the City Council, David Kuhn detailed the challenges being faced as the permitting process moves further along.

Steve Hernandez expressed sympathy for Sherry's situation and shared his opinion on additional obstacles the project may face.

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

9. CONSENT CALENDAR

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

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

C. Approval of Minutes - May 27, 2025 Regular Meeting and June 3, 2025 Special Meeting (CC/HA/FA).

D. Approval of Warrants - June 10, 2025 (CC/HA/FA).

E. Receive and File the Community Development Department Update.

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

G. Adoption of Resolution No. 25-13 adopting a holiday schedule for City employees for July 2025 – June 2026.

H. Proclamation Recognizing National Mosquito Control Awareness Week, June 15-21, 2025 in the City of Duarte.

I. Authorization of the City Manager to execute the proposed amendment to the City's Agreement for Animal Care and Control Contract Services with the San Gabriel Valley Humane Society allowing for the assignment of the agreement to an alternate entity.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to approve items 9A - 9 I of the Consent Calendar.

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. Emergency Approval of Competition Pool Infrastructure Repairs

Director Enriquez provided background information on the need for emergency approval of competition pool infrastructure repairs due to significant water loss and detected water leaks that resulted in the closure of the pool in late April. He detailed the area within the pool surge pit that is experiencing issues; provided clarification on the logistics of the repairs; and shared staff's process of working with selecting a final proposal from qualified contractors.

Conversation was had regarding a temporary closure of the pool in the future in order to ensure maintenance services are being taken care of, discussion also ensued concerning the need for renovations and the overall estimated timeline of the project.

Moved by Councilmember Finlay, seconded by Councilmember Kang, and carried by the following vote of the City Council to 1) Authorize the City Manager to enter into agreement with Condor, Inc. to perform the emergency repair work for the Duarte Fitness Center Competition Pool in the amount of \$65,000, with a contingency not to exceed a total project cost of \$130,000; and 2) Approve a budget amendment of \$130,000 under Building Maintenance Services line (100-1610-7652).

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

B. Citywide Salary Schedule Effective July 1, 2025

City Manager Villalobos detailed the proposed unrepresented employees' compensation plan; explained how the specifications were based on an informal salary survey involving multiple cities; and provided further details on the duties of the Assistant City Manager/Administrative Services Director.

Per questions made by the City Council, City Manager Villalobos provided clarification regarding the staff positions that are not covered by the union.

Assistant City Manager/Administrative Services Director Petersen explained the need to amend the citywide salary schedule for the positions discussed.

In response to questions asked by the City Council, City Attorney Phan stated that discussion needs to remain on the agenda item's policy.

The City Council commended Assistant City Manager/Administrative Services Director Petersen for her work.

Moved by Councilmember Finlay, seconded by Councilmember Kang, and carried by the following vote of the City Council to adopt Resolution No. 25-14 rescinding Resolution No. 24-11 and establishing a salary schedule and compensation plan for the unrepresented regular employees and amending the Citywide Salary accordingly.

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

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

Assistant City Manager/Administrative Services Director Petersen shared the welcoming experience she had when presenting at the Royal Oaks Retirement Community; shared how proud she is of the team; and thanked the City Council for their recognition.

City Manager Villalobos shared the results of the City Clerk recruitment and congratulated Frances Jimenez for her new role.

Mayor Pro Tem Martin Del Campo thanked John Fasana for the invitation to Live Oak Park's Memorial Day event and shared that she, along with Mayor Garcia attended.

Councilmember Finlay coordinated with city staff so that representatives from the San Gabriel Valley Mosquito and Vector Control District would attend the upcoming National Night Out.

Councilmember Lewis wished Councilmember Finlay a belated birthday along with his friend, Ashley Anne.

Councilmember Kang inquired about part-time employees' salaries.

Discussion ensued regarding the recent increase in part-time employees' salaries.

Councilmember Kang stated his opinion on checks and balances within politics and asked that everyone be safe.

Councilmember Truong expressed concern about misinformation on social media; expressed his opinion on the current political climate; and announced the City of Duarte participated in the city vs. city bowling tournament that helped raise funds for youth programs.

Mayor Garcia reported he attended the Foothill Gold Line Station Dedication Event; expressed how proud he is to serve the city with his colleagues and staff; shared he attended the memorial for the Baldwin Park Officer, Samuel Riveros; and gave his condolences to the Riveros and Wong family.

15. ADJOURNMENT

At 8:37 p.m., the City Council adjourned the meeting in memory of Baldwin Park Officer, Samuel Riveros.

Cesar A. Garcia, Mayor

Frances Jimenez, City Clerk



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6691 - 360 MARTIAL ARTS ACADEMY LLC					
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Instructor Fee-Ninja Warriors 4/4/25 - 5/30/25	SPRING 2025		784.00
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Instructor Fee-Karate Teen/Adult 4/4/25 - 5/30/25	SPRING 2025		490.00
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Instructor Fee-Little Dragons 4/4/25 - 5/30/25	SPRING 2025		931.00
Vendor 6691 - 360 MARTIAL ARTS ACADEMY LLC Total:					2,205.00
Vendor: 6510 - AARON CERVANTES					
100-1205-7779	AARON CERVANTES	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	150.00
Vendor 6510 - AARON CERVANTES Total:					150.00
Vendor: 6516 - ADAM CARTAGENA					
100-1205-7779	ADAM CARTAGENA	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	50.00
Vendor 6516 - ADAM CARTAGENA Total:					50.00
Vendor: T4363 - ADULT SPORTS MANAGEMENT					
100-2120	ADULT SPORTS MANAGEMENT	Field Rent Deposit Refund	R106956		250.00
Vendor T4363 - ADULT SPORTS MANAGEMENT Total:					250.00
Vendor: 1388 - AIDA TORRES					
100-1205-7779	AIDA TORRES	DART Event Parking 6/1/25	6042025		20.00
100-1205-7779	AIDA TORRES	DART DHS Graduation 5/30/25	6042025		80.07
Vendor 1388 - AIDA TORRES Total:					100.07
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	Public Safety HVAC Service/Repair	455970		2,006.04
Vendor 2061 - AIR-TRO INC Total:					2,006.04
Vendor: 6588 - ALBERTO R PEREZ					
100-1610-7652	WET VIEWS	Weekly Aquatic Maintenance of Duarte Pools 5/2025	2712		1,950.00
100-1610-7652	WET VIEWS	Labor-Competition Pool Gutter Grates R&R	2713		3,550.00
100-1610-7617	WET VIEWS	Comp Pool Chemicals	2733		1,110.39
Vendor 6588 - ALBERTO R PEREZ Total:					6,610.39
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 5/11/25 - 5/24/25	101484		7,284.32
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					7,284.32
Vendor: T4721 - AMANDA SAGER					
100-2120	AMANDA SAGER	ROP Bldg Rent Deposit Refund 5/31/2025	R108195		150.00
Vendor T4721 - AMANDA SAGER Total:					150.00
Vendor: 6740 - AMELIE LOPEZ-DRIOTIS					
100-1205-7779	AMELIE LOPEZ-DRIOTIS	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	100.00
Vendor 6740 - AMELIE LOPEZ-DRIOTIS Total:					100.00
Vendor: 4459 - ANIMAL CARE EQUIPMENT & SERVICE LLC					
100-1205-7780	ANIMAL CARE EQUIPMENT & ...	Animal Capture Equipment	134420		5,028.64
Vendor 4459 - ANIMAL CARE EQUIPMENT & SERVICE LLC Total:					5,028.64
Vendor: 6729 - ARDUENGO INVESTIGATIONS, PROFESSIONAL LAW CORP					
100-1015-7682	ARDUENGO INVESTIGATIONS,...	Personnel Investigation 5/2025	00002		10,518.50
Vendor 6729 - ARDUENGO INVESTIGATIONS, PROFESSIONAL LAW CORP Total:					10,518.50

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6741 - AYAAN MOHAMMAD					
100-1205-7779	AYAAN MOHAMMAD	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	50.00
Vendor 6741 - AYAAN MOHAMMAD Total:					50.00
Vendor: 6750 - AZUSA CONNECTS FOUNDATION					
100-2121	AZUSA CONNECTS FOUNDATI...	City vs City Charity Bowling Event Sponsorship	2025 - 3		640.00
Vendor 6750 - AZUSA CONNECTS FOUNDATION Total:					640.00
Vendor: 6066 - AZUSA PACIFIC UNIVERSITY					
100-1205-7779	AZUSA PACIFIC UNIVERSITY	Contracted Services	100 - 5/27/2025		60.00
Vendor 6066 - AZUSA PACIFIC UNIVERSITY Total:					60.00
Vendor: 5760 - BEGINNERS EDGE SPORTS TRAINING LLC					
100-1605-7736	BEST SPORTS	Instructor Fee-Multi/Basketball Spring 3/29 - 5/31	2034		2,629.90
Vendor 5760 - BEGINNERS EDGE SPORTS TRAINING LLC Total:					2,629.90
Vendor: 6302 - BRANDON EDWARDS					
100-1205-7779	BRANDON EDWARDS	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	315.86
Vendor 6302 - BRANDON EDWARDS Total:					315.86
Vendor: 6469 - BRIAN QUANDT					
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	10/21/2024		50.00
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	1/21/2025		50.00
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	6/16/2025		50.00
Vendor 6469 - BRIAN QUANDT Total:					150.00
Vendor: 5978 - BRIGHTVIEW PAINTING COMPANY					
100-1610-8100	BRIGHTVIEW PAINTING COM...	Fitness Ctr Wall Repair & Painting	268880		2,000.00
Vendor 5978 - BRIGHTVIEW PAINTING COMPANY Total:					2,000.00
Vendor: 3981 - CACEO					
100-1205-7610	CALIFORNIA ASSOCIATION OF...	Larry Breceda Gala Even...	200030883		25.00
Vendor 3981 - CACEO Total:					25.00
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 5/2025	185749		85.71
Vendor 5559 - CALE AMERICA INC Total:					85.71
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I...	(2)CH/CMD/PS/SC/TC Copier Lease 6/2025	40985851		1,733.04
100-1825-7631	CANON FINANCIAL SERVICES I...	(2)CH/CMD/PS/SC/TC Copier Maint 4/2025	40985851		521.84
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					2,254.88
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA ...	P&R Printer Maintenance 5/4/25 - 6/3/25	6012164660		57.99
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					57.99
Vendor: 6229 - CAPITAL ONE					
100-1605-7735	Walmart Community Card	Teen Ctr Ice Cream Bars	02763		11.87
100-1605-7735	Walmart Community Card	Teen Ctr Walmart Presentation	02133		27.08
100-1610-7618	Walmart Community Card	City Hall Kitchen Supplies	02829		18.75
100-1810-7671	Walmart Community Card	Outreach Coordinator Interview Panel Supplies	02253		22.85
100-1610-7618	Walmart Community Card	Conference Room Supplies	01169		103.36
Vendor 6229 - CAPITAL ONE Total:					183.91
Vendor: 6357 - CARLOS FELIPE PEREZ					
100-1605-7758	DJ Phil Perez	IDC 2025/July 3rd Event DJ	45841		950.00
Vendor 6357 - CARLOS FELIPE PEREZ Total:					950.00
Vendor: 6746 - CELIA PEREZ					
100-1605-7733	CYNTHIA'S FLOWERS & GIFTS	SC Mother's Day Tea Flowers	06308		600.00
Vendor 6746 - CELIA PEREZ Total:					600.00

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6751 - CERTIFIX LIVE SCAN					
100-1810-7660	CERTIFIX LIVE SCAN	Fingerprinting 5/2025	104612		120.00
Vendor 6751 - CERTIFIX LIVE SCAN Total:					120.00
Vendor: 6340 - CESAR A GARCIA					
100-1005-7640	CESAR A GARCIA	CCCA Conf Expense Reimbursement	5/15/25-5/18/25		360.59
Vendor 6340 - CESAR A GARCIA Total:					360.59
Vendor: 6592 - CGAA INC					
100-1605-7650	M K FUELS	Parks & Recreation Fuel 5/29/25	1027		67.44
Vendor 6592 - CGAA INC Total:					67.44
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Services 4/2025	68823		33,575.82
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					33,575.82
Vendor: 6738 - CHELSEA CARRILLO					
100-1205-7779	CHELSEA CARRILLO	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	200.00
Vendor 6738 - CHELSEA CARRILLO Total:					200.00
Vendor: 6739 - CHRIS CONTRERAS					
100-1205-7779	CHRIS CONTRERAS	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	150.00
Vendor 6739 - CHRIS CONTRERAS Total:					150.00
Vendor: 5938 - CHRISTINA HEANY					
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	10/21/2024		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	1/21/2025		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	2/18/2025		50.00
Vendor 5938 - CHRISTINA HEANY Total:					150.00
Vendor: 6381 - CHRISTOPHER H CHUC					
100-1605-7756	CHRISTOPHER H CHUC	SC Line Dancing Spring 3/27/25	2505		126.00
		- 5/22/25			
100-1605-7756	CHRISTOPHER H CHUC	SC Ballroom Dance Spring 3/27/25 - 5/22/25	2506		226.80
Vendor 6381 - CHRISTOPHER H CHUC Total:					352.80
Vendor: 5586 - CHRISTOPHER J TUCKER					
100-1605-7756	Circulating Health	SC TaiQi-QiGong Spring 3/24/25 - 5/16/25	12		420.00
Vendor 5586 - CHRISTOPHER J TUCKER Total:					420.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4231641558		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4231641558		9.54
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	423563232		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	423563232		4.15
Vendor 5140 - CINTAS CORPORATION #693 Total:					70.00
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1205-7779	CMC LIVESCAN & NOTARY SE...	Livescan Services 5/2025	CMC18070		56.00
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 5/2025	CMC18070		84.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					140.00
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 4/2025	25051205753		1,663.39
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					1,663.39
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7733	CURO MANAGED PRINT PRO...	SC Volunteer Recognition Invitations	103717		43.10
100-1205-7980	CURO MANAGED PRINT PRO...	Business Watch Decals	103720		167.30
100-1605-7733	CURO MANAGED PRINT PRO...	Senior Ctr June 2025 Calendar	5QiPLJa		18.79
100-1605-7734	CURO MANAGED PRINT PRO...	FC Open House Yard Signs	X2GHBz7		53.04
100-1005-7647	CURO MANAGED PRINT PRO...	Headshot Photos	X2GHBz8		99.45

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7740	CURO MANAGED PRINT PRO...	Summer Day Camps Expectation Signs	103742		79.56
100-1010-7980	CURO MANAGED PRINT PRO...	Strategic Plan Flyer	103743		4,100.36
100-1605-7739	CURO MANAGED PRINT PRO...	July 3rd 2025 Publicity	103744		1,911.89
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					6,473.49
Vendor: 6744 - CUSTOM CELLULAR CONCEPTS CORP					
100-1205-7655	ALL OVER COMMUNICATIONS	Starlink Kit w/Data 6/1/2025 - 5/31/2026	66028		3,083.90
Vendor 6744 - CUSTOM CELLULAR CONCEPTS CORP Total:					3,083.90
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7652	MONROVIA LOCK SHOP	City Hall Lock Repair	25677		160.00
Vendor 5025 - DARRELL RAY CARROLL Total:					160.00
Vendor: 6748 - DAVID RODRIGUEZ					
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	3/17/2025		50.00
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	4/21/2025		50.00
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	5/19/2025		50.00
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	6/16/2025		50.00
Vendor 6748 - DAVID RODRIGUEZ Total:					200.00
Vendor: 5920 - DAVID SOTO					
100-1205-7779	DAVID SOTO	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	100.00
Vendor 5920 - DAVID SOTO Total:					100.00
Vendor: 6742 - DAVID ZENG					
100-1205-7779	DAVID ZENG	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	50.00
Vendor 6742 - DAVID ZENG Total:					50.00
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY					
100-1605-7733	DUARTE PETTY CASH/BINGO ...	SC Bingo Prize Money	6/2025		165.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY Total:					165.00
Vendor: 0077 - DUARTE UNIFIED SCHOOL DISTRICT					
100-4408	DUARTE UNIFIED SCHOOL DIS...	SBA/Nextel Lease 6/2025	R108308	250004 - Property Rent - Next...	2,001.51
Vendor 0077 - DUARTE UNIFIED SCHOOL DISTRICT Total:					2,001.51
Vendor: 0407 - DUARTE YOUTH ATHLETIC CLUB					
100-2120	DUARTE YOUTH ATHLETIC CL...	Field Rent Deposit Refund	R105898		250.00
Vendor 0407 - DUARTE YOUTH ATHLETIC CLUB Total:					250.00
Vendor: 6040 - EAN SERVICES LLC					
100-1405-7650	EAN SERVICES LLC	CMD-Craig Hensley ICSC Conf Car Rental	39059744		130.07
Vendor 6040 - EAN SERVICES LLC Total:					130.07
Vendor: 6501 - EMERALD ISLE ENTERTAINMENT INC					
100-1605-7734	The Bubble Rollers and Emera...	Summer Kickoff Foam Party 6/20/2025	3206		1,670.00
Vendor 6501 - EMERALD ISLE ENTERTAINMENT INC Total:					1,670.00
Vendor: 5761 - EXTRASPACE STORAGE 3426					
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 6/1/2025 - 6/30/2025	301463438		552.20
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 6/1/2025 - 6/30/2025	301465188		565.20
Vendor 5761 - EXTRASPACE STORAGE 3426 Total:					1,117.40
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	8-885-63588		42.54
Vendor 0087 - FEDEX Total:					42.54
Vendor: T4974 - GABRIELA OLAGUE					
100-2120	GABRIELA OLAGUE	ROP Bldg Rent Deposit Refund 6/7/2025	R107950		150.00
Vendor T4974 - GABRIELA OLAGUE Total:					150.00

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 5/1/25 - 5/31/25	5265039012		2,092.92
Vendor 6181 - GOOGLE LLC Total:					2,092.92
Vendor: 5340 - GRAND PRINTING INC					
100-1825-7613	GRAND PRINTING INC	Business Cards-Toney Lewis	113428		271.88
100-1825-7613	GRAND PRINTING INC	Business Card Masters (Gold Foil)	113428		770.42
Vendor 5340 - GRAND PRINTING INC Total:					1,042.30
Vendor: 6618 - GREGORY MENA					
100-1605-7756	GREGORY MENA	SC Slow Flow Yoga Spring 3/27/25 - 5/15/25	25-1		364.00
Vendor 6618 - GREGORY MENA Total:					364.00
Vendor: 6002 - HEULYN REGINA DUMAS-JOHNSON					
100-1605-7733	HEULYN REGINA DUMAS-JOH...	SC Sewing Class 5/2025	SC-5-2025		154.00
Vendor 6002 - HEULYN REGINA DUMAS-JOHNSON Total:					154.00
Vendor: 1840 - HINDERLITER, DE LLAMAS & ASSOCIATES					
100-1805-7965	HINDERLITER, DE LLAMAS & A...	Transaction Tax Audit April 2025 - June 2025	SIN050869		300.00
Vendor 1840 - HINDERLITER, DE LLAMAS & ASSOCIATES Total:					300.00
Vendor: T4977 - HOANG THUONG U					
100-2126	HOANG THUONG U	Const/Demo Deposit Refund (P#2024-418)	R105909		3,000.00
Vendor T4977 - HOANG THUONG U Total:					3,000.00
Vendor: 6257 - HOPE PEOPLES					
100-1205-7779	HOPE PEOPLES	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	200.00
Vendor 6257 - HOPE PEOPLES Total:					200.00
Vendor: 5543 - IN-N-OUT BURGER					
100-1605-7734	IN-N-OUT BURGER	Summer Kickoff Foam Party 6/20/2025	E84522		2,521.02
Vendor 5543 - IN-N-OUT BURGER Total:					2,521.02
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	Senior Ctr Rental Cleaning 5/11/25 & 5/18/25	994644		330.00
100-1610-7652	INX BUILDING MAINTENANCE	Credit for (2) Coffee Pots	941652		-52.78
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Janitorial Svc...	994317		2,020.44
100-1610-7652	INX BUILDING MAINTENANCE	City Yard Janitorial Services 6/2025	994352		792.74
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 6/2025	994387		1,828.89
Vendor 6309 - INX BUILDING MAINTENANCE Total:					4,919.29
Vendor: 5247 - J A MOMANEY SERVICES INC					
100-1205-7655	JAM SERVICES	Windstorm Street Name Signs/Hardware Replacement	191461		5,398.92
Vendor 5247 - J A MOMANEY SERVICES INC Total:					5,398.92
Vendor: 6737 - JACQUELINE ALVAREZ					
100-1205-7779	JACQUELINE ALVAREZ	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	50.00
Vendor 6737 - JACQUELINE ALVAREZ Total:					50.00
Vendor: 6398 - JACQUELINE HASTY					
100-1605-7736	JACQUELINE HASTY	Instructor Fee-Sip N Circut Spring S2	DP&Rec5-2025		140.00
100-1605-7736	JACQUELINE HASTY	Instructor Fee-Sticker Making Spring S2	DP&Rec5-2025		84.00
Vendor 6398 - JACQUELINE HASTY Total:					224.00
Vendor: T4972 - JAIME NAGRETE					
100-2120	JAIME NAGRETE	Field Rent Deposit Refund	R107137		250.00
Vendor T4972 - JAIME NAGRETE Total:					250.00

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Vendor: 6262 - JASHION WADE					
100-1205-7779	JASHION WADE	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	150.00
Vendor 6262 - JASHION WADE Total:					150.00
Vendor: 6715 - JIMENA LOZADA					
100-1605-7735	JIMENA LOZADA	Youthworks Internshi...	3/2025		100.00
Vendor 6715 - JIMENA LOZADA Total:					100.00
Vendor: T4975 - JINAE CROUCH					
100-4815	JINAE CROUCH	Splash Camp S2 Refund (Thomas Crouch)	2002223.002		160.00
Vendor T4975 - JINAE CROUCH Total:					160.00
Vendor: 6418 - JOE ANDREW CURIEL PERZABAL					
100-1605-7734	IOPRODUCTIONS LLC	Summer Kickoff Foam Party 6/20/2025	25-0620		800.00
Vendor 6418 - JOE ANDREW CURIEL PERZABAL Total:					800.00
Vendor: T4811 - JOEY BUENROSTRO CORTEZ					
100-2126	JOEY BUENROSTRO CORTEZ	Const/Demo Refund (P#2024- 556/317 Clarkview)	R106452		4,061.30
Vendor T4811 - JOEY BUENROSTRO CORTEZ Total:					4,061.30
Vendor: 6745 - JOHN FRANCIS CLOUGHERTY					
100-1750	JOHN FRANCIS CLOUGHERTY	Summer Day Camps Special Attraction	7/2/2025		400.00
Vendor 6745 - JOHN FRANCIS CLOUGHERTY Total:					400.00
Vendor: T4968 - JOHN WHEELER FILM PERMITS INC					
100-2120	JOHN WHEELER FILM PERMITS..	Film Permit Deposit Refund (FP25-02)	R108079		500.00
Vendor T4968 - JOHN WHEELER FILM PERMITS INC Total:					500.00
Vendor: 5406 - JOSE ANGEL FIERROS					
100-1405-8100	FS CONTRACTORS INC	Change Order 5	3607	202416-Cap Improv-Huntingt...	128,404.00
100-1405-8100	FS CONTRACTORS INC	Change Order 3	3607	202416-Cap Improv-Huntingt...	2,450.00
100-1405-8100	FS CONTRACTORS INC	Change Order 12	3607	202416-Cap Improv-Huntingt...	2,645.00
100-1405-8100	FS CONTRACTORS INC	Change Order 10	3607	202416-Cap Improv-Huntingt...	5,000.00
100-1405-8100	FS CONTRACTORS INC	Huntington Dr Median Islands Landscape Improvement	3607	202416-Cap Improv-Huntingt...	172,950.00
100-1405-8100	FS CONTRACTORS INC	Change Order 1	3607	202416-Cap Improv-Huntingt...	18,300.00
100-2127	FS CONTRACTORS INC	Retention	3607	202416-Retention-Huntington...	-16,487.45
100-2126	FS CONTRACTORS INC	Const/Demo Deposit Refund (P#2023-161ROW)	R101667		30,000.00
Vendor 5406 - JOSE ANGEL FIERROS Total:					343,261.55
Vendor: T3851 - JOVANA VILLEGAS					
100-1605-7736	JOVANA VILLEGAS	Instructor Fee-Culinary Kids/Ballet Spring 2025	06092025		2,100.00
Vendor T3851 - JOVANA VILLEGAS Total:					2,100.00
Vendor: 4777 - KAREN WARNER ASSOCIATES INC					
100-1405-7965	KAREN WARNER ASSOCIATES ...	Preparation of 2024 Annual Performance Report	899	202028-Prof.Svc-Housing Ele...	3,977.50
Vendor 4777 - KAREN WARNER ASSOCIATES INC Total:					3,977.50
Vendor: 6743 - LAMONT DOBBINS					
100-1205-7980	LAMONT DOBBINS	Riverbed Clean-up Equipemnt	200007	202513/100-1205-7980-Other...	1,286.27
Vendor 6743 - LAMONT DOBBINS Total:					1,286.27
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
100-1610-7618	LANDSCAPE WAREHOUSE INC	Community Garden Supplies	4216301		705.89
Vendor 3968 - LANDSCAPE WAREHOUSE III Total:					705.89
Vendor: 6465 - LOS ANGELES FUTBOL FOUNDATION					
100-2120	LOS ANGELES SOCCER CLUB A...	Field Rent Deposit Refund	R104695		100.00
Vendor 6465 - LOS ANGELES FUTBOL FOUNDATION Total:					100.00

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4969 - LOVETTE M YOUNG					
100-2126	LOVETTE M YOUNG	Const/Demo Refund (P#2024-305/3010 Treefern)	R105989		900.00
Vendor T4969 - LOVETTE M YOUNG Total:					900.00
Vendor: 5355 - LUZ YESENIA PAEZ					
100-2120	LUZ YESENIA PAEZ	Field Rent Deposit Refund	R105014		100.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	10/21/2024		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	1/21/2025		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	2/18/2025		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	3/17/2025		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	4/21/2025		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	5/19/2025		50.00
Vendor 5355 - LUZ YESENIA PAEZ Total:					400.00
Vendor: 5981 - MARCUS LEON BANKS SR					
100-1610-7652	MARCUS LEON BANKS SR	Senior Ctr Food Warmer Repair	000169		675.00
100-1610-8100	MARCUS LEON BANKS SR	FC Gym Electrical Upgrades for New Equipment	000170		3,750.00
Vendor 5981 - MARCUS LEON BANKS SR Total:					4,425.00
Vendor: T4976 - MARICELA JIMENEZ					
100-2126	MARICELA JIMENEZ	Const/Demo Deposit Refund- P#2024-162/1332 Maynard	R105070		2,440.00
100-5004	MARICELA JIMENEZ	Administrative Fee-P#2024-162/1332 Maynard	R105070		-125.00
Vendor T4976 - MARICELA JIMENEZ Total:					2,315.00
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 5/2025	114031		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance	114031		76.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 5/2025	114031		2,080.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 5/2025	114031		3,426.72
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					5,894.72
Vendor: 6594 - MATTHEW GUAJARDO					
100-1205-7779	MATTHEW GUAJARDO	DUSD Tutoring Program	May 2025	202418-FY23-26-Exp-Tutors,S...	600.00
Vendor 6594 - MATTHEW GUAJARDO Total:					600.00
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME SERVICES	IT Helpdesk 6/2025	13806		12,500.00
100-1815-7632	MAXTREME SERVICES	Office 365 License 6/2025	13808		470.25
100-1815-7632	MAXTREME SERVICES	Google Maxhavens 5/2025 & 6/2025	13808		259.20
100-1815-7980	MAXTREME SERVICES	USB-C Cable	13808		19.88
100-1815-7980	MAXTREME SERVICES	iPad Cases/iPhone Cases	13809		131.93
Vendor 4286 - MAXTREME INC Total:					13,381.26
Vendor: 4620 - MIRACLE RECREATION EQUIPMENT CO					
100-1610-7618	MIRACLE RECREATION EQUIP...	Playgroun...	889208		2,394.68
Vendor 4620 - MIRACLE RECREATION EQUIPMENT CO Total:					2,394.68
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Gardens MP-Water Systems Consulting	0088567	202424- 100-2121/1433 Crestf..	4,976.74
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Gardens MP-Water Systems Consulting	0088838	202424- 100-2121/1433 Crestf..	145.00
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Garden Specific Plan 12/2024	0089841	202417-dep-Westminister Ga...	806.25
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Garden Specific Plan 4/2025	0091381	202417-dep-Westminister Ga...	1,734.73

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1010-7965	MOORE IACOFANO GOLTSMA...	Strategic Planning Services 4/2025	0091589		10,053.75
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					17,716.47
Vendor: 6301 - NATALYA BRINK					
100-1205-7779	NATALYA BRINK	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	350.00
Vendor 6301 - NATALYA BRINK Total:					350.00
Vendor: 0716 - NATIONAL LEAGUE OF CITIES					
100-1025-7702	NATIONAL LEAGUE OF CITIES	Direct Member Dues 4/01/2025 - 4/01/2026	192035		2,190.00
Vendor 0716 - NATIONAL LEAGUE OF CITIES Total:					2,190.00
Vendor: T2488 - NICK LOPEZ					
100-2120	NICK LOPEZ	Field Rent Deposit Refund	R104453		250.00
Vendor T2488 - NICK LOPEZ Total:					250.00
Vendor: 6243 - OSCAR BARAJAS					
100-1205-7779	OSCAR BARAJAS	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	150.00
Vendor 6243 - OSCAR BARAJAS Total:					150.00
Vendor: T3809 - PACIFIC PRODUCTION SERVICES					
100-2120	PACIFIC PRODUCTION SERVIC...	Film Permit Deposit Refund (FP25-01)	R107141		500.00
Vendor T3809 - PACIFIC PRODUCTION SERVICES Total:					500.00
Vendor: 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS					
100-1825-7980	PAPER RECYCLING & SHREDDI...	Document Shredding 5/28/25	602584		73.00
Vendor 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS Total:					73.00
Vendor: 6286 - PARTY PRONTO INC					
100-1605-7758	PARTY PRONTO INC	IDC 2025 Inflatables	O45162		2,240.00
Vendor 6286 - PARTY PRONTO INC Total:					2,240.00
Vendor: T3082 - PASADENA RUGBY FOOTBALL CLUB INC					
100-2120	PASADENA RUGBY FOOTBALL ...	Field Rent Deposit Refund	R106582		250.00
Vendor T3082 - PASADENA RUGBY FOOTBALL CLUB INC Total:					250.00
Vendor: 6747 - PAULO SERGIO REYNAGA					
100-1605-7758	LATIN SOUL BAND	IDC 2025 Band	7/3/2025		1,800.00
Vendor 6747 - PAULO SERGIO REYNAGA Total:					1,800.00
Vendor: 5267 - POWER SOLVE INC					
100-1205-7615	POWER SOLVE INC	EOC First Aid Kits	14841		3,906.05
Vendor 5267 - POWER SOLVE INC Total:					3,906.05
Vendor: 5489 - PRO BOXING EQUIPMENT					
100-1605-7745	PRO BOXING EQUIPMENT	TC Boxing Program Supplies	796		997.52
Vendor 5489 - PRO BOXING EQUIPMENT Total:					997.52
Vendor: 6694 - PUMPMAN LLC					
100-1415-7889	PUMPMAN SOCIAL	Emergency Replacement- Otis Gordon Irrigation Pump	130001957		23,959.00
Vendor 6694 - PUMPMAN LLC Total:					23,959.00
Vendor: 6032 - PYRO SPECTACULARS INC					
100-1605-7758	PYRO SPECTACULARS INC	Balance-July 3rd Firework Show	INV307788		14,250.00
Vendor 6032 - PYRO SPECTACULARS INC Total:					14,250.00
Vendor: 6372 - R3 CONSULTING GROUP					
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 5/2025	124562		2,535.00
Vendor 6372 - R3 CONSULTING GROUP Total:					2,535.00
Vendor: T4971 - RAMON RAMIREZ					
100-2120	RAMON RAMIREZ	Field Rent Deposit Refund	R104694		250.00
Vendor T4971 - RAMON RAMIREZ Total:					250.00

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Vendor: 6701 - RAQUEL MARTINEZ RODRIGUEZ					
100-1605-7636	RAQUEL MARTINEZ RODRIGU...	IDC 2025 Uniform Design	007		250.00
Vendor 6701 - RAQUEL MARTINEZ RODRIGUEZ Total:					250.00
Vendor: 6652 - RAYMOND ABERNATHY					
100-1205-7783	TRAIN UP A CHILD LLC	A-Team Contract Srvcs 6/2025	TRA-15		6,300.00
Vendor 6652 - RAYMOND ABERNATHY Total:					6,300.00
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 4/2025	36036		2,080.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 4/2025	36037	202118-ATP Cycle 4-Professio...	375.00
100-1405-7969	RKA CONSULTING GROUP	FY2024/2025 LLMD Engineering Srvcs 4/2025	36038		1,280.00
100-1405-7965	RKA CONSULTING GROUP	Watson Multi-Use Trail Rehab Grant Support 4/2025	36039	202412-Prof Svc-FY24 Bike Tra...	3,020.00
Vendor 0904 - RKA CONSULTING GROUP Total:					6,755.00
Vendor: 6293 - RODOLFO CARDENAS					
100-1605-7733	SONICBOOM DJ Rudy	SC Monthly Dance DJ	6/26/2025		175.00
Vendor 6293 - RODOLFO CARDENAS Total:					175.00
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMAN...	Animal Shelter Services 6/2025	6/2025D		6,250.00
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					6,250.00
Vendor: T4970 - SANTA ANITA LITTLE LEAGUE					
100-2120	SANTA ANITA LITTLE LEAGUE	Field Rent Deposit Refund	R107138		100.00
Vendor T4970 - SANTA ANITA LITTLE LEAGUE Total:					100.00
Vendor: T4925 - SARA TIZNADO					
100-4801	SARA TIZNADO	Refund-Circus (Aiden Arredondo)	2002091.002		60.00
Vendor T4925 - SARA TIZNADO Total:					60.00
Vendor: T3952 - SARAH WILKINSON					
100-4815	SARAH WILKINSON	Splash Camp S2 Refund (Orion Mier)	2002228.002		160.00
100-4815	SARAH WILKINSON	Splash Camp S1 Refund (Orion Mier)	2002228.002		160.00
Vendor T3952 - SARAH WILKINSON Total:					320.00
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	June 2025 Courier Pick-up	25060688		340.86
Vendor 6277 - SECTRAN SECURITY INC Total:					340.86
Vendor: 0202 - SHAFFER AWARDS					
100-1205-7980	SHAFFER AWARDS	Erika Ramos Name Plate	8787		27.57
Vendor 0202 - SHAFFER AWARDS Total:					27.57
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7618	SIMON EQUIPMENT RENTALS	Scissor Lift Rental-Pickleball Court Light Repairs	172578		524.56
100-1410-7630	SIMON EQUIPMENT RENTALS	Trencher Rental-Tzeitel Paras-Caracci Park Garden	173519		187.74
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					712.30
Vendor: 0209 - SMART & FINAL					
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	968511-52825		94.00
100-1405-7614	SMART & FINAL	CMD Office Supplies	982866		28.70
Vendor 0209 - SMART & FINAL Total:					122.70
Vendor: 4575 - SOUTH COAST AQMD					
100-1410-7656	SOUTH COAST AIR QUALITY ...	FY25 Generator Hot Spots Program Fee	4537390		167.47
Vendor 4575 - SOUTH COAST AQMD Total:					167.47
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS...	Legal Advertising 5/2025	618151		788.90
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					788.90

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 2688 - STAPLES CONTRACT & COMMERCIAL INC					
100-1605-7740	STAPLES	Summer Day Camp Supplies	6033244113		61.47
100-1010-7614	STAPLES	Certificate Holders	6034288291		131.14
100-1405-7614	STAPLES	Office Supplies	6034288293		83.14
Vendor 2688 - STAPLES CONTRACT & COMMERCIAL INC Total:					275.75
Vendor: 6343 - STUBBIES PROMOTIONS INC					
100-1750	STUBBIES PROMOTIONS INC	Tails on the Trail Swag 7/12/2025	24865		249.89
Vendor 6343 - STUBBIES PROMOTIONS INC Total:					249.89
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator UST Annual Certification	SA-55293		635.00
100-1410-7656	SUNWEST ENGINEERING	Emergeny Generator Inspection 5/1/2025	SA-55295		160.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 5/20/2025	SA-55831		160.00
Vendor 1610 - SUNWEST ENGINEERING Total:					955.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 5/2025	18431		4,016.72
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					4,016.72
Vendor: 4241 - THE SAUCE CREATIVE SERVICES CORP					
100-1605-7739	THE SAUCE CREATIVE SERVICE...	Summer 2025 City News Printing	7641		9,152.30
100-1605-7739	THE SAUCE CREATIVE SERVICE...	Summer 2025 City News Design	7642		7,650.00
100-1010-7980	THE SAUCE CREATIVE SERVICE...	Staff T-Shirts	7649		368.90
Vendor 4241 - THE SAUCE CREATIVE SERVICES CORP Total:					17,171.20
Vendor: 6311 - THE TECH 10 GROUP					
100-1605-7758	JA EVENT PRODUCTION	IDC 2025 Stage & Sound	0001299		22,500.00
Vendor 6311 - THE TECH 10 GROUP Total:					22,500.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7980	THE TECHNOLOGY DEPOT INC	Senior Ctr UPS Battery Back-up	28729		460.49
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					460.49
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC "Ball of Fire" Screening/Presentation	6/12/2025		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 5/2025	852016911		226.39
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					226.39
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1020-7712	TRIEPEI SMITH & ASSOCIATES	Video Production Services 5/2025	14834		1,360.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					1,360.00
Vendor: 5194 - U.S. BANK PARS ACCOUNT #6746050100					
100-1825-7674	U.S. BANK PARS ACCOUNT #6...	FY25 Add'l OPEB Contribution	6/10/2025		173,000.00
Vendor 5194 - U.S. BANK PARS ACCOUNT #6746050100 Total:					173,000.00
Vendor: 4484 - U.S. BANK					
100-1005-7643	U.S. BANK	Vinh Truong Hotel Deposit ICSC Conf 5/25 (ParkMGM)	5262025BV		377.56
100-1005-7648	U.S. BANK	Sam Kang CCCA Seminar 5/2025 Registration	5262025BV		950.00
100-1010-7610	U.S. BANK	Brian V Mtg w/CMs Gonzales & Miranda (PennyCoffee)	5262025BV	202513-Travel,Mtg & Conf--Ri...	6.00
100-1010-7610	U.S. BANK	Brian Villalobos SCAG Conf Hotel 5/25 (JWMarriott)	5262025BV		492.50
100-1010-7610	U.S. BANK	Brian V Hotel Deposit ICSC Conf 5/2025 (ParkMGM)	5262025BV		301.59

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100-1010-7610	U.S. BANK	Brian V Mtg w/Capt Meza 5/21/25 (Mikomi Sushi)	5262025BV		60.50
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	5262025BV		18.00
100-1010-7980	U.S. BANK	2025 STOC 4/24/25 Fruit Platter (Tropicana Mkt)	5262025BV		274.95
100-1010-7980	U.S. BANK	Community Cleanup Snacks (Instacart-Smart & Final)	5262025BV		38.89
100-1020-7712	U.S. BANK	Spotify Membership	5262025BV		19.99
100-1005-7640	U.S. BANK	C Garcia CCCA Seminar Hotel 5/2025 (Renaissance)	5262025KP		2,129.07
100-1005-7648	U.S. BANK	Sam Kang CCCA Seminar Hotel 5/2025 (Renaissance)	5262025KP		1,494.41
100-1005-7648	U.S. BANK	Credit-Sam Kang CCCA Seminar Parking (Renaissance)	5262025KP		-98.20
100-1010-7612	U.S. BANK	Frances Jimenez Notary Training/Exam/Dues (NNA)	5262025KP		831.96
100-1010-7980	U.S. BANK	CC Mtg 5/13/25 Dessert (Sweet Nothings)	5262025KP		31.70
100-1010-7980	U.S. BANK	Budget Workshop 5/5/25 Dessert (Crumbly Duarte)	5262025KP		106.37
100-1010-7980	U.S. BANK	CCCA Donation Bag Gift Card (Walmart)	5262025KP		50.00
100-1010-7980	U.S. BANK	Budget Workshop 5/5/25 Catering (El Canton)	5262025KP		1,087.17
100-1010-7980	U.S. BANK	City Flag Delivery-CCCA Seminar (USPS)	5262025KP		17.28
100-1020-7980	U.S. BANK	Memorial Day BBQ Supplies (Smart & Final)	5262025KP		51.63
100-1020-7980	U.S. BANK	Memorial Day BBQ Napkins/Tablecloths (Amazon)	5262025KP		69.22
100-1020-7980	U.S. BANK	Memorial Day BBQ Raffle Prizes (Coffee Bean)	5262025KP		85.47
100-1020-7980	U.S. BANK	Memorial Day BBQ Flowers (Trader Joes)	5262025KP		146.94
100-1020-7980	U.S. BANK	Memorial Day BBQ Food & Supplies (Smart & Final)	5262025KP		424.56
100-1020-7980	U.S. BANK	Memorial Day BBQ Food & Supplies (Costco)	5262025KP		556.34
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 5/4/25 - 6/3/25	5262025KP		8.99
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 5/4/25 - 6/3/25	5262025KP		9.00
100-1605-7758	U.S. BANK	July 3rd Toilet & Sink Rental (Eagle Portables)	5262025KP		4,148.60
100-1805-7610	U.S. BANK	Angela Chiaromonte Pathways for Women (CalPERS)	5262025KP		249.00
100-1805-7610	U.S. BANK	K Petersen CCCA Seminar Hotel 5/2025 (Renaissance)	5262025KP		1,471.12
100-1810-7980	U.S. BANK	Memorial Day BBQ Gift Cards (Amazon)	5262025KP		200.00
100-1815-7632	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 5/13/25-6/12/25	5262025KP		849.68
100-1815-7632	U.S. BANK	accessduarte.com Domain+Privacy 3yr (NetworkSol)	5262025KP		54.33
100-1815-7632	U.S. BANK	Finance Webinar 5/7/25 - 6/6/25 (Zoom)	5262025KP		96.00
100-1815-7632	U.S. BANK	accessduarte.org 3yr Renewal (Network Solutions)	5262025KP		138.33
100-1815-7632	U.S. BANK	accessduarte.net 3yr Renewal (Network Solutions)	5262025KP		138.33
100-1815-7980	U.S. BANK	Annual Subscription 5/1/25 - 5/1/26 (Ring)	5262025KP		49.99

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100-2121	U.S. BANK	AirBnB Charged in Error (To be Reimbursed)	5262025KP		408.19
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Breakfast (Renaissance)	5262025LB		14.01
100-1205-7610	U.S. BANK	B Ariizumi Conf Hotel 5/4/25-5/8/25 (Marriott)	5262025LB		1,039.68
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Hotel 5/2025 (Renaissance)	5262025LB		1,148.44
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Breakfast (Renaissance)	5262025LB		21.93
100-1205-7615	U.S. BANK	EOC Dry Erase Board/Dry Erase Markers (Amazon)	5262025LB		94.84
100-1205-7615	U.S. BANK	EOC Computer Adapters/External Hard Drive (Amazon)	5262025LB		309.36
100-1205-7615	U.S. BANK	EOC Mechanical Pencils (Amazon)	5262025LB		14.02
100-1205-7615	U.S. BANK	EOC Sharpie Markers (Amazon)	5262025LB		7.36
100-1205-7779	U.S. BANK	DHS Recruitment Ice Cream (Target)	5262025LB		11.66
100-1205-7779	U.S. BANK	DART Stoles (DeLong Unlimited)	5262025LB		364.65
100-1205-7779	U.S. BANK	DART Ramen Night Supplies 5/23/25 (Hao Cafe)	5262025LB		128.18
100-1205-7779	U.S. BANK	DART Ramen Night Supplies 5/23/25 (GroceryOutlet)	5262025LB		118.54
100-1205-7779	U.S. BANK	San Gabriel Gardening 4/26/25 (Mam Lu)	5262025LB		100.05
100-1205-7779	U.S. BANK	DART Meeting 4/25/25 (Domino's Pizza)	5262025LB		65.05
100-1205-7779	U.S. BANK	DART Uniforms (DeLong Unlimited)	5262025LB		139.23
100-1205-7779	U.S. BANK	DART Outreach Event 5/22/25 (Taco Bell)	5262025LB		28.28
100-1205-7779	U.S. BANK	DART Dinner 5/8/25 (Wendy's)	5262025LB		26.46
100-1205-7779	U.S. BANK	DART Extra Credit Lunch 4/30/25 (Tierra Mia)	5262025LB		16.50
100-1205-7780	U.S. BANK	Large Dog Trap (Amazon)	5262025LB		204.43
100-1205-7980	U.S. BANK	Outreach Coordinator Interview Panel (HopeVillage)	5262025LB		170.45
100-1205-7980	U.S. BANK	Animal Control Interview Panel Lunch (Max's)	5262025LB		140.40
100-1205-7980	U.S. BANK	Office Supplies (Amazon)	5262025LB		28.70
100-1205-7980	U.S. BANK	PS TableCloth Cleaning (Natures Cleaners)	5262025LB		50.00
100-1815-7632	U.S. BANK	(5) Users Acrobat Pro 5/2/25 - 5/1/26 (Adobe)	5262025LB		1,439.40
100-1010-7980	U.S. BANK	DashPass 5/5/25 - 6/5/25 (DoorDash)	5262025ME		9.99
100-1020-7711	U.S. BANK	Staff Appreciation Prize (Tickpick-LA Dodgers)	5262025ME		244.00
100-1020-7719	U.S. BANK	SC Volunteer of the Year Flowers (CynthiasFlowers)	5262025ME		44.10
100-1205-7980	U.S. BANK	NNO/Movie in the Park 8/7/25 (Star Brite Ent)	5262025ME		544.65
100-1605-7610	U.S. BANK	Manuel/Alyssa Lunch Meeting 4/27/25 (Toast Downey)	5262025ME		65.58
100-1605-7612	U.S. BANK	Canva Subscription	5262025ME		30.25
100-1605-7614	U.S. BANK	Ruler/Tape/Scissors (Amazon)	5262025ME		29.53
100-1605-7614	U.S. BANK	Wrapping Paper (Canva)	5262025ME		32.00
100-1605-7614	U.S. BANK	Paper Rolls (Canva)	5262025ME		115.50
100-1605-7614	U.S. BANK	File Folders/Laminating Pouches (Amazon)	5262025ME		90.53

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100-1605-7614	U.S. BANK	White Board (Officesupply.com)	5262025ME		92.81
100-1605-7614	U.S. BANK	Dry Erase Markers/Erasers (Amazon)	5262025ME		20.41
100-1605-7614	U.S. BANK	Steno Pads (Amazon)	5262025ME		13.25
100-1605-7614	U.S. BANK	Disposable Table Cloths/Post Its (Amazon)	5262025ME		35.53
100-1605-7614	U.S. BANK	Cardstock (Michaels)	5262025ME		11.03
100-1605-7614	U.S. BANK	Sympathy Card (Target)	5262025ME		10.99
100-1605-7730	U.S. BANK	Eggfest 2025 Recycled Eggs Gift Cards (El Canton)	5262025ME		45.00
100-1605-7730	U.S. BANK	Jump for Autism Cake...	5262025ME		35.98
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers (Beth Madisson)	5262025ME		120.00
100-1605-7733	U.S. BANK	SC Volunteer of the Year Flowers (Cynthia'sFlower)	5262025ME		44.10
100-1605-7733	U.S. BANK	SC Mother's Day Event Supplies (Amazon)	5262025ME		540.67
100-1605-7733	U.S. BANK	SC Cinco de Mayo Supplies (Amazon)	5262025ME		66.07
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers (Del Real Wholesale)	5262025ME		246.38
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers (Stems Floral)	5262025ME		170.00
100-1605-7733	U.S. BANK	SC Mother's Day Event Supplies (SP Premium Party)	5262025ME		56.24
100-1605-7733	U.S. BANK	SC Mother's Day Event Tea/Sugar (Smart & Final)	5262025ME		81.81
100-1605-7733	U.S. BANK	SC Cinco de Mayo Decorations (Amazon)	5262025ME		126.68
100-1605-7733	U.S. BANK	SC Ping Pong Paddles (Amazon)	5262025ME		24.30
100-1605-7733	U.S. BANK	SC Mother's Day Event Tongs (Dollar Tree)	5262025ME		8.39
100-1605-7733	U.S. BANK	SC Mother's Day Event Supplies (Trader Joes)	5262025ME		19.86
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers/Buckets (Home Depot)	5262025ME		19.82
100-1605-7733	U.S. BANK	SC Mother's Day Event Supplies (Dollar Tree)	5262025ME		11.05
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers (Eliseo Valle)	5262025ME		54.50
100-1605-7734	U.S. BANK	FC Open House 6/14/25 Bottle Giveaway (VistaPrint)	5262025ME		332.59
100-1605-7734	U.S. BANK	Adapter Chargers (Amazon)	5262025ME		20.98
100-1605-7735	U.S. BANK	TC Cinco de Mayo Event Gifrt Cards (Amazon)	5262025ME		50.00
100-1605-7735	U.S. BANK	TC Summer Kickoff Event Prize Headphones (Amazon)	5262025ME		127.02
100-1605-7735	U.S. BANK	TC Copier Paper (Amazon)	5262025ME		99.42
100-1605-7735	U.S. BANK	Chair Leg Protectors (Amazon)	5262025ME		17.55
100-1605-7736	U.S. BANK	White Board/Markers (Amazon)	5262025ME		64.13
100-1605-7737	U.S. BANK	Refund-Excursion Deposit (Descanso Gardens)	5262025ME		-514.00
100-1605-7739	U.S. BANK	IDC Publicity Decor (Indpendence Bunting)	5262025ME		2,256.18
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	5262025ME		828.44
100-1605-7740	U.S. BANK	Summer Day Camp Snacks Wk1/Wk2 (Costco)	5262025ME		434.32
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	5262025ME		275.55
100-1605-7740	U.S. BANK	Summer Day Camp Workshop Catering (Chipotle)	5262025ME		253.71

Council Warrant Register By Vendor

Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	5262025ME		14.53
100-1605-7741	U.S. BANK	Youth Sports Candy/Balloons (Dollar Tree)	5262025ME		75.39
100-1605-7741	U.S. BANK	Youth Sports Pizza (Domino's)	5262025ME		100.42
100-1605-7745	U.S. BANK	Walmart Presentation Award (Michaels)	5262025ME		49.71
100-1605-7745	U.S. BANK	TC Boxing Display Case (Amazon)	5262025ME		41.98
100-1605-7758	U.S. BANK	IDC 2025 Event Supplies (Amazon)	5262025ME		133.74
100-1605-7758	U.S. BANK	IDC 2025 Event Supplies (Walmart.com)	5262025ME		118.38
100-1605-7980	U.S. BANK	Balloon Supplies (Winnter Party)	5262025ME		66.44
100-1605-7980	U.S. BANK	Water Fest 2025 Giveaways (Vons)	5262025ME		48.47
100-1610-7618	U.S. BANK	Coffee Pot Replacement (Amazon)	5262025ME		26.39
100-1610-7618	U.S. BANK	Coffee Pot Replacement (Amazon)	5262025ME		26.39
100-1610-7618	U.S. BANK	(18) Umbrella Covers (Amazon)	5262025ME		254.86
100-1610-7618	U.S. BANK	File Cabinet (Varidesk)	5262025ME		440.90
100-1610-7618	U.S. BANK	Rubber Cable Protector Ramps (Amazon)	5262025ME		125.31
100-1610-7652	U.S. BANK	Com Pool Leak Detection (American Leak Detection)	5262025ME		1,325.00
100-1810-7980	U.S. BANK	Halloween Pumpkin Winner Lunch (The Habit)	5262025ME		133.30
Vendor 4484 - U.S. BANK Total:					33,315.18
Vendor: 4747 - UNITED STATES YOUTH VOLLEYBALL LEAGUE					
100-2120	USYVL	Field Rent Deposit Refund	R105625		250.00
Vendor 4747 - UNITED STATES YOUTH VOLLEYBALL LEAGUE Total:					250.00
Vendor: 0231 - US POSTAL SERVICE					
100-1825-7626	POSTMASTER	CMD Bulk Mailing	6/3/2025		97.08
100-1825-7626	POSTMASTER	Dog License Renewal Letters	5/21/2025		463.00
Vendor 0231 - US POSTAL SERVICE Total:					560.08
Vendor: T4364 - VICTOR DEL RIO					
100-2120	VICTOR DEL RIO	Field Rent Deposit Refund	R104462		100.00
Vendor T4364 - VICTOR DEL RIO Total:					100.00
Vendor: 6519 - VIRIDIANA GARCIA					
100-1205-7779	VIRIDIANA GARCIA	DART Scholarship	632025	202507-PS-Fund Raising/Dona...	350.00
100-1205-7779	VIRIDIANA GARCIA	DART Scholarship	632025	201331-PS Youth Programs	18.53
Vendor 6519 - VIRIDIANA GARCIA Total:					368.53
Vendor: 5835 - WALLACE WOLFF					
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	10/21/2024		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	1/21/2025		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	2/18/2025		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	3/17/2025		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	4/21/2025		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	5/19/2025		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	6/16/2025		50.00
Vendor 5835 - WALLACE WOLFF Total:					350.00
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR C...	Pest/Rodent Control/Mosquito Program 5/2025	559042C		884.01
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					884.01

Council Warrant Register By Vendor

Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4973 - YESENIA VENEGAS					
100-2120	YESENIA VENEGAS	SC Rent Deposit Refund 6/7/2025	R108055		500.00
Vendor T4973 - YESENIA VENEGAS Total:					500.00
Fund 100 - GENERAL FUND Total:					856,229.86
Fund: 220 - GAS TAX FUN					
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
220-2210-7890	COUNTY OF LOS ANGELES DE...	TMC-KITS Monitoring & Reports 4/2025	25051205825		197.61
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 4/2025	25051206141		5,888.67
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					6,086.28
Vendor: T3555 - DSRM CABLE CONSTRUCTION INC					
220-2205-8070	DSRM CABLE CONSTRUCTION ...	1703 1st St Remove/Restore Asphalt	29658		12,500.00
Vendor T3555 - DSRM CABLE CONSTRUCTION INC Total:					12,500.00
Vendor: 6206 - KHR ASSOCIATES					
220-2205-8100	KHR ASSOCIATES	Highland Promenade Design/Const 3/12/25-4/30/25	25-11409	202106-2205-8100-Highland P..	7,600.00
Vendor 6206 - KHR ASSOCIATES Total:					7,600.00
Vendor: 5887 - WGJ ENTERPRISES INC					
220-2225-8070	PCI	Mountain Ave Striping	12555C-01		5,300.00
Vendor 5887 - WGJ ENTERPRISES INC Total:					5,300.00
Fund 220 - GAS TAX FUN Total:					31,486.28
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 5210 - ACOSTA GROWERS INC					
240-2424-7887	ACOSTA GROWERS INC	Windsor Homes LLD Plant Replacement	52411		225.93
Vendor 5210 - ACOSTA GROWERS INC Total:					225.93
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 5/2025	114031		1,509.99
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 5/2025	114031		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 5/2025	114031		15,723.51
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwy (19) Landscape Maintenance 5/2025	114031		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 5/2025	114031		459.54
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 5/2025 5/2025	114031		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		891.67

Council Warrant Register By Vendor

Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	114031		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 5/2025	114031		708.33
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					40,824.30
Vendor: 4142 - RUDY'S PLUMBING INC					
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repairs-Duarte Rd Parkway	12065		766.87
Vendor 4142 - RUDY'S PLUMBING INC Total:					766.87
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7896	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removals/Planting	229321		4,350.95
240-2410-7898	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removals/Planting	229321		5,000.00
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removals/Planting	229321		3,613.90
240-2410-7909	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removals/Planting	229321		19,988.60
Vendor 1521 - WEST COAST ARBORISTS INC Total:					32,953.45
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					74,770.55
Fund: 270 - PAEG - PUBLIC ACCESS					
Vendor: 6567 - WESTERN A/V					
270-2127	WESTERN A/V	Retention-CC AV Upgrades	E146		6,322.38
Vendor 6567 - WESTERN A/V Total:					6,322.38
Fund 270 - PAEG - PUBLIC ACCESS Total:					6,322.38
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
400-4005-8041	MOORE IACOFANO GOLTSMA...	Duarte Park Boxing Patio Design 4/1/25 - 5/31/25	0091682	202518-Teen Center Outdoor ...	3,578.25
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					3,578.25
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					3,578.25
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	74th Installment of 3rd Bus 5/2025	SI010754		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2025	SI010755		21,370.33
440-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2025	SI010755		-868.93
Vendor 3192 - FOOTHILL TRANSIT Total:					24,388.45
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 5/2025	18431		378.04
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					378.04
Fund 440 - PROPOSITION A TRANSIT FUND Total:					24,766.49
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	74th Installment of 3rd Bus 5/2025	SI010754		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2025	SI010755		17,484.82
460-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2025	SI010755		-710.95
Vendor 3192 - FOOTHILL TRANSIT Total:					19,954.18

Council Warrant Register By Vendor

Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 5/2025	18431		330.79
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					330.79
Fund 460 - PROPOSITION C TRANSIT FUND Total:					20,284.97
Fund: 470 - MEASURE R LR TRANSIT FUND					
Vendor: 6524 - SAFE SIDEWALKS INCORPORATED					
470-4705-8060	PRECISION CONCRETE CUTTI...	FY25 Sidewalk Maintenance Project	COD 060425-05		23,856.86
Vendor 6524 - SAFE SIDEWALKS INCORPORATED Total:					23,856.86
Fund 470 - MEASURE R LR TRANSIT FUND Total:					23,856.86
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 5579 - GWMA					
490-4905-7980	GATEWAY WATER MANAGEM...	FY25 Harbor Toxic Upstream Fee	HTU-24-20		1,495.21
Vendor 5579 - GWMA Total:					1,495.21
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					1,495.21
Grand Total:					1,042,790.85

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	856,229.86
220 - GAS TAX FUN	31,486.28
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	74,770.55
270 - PAEG - PUBLIC ACCESS	6,322.38
400 - PARK DEVELOPMENT GRANT FUND	3,578.25
440 - PROPOSITION A TRANSIT FUND	24,766.49
460 - PROPOSITION C TRANSIT FUND	20,284.97
470 - MEASURE R LR TRANSIT FUND	23,856.86
490 - MEASURE W (WATER/STORMWATER)	1,495.21
Grand Total:	1,042,790.85

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	2,489.66
100-1005-7643	Travel & Exp - Truong	377.56
100-1005-7647	Travel & Exp - Calderon	99.45
100-1005-7648	Travel & Exp - Kang	2,346.21
100-1010-7610	Travel, Mtgs & Conf	860.59
100-1010-7612	Publications and Dues	849.96
100-1010-7614	Office Supplies	131.14
100-1010-7670	Legal Notices	788.90
100-1010-7965	Professional Services	10,053.75
100-1010-7980	Other Expenses	6,085.61
100-1015-7682	Labor Counsel Legal	10,518.50
100-1020-7711	Employee Recognition C...	244.00
100-1020-7712	Community Information ...	1,379.99
100-1020-7719	Volunteer Recognition	44.10
100-1020-7724	Post Office Parking	312.00
100-1020-7980	Other Expenses	1,334.16
100-1025-7702	Natn'L League Of Cities	2,190.00
100-1205-7610	Travel, Mtgs & Conf	2,249.06
100-1205-7615	Emergency Supplies	4,331.63
100-1205-7655	Emergency Services	8,709.21
100-1205-7762	Parking Pass Kiosk Costs	85.71
100-1205-7779	Youth Programs	4,249.06
100-1205-7780	Animal Control	11,483.07
100-1205-7782	Crossing Guard Contract...	7,284.32
100-1205-7783	A-Team Program	6,300.00
100-1205-7980	Other Expenses	2,415.34
100-1405-7614	Office Supplies	111.84
100-1405-7650	Vehicle Maintenance	130.07
100-1405-7690	Planning Commission	1,150.00
100-1405-7800	Building Department Ser...	34,693.22
100-1405-7801	Industrial Waste Inspect...	1,663.39
100-1405-7965	Professional Services	7,372.50
100-1405-7969	City Engineer	3,360.00
100-1405-8100	Other Capital Improvem...	329,749.00
100-1410-7630	Equipment Rentals	187.74
100-1410-7656	Emergency Generator	1,122.47
100-1410-7814	Graffiti Removal	4,016.72
100-1410-7815	Brush Clearance	2,156.00
100-1415-7889	Repairs-Sports Park	23,959.00
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	65.58
100-1605-7612	Publications and Dues	30.25
100-1605-7614	Office Supplies	451.58
100-1605-7636	Uniforms	250.00

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7650	Vehicle Maintenance	67.44
100-1605-7730	Special Events	80.98
100-1605-7733	Senior Center	2,904.75
100-1605-7734	Fitness Center	5,397.63
100-1605-7735	Teen Center	535.94
100-1605-7736	Youth & Adult Recreatio...	7,223.03
100-1605-7737	Adult Excursions	-514.00
100-1605-7739	Publicity	20,970.37
100-1605-7740	Day Camps	1,947.58
100-1605-7741	Sports/Playground Progr...	175.81
100-1605-7745	Boxing Program	1,089.21
100-1605-7756	Senior Recreation Classes	1,136.80
100-1605-7758	Independence Day Celeb...	46,140.72
100-1605-7980	Other Expenses	114.91
100-1610-7617	Pool Chemicals	1,110.39
100-1610-7618	Building Supplies	4,621.09
100-1610-7636	Uniforms	56.31
100-1610-7652	Building Maint Services	15,483.03
100-1610-8100	Other Capital Improvem...	5,750.00
100-1750	Prepaid Charges	649.89
100-1805-7610	Travel, Mtgs & Conf	1,720.12
100-1805-7653	Bank Charges	340.86
100-1805-7965	Professional Services	300.00
100-1810-7660	Other Services	204.00
100-1810-7671	Recruiting	22.85
100-1810-7980	Other Expenses	333.30
100-1815-7632	Software	5,538.44
100-1815-7965	Professional Services	12,500.00
100-1815-7980	Other Expenses	662.29
100-1825-7613	Duplications And Photos	1,042.30
100-1825-7626	Postage	602.62
100-1825-7630	Equipment Lease	1,733.04
100-1825-7631	Equipment Maintenance	579.83
100-1825-7674	Retiree Health Insurance	173,000.00
100-1825-7687	Waste Mgmt Services	2,535.00
100-1825-7980	Other Expenses	73.00
100-2120	Refundable Deposits	3,950.00
100-2121	Pass Through Deposits	8,710.91
100-2126	Construction and Demoli...	40,401.30
100-2127	Retention Payable	-16,487.45
100-4408	Property Rental	2,001.51
100-4801	Youth & Adult Recreatio...	60.00
100-4815	Day Camp Fees	480.00
100-5004	Other Revenue	-125.00
220-2205-8070	Street Improvements (C...	12,500.00
220-2205-8100	Other Capital Improvem...	7,600.00
220-2210-7890	Repairs-Traffic Signal	6,086.28
220-2225-8070	Street Improvements (C...	5,300.00
240-2410-7662	Other Serv-Citywide	766.87
240-2410-7896	Tree Planting-Citywide	4,350.95
240-2410-7898	Tree Plant-Medians	5,000.00
240-2410-7906	Tree Trim-Citywide	3,613.90
240-2410-7909	Tree Trim-Residential	19,988.60
240-2410-7915	Landscape-Citywide	19,966.82
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80

Account Summary

Account Number	Account Name	Payment Amount
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7887	Repairs & Replacements	225.93
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
270-2127	Retention Payable	6,322.38
400-4005-8041	Park Improvements (Cap...	3,578.25
440-4405-7814	Graffiti Removal	378.04
440-4405-7960	Foothill Transit Operatio...	21,370.33
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-868.93
460-4605-7814	Graffiti Removal	330.79
460-4605-7960	Foothill Tranist Operatio...	17,484.82
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-710.95
470-4705-8060	Sidewalk/Concrete Repai...	23,856.86
490-4905-7980	Other Expenses	1,495.21
Grand Total:		1,042,790.85

Project Account Summary

Project Account Key	Payment Amount
None	696,987.66
201331-PS Youth Programs	18.53
202028-Prof.Svc-Housing Element - Karen Warner	3,977.50
202106-2205-8100-Highland Promenade Measure M	7,600.00
202118-ATP Cycle 4-Professional Svcs	375.00
202412-Prof Svc-FY24 Bike Trail Rehab Proj	3,020.00
202416-Cap Improv-Huntington Dr Median Landscape	329,749.00
202416-Retention-Huntington Drive Median Landscape	-16,487.45
202417-dep-Westminister Garden Specific Plan & EIR	2,540.98
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	600.00
202424- 100-2121/1433 Crestfield(Andres Duarte)	5,121.74
202507-PS-Fund Raising/Donations for Scholarships	2,415.86
202513/100-1205-7980-Other Expense River Bed Grant	1,286.27
202513-Travel,Mtg & Conf--River Bed Grant	6.00
202518-Teen Center Outdoor Boxing Patio Project	3,578.25
250004 - Property Rent - Nextel Rent (Otis Gordon)	2,001.51
Grand Total:	1,042,790.85



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1205-7610	CALIFORNIA ASSOCIATION OF...	Larry Breceda Gala Even...	220974		25.00
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Gardens MP- Water Systems Consulting	221010	202424- 100-2121/1433 Crestf..	4,976.74
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Gardens MP- Water Systems Consulting	221010	202424- 100-2121/1433 Crestf..	145.00
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Garden Specific Plan 12/2024	221010	202417-dep-Westminister Ga...	806.25
100-4801	SARA TIZNADO	Refund-Circus (Aiden Arredondo)	221037		60.00
100-1605-7735	JIMENA LOZADA	Youthworks Internshi...	221008		100.00
100-1605-7733	THEODORE SIEGEL	SC "Ball of Fire" Screening/Presentation	221031		150.00
100-1605-7735	Walmart Community Card	Teen Ctr Ice Cream Bars	BD25-1520		11.87
100-1605-7733	CYNTHIA'S FLOWERS & GIFTS	SC Mother's Day Tea Flowers	221018		600.00
100-1825-7613	GRAND PRINTING INC	Business Cards-Toney Lewis	221000		271.88
100-1825-7613	GRAND PRINTING INC	Business Card Masters (Gold Foil)	221000		770.42
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Services 4/2025	5936		33,575.82
100-1205-7655	ALL OVER COMMUNICATIONS	Starlink Kit w/Data 6/1/2025 - 5/31/2026	220990		3,083.90
100-1410-7656	SOUTH COAST AIR QUALITY ...	FY25 Generator Hot Spots Program Fee	221034		167.47
100-1605-7735	Walmart Community Card	Teen Ctr Walmart Presentation	BD25-1520		27.08
100-1610-7618	Walmart Community Card	City Hall Kitchen Supplies	BD25-1520		18.75
100-1810-7671	Walmart Community Card	Outreach Coordinator Interview Panel Supplies	BD25-1520		22.85
100-1025-7702	NATIONAL LEAGUE OF CITIES	Direct Member Dues 4/01/2025 - 4/01/2026	5960		2,190.00
100-1610-7618	SIMON EQUIPMENT RENTALS	Scissor Lift Rental-Pickleball Court Light Repairs	221032		524.56
100-1405-7801	COUNTY OF LOS ANGELES DE...	Industrial Waste Inspections 4/2025	220987		1,663.39
100-1610-7618	Walmart Community Card	Conference Room Supplies	BD25-1520		103.36
100-1610-7652	INX BUILDING MAINTENANCE	Senior Ctr Rental Cleaning 5/11/25 & 5/18/25	5950		330.00
100-1610-7652	INX BUILDING MAINTENANCE	Credit for (2) Coffee Pots	5950		-52.78
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Garden Specific Plan 4/2025	221010	202417-dep-Westminister Ga...	1,734.73
100-1610-7618	MIRACLE RECREATION EQUIP...	Playgroun...	5959		2,394.68
100-1605-7733	HEULYN REGINA DUMAS-JOH...	SC Sewing Class 5/2025	5941		154.00
100-1825-7630	CANON FINANCIAL SERVICES I...	(2)CH/CMD/PS/SC/TC Copier Lease 6/2025	220975		1,733.04
100-1825-7631	CANON FINANCIAL SERVICES I...	(2)CH/CMD/PS/SC/TC Copier Maint 4/2025	220975		521.84
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator UST Annual Certification	5975		635.00
100-1410-7656	SUNWEST ENGINEERING	Emergeny Generator Inspection 5/1/2025	5975		160.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 5/20/2025	5975		160.00
100-1005-7643	U.S. BANK	Vinh Truong Hotel Deposit ICSC Conf 5/25 (ParkMGM)	5927		377.56
100-1005-7648	U.S. BANK	Sam Kang CCCA Seminar 5/2025 Registration	5927		950.00

Council Warrant Register By Account
Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7610	U.S. BANK	Brian V Mtg w/Capt Meza 5/21/25 (Mikomi Sushi)	5927		60.50
100-1010-7610	U.S. BANK	Brian V Hotel Deposit ICSC Conf 5/2025 (ParkMGM)	5927		301.59
100-1010-7610	U.S. BANK	Brian V Mtg w/CMs Gonzales & Miranda (PennyCoffee)	5927	202513-Travel,Mtg & Conf--Ri...	6.00
100-1010-7610	U.S. BANK	Brian Villalobos SCAG Conf Hotel 5/25 (JWMarriott)	5927		492.50
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	5927		18.00
100-1010-7980	U.S. BANK	Community Cleanup Snacks (Instacart-Smart & Final)	5927		38.89
100-1010-7980	U.S. BANK	2025 STOC 4/24/25 Fruit Platter (Tropicana Mkt)	5927		274.95
100-1020-7712	U.S. BANK	Spotify Membership	5927		19.99
100-1005-7640	U.S. BANK	C Garcia CCCA Seminar Hotel 5/2025 (Renaissance)	5922		2,129.07
100-1005-7648	U.S. BANK	Credit-Sam Kang CCCA Seminar Parking (Renaissance)	5922		-98.20
100-1005-7648	U.S. BANK	Sam Kang CCCA Seminar Hotel 5/2025 (Renaissance)	5922		1,494.41
100-1010-7612	U.S. BANK	Frances Jimenez Notary Training/Exam/Dues (NNA)	5922		831.96
100-1010-7980	U.S. BANK	City Flag Delivery-CCCA Seminar (USPS)	5922		17.28
100-1010-7980	U.S. BANK	CC Mtg 5/13/25 Dessert (Sweet Nothings)	5922		31.70
100-1010-7980	U.S. BANK	CCCA Donation Bag Gift Card (Walmart)	5922		50.00
100-1010-7980	U.S. BANK	Budget Workshop 5/5/25 Dessert (Crumbly Duarte)	5922		106.37
100-1010-7980	U.S. BANK	Budget Workshop 5/5/25 Catering (El Canton)	5922		1,087.17
100-1020-7980	U.S. BANK	Memorial Day BBQ Food & Supplies (Costco)	5922		556.34
100-1020-7980	U.S. BANK	Memorial Day BBQ Napkins/Tablecloths (Amazon)	5922		69.22
100-1020-7980	U.S. BANK	Memorial Day BBQ Flowers (Trader Joes)	5922		146.94
100-1020-7980	U.S. BANK	Memorial Day BBQ Supplies (Smart & Final)	5922		51.63
100-1020-7980	U.S. BANK	Memorial Day BBQ Raffle Prizes (Coffee Bean)	5922		85.47
100-1020-7980	U.S. BANK	Memorial Day BBQ Food & Supplies (Smart & Final)	5922		424.56
100-1605-7733	U.S. BANK	Netflix-Senior Ctr 5/4/25 - 6/3/25	5922		8.99
100-1605-7735	U.S. BANK	Netflix-Teen Ctr 5/4/25 - 6/3/25	5922		9.00
100-1605-7758	U.S. BANK	July 3rd Toilet & Sink Rental (Eagle Portables)	5922		4,148.60
100-1805-7610	U.S. BANK	Angela Chiaromonte Pathways for Women (CalPERS)	5922		249.00
100-1805-7610	U.S. BANK	K Petersen CCCA Seminar Hotel 5/2025 (Renaissance)	5922		1,471.12
100-1810-7980	U.S. BANK	Memorial Day BBQ Gift Cards (Amazon)	5922		200.00
100-1815-7632	U.S. BANK	accessduarte.org 3yr Renewal (Network Solutions)	5922		138.33
100-1815-7632	U.S. BANK	accessduarte.com Domain+Privacy 3yr (NetworkSol)	5922		54.33
100-1815-7632	U.S. BANK	Finance Webinar 5/7/25 - 6/6/25 (Zoom)	5922		96.00

Council Warrant Register By Account
Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1815-7632	U.S. BANK	accessduarte.net 3yr Renewal (Network Solutions)	5922		138.33
100-1815-7632	U.S. BANK	Adobe Creative Cloud/Acrobat Pro 5/13/25-6/12/25	5922		849.68
100-1815-7980	U.S. BANK	Annual Subscription 5/1/25 - 5/1/26 (Ring)	5922		49.99
100-2121	U.S. BANK	AirBnB Charged in Error (To be Reimbursed)	5922		408.19
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Breakfast (Renaissance)	5923		21.93
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Hotel 5/2025 (Renaissance)	5923		1,148.44
100-1205-7610	U.S. BANK	B Ariizumi Conf Hotel 5/4/25- 5/8/25 (Marriott)	5923		1,039.68
100-1205-7610	U.S. BANK	Larry Breceda CCCA Conf Breakfast (Renaissance)	5923		14.01
100-1205-7615	U.S. BANK	EOC Dry Erase Board/Dry Erase Markers (Amazon)	5923		94.84
100-1205-7615	U.S. BANK	EOC Computer Adapters/External Hard Drive (Amazon)	5923		309.36
100-1205-7615	U.S. BANK	EOC Mechanical Pencils (Amazon)	5923		14.02
100-1205-7615	U.S. BANK	EOC Sharpie Markers (Amazon)	5923		7.36
100-1205-7779	U.S. BANK	DART Dinner 5/8/25 (Wendy's)	5923		26.46
100-1205-7779	U.S. BANK	DART Uniforms (DeLong Unlimited)	5923		139.23
100-1205-7779	U.S. BANK	DART Ramen Night Supplies 5/23/25 (Hao Cafe)	5923		128.18
100-1205-7779	U.S. BANK	DART Ramen Night Supplies 5/23/25 (GroceryOutlet)	5923		118.54
100-1205-7779	U.S. BANK	San Gabriel Gardening 4/26/25 (Mam Lu)	5923		100.05
100-1205-7779	U.S. BANK	DART Meeting 4/25/25 (Domino's Pizza)	5923		65.05
100-1205-7779	U.S. BANK	DART Outreach Event 5/22/25 (Taco Bell)	5923		28.28
100-1205-7779	U.S. BANK	DART Extra Credit Lunch 4/30/25 (Tierra Mia)	5923		16.50
100-1205-7779	U.S. BANK	DHS Recruitment Ice Cream (Target)	5923		11.66
100-1205-7779	U.S. BANK	DART Stoles (DeLong Unlimited)	5923		364.65
100-1205-7780	U.S. BANK	Large Dog Trap (Amazon)	5923		204.43
100-1205-7980	U.S. BANK	Animal Control Interview Panel Lunch (Max's)	5923		140.40
100-1205-7980	U.S. BANK	Outreach Coordinator Interview Panel (HopeVillage)	5923		170.45
100-1205-7980	U.S. BANK	PS TableCloth Cleaning (Natures Cleaners)	5923		50.00
100-1205-7980	U.S. BANK	Office Supplies (Amazon)	5923		28.70
100-1815-7632	U.S. BANK	(5) Users Acrobat Pro 5/2/25 - 5/1/26 (Adobe)	5923		1,439.40
100-1010-7980	U.S. BANK	DashPass 5/5/25 - 6/5/25 (DoorDash)	5924		9.99
100-1020-7711	U.S. BANK	Staff Appreciation Prize (Tickpick-LA Dodgers)	5924		244.00
100-1020-7719	U.S. BANK	SC Volunteer of the Year Flowers (CynthiasFlowers)	5924		44.10
100-1205-7980	U.S. BANK	NNO/Movie in the Park 8/7/25 (Star Brite Ent)	5924		544.65
100-1605-7610	U.S. BANK	Manuel/Alyssa Lunch Meeting 4/27/25 (Toast Downey)	5924		65.58
100-1605-7612	U.S. BANK	Canva Subscription	5924		30.25

Council Warrant Register By Account

Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7614	U.S. BANK	Cardstock (Michaels)	5924		11.03
100-1605-7614	U.S. BANK	Steno Pads (Amazon)	5924		13.25
100-1605-7614	U.S. BANK	Paper Rolls (Canva)	5924		115.50
100-1605-7614	U.S. BANK	Ruler/Tape/Scissors (Amazon)	5924		29.53
100-1605-7614	U.S. BANK	White Board (Officesupply.com)	5924		92.81
100-1605-7614	U.S. BANK	File Folders/Laminating Pouches (Amazon)	5924		90.53
100-1605-7614	U.S. BANK	Sympathy Card (Target)	5924		10.99
100-1605-7614	U.S. BANK	Dry Erase Markers/Erasers (Amazon)	5924		20.41
100-1605-7614	U.S. BANK	Disposable Table Cloths/Post Its (Amazon)	5924		35.53
100-1605-7614	U.S. BANK	Wrapping Paper (Canva)	5924		32.00
100-1605-7730	U.S. BANK	Eggfest 2025 Recycled Eggs Gift Cards (El Canton)	5924		45.00
100-1605-7730	U.S. BANK	Jump for Autism Cake...	5924		35.98
100-1605-7733	U.S. BANK	SC Ping Pong Paddles (Amazon)	5924		24.30
100-1605-7733	U.S. BANK	SC Mother's Day Event Supplies (SP Premium Party)	5924		56.24
100-1605-7733	U.S. BANK	SC Mother's Day Event Supplies (Trader Joes)	5924		19.86
100-1605-7733	U.S. BANK	SC Mother's Day Event Tea/Sugar (Smart & Final)	5924		81.81
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers/Buckets (Home Depot)	5924		19.82
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers (Eliseo Valle)	5924		54.50
100-1605-7733	U.S. BANK	SC Mother's Day Event Supplies (Dollar Tree)	5924		11.05
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers (Beth Madisson)	5924		120.00
100-1605-7733	U.S. BANK	SC Volunteer of the Year Flowers (Cynthia'sFlower)	5924		44.10
100-1605-7733	U.S. BANK	SC Mother's Day Event Supplies (Amazon)	5924		540.67
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers (Stems Floral)	5924		170.00
100-1605-7733	U.S. BANK	SC Cinco de Mayo Supplies (Amazon)	5924		66.07
100-1605-7733	U.S. BANK	SC Mother's Day Event Flowers (Del Real Wholesale)	5924		246.38
100-1605-7733	U.S. BANK	SC Cinco de Mayo Decorations (Amazon)	5924		126.68
100-1605-7733	U.S. BANK	SC Mother's Day Event Tongs (Dollar Tree)	5924		8.39
100-1605-7734	U.S. BANK	Adapter Chargers (Amazon)	5924		20.98
100-1605-7734	U.S. BANK	FC Open House 6/14/25 Bottle Giveaway (VistaPrint)	5924		332.59
100-1605-7735	U.S. BANK	TC Cinco de Mayo Event Gifrt Cards (Amazon)	5924		50.00
100-1605-7735	U.S. BANK	Chair Leg Protectors (Amazon)	5924		17.55
100-1605-7735	U.S. BANK	TC Summer Kickoff Event Prize Headphones (Amazon)	5924		127.02
100-1605-7735	U.S. BANK	TC Copier Paper (Amazon)	5924		99.42
100-1605-7736	U.S. BANK	White Board/Markers (Amazon)	5924		64.13
100-1605-7737	U.S. BANK	Refund-Excursion Deposit (Descanso Gardens)	5924		-514.00
100-1605-7739	U.S. BANK	IDC Publicity Decor (Independence Bunting)	5924		2,256.18
100-1605-7740	U.S. BANK	Summer Day Camp Snacks Wk1/Wk2 (Costco)	5924		434.32

Council Warrant Register By Account

Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	5924		14.53
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	5924		828.44
100-1605-7740	U.S. BANK	Summer Day Camp Supplies (Amazon)	5924		275.55
100-1605-7740	U.S. BANK	Summer Day Camp Workshop Catering (Chipotle)	5924		253.71
100-1605-7741	U.S. BANK	Youth Sports Candy/Balloons (Dollar Tree)	5924		75.39
100-1605-7741	U.S. BANK	Youth Sports Pizza (Domino's)	5924		100.42
100-1605-7745	U.S. BANK	TC Boxing Display Case (Amazon)	5924		41.98
100-1605-7745	U.S. BANK	Walmart Presentation Award (Michaels)	5924		49.71
100-1605-7758	U.S. BANK	IDC 2025 Event Supplies (Amazon)	5924		133.74
100-1605-7758	U.S. BANK	IDC 2025 Event Supplies (Walmart.com)	5924		118.38
100-1605-7980	U.S. BANK	Water Fest 2025 Giveaways (Vons)	5924		48.47
100-1605-7980	U.S. BANK	Balloon Supplies (Winnter Party)	5924		66.44
100-1610-7618	U.S. BANK	(18) Umbrella Covers (Amazon)	5924		254.86
100-1610-7618	U.S. BANK	Coffee Pot Replacement (Amazon)	5924		26.39
100-1610-7618	U.S. BANK	File Cabinet (Varidesk)	5924		440.90
100-1610-7618	U.S. BANK	Rubber Cable Protector Ramps (Amazon)	5924		125.31
100-1610-7618	U.S. BANK	Coffee Pot Replacement (Amazon)	5924		26.39
100-1610-7652	U.S. BANK	Com Pool Leak Detection (American Leak Detection)	5924		1,325.00
100-1810-7980	U.S. BANK	Halloween Pumpkin Winner Lunch (The Habit)	5924		133.30
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	5938		25.46
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	5938		9.54
100-1605-7758	DJ Phil Perez	IDC 2025/July 3rd Event DJ	221019		950.00
100-1205-7779	AZUSA PACIFIC UNIVERSITY	Contracted Services	220970		60.00
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvc 5/11/25 - 5/24/25	5930		7,284.32
100-1205-7762	CALE AMERICA INC	WTP Fees 5/2025	5935		85.71
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 4/2025	5966		2,080.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 4/2025	5966	202118-ATP Cycle 4-Professio...	375.00
100-1405-7969	RKA CONSULTING GROUP	FY2024/2025 LLMD Engineering Srvc 4/2025	5966		1,280.00
100-1405-7965	RKA CONSULTING GROUP	Watson Multi-Use Trail Rehab Grant Support 4/2025	5966	202412-Prof Svc-FY24 Bike Tra...	3,020.00
100-1610-7652	AIR-TRO INC	Public Safety HVAC Service/Repair	220967		2,006.04
100-1825-7980	PAPER RECYCLING & SHREDDI...	Document Shredding 5/28/25	221015		73.00
100-1605-7758	LATIN SOUL BAND	IDC 2025 Band	221025		1,800.00
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	5971		94.00
100-1610-7652	MARCUS LEON BANKS SR	Senior Ctr Food Warmer Repair	220971		675.00
100-1610-8100	MARCUS LEON BANKS SR	FC Gym Electrical Upgrades for New Equipment	220971		3,750.00
100-1605-7733	CURO MANAGED PRINT PRO...	SC Volunteer Recognition Invitations	220989		43.10
100-1605-7756	Circulating Health	SC TaiQi-QiGong Spring 3/24/25 - 5/16/25	5981		420.00
100-1205-7980	LAMONT DOBBINS	Riverbed Clean-up Equipemnt	220992	202513/100-1205-7980-Other...	1,286.27
100-1605-7756	GREGORY MENA	SC Slow Flow Yoga Spring 3/27/25 - 5/15/25	5958		364.00

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Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7734	The Bubble Rollers and Emera...	Summer Kickoff Foam Party 6/20/2025	220997		1,670.00
100-1605-7734	IN-N-OUT BURGER	Summer Kickoff Foam Party 6/20/2025	221003		2,521.02
100-1205-7980	CURO MANAGED PRINT PRO...	Business Watch Decals	220989		167.30
100-1415-7889	PUMPMAN SOCIAL	Emergency Replacement- Otis Gordon Irrigation Pump	5964		23,959.00
100-1205-7615	POWER SOLVE INC	EOC First Aid Kits	5963		3,906.05
100-1605-7733	CURO MANAGED PRINT PRO...	Senior Ctr June 2025 Calendar	220989		18.79
100-1205-7980	SHAFFER AWARDS	Erika Ramos Name Plate	221030		27.57
100-1605-7736	JACQUELINE HASTY	Instructor Fee-Sticker Making Spring S2	5948		84.00
100-1605-7736	JACQUELINE HASTY	Instructor Fee-Sip N Circut Spring S2	5948		140.00
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Instructor Fee-Ninja Warriors 4/4/25 - 5/30/25	5928		784.00
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Instructor Fee-Little Dragons 4/4/25 - 5/30/25	5928		931.00
100-1605-7736	360 MARTIAL ARTS ACADEMY ...	Instructor Fee-Karate Teen/Adult 4/4/25 - 5/30/25	5928		490.00
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 5/2025	5956		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance	5956		76.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 5/2025	5956		2,080.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 5/2025	5956		3,426.72
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Video Production Services 5/2025	5980		1,360.00
100-1605-7756	CHRISTOPHER H CHUC	SC Line Dancing Spring 3/27/25 - 5/22/25	5937		126.00
100-1605-7756	CHRISTOPHER H CHUC	SC Ballroom Dance Spring 3/27/25 - 5/22/25	5937		226.80
100-1405-7650	EAN SERVICES LLC	CMD-Craig Hensley ICSC Conf Car Rental	5942		130.07
100-1610-7652	WESTERN EXTERMINATOR C...	Pest/Rodent Control/Mosquito Program 5/2025	5985		884.01
100-1605-7740	STAPLES	Summer Day Camp Supplies	5973		61.47
100-1010-7670	SOUTHERN CALIFORNIA NEWS...	Legal Advertising 5/2025	5972		788.90
100-1010-7965	MOORE IACOFANO GOLTSMA...	Strategic Planning Services 4/2025	221010		10,053.75
100-1605-7650	M K FUELS	Parks & Recreation Fuel 5/29/25	220983		67.44
100-1610-7652	WET VIEWS	Weekly Aquatic Maintenance of Duarte Pools 5/2025	5962		1,950.00
100-1610-7652	WET VIEWS	Labor-Competition Pool Gutter Grates R&R	5962		3,550.00
100-1205-7780	SAN GABRIEL VALLEY HUMAN...	Animal Shelter Services 6/2025	5969		6,250.00
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 5/2025	5978		226.39
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Janitorial Srvcs...	5950		2,020.44
100-1610-7652	INX BUILDING MAINTENANCE	City Yard Janitorial Services 6/2025	5950		792.74
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Services 6/2025	5950		1,828.89
100-1205-7779	CMC LIVESCAN & NOTARY SE...	Livescan Services 5/2025	5939		56.00
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 5/2025	5939		84.00
100-1205-7783	TRAIN UP A CHILD LLC	A-Team Contract Srvcs 6/2025	5929		6,300.00
100-1015-7682	ARDUENGO INVESTIGATIONS,...	Personnel Investigation 5/2025	5932		10,518.50
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 5/2025	221035		4,016.72
100-1405-7965	KAREN WARNER ASSOCIATES ...	Preparation of 2024 Annual Performance Report	5952	202028-Prof.Svc-Housing Ele...	3,977.50
100-1605-7734	CURO MANAGED PRINT PRO...	FC Open House Yard Signs	220989		53.04

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Payment Dates: 6/12/2025 - 6/25/2025

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1005-7647	CURO MANAGED PRINT PRO...	Headshot Photos	220989		99.45
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 5/2025	5965		2,535.00
100-1205-7780	ANIMAL CARE EQUIPMENT & ...	Animal Capture Equipment	5931		5,028.64
100-1205-7655	JAM SERVICES	Windstorm Street Name Signs/Hardware Replacement	5951		5,398.92
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 6/1/2025 - 6/30/2025	BD25-1522		552.20
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 6/1/2025 - 6/30/2025	BD25-1521		565.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	5938		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	5938		4.15
100-1825-7626	POSTMASTER	CMD Bulk Mailing	221040		97.08
100-1205-7779	CHRIS CONTRERAS	DART Scholarship	220985	202507-PS-Fund Raising/Dona...	150.00
100-1205-7779	HOPE PEOPLES	DART Scholarship	221017	202507-PS-Fund Raising/Dona...	200.00
100-1205-7779	OSCAR BARAJAS	DART Scholarship	220972	202507-PS-Fund Raising/Dona...	150.00
100-1205-7779	DAVID SOTO	DART Scholarship	221033	202507-PS-Fund Raising/Dona...	100.00
100-1205-7779	DAVID ZENG	DART Scholarship	221048	202507-PS-Fund Raising/Dona...	50.00
100-1205-7779	AYAAN MOHAMMAD	DART Scholarship	221009	202507-PS-Fund Raising/Dona...	50.00
100-1205-7779	AMELIE LOPEZ-DRIOTIS	DART Scholarship	221007	202507-PS-Fund Raising/Dona...	100.00
100-1205-7779	JASHION WADE	DART Scholarship	221042	202507-PS-Fund Raising/Dona...	150.00
100-1205-7779	JACQUELINE ALVAREZ	DART Scholarship	220968	202507-PS-Fund Raising/Dona...	50.00
100-1205-7779	BRANDON EDWARDS	DART Scholarship	220996	202507-PS-Fund Raising/Dona...	315.86
100-1205-7779	CHELSEA CARRILLO	DART Scholarship	220978	202507-PS-Fund Raising/Dona...	200.00
100-1205-7779	VIRIDIANA GARCIA	DART Scholarship	220999	202507-PS-Fund Raising/Dona...	350.00
100-1205-7779	AARON CERVANTES	DART Scholarship	220982	202507-PS-Fund Raising/Dona...	150.00
100-1205-7779	ADAM CARTAGENA	DART Scholarship	220980	202507-PS-Fund Raising/Dona...	50.00
100-1205-7779	VIRIDIANA GARCIA	DART Scholarship	220999	201331-PS Youth Programs	18.53
100-1205-7779	NATALYA BRINK	DART Scholarship	220973	202507-PS-Fund Raising/Dona...	350.00
100-1605-7740	CURO MANAGED PRINT PRO...	Summer Day Camps Expectation Signs	220989		79.56
100-1010-7980	CURO MANAGED PRINT PRO...	Strategic Plan Flyer	220964		4,100.36
100-1605-7736	BEST SPORTS	Instructor Fee-Multi/Basketball Spring 3/29 - 5/31	5933		2,629.90
100-1825-7631	CANON SOLUTIONS AMERICA ...	P&R Printer Maintenance 5/4/25 - 6/3/25	220976		57.99
100-1205-7779	AIDA TORRES	DART DHS Graduation 5/30/25	5979		80.07
100-1205-7779	AIDA TORRES	DART Event Parking 6/1/25	5979		20.00
100-1605-7739	THE SAUCE CREATIVE SERVICE...	Summer 2025 City News Printing	5977		9,152.30
100-1605-7739	THE SAUCE CREATIVE SERVICE...	Summer 2025 City News Design	5977		7,650.00
100-1405-7614	SMART & FINAL	CMD Office Supplies	5971		28.70
100-1205-7779	MATTHEW GUAJARDO	DUSD Tutoring Program	5947	202418-FY23-26-Exp-Tutors,S...	600.00
100-1605-7734	IOPRODUCTIONS LLC	Summer Kickoff Foam Party 6/20/2025	221020		800.00
100-1610-7652	MONROVIA LOCK SHOP	City Hall Lock Repair	220979		160.00
100-1610-8100	BRIGHTVIEW PAINTING COM...	Fitness Ctr Wall Repair & Painting	5934		2,000.00
100-1405-8100	FS CONTRACTORS INC	Change Order 3	5943	202416-Cap Improv-Huntingt...	2,450.00
100-1405-8100	FS CONTRACTORS INC	Change Order 12	5943	202416-Cap Improv-Huntingt...	2,645.00
100-1405-8100	FS CONTRACTORS INC	Change Order 10	5943	202416-Cap Improv-Huntingt...	5,000.00
100-1405-8100	FS CONTRACTORS INC	Change Order 1	5943	202416-Cap Improv-Huntingt...	18,300.00
100-1405-8100	FS CONTRACTORS INC	Huntington Dr Median Islands Landscape Improvement	5943	202416-Cap Improv-Huntingt...	172,950.00
100-1405-8100	FS CONTRACTORS INC	Change Order 5	5943	202416-Cap Improv-Huntingt...	128,404.00
100-2127	FS CONTRACTORS INC	Retention	5943	202416-Retention-Huntington...	-16,487.45
100-1610-7618	LANDSCAPE WAREHOUSE INC	Community Garden Supplies	5954		705.89
100-1825-7626	POSTMASTER	Dog License Renewal Letters	221040		463.00
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 5/1/25 - 5/31/25	BD25-1523		2,092.92
100-1605-7745	PRO BOXING EQUIPMENT	TC Boxing Program Supplies	221021		997.52

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Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7758	PARTY PRONTO INC	IDC 2025 Inflatables	221016		2,240.00
100-2126	LOVETTE M YOUNG	Const/Demo Refund (P#2024-305/3010 Treefern)	221047		900.00
100-2126	JOEY BUENROSTRO CORTEZ	Const/Demo Refund (P#2024-556/317 Clarkview)	220986		4,061.30
100-1605-7636	RAQUEL MARTINEZ RODRIGU...	IDC 2025 Uniform Design	221027		250.00
100-1010-7980	THE SAUCE CREATIVE SERVICE...	Staff T-Shirts	5977		368.90
100-1825-7626	FEDEX	Document Delivery	220998		42.54
100-1805-7965	HINDERLITER, DE LLAMAS & A...	Transaction Tax Audit April 2025 - June 2025	221002		300.00
100-1605-7736	JOVANA VILLEGAS	Instructor Fee-Culinary Kids/Ballet Spring 2025	5983		2,100.00
100-1605-7739	CURO MANAGED PRINT PRO...	July 3rd 2025 Publicity	220989		1,911.89
100-1605-7758	JA EVENT PRODUCTION	IDC 2025 Stage & Sound	221036		22,500.00
100-1410-7630	SIMON EQUIPMENT RENTALS	Trencher Rental-Tzeitel Paras-Caracci Park Garden	221032		187.74
100-4815	JINAE CROUCH	Splash Camp S2 Refund (Thomas Crouch)	220988		160.00
100-4815	SARAH WILKINSON	Splash Camp S2 Refund (Orion Mier)	221045		160.00
100-4815	SARAH WILKINSON	Splash Camp S1 Refund (Orion Mier)	221045		160.00
100-1750	STUBBIES PROMOTIONS INC	Tails on the Trail Swag 7/12/2025	5974		249.89
100-1610-7617	WET VIEWS	Comp Pool Chemicals	5962		1,110.39
100-1825-7674	U.S. BANK PARS ACCOUNT #6...	FY25 Add'l OPEB Contribution	5982		173,000.00
100-1605-7733	DUARTE PETTY CASH/BINGO ...	SC Bingo Prize Money	220993		165.00
100-1605-7733	SONICBOOM DJ Rudy	SC Monthly Dance DJ	220977		175.00
100-1010-7614	STAPLES	Certificate Holders	5973		131.14
100-1405-7614	STAPLES	Office Supplies	5973		83.14
100-1750	JOHN FRANCIS CLOUGHERTY	Summer Day Camps Special Attraction	220984		400.00
100-2126	FS CONTRACTORS INC	Const/Demo Deposit Refund (P#2023-161ROW)	5944		30,000.00
100-2120	NICK LOPEZ	Field Rent Deposit Refund	221006		250.00
100-2120	VICTOR DEL RIO	Field Rent Deposit Refund	220991		100.00
100-2120	LOS ANGELES SOCCER CLUB A...	Field Rent Deposit Refund	5955		100.00
100-2120	LUZ YESENIA PAEZ	Field Rent Deposit Refund	221014		100.00
100-2120	USYVL	Field Rent Deposit Refund	221039		250.00
100-2120	DUARTE YOUTH ATHLETIC CL...	Field Rent Deposit Refund	220995		250.00
100-2120	PASADENA RUGBY FOOTBALL ...	Field Rent Deposit Refund	5961		250.00
100-2120	ADULT SPORTS MANAGEMENT	Field Rent Deposit Refund	220966		250.00
100-2120	SANTA ANITA LITTLE LEAGUE	Field Rent Deposit Refund	221029		100.00
100-2120	GABRIELA OLAGUE	ROP Bldg Rent Deposit Refund 6/7/2025	221012		150.00
100-2120	YESENIA VENEGAS	SC Rent Deposit Refund 6/7/2025	221041		500.00
100-2120	AMANDA SAGER	ROP Bldg Rent Deposit Refund 5/31/2025	221028		150.00
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	221023		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	221046		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	5949		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	221014		50.00
100-2120	RAMON RAMIREZ	Field Rent Deposit Refund	221024		250.00
100-2120	JAIME NAGRETE	Field Rent Deposit Refund	221011		250.00
100-2120	PACIFIC PRODUCTION SERVIC...	Film Permit Deposit Refund (FP25-01)	221013		500.00
100-2120	JOHN WHEELER FILM PERMITS..	Film Permit Deposit Refund (FP25-02)	221005		500.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	221014		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	5949		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	221046		50.00

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Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	221023		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	221014		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	5949		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	221046		50.00
100-1805-7653	SECTRA SECURITY INC	June 2025 Courier Pick-up	5970		340.86
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	221046		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	221014		50.00
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	221026		50.00
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	221026		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	221046		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	221014		50.00
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	221026		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	221046		50.00
100-1405-7690	LUZ YESENIA PAEZ	Planning Commission Meeting	221014		50.00
100-2126	MARICELA JIMENEZ	Const/Demo Deposit Refund- P#2024-162/1332 Maynard	221004		2,440.00
100-5004	MARICELA JIMENEZ	Administrative Fee-P#2024- 162/1332 Maynard	221004		-125.00
100-1810-7660	CERTIFIX LIVE SCAN	Fingerprinting 5/2025	220981		120.00
100-1815-7980	THE TECHNOLOGY DEPOT INC	Senior Ctr UPS Battery Back-up	5976		460.49
100-1815-7965	MAXTREME SERVICES	IT Helpdesk 6/2025	5957		12,500.00
100-2121	AZUSA CONNECTS FOUNDATI...	City vs City Charity Bowling Event Sponsorship	220969		640.00
100-2126	HOANG THUONG U	Const/Demo Deposit Refund (P#2024-418)	221038		3,000.00
100-1815-7632	MAXTREME SERVICES	Office 365 License 6/2025	5957		470.25
100-1815-7632	MAXTREME SERVICES	Google Maxhavens 5/2025 & 6/2025	5957		259.20
100-1815-7980	MAXTREME SERVICES	USB-C Cable	5957		19.88
100-1815-7980	MAXTREME SERVICES	iPad Cases/iPhone Cases	5957		131.93
100-1005-7640	CESAR A GARCIA	CCCA Conf Expense Reimbursement	5946		360.59
100-1405-7690	DAVID RODRIGUEZ	Planning Commission Meeting	221026		50.00
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	221023		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	221046		50.00
100-4408	DUARTE UNIFIED SCHOOL DIS...	SBA/Nextel Lease 6/2025	220994	250004 - Property Rent - Next...	2,001.51
100-1605-7758	PYRO SPECTACULARS INC	Balance-July 3rd Firework Show	221022		14,250.00
Fund 100 - GENERAL FUND Total:					856,229.86
Fund: 220 - GAS TAX FUN					
220-2210-7890	COUNTY OF LOS ANGELES DE...	TMC-KITS Monitoring & Reports 4/2025	220987		197.61
220-2210-7890	COUNTY OF LOS ANGELES DE...	Traffic Signal Maintenance 4/2025	220987		5,888.67
220-2205-8100	KHR ASSOCIATES	Highland Promenade Design/Const 3/12/25-4/30/25	5953	202106-2205-8100-Highland P...	7,600.00
220-2225-8070	PCI	Mountain Ave Striping	221044		5,300.00
220-2205-8070	DSRM CABLE CONSTRUCTION ...	1703 1st St Remove/Restore Asphalt	5940		12,500.00
Fund 220 - GAS TAX FUN Total:					31,486.28
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7896	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removals/Planting	5984		4,350.95
240-2410-7898	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removals/Planting	5984		5,000.00
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removals/Planting	5984		3,613.90
240-2410-7909	WEST COAST ARBORISTS INC	Citywide Tree Trimming/Removals/Planting	5984		19,988.60
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repairs- Duarte Rd Parkway	5967		766.87

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Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
240-2424-7887	ACOSTA GROWERS INC	Windsor Homes LLD Plant Replacement	220965		225.93
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 5/2025	5956		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 5/2025	5956		15,723.51
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 5/2025	5956		1,509.99
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwy (19) Landscape Maintenance 5/2025	5956		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 5/2025	5956		459.54
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 5/2025 5/2025	5956		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 5/2025	5956		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 5/2025	5956		708.33
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					74,770.55
Fund: 270 - PAEG - PUBLIC ACCESS					
270-2127	WESTERN A/V	Retention-CC AV Ugrades	221043		6,322.38
Fund 270 - PAEG - PUBLIC ACCESS Total:					6,322.38
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
400-4005-8041	MOORE IACOFANO GOLTSMA...	Duarte Park Boxing Patio Design 4/1/25 - 5/31/25	221010	202518-Teen Center Outdoor ...	3,578.25
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					3,578.25
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-8013	FOOTHILL TRANSIT	74th Installment of 3rd Bus 5/2025	5945		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2025	5945		21,370.33
440-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2025	5945		-868.93
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 5/2025	221035		378.04
Fund 440 - PROPOSITION A TRANSIT FUND Total:					24,766.49
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	74th Installment of 3rd Bus 5/2025	5945		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 4/2025	5945		17,484.82
460-5004	FOOTHILL TRANSIT	Duarte Local Service 4/2025	5945		-710.95

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Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 5/2025	221035		330.79
Fund 460 - PROPOSITION C TRANSIT FUND Total:					20,284.97
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-4705-8060	PRECISION CONCRETE CUTTI...	FY25 Sidewalk Maintenance Project	5968		23,856.86
Fund 470 - MEASURE R LR TRANSIT FUND Total:					23,856.86
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-7980	GATEWAY WATER MANAGEM...	FY25 Harbor Toxic Upstream Fee	221001		1,495.21
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					1,495.21
Grand Total:					1,042,790.85

Report Summary**Fund Summary**

Fund	Payment Amount
100 - GENERAL FUND	856,229.86
220 - GAS TAX FUN	31,486.28
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	74,770.55
270 - PAEG - PUBLIC ACCESS	6,322.38
400 - PARK DEVELOPMENT GRANT FUND	3,578.25
440 - PROPOSITION A TRANSIT FUND	24,766.49
460 - PROPOSITION C TRANSIT FUND	20,284.97
470 - MEASURE R LR TRANSIT FUND	23,856.86
490 - MEASURE W (WATER/STORMWATER)	1,495.21
Grand Total:	1,042,790.85

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	2,489.66
100-1005-7643	Travel & Exp - Truong	377.56
100-1005-7647	Travel & Exp - Calderon	99.45
100-1005-7648	Travel & Exp - Kang	2,346.21
100-1010-7610	Travel, Mtgs & Conf	860.59
100-1010-7612	Publications and Dues	849.96
100-1010-7614	Office Supplies	131.14
100-1010-7670	Legal Notices	788.90
100-1010-7965	Professional Services	10,053.75
100-1010-7980	Other Expenses	6,085.61
100-1015-7682	Labor Counsel Legal	10,518.50
100-1020-7711	Employee Recognition C...	244.00
100-1020-7712	Community Information ...	1,379.99
100-1020-7719	Volunteer Recognition	44.10
100-1020-7724	Post Office Parking	312.00
100-1020-7980	Other Expenses	1,334.16
100-1025-7702	Natn'L League Of Cities	2,190.00
100-1205-7610	Travel, Mtgs & Conf	2,249.06
100-1205-7615	Emergency Supplies	4,331.63
100-1205-7655	Emergency Services	8,709.21
100-1205-7762	Parking Pass Kiosk Costs	85.71
100-1205-7779	Youth Programs	4,249.06
100-1205-7780	Animal Control	11,483.07
100-1205-7782	Crossing Guard Contract...	7,284.32
100-1205-7783	A-Team Program	6,300.00
100-1205-7980	Other Expenses	2,415.34
100-1405-7614	Office Supplies	111.84
100-1405-7650	Vehicle Maintenance	130.07
100-1405-7690	Planning Commission	1,150.00
100-1405-7800	Building Department Ser...	34,693.22
100-1405-7801	Industrial Waste Inspect...	1,663.39
100-1405-7965	Professional Services	7,372.50
100-1405-7969	City Engineer	3,360.00
100-1405-8100	Other Capital Improvem...	329,749.00
100-1410-7630	Equipment Rentals	187.74
100-1410-7656	Emergency Generator	1,122.47
100-1410-7814	Graffiti Removal	4,016.72
100-1410-7815	Brush Clearance	2,156.00
100-1415-7889	Repairs-Sports Park	23,959.00
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	65.58
100-1605-7612	Publications and Dues	30.25
100-1605-7614	Office Supplies	451.58
100-1605-7636	Uniforms	250.00

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7650	Vehicle Maintenance	67.44
100-1605-7730	Special Events	80.98
100-1605-7733	Senior Center	2,904.75
100-1605-7734	Fitness Center	5,397.63
100-1605-7735	Teen Center	535.94
100-1605-7736	Youth & Adult Recreatio...	7,223.03
100-1605-7737	Adult Excursions	-514.00
100-1605-7739	Publicity	20,970.37
100-1605-7740	Day Camps	1,947.58
100-1605-7741	Sports/Playground Progr...	175.81
100-1605-7745	Boxing Program	1,089.21
100-1605-7756	Senior Recreation Classes	1,136.80
100-1605-7758	Independence Day Celeb...	46,140.72
100-1605-7980	Other Expenses	114.91
100-1610-7617	Pool Chemicals	1,110.39
100-1610-7618	Building Supplies	4,621.09
100-1610-7636	Uniforms	56.31
100-1610-7652	Building Maint Services	15,483.03
100-1610-8100	Other Capital Improvem...	5,750.00
100-1750	Prepaid Charges	649.89
100-1805-7610	Travel, Mtgs & Conf	1,720.12
100-1805-7653	Bank Charges	340.86
100-1805-7965	Professional Services	300.00
100-1810-7660	Other Services	204.00
100-1810-7671	Recruiting	22.85
100-1810-7980	Other Expenses	333.30
100-1815-7632	Software	5,538.44
100-1815-7965	Professional Services	12,500.00
100-1815-7980	Other Expenses	662.29
100-1825-7613	Duplications And Photos	1,042.30
100-1825-7626	Postage	602.62
100-1825-7630	Equipment Lease	1,733.04
100-1825-7631	Equipment Maintenance	579.83
100-1825-7674	Retiree Health Insurance	173,000.00
100-1825-7687	Waste Mgmt Services	2,535.00
100-1825-7980	Other Expenses	73.00
100-2120	Refundable Deposits	3,950.00
100-2121	Pass Through Deposits	8,710.91
100-2126	Construction and Demoli...	40,401.30
100-2127	Retention Payable	-16,487.45
100-4408	Property Rental	2,001.51
100-4801	Youth & Adult Recreatio...	60.00
100-4815	Day Camp Fees	480.00
100-5004	Other Revenue	-125.00
220-2205-8070	Street Improvements (C...	12,500.00
220-2205-8100	Other Capital Improvem...	7,600.00
220-2210-7890	Repairs-Traffic Signal	6,086.28
220-2225-8070	Street Improvements (C...	5,300.00
240-2410-7662	Other Serv-Citywide	766.87
240-2410-7896	Tree Planting-Citywide	4,350.95
240-2410-7898	Tree Plant-Medians	5,000.00
240-2410-7906	Tree Trim-Citywide	3,613.90
240-2410-7909	Tree Trim-Residential	19,988.60
240-2410-7915	Landscape-Citywide	19,966.82
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80

Account Summary

Account Number	Account Name	Payment Amount
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7887	Repairs & Replacements	225.93
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
270-2127	Retention Payable	6,322.38
400-4005-8041	Park Improvements (Cap...	3,578.25
440-4405-7814	Graffiti Removal	378.04
440-4405-7960	Foothill Transit Operatio...	21,370.33
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-868.93
460-4605-7814	Graffiti Removal	330.79
460-4605-7960	Foothill Tranist Operatio...	17,484.82
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-710.95
470-4705-8060	Sidewalk/Concrete Repai...	23,856.86
490-4905-7980	Other Expenses	1,495.21
Grand Total:		1,042,790.85

Project Account Summary

Project Account Key	Payment Amount
None	696,987.66
201331-PS Youth Programs	18.53
202028-Prof.Svc-Housing Element - Karen Warner	3,977.50
202106-2205-8100-Highland Promenade Measure M	7,600.00
202118-ATP Cycle 4-Professional Svcs	375.00
202412-Prof Svc-FY24 Bike Trail Rehab Proj	3,020.00
202416-Cap Improv-Huntington Dr Median Landscape	329,749.00
202416-Retention-Huntington Drive Median Landscape	-16,487.45
202417-dep-Westminister Garden Specific Plan & EIR	2,540.98
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	600.00
202424- 100-2121/1433 Crestfield(Andres Duarte)	5,121.74
202507-PS-Fund Raising/Donations for Scholarships	2,415.86
202513/100-1205-7980-Other Expense River Bed Grant	1,286.27
202513-Travel,Mtg & Conf--River Bed Grant	6.00
202518-Teen Center Outdoor Boxing Patio Project	3,578.25
250004 - Property Rent - Nextel Rent (Otis Gordon)	2,001.51
Grand Total:	1,042,790.85



City of Duarte

MONTHLY FINANCIAL REPORT

**Month Ended April 30, 2025
(83.3% of FY 2024-25 Completed)**

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Treasury Report

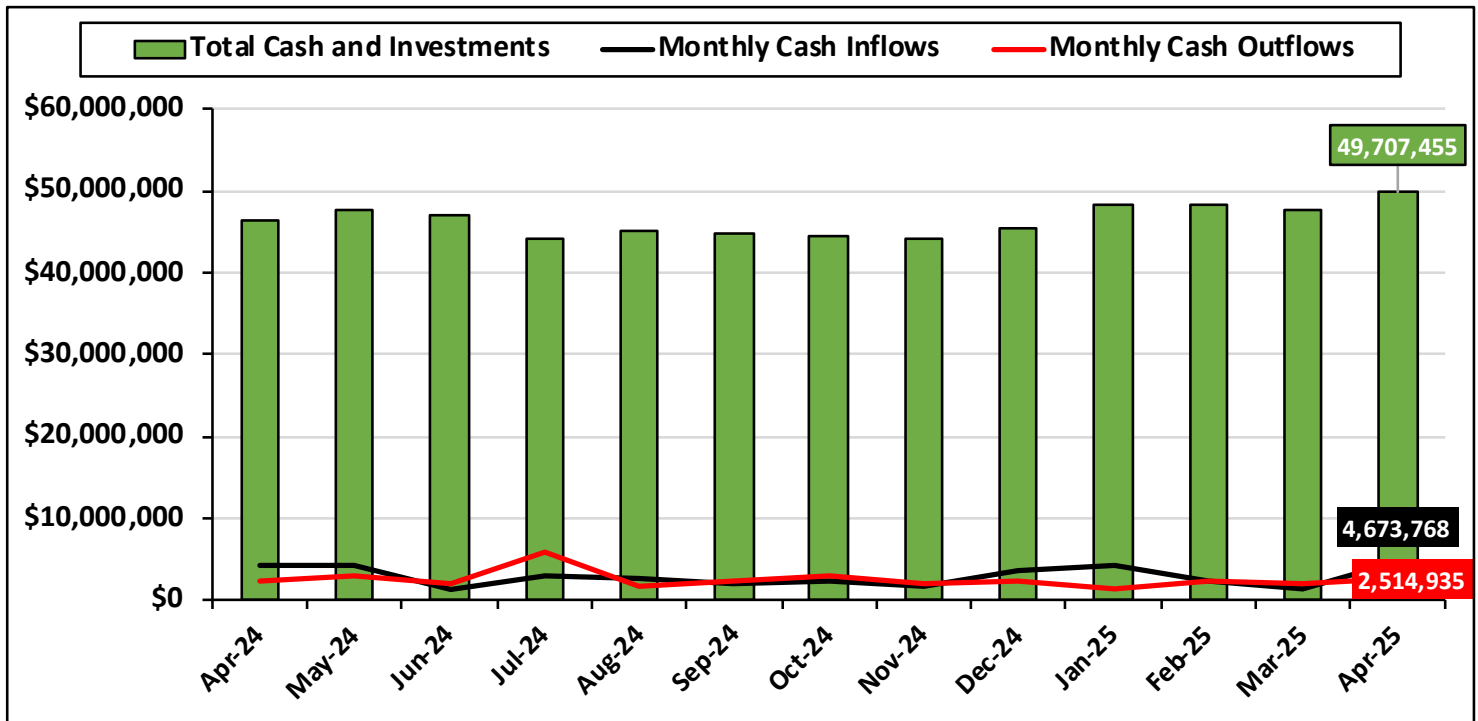
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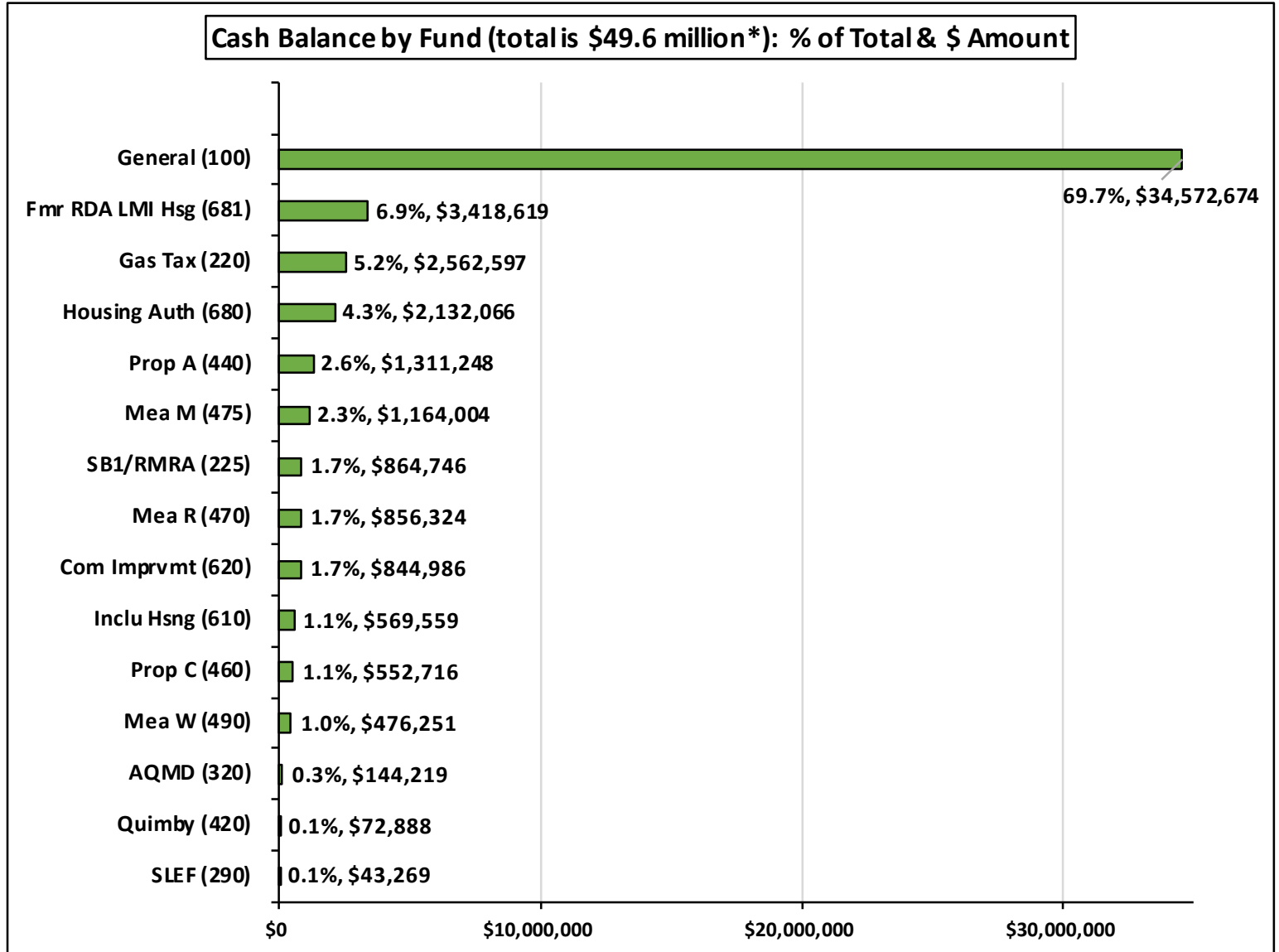
CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended April 30, 2025

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (4/01/2025)	\$3,805,231	\$43,743,391	\$47,548,622
Cash Inflows			
Receipts	\$4,225,889	\$447,879	\$4,673,768
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$4,225,889	\$447,879	\$4,673,768
Cash Outflows			
Disbursements	\$2,514,935	\$0	\$2,514,935
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$2,514,935	\$0	\$2,514,935
Net Activity	\$1,710,954	\$447,879	\$2,158,833
Ending Balance (4/30/2025)	\$5,516,185	\$44,191,270	\$49,707,455



*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, 2025

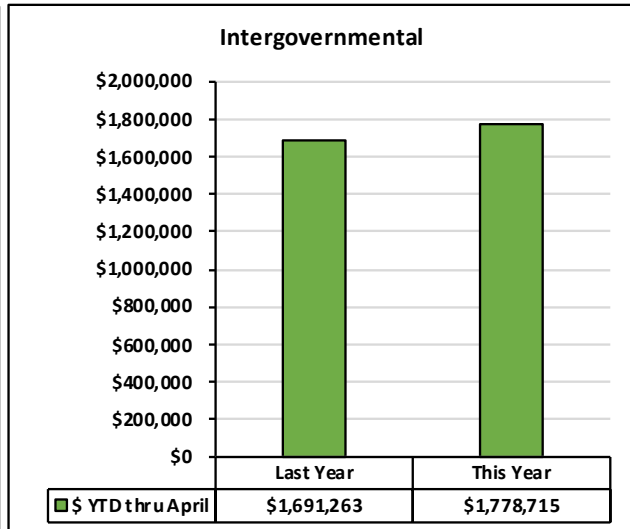
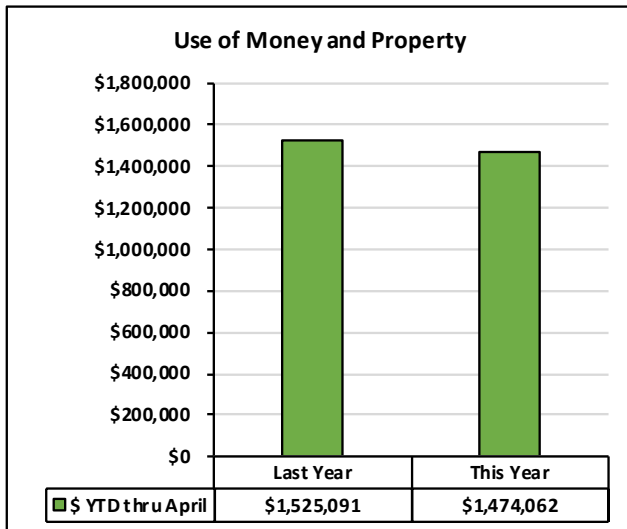
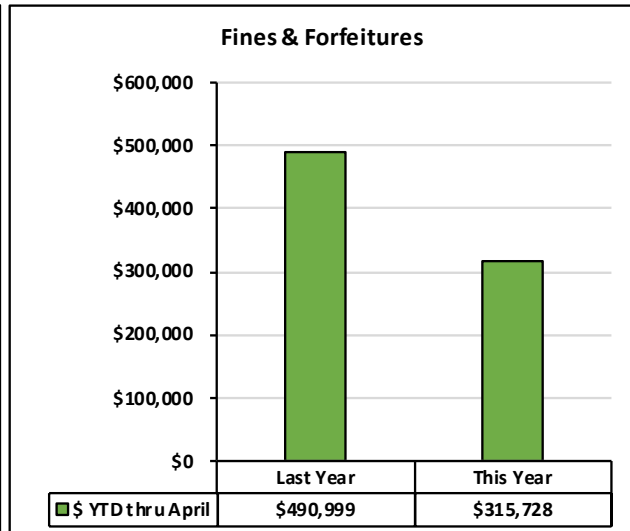
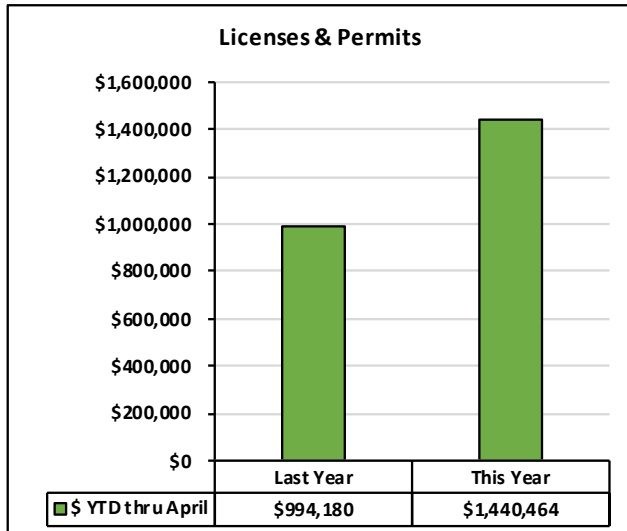
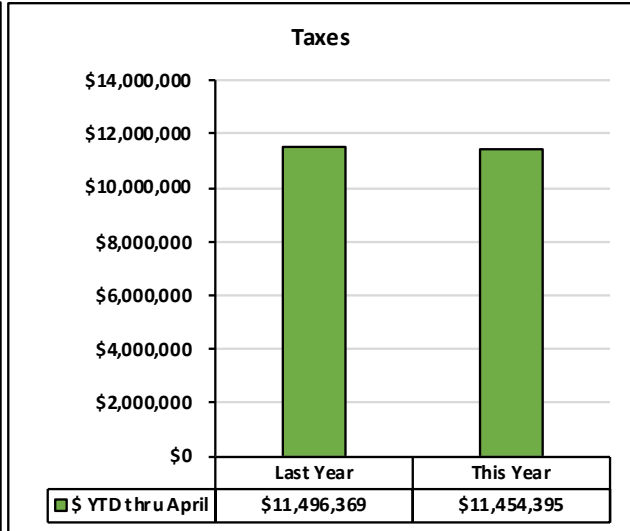
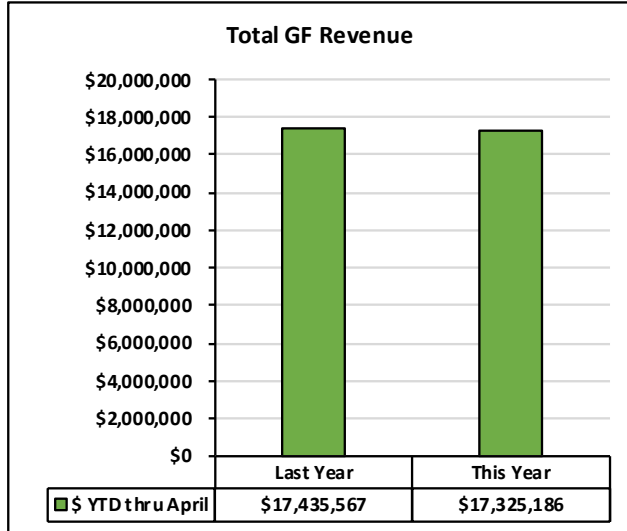


*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger is not equal to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as compared to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

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

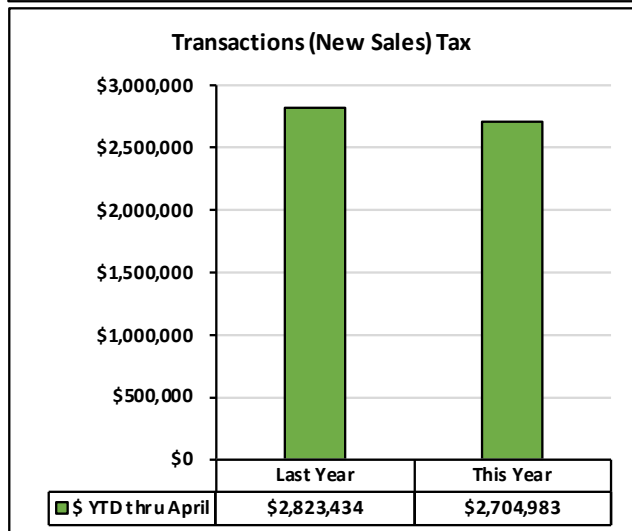
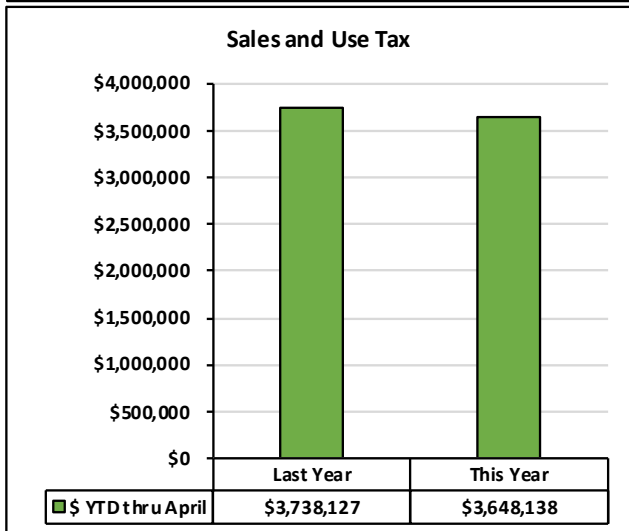
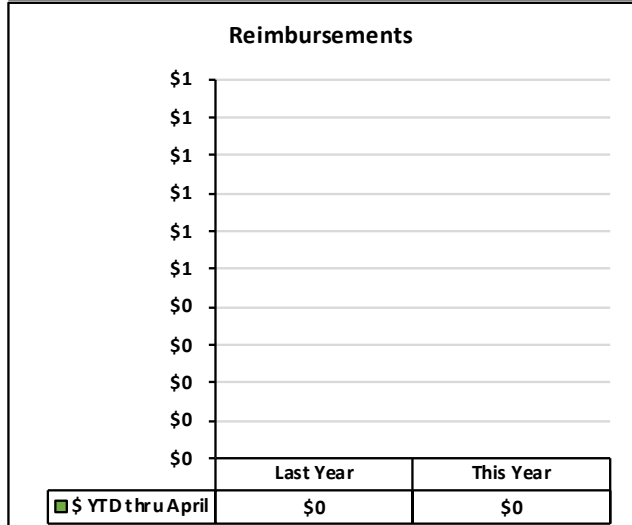
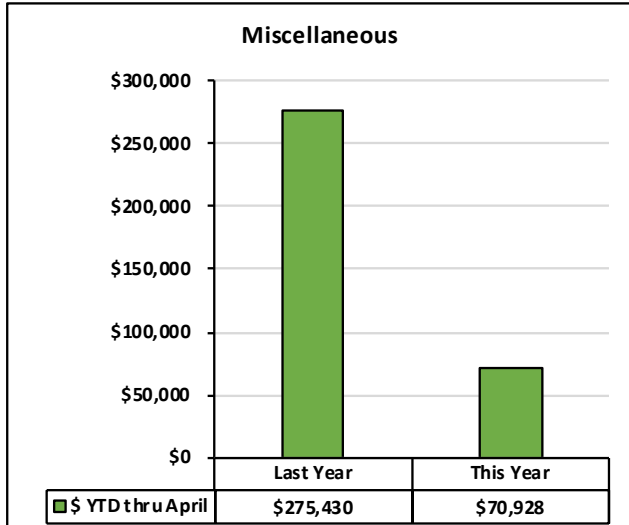
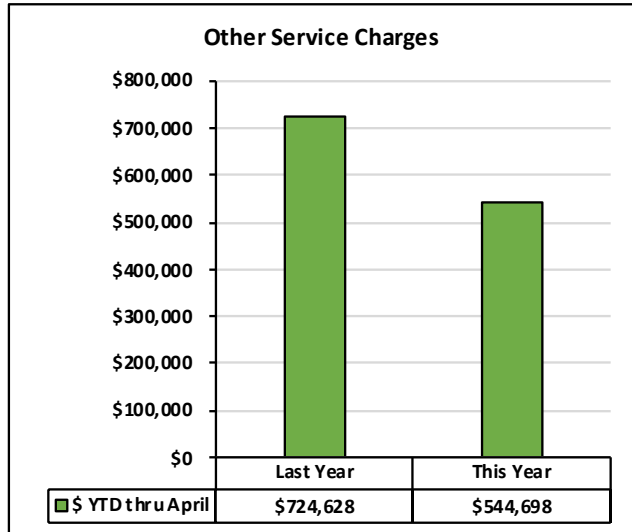
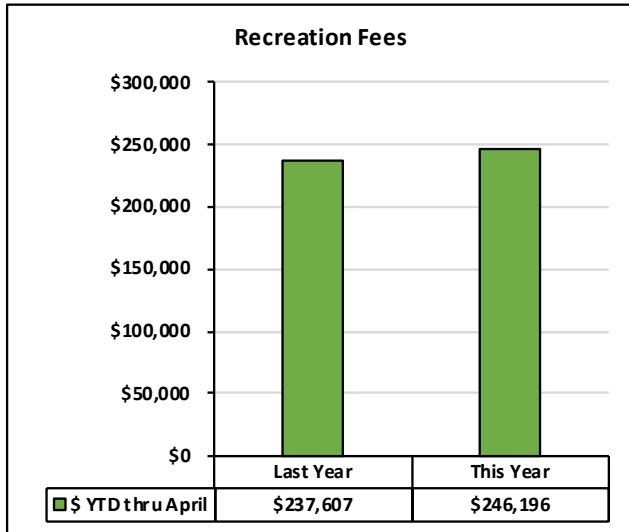
CITY OF DUARTE

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



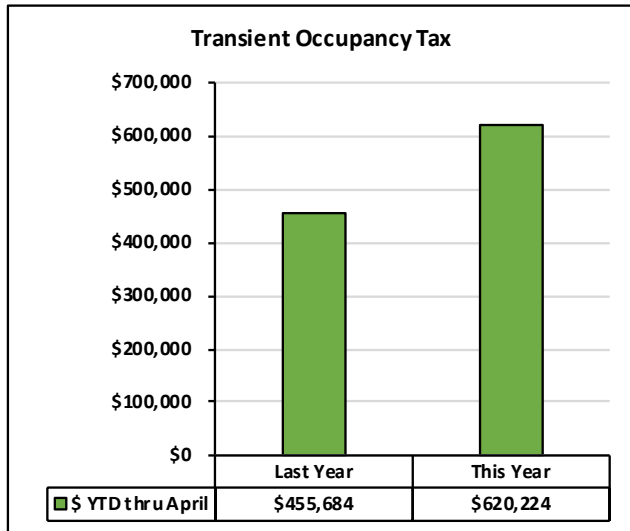
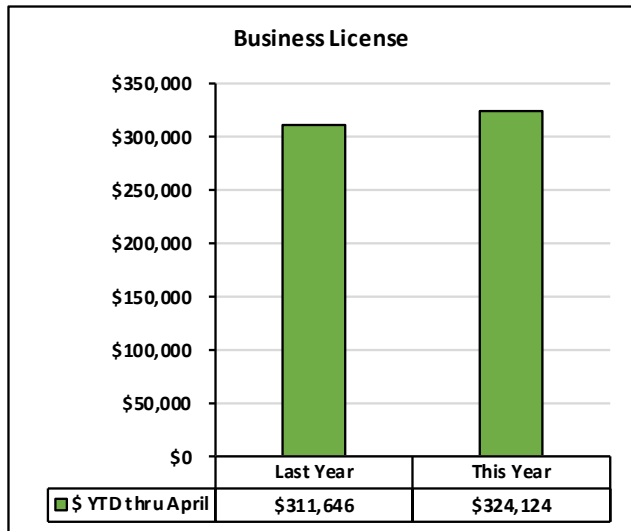
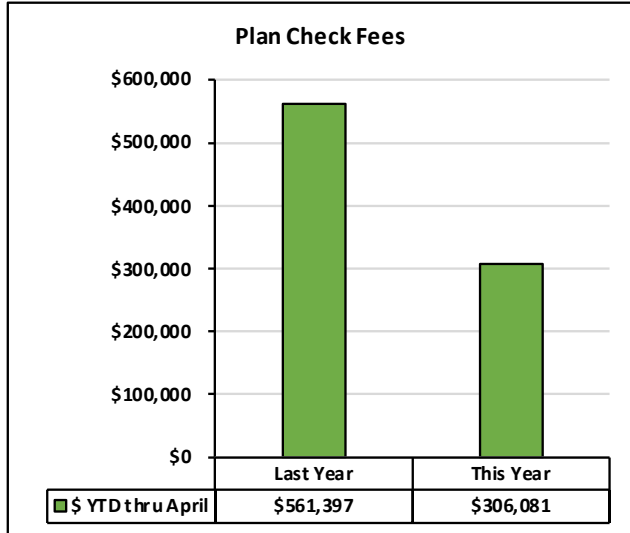
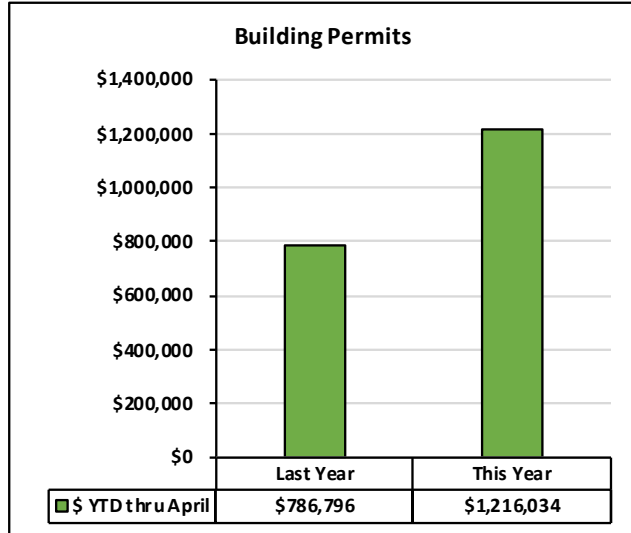
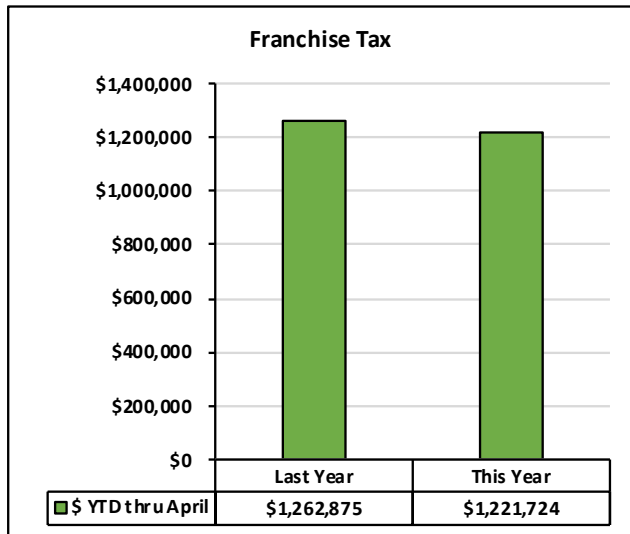
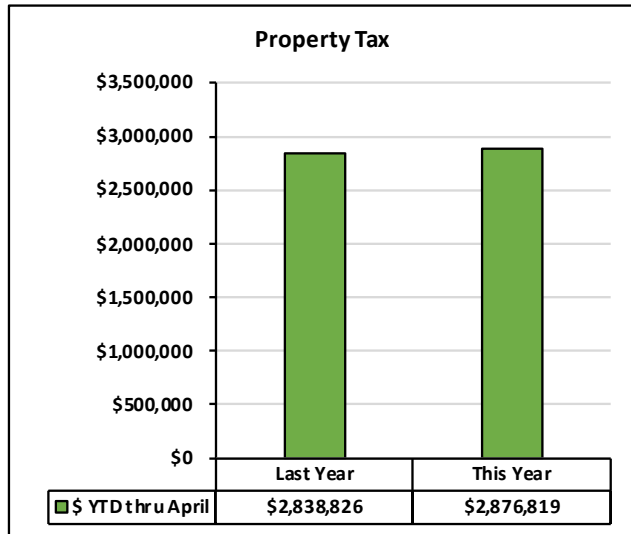
CITY OF DUARTE

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



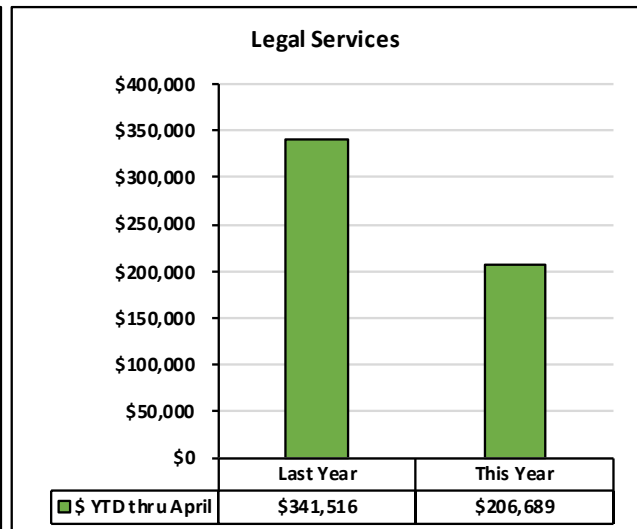
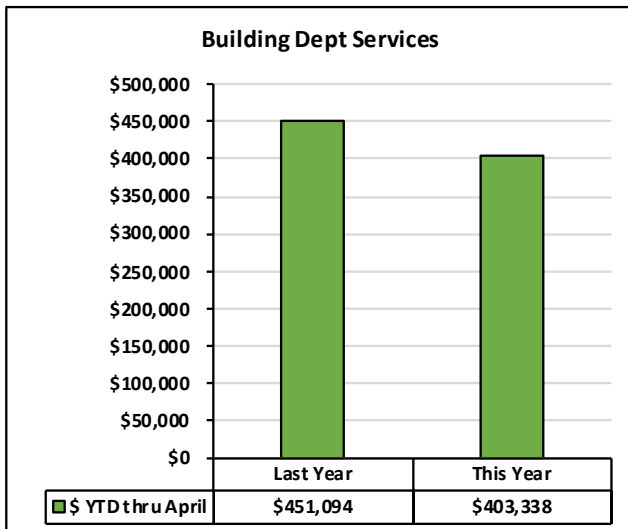
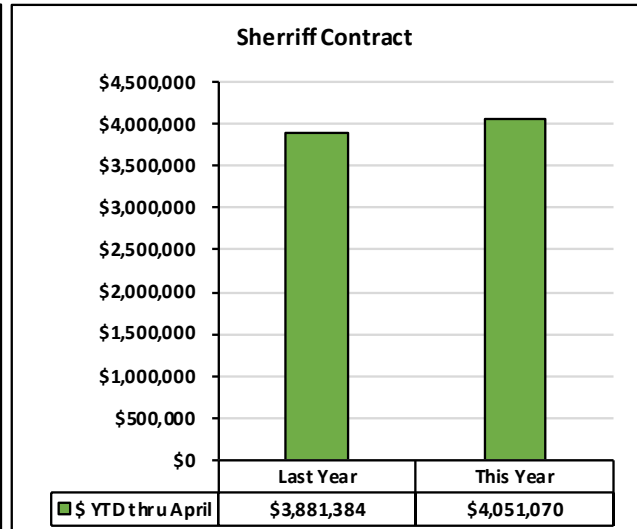
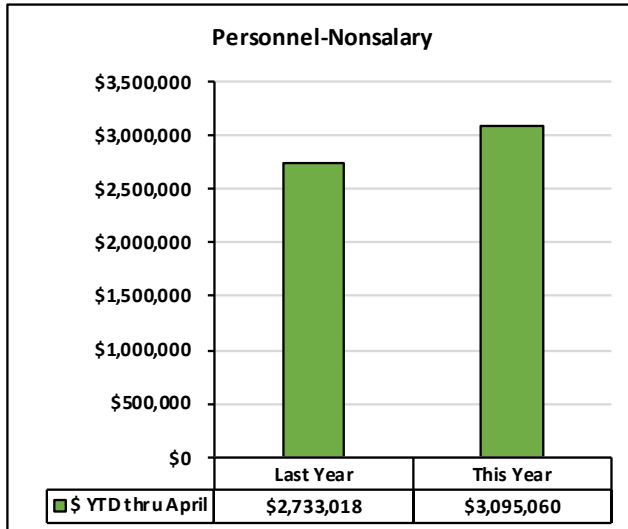
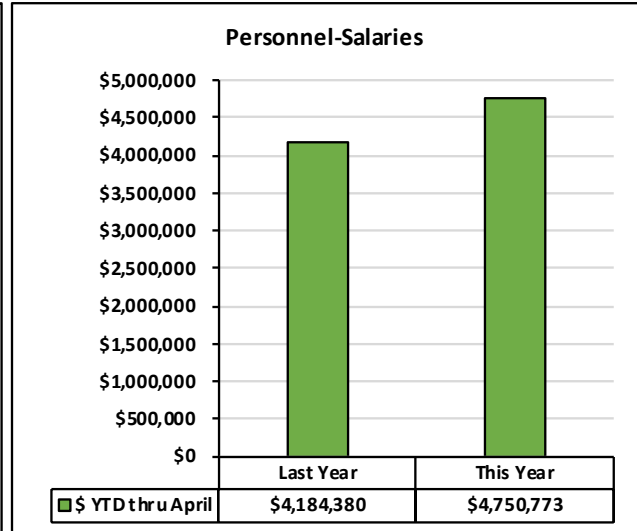
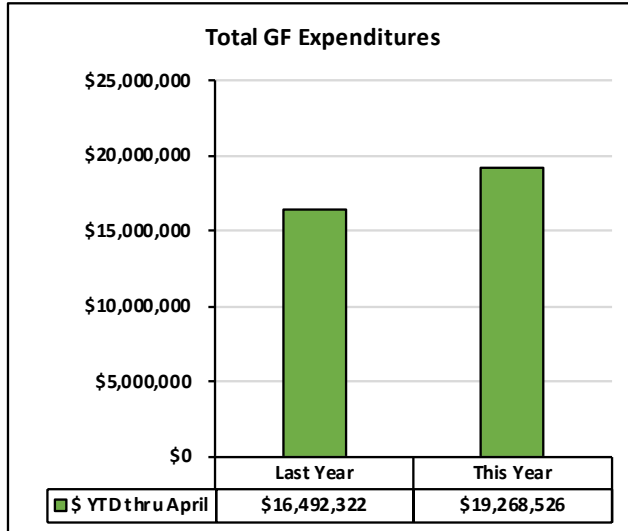
CITY OF DUARTE

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



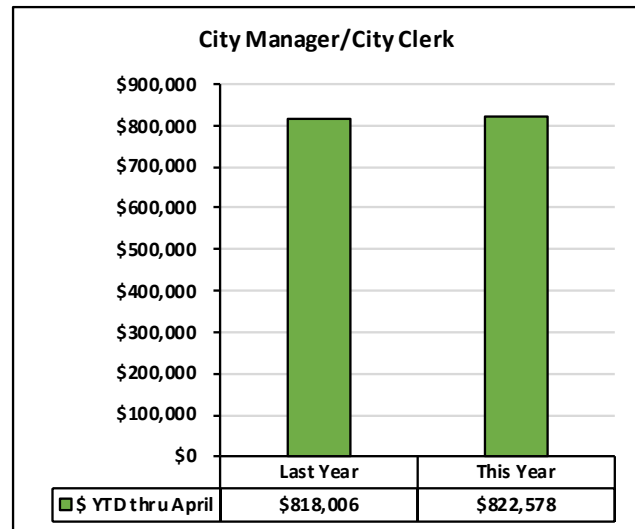
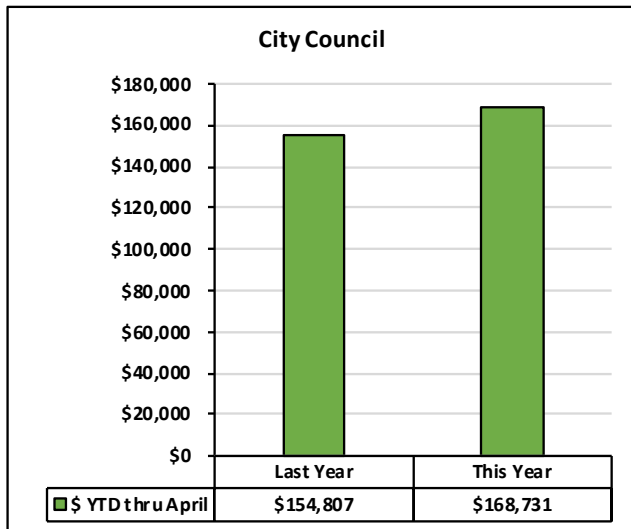
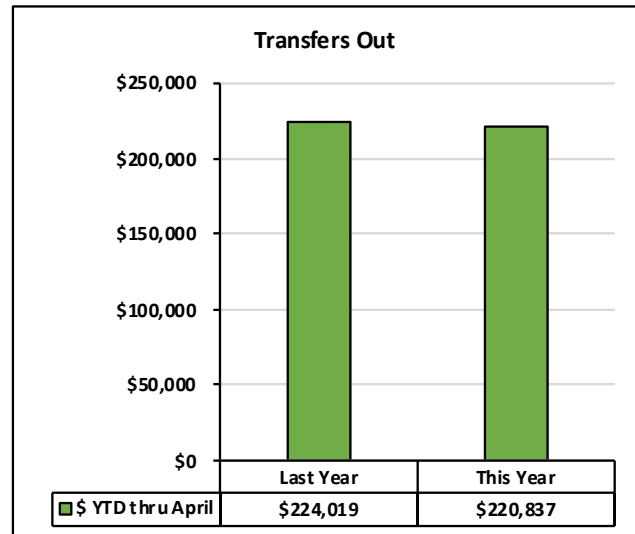
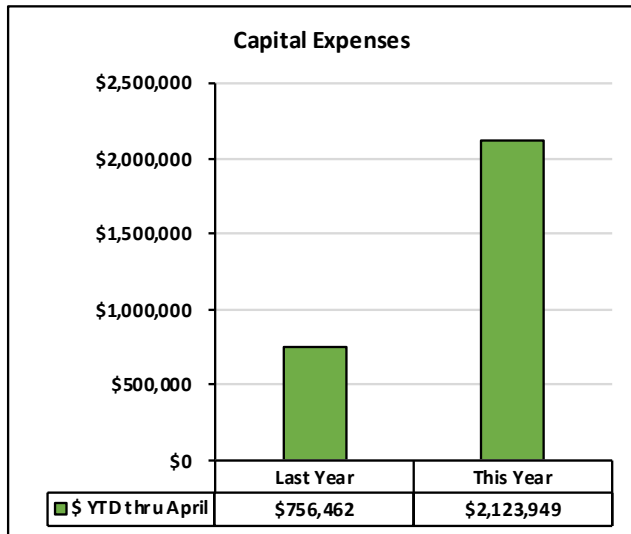
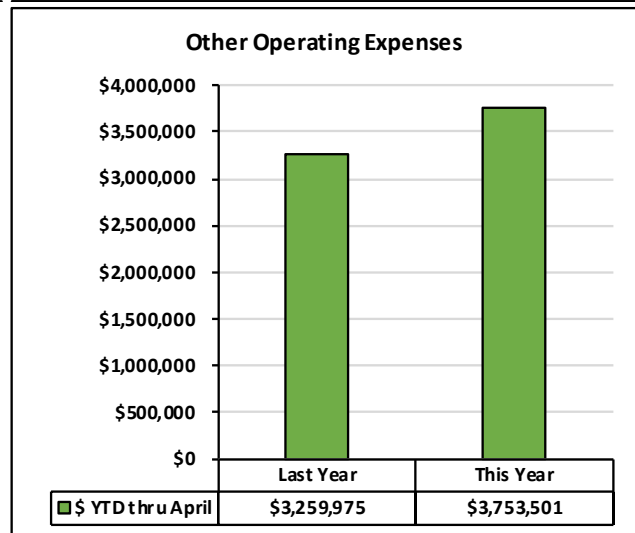
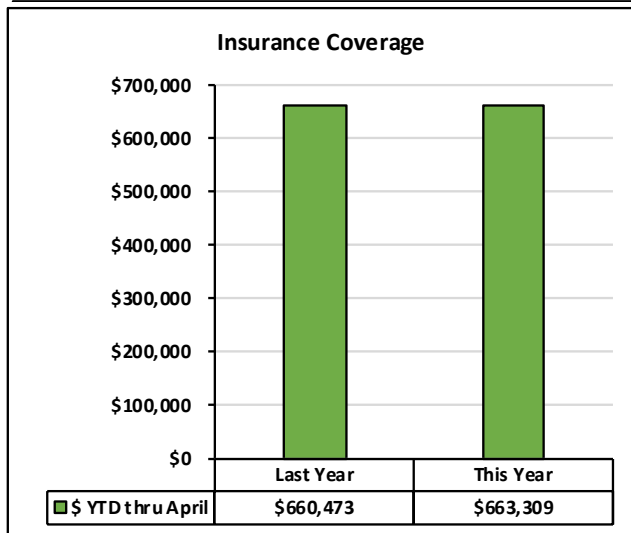
CITY OF DUARTE

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



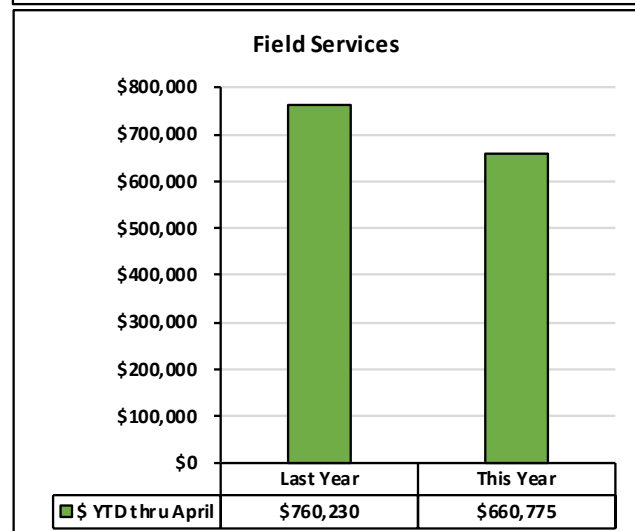
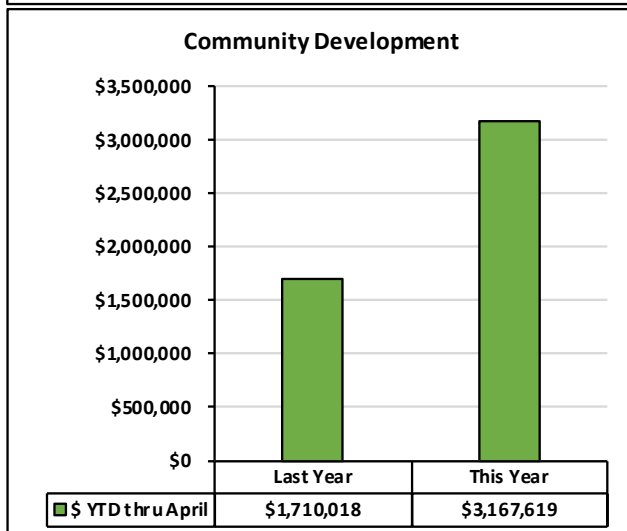
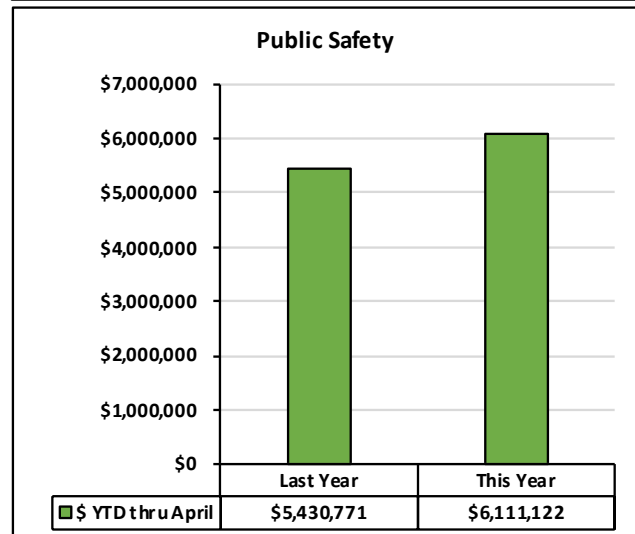
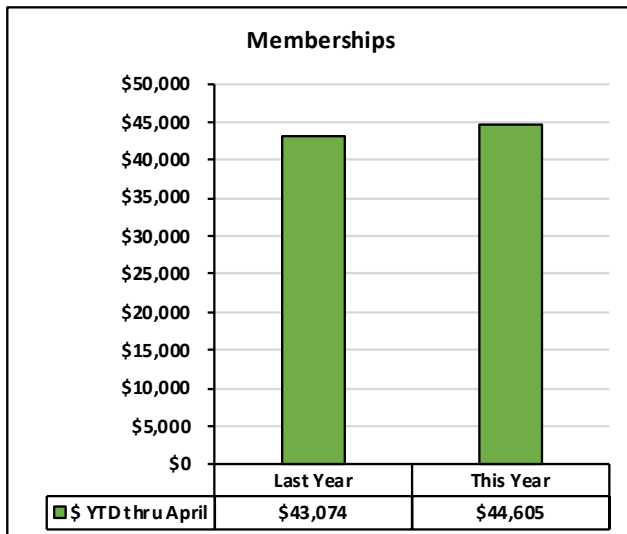
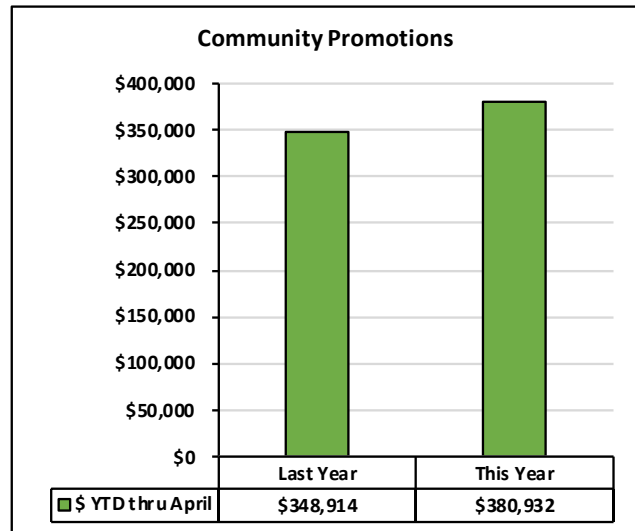
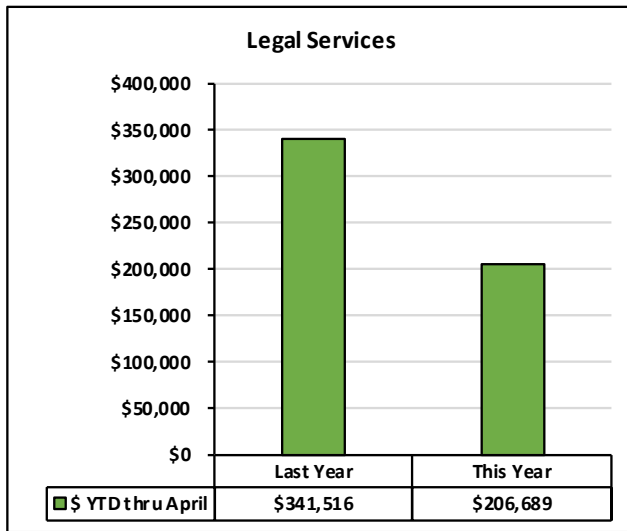
CITY OF DUARTE

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



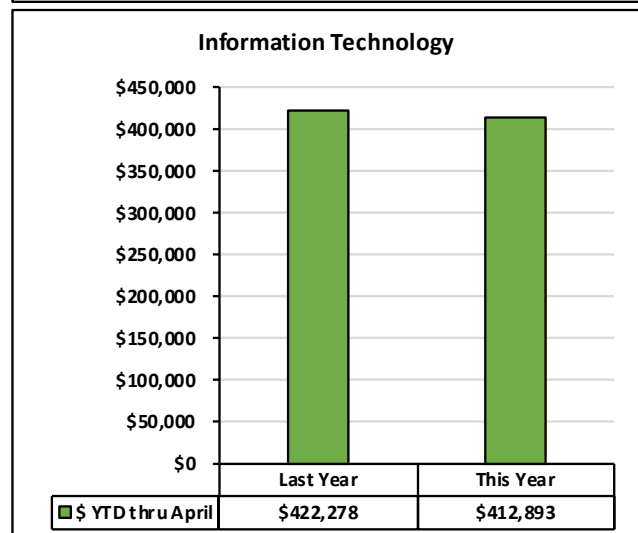
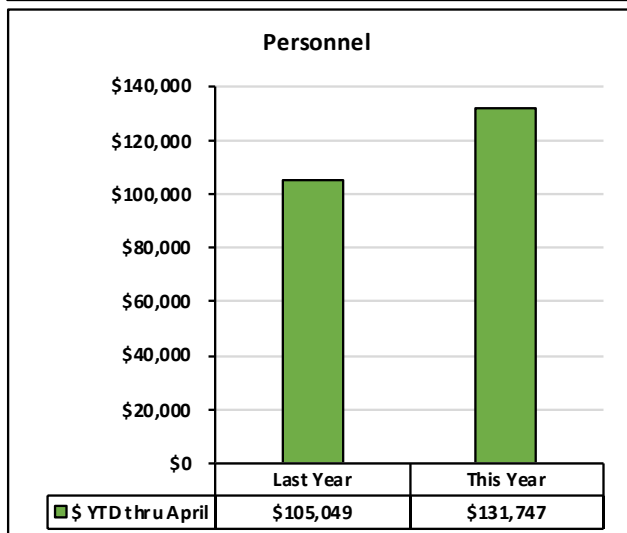
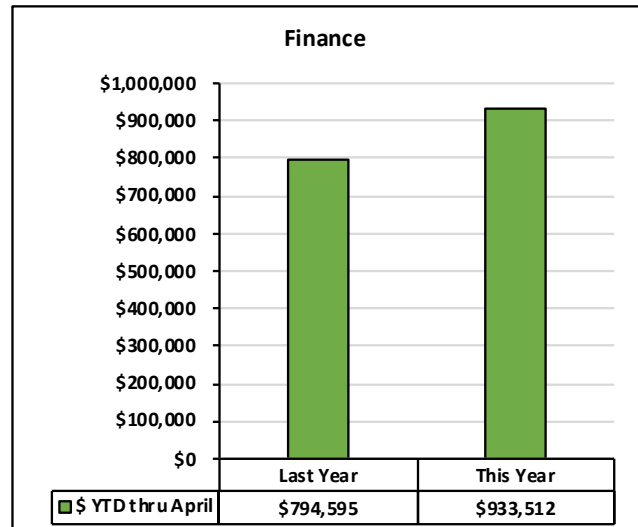
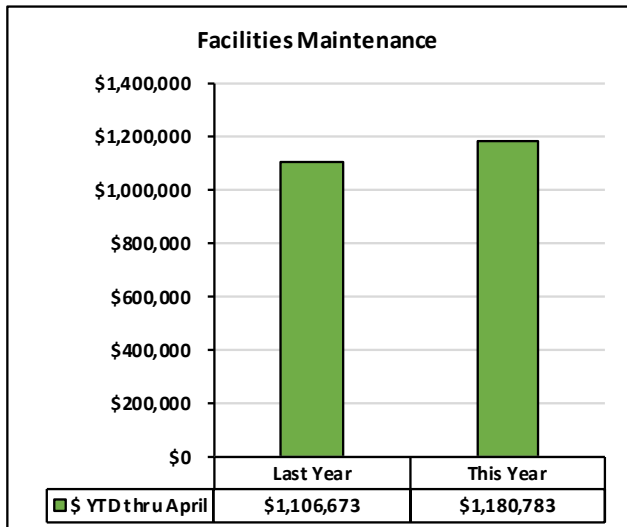
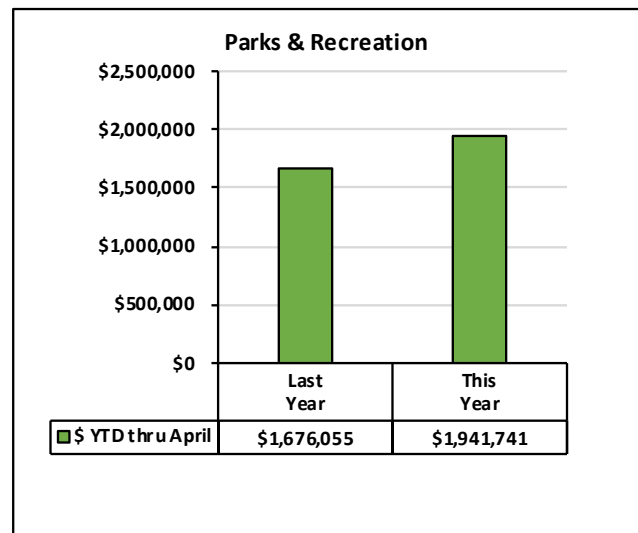
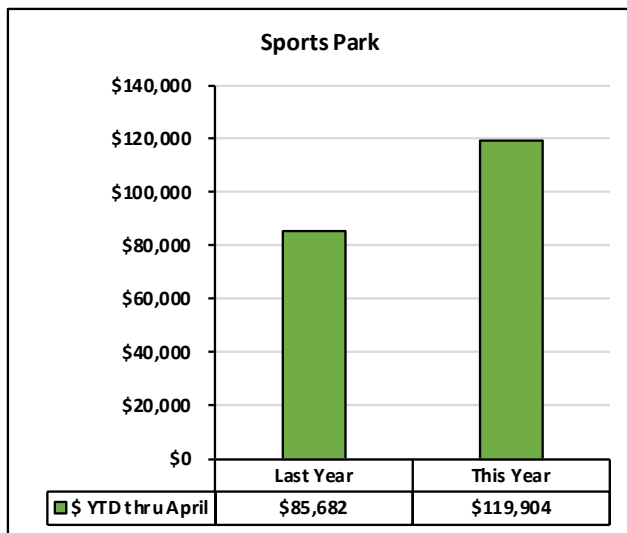
CITY OF DUARTE

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



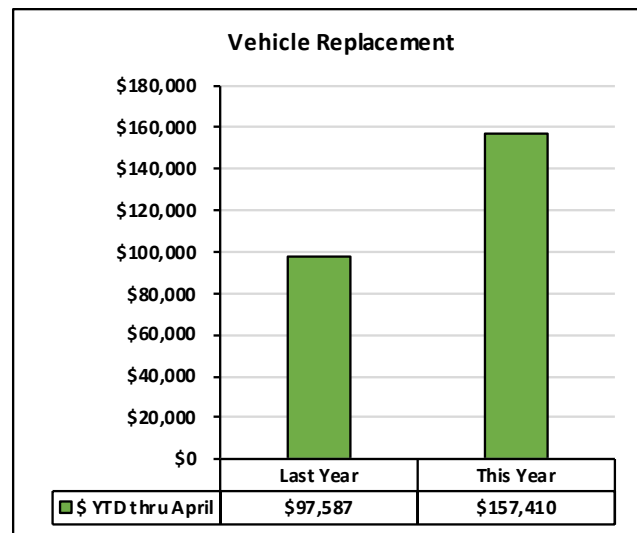
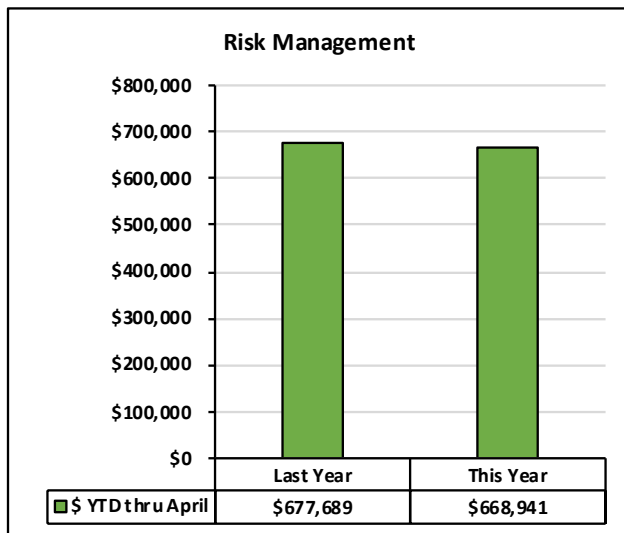
CITY OF DUARTE

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



CITY OF DUARTE

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



CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2024-25 Year-to-Date Through April

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	24,640,481	17,325,186	0	19,047,689	220,837	(1,943,341)	22,697,140
220	Gas Tax	2,149,582	567,607	0	396,375	0	171,231	2,320,814
225	SB1/RMRA	842,668	440,792	0	448,835	0	(8,044)	834,624
240	Lghtng & Lndscpng	71,945	877,786	0	1,148,992	0	(271,206)	(199,260)
260	CDBG	0	108,592	0	114,548	0	(5,956)	(5,956)
270	PAEG	41,268	13,975	0	128,474	0	(114,498)	(73,230)
290	Supp Law Enfrmnt	0	196,390	0	177,602	0	18,788	18,788
300	Bike & Ped Safety	0	0	0	23,416	0	(23,416)	(23,416)
320	Air Quality (AQMD)	150,835	26,181	0	31,000	0	(4,819)	146,016
400	Park Development	(18,808)	20,374	0	227,887	0	(207,513)	(226,321)
420	Quimby	68,861	1,505	0	0	0	1,505	70,366
440	Prop A	948,893	522,201	0	317,770	0	204,431	1,153,325
460	Prop C	260,957	422,031	0	256,336	0	165,695	426,652
470	Mea R	652,248	319,954	0	46,719	0	273,236	925,483
475	Mea M	1,081,960	369,021	0	165,869	0	203,152	1,285,112
490	Mea W	342,985	261,443	0	232,664	0	28,778	371,763
520	Town Cntr Debt Serv	0	0	0	0	0	0	0
521	Infra Mod Debt Srv	0	0	220,837	220,837	0	0	0
610	Inclusionary Hsng	538,092	11,759	0	0	0	11,759	549,851
620	Community Impr	811,851	517,274	0	364,855	0	152,419	964,270
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,053,300	44,054	0	19,295	0	24,759	2,078,059
681	Fmr RDA L/M Hsg	4,100,079	70,684	0	10,225	0	60,459	4,160,538
Total - All Funds		38,737,195	22,116,809	220,837	23,379,387	220,837	(1,262,579)	37,474,617



PUBLIC SAFETY STATUS REPORT June 2025



PROJECT/PROGRAM	STATUS
L.A. COUNTY SHERIFF'S DEPARTMENT	
1. Part 1 Crimes	Year to date, Part 1 crimes have seen an impressive 23.2% decrease compared to the same period last year, marking a significant improvement in community safety. The most notable reductions have been in Larceny Theft and Burglaries, reflecting the effectiveness of targeted enforcement efforts and proactive crime prevention strategies. As we work to maintain and build on this progress, our focus is shifting toward addressing Grand Theft Auto (GTA) and Aggravated Assaults, areas that require continued attention. Our team has launched data-driven operations specifically targeting vehicle-related crimes, while increasing law enforcement visibility to deter further incidents and enhance public safety throughout the city.
2. Special Assignment Team	A final joint operation under Senator Rubio's Tri-City Partnership Grant was recently conducted in coordination with our partner agencies, focusing on the riverbed area north of the 210 Freeway near Encanto Park. Cleanup efforts were led by the U.S. Army Corps of Engineers, with critical support from Army Corps Park Rangers, who issued several federal citations to aid in the lawful removal of unauthorized individuals. The operation also led to one arrest related to an outstanding warrant, reinforcing the dual goals of compassionate outreach and firm enforcement in our riverbed strategy. In a separate effort, Duarte Deputies and Temple Station Detectives made significant progress on a residential burglary case within city limits. Thanks to a collaborative approach that included strong investigative work, smart use of technology, and helpful research provided by a vigilant resident, law enforcement was able to identify and arrest a suspect. While the case remains under investigation, this outcome is a testament to the combined impact of community engagement, data-driven policing, and real-time investigative coordination. Additionally, our Special Assignment Deputies have ramped up targeted patrols in response to a recent uptick in Grand Theft Auto (GTA) incidents. These operations are driven by crime analytics, allowing deputies to concentrate their patrols during high-risk timeframes and in known hotspots.

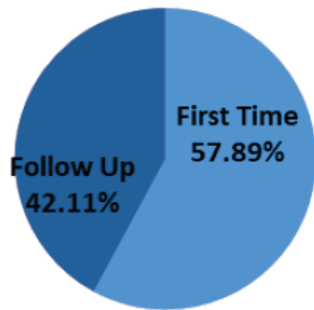
PROJECT/PROGRAM	STATUS
3. Neighborhood/ Business Watch	A presentation for residents at Westminster Gardens, was held focusing on scam awareness and practical tips to avoid becoming a victim. The event was well received, with strong participation and engagement from attendees. Residents appreciated the clear information and real-life examples provided, which helped them feel more confident and better prepared to protect themselves. It was a great opportunity to build trust, answer questions, and reinforce our department's commitment to proactive education and prevention. Meanwhile, our Business Watch Program continues to expand through targeted enforcement and outreach. Deputies are being deployed during data-driven timeframes, focusing on hours when commercial crime is most likely to occur. These directed patrols include both parking lot and interior walk-throughs, increasing visibility, deterring theft and vandalism, and allowing for meaningful, positive engagement with retail staff. This strategy has been well-received by local businesses, who have expressed appreciation for the increased presence and communication. Each participating business has received a welcome packet, including a Letter of Agency form and Business Watch window stickers to signal participation in the program and deter would-be offenders. These connections are not only improving safety but also fostering a stronger, more collaborative relationship between businesses and the Public Safety Department. Photos of the Business Watch stickers are included at the end of this document.
MEASURE H and OUTREACH COORDINATION	
1. Outreach Coordination	Code Enforcement Officer Tony Hadloc's unofficial homeless count for the month stands at six individuals, based on three or more contacts within a two-week period. Individuals are removed from the list after six weeks of no contact. Over the past month, Tony has conducted 130 interactions with individuals experiencing homelessness, providing essential services and information on Duarte regulations. We're also pleased to announce that Erika Ramos has been selected as Duarte's new Outreach Coordinator. Erika brings extensive experience in homeless services, having worked across San Bernardino and Riverside Counties, and was selected from a highly competitive pool of 119 applicants. From the start, she stood out for her knowledge, professionalism, and passion for service. We're fortunate to have her on board.

PROJECT/PROGRAM	STATUS
	This role is central to Duarte’s two-pronged approach to addressing homelessness: connecting individuals to shelter, treatment, and long-term support, while working alongside Code Enforcement to preserve public spaces and maintain quality of life. It’s a strategy rooted in both compassion and accountability, ensuring that the needs of both unhoused individuals and the broader community are addressed with care and purpose.
2. L.A. CADA	The L.A. CADA High Acuity Team, which focuses on assisting individuals who have been experiencing homelessness for over a year, began its operations in the City of Duarte on August 2, 2022. The L.A. CADA Supplemental Team, dedicated to helping those who are newly homeless or at risk of homelessness, started their work in the city on September 22, 2022. In September 2024, these two teams merged, resulting in significant changes to their operations. Previously, each team served Duarte one day per week, providing coverage for a total of two days a week. However, with the merger, they can now respond to referrals from the City and conduct active patrols up to five days a week. As a result, reporting will now only come from the Supplemental Team. During this reporting period, the Supplemental Team engaged with 19 individuals, 11 of whom were first-time encounters and 8 follow-ups, and 0 individual(s) who refused supportive services. The primary areas with the highest number of encounters were identified as Dollar Tree and McDonalds.
3. Pathway Home	Individuals on Duarte’s housing list continue to make progress toward securing stable housing. Currently there are 19 individuals actively being tracked; 9 females and 10 males. - 3 individuals have been successfully placed into more permanent housing. - 4 individuals have housing vouchers in hand and are actively searching for placements. - 5 individuals have pending housing vouchers and are awaiting approval. - 6 individuals remain in the housing navigation phase, working toward placement. - 1 individual(s) self-exited from the program. As housing vacancies become available, Pathway continues to move down Duarte’s list to connect individuals with available units, ensuring that those in need receive the necessary support. The City remains committed to working with housing partners to facilitate stable placements and provide essential resources for long-term housing stability.

PROJECT/PROGRAM	STATUS
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center (EOC)	The City of Duarte continues to strengthen its commitment to school safety and emergency readiness through ongoing discussions with Duarte Unified School District staff. These conversations focus on all-hazards response planning and the family reunification process in the event of an emergency on campus. This collaborative approach is helping to align school personnel and first responders around clear protocols, ensuring that students, staff, and families are protected and supported during critical incidents. The partnership represents a major step forward in our collective ability to respond effectively and swiftly during emergencies, and it highlights the importance of communication and coordination between the City and our education partners. In response to recent federal immigration operations across Southern California, Duarte’s Emergency Operations Center (EOC) has been actively monitoring developments. The City is working closely with our Area D mutual aid partners to ensure regional preparedness, share situational awareness, and coordinate resources. We also want to take this opportunity to reaffirm the City’s commitment to protecting all community members, regardless of immigration status. Under California Government Code Section 7284.6(a), local law enforcement agencies are strictly prohibited from: • Investigating or arresting individuals for immigration enforcement. • Inquiring about immigration status. • Honoring civil immigration hold requests. • Participating in arrests based on civil immigration warrants. The Los Angeles County Sheriff’s Department (LASD) does not coordinate with federal immigration enforcement, and has reiterated: “LASD deputies do not ask people about their immigration status. We do not engage in law enforcement behavior motivated by race, religion, gender, sexual orientation, or immigration status.” This policy ensures that all Duarte residents feel safe engaging with local law enforcement and city services.

PROJECT/PROGRAM	STATUS
	Lastly, please note that Encanto Park will be used for Fire Department wildland response training on June 23, 24, and 25 from 9:00 AM to 12:00 PM. These essential drills help ensure our firefighters remain ready to respond swiftly and effectively to wildfires and other natural hazards.





STATS OVER THE PAST MONTH

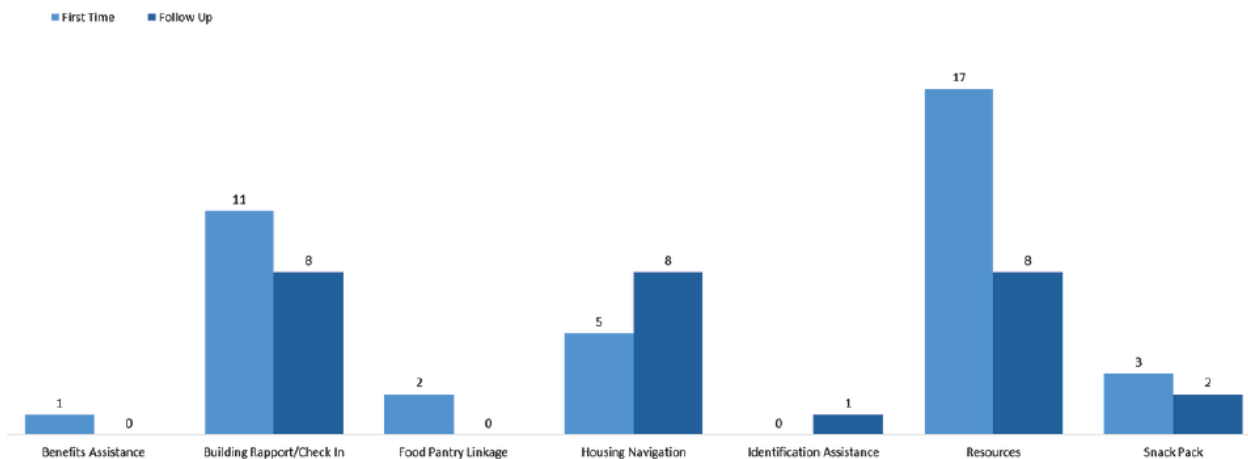
According to our data collected on 5/01/2025 to 5/31/2025, we made **19 engagements** of which **11 were first time engagements**, **8 follow up engagements** with **0 engagements refusing supportive services**.

HIGHLIGHTS

- Team linked 1 individual to food pantry services at Shepherd's Pantry.
- Team assisted 1 individual in obtaining CA identification.
- Team provided 13 housing navigation services.

FUTURE GOALS

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



Locations with the highest amount of encounters this month:

**DOLLAR TREE
PLAZA**

**MCDONALD'S/
HUNTINGTON DR**

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

WARNING!

THIS IS A PROTECTED BUSINESS



**THEFTS WILL BE PROSECUTED BY
THE RETAIL THEFT TASK FORCE**



**For more information,
please scan the QR code**

**To report a crime, please contact your
local law enforcement. In the event of an
emergency, please call 9-1-1**



**LAW ENFORCEMENT IN LOS ANGELES COUNTY WILL HOLD THOSE WHO STEAL FROM OUR
BUSINESSES ACCOUNTABLE TO THE FULL EXTENT UNDER THE LAW**



UNDER SURVEILLANCE

All Suspicious Activity
Is Reported to L.A.



County Sheriff's
Department



BUSINESS WATCH



AGENDA REPORT

MEETING DATE: June 24, 2025

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Director of Administrative Services

SUBJECT: Consolidated and Comprehensive Citywide Salary Schedule Effective July 1, 2025

RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 25-15 establishing the Citywide Salary Schedule Effective July 1, 2025

FISCAL IMPACT: The recommended salary schedule is included in the Fiscal Year 2025/26 Budget.

BACKGROUND

Pursuant to the requirements of California Code of Regulations, Title 2, Section 570.5, the City Council maintains one consolidated and comprehensive publicly available pay schedule, containing all established employee positions and pay rates. The City has five "groups" of employees: the Management and Professional Unit (governed by an MOU), the General Unit (governed by an MOU), the City Manager (governed by an employment agreement), Unrepresented Employees (governed by an annual compensation resolution) and parttime temporary employees.

DISCUSSION/ANALYSIS

On June 25, 2024, the City Council approved three year Memorandums of Understanding (MOU) with the represented City employees. The second year of the MOU (FY 2025/26) includes a 2% salary increase for all represented positions. Pursuant to the terms of the MOU, the salary increase will go into effect on the first full pay period following July 1, 2025, so therefore is effective July 6, 2025.

The City Manager's current Employment Agreement states that the City Manager is entitled to a 5% salary increase as of July 1, 2025.

The Unrepresented Employees compensation resolution was approved on June 10, 2025, and included a 5% salary increase as of July 1, 2025.

The part time temporary employees' salaries were increased January 1, 2025, due to the statewide minimum wage hike plan and a survey of surrounding communities and are not being adjusted at this time.

All of these increases have been applied to the Citywide Salary and Pay Schedule that is attached as Exhibit A. These increases are included in the Fiscal Year 2025/26 Budget.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 25-15 establishing the Citywide Salary Schedule Effective July 1, 2025.

FISCAL IMPACT

The recommended salary schedule is included in the Fiscal Year 2025/26 Budget.

ATTACHMENTS

- A. Citywide Salary Schedule Effective July 1, 2025
- B. Resolution No. 25-15

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

Exhibit A

CITY OF DUARTE CITY-WIDE SALARY AND PAY SCHEDULE
Effective July 6, 2025 unless otherwise stated

POSITION	Hourly	Monthly	Annually
City Councilmember		\$ 995.50	\$ 11,946
City Manager <i>(effective 07.01.2025)</i>	\$ 125.21	\$ 21,704	\$ 260,442

DEPARTMENT HEAD / DIVISION MANAGER - UNREPRESENTED

	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
POSITION	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Assistant City Manager (effective 07.01.2025)	\$ 90.44	\$ 15,675	\$ 93.66	\$ 16,234	\$ 96.87	\$ 16,793	\$ 100.09	\$ 17,347	\$ 103.28	\$ 17,900	\$ 106.49	\$ 18,458	\$ 109.69	\$ 19,013
Human Resources Manager (effective 07.01.2025)	\$ 57.03	\$ 9,886	\$ 59.79	\$ 10,191	\$ 60.61	\$ 10,507	\$ 62.49	\$ 10,831	\$ 64.42	\$ 11,116	\$ 66.41	\$ 11,512	\$ 68.47	\$ 11,867

MANAGEMENT & PROFESSIONAL EMPLOYEES - SEIU LOCAL 721

	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
POSITION	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Assistant Civil Engineer	\$ 42.79	\$ 7,416	\$ 44.16	\$ 7,654	\$ 45.50	\$ 7,887	\$ 46.86	\$ 8,123	\$ 48.21	\$ 8,356	\$ 49.59	\$ 8,595	\$ 50.94	\$ 8,830
Assistant to the City Manager	\$ 56.42	\$ 9,780	\$ 58.08	\$ 10,067	\$ 59.72	\$ 10,352	\$ 61.39	\$ 10,641	\$ 63.04	\$ 10,928	\$ 64.71	\$ 11,216	\$ 66.39	\$ 11,508
Associate Civil Engineer	\$ 47.95	\$ 8,311	\$ 49.71	\$ 8,616	\$ 51.46	\$ 8,919	\$ 53.23	\$ 9,226	\$ 54.97	\$ 9,528	\$ 56.74	\$ 9,834	\$ 58.50	\$ 10,139
Associate Planner	\$ 44.69	\$ 7,747	\$ 46.20	\$ 8,008	\$ 47.71	\$ 8,270	\$ 49.24	\$ 8,534	\$ 50.75	\$ 8,797	\$ 52.27	\$ 9,061	\$ 53.81	\$ 9,326
City Clerk	\$ 53.66	\$ 9,300	\$ 55.22	\$ 9,571	\$ 56.76	\$ 9,839	\$ 58.33	\$ 10,110	\$ 59.86	\$ 10,376	\$ 61.44	\$ 10,649	\$ 63.00	\$ 10,920
Deputy City Manager	\$ 62.07	\$ 10,758	\$ 63.90	\$ 11,076	\$ 65.70	\$ 11,389	\$ 67.54	\$ 11,706	\$ 69.35	\$ 12,021	\$ 71.19	\$ 12,339	\$ 73.03	\$ 12,658
Director of Community Development	\$ 79.88	\$ 13,845	\$ 82.97	\$ 14,381	\$ 86.05	\$ 14,915	\$ 89.14	\$ 15,451	\$ 92.22	\$ 15,985	\$ 95.30	\$ 16,519	\$ 98.39	\$ 17,055
Director of Parks & Recreation	\$ 75.70	\$ 13,122	\$ 78.16	\$ 13,548	\$ 80.62	\$ 13,975	\$ 83.09	\$ 14,402	\$ 85.55	\$ 14,828	\$ 88.01	\$ 15,255	\$ 90.47	\$ 15,682
Director of Public Safety Services	\$ 75.70	\$ 13,122	\$ 78.16	\$ 13,548	\$ 80.62	\$ 13,975	\$ 83.09	\$ 14,402	\$ 85.55	\$ 14,828	\$ 88.01	\$ 15,255	\$ 90.47	\$ 15,682
Facilities Maintenance Supervisor	\$ 39.89	\$ 6,915	\$ 41.42	\$ 7,180	\$ 42.96	\$ 7,447	\$ 44.49	\$ 7,711	\$ 46.02	\$ 7,976	\$ 47.56	\$ 8,243	\$ 49.08	\$ 8,507
Field Services Manager	\$ 59.50	\$ 10,314	\$ 61.53	\$ 10,665	\$ 63.54	\$ 11,014	\$ 65.57	\$ 11,365	\$ 67.58	\$ 11,714	\$ 69.61	\$ 12,066	\$ 71.64	\$ 12,418
Financial Services Manager	\$ 57.03	\$ 9,886	\$ 58.79	\$ 10,191	\$ 60.61	\$ 10,507	\$ 62.49	\$ 10,831	\$ 64.42	\$ 11,166	\$ 66.41	\$ 11,512	\$ 68.47	\$ 11,867
Planning Manager	\$ 63.75	\$ 11,051	\$ 65.78	\$ 11,402	\$ 67.80	\$ 11,752	\$ 69.83	\$ 12,104	\$ 71.87	\$ 12,457	\$ 73.89	\$ 12,807	\$ 75.91	\$ 13,158
Public Safety Manager	\$ 63.75	\$ 11,051	\$ 65.78	\$ 11,402	\$ 67.80	\$ 11,752	\$ 69.83	\$ 12,104	\$ 71.87	\$ 12,457	\$ 73.89	\$ 12,807	\$ 75.91	\$ 13,158
Public Works Manager	\$ 60.22	\$ 10,438	\$ 62.11	\$ 10,766	\$ 64.01	\$ 11,095	\$ 65.92	\$ 11,426	\$ 67.81	\$ 11,754	\$ 69.72	\$ 12,085	\$ 71.63	\$ 12,416
Recreation Manager	\$ 56.76	\$ 9,839	\$ 58.69	\$ 10,173	\$ 60.69	\$ 10,519	\$ 62.75	\$ 10,877	\$ 64.88	\$ 11,247	\$ 67.09	\$ 11,629	\$ 69.38	\$ 12,025
Recreation Supervisor	\$ 39.89	\$ 6,915	\$ 41.42	\$ 7,180	\$ 42.96	\$ 7,447	\$ 44.49	\$ 7,711	\$ 46.03	\$ 7,978	\$ 47.56	\$ 8,243	\$ 49.09	\$ 8,508
Senior Planner	\$ 55.75	\$ 9,663	\$ 57.51	\$ 9,968	\$ 59.27	\$ 10,274	\$ 61.04	\$ 10,580	\$ 62.79	\$ 10,884	\$ 64.56	\$ 11,190	\$ 66.33	\$ 11,497
Transportation Supervisor	\$ 43.48	\$ 7,536	\$ 45.20	\$ 7,834	\$ 46.95	\$ 8,138	\$ 48.68	\$ 8,437	\$ 50.41	\$ 8,738	\$ 52.16	\$ 9,042	\$ 53.90	\$ 9,343

GENERAL EMPLOYEES - SEIU LOCAL 721

POSITION	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Accountant	\$ 37.75	\$ 6,543	\$ 38.92	\$ 6,747	\$ 40.13	\$ 6,955	\$ 41.37	\$ 7,170	\$ 42.65	\$ 7,393	\$ 43.97	\$ 7,621	\$ 45.32	\$ 7,856
Accounting Specialist	\$ 31.27	\$ 5,421	\$ 32.34	\$ 5,605	\$ 33.42	\$ 5,792	\$ 34.49	\$ 5,979	\$ 35.56	\$ 6,164	\$ 36.64	\$ 6,350	\$ 37.70	\$ 6,535
Administrative Secretary	\$ 29.54	\$ 5,121	\$ 30.68	\$ 5,317	\$ 31.81	\$ 5,514	\$ 32.95	\$ 5,711	\$ 34.08	\$ 5,908	\$ 35.20	\$ 6,102	\$ 36.34	\$ 6,299
Assistant Planner	\$ 35.57	\$ 6,166	\$ 36.95	\$ 6,405	\$ 38.35	\$ 6,647	\$ 39.74	\$ 6,889	\$ 41.13	\$ 7,129	\$ 42.51	\$ 7,368	\$ 43.90	\$ 7,610
Building Permit Technician	\$ 29.54	\$ 5,121	\$ 30.68	\$ 5,317	\$ 31.81	\$ 5,514	\$ 32.95	\$ 5,711	\$ 34.08	\$ 5,908	\$ 35.20	\$ 6,102	\$ 36.34	\$ 6,299
Civil Engineering Technician	\$ 32.02	\$ 5,550	\$ 33.36	\$ 5,782	\$ 34.70	\$ 6,014	\$ 36.02	\$ 6,244	\$ 37.38	\$ 6,479	\$ 38.72	\$ 6,711	\$ 40.06	\$ 6,944
Clerk/Typist Receptionist	\$ 24.36	\$ 4,222	\$ 25.25	\$ 4,376	\$ 26.12	\$ 4,528	\$ 27.00	\$ 4,680	\$ 27.89	\$ 4,834	\$ 28.78	\$ 4,988	\$ 29.68	\$ 5,144
Code Compliance / Animal Control Officer	\$ 33.25	\$ 5,763	\$ 34.64	\$ 6,004	\$ 36.02	\$ 6,243	\$ 37.41	\$ 6,485	\$ 38.79	\$ 6,724	\$ 40.19	\$ 6,966	\$ 41.57	\$ 7,205
Community Development Technician	\$ 29.16	\$ 5,055	\$ 30.21	\$ 5,237	\$ 31.25	\$ 5,416	\$ 32.30	\$ 5,598	\$ 33.33	\$ 5,778	\$ 34.38	\$ 5,959	\$ 35.42	\$ 6,139
Crime Prevention Specialist	\$ 35.85	\$ 6,213	\$ 37.16	\$ 6,441	\$ 38.51	\$ 6,676	\$ 39.90	\$ 6,915	\$ 41.26	\$ 7,152	\$ 42.64	\$ 7,392	\$ 44.01	\$ 7,629
Custodian	\$ 24.47	\$ 4,241	\$ 25.40	\$ 4,402	\$ 26.33	\$ 4,563	\$ 27.29	\$ 4,729	\$ 28.22	\$ 4,891	\$ 29.17	\$ 5,057	\$ 30.10	\$ 5,218
Deputy City Clerk	\$ 29.54	\$ 5,121	\$ 30.68	\$ 5,317	\$ 31.81	\$ 5,514	\$ 32.95	\$ 5,711	\$ 34.08	\$ 5,908	\$ 35.20	\$ 6,102	\$ 36.34	\$ 6,299
Field Services Supervisor	\$ 38.32	\$ 6,643	\$ 40.22	\$ 6,972	\$ 42.14	\$ 7,304	\$ 44.05	\$ 7,636	\$ 45.97	\$ 7,968	\$ 47.90	\$ 8,302	\$ 49.81	\$ 8,634
Human Resources Specialist	\$ 32.39	\$ 5,614	\$ 33.75	\$ 5,849	\$ 35.10	\$ 6,084	\$ 36.45	\$ 6,319	\$ 37.79	\$ 6,551	\$ 39.15	\$ 6,786	\$ 40.50	\$ 7,020
Maintenance Lead Worker	\$ 34.13	\$ 5,916	\$ 35.16	\$ 6,095	\$ 36.19	\$ 6,273	\$ 37.22	\$ 6,452	\$ 38.40	\$ 6,656	\$ 39.57	\$ 6,860	\$ 40.60	\$ 7,038
Maintenance Technician	\$ 25.03	\$ 4,339	\$ 26.08	\$ 4,520	\$ 27.12	\$ 4,700	\$ 28.16	\$ 4,882	\$ 29.20	\$ 5,061	\$ 30.25	\$ 5,243	\$ 31.28	\$ 5,423
Management Aide	\$ 32.50	\$ 5,634	\$ 33.51	\$ 5,808	\$ 34.55	\$ 5,988	\$ 35.61	\$ 6,173	\$ 36.72	\$ 6,365	\$ 37.85	\$ 6,561	\$ 39.02	\$ 6,764
Management Analyst - City Manager's Office	\$ 35.78	\$ 6,203	\$ 37.27	\$ 6,461	\$ 38.83	\$ 6,731	\$ 40.45	\$ 7,010	\$ 42.13	\$ 7,303	\$ 43.89	\$ 7,607	\$ 45.71	\$ 7,924
Outreach Coordinator - Public Safety	\$ 28.90	\$ 5,009	\$ 29.99	\$ 5,199	\$ 31.09	\$ 5,388	\$ 32.18	\$ 5,578	\$ 33.29	\$ 5,770	\$ 34.38	\$ 5,960	\$ 35.49	\$ 6,152
Payroll Technician	\$ 29.94	\$ 5,190	\$ 30.84	\$ 5,345	\$ 31.76	\$ 5,506	\$ 32.72	\$ 5,671	\$ 33.70	\$ 5,841	\$ 34.71	\$ 6,016	\$ 36.18	\$ 6,271
Recreation Coordinator	\$ 28.90	\$ 5,009	\$ 29.99	\$ 5,199	\$ 31.09	\$ 5,388	\$ 32.18	\$ 5,578	\$ 33.29	\$ 5,770	\$ 34.38	\$ 5,960	\$ 35.49	\$ 6,152
Senior Code Compliance / Animal Control Officer	\$ 36.20	\$ 6,275	\$ 37.70	\$ 6,535	\$ 39.20	\$ 6,795	\$ 40.71	\$ 7,057	\$ 42.24	\$ 7,321	\$ 43.75	\$ 7,583	\$ 45.25	\$ 7,843
Senior Custodian	\$ 29.69	\$ 5,147	\$ 30.84	\$ 5,346	\$ 31.99	\$ 5,545	\$ 33.14	\$ 5,744	\$ 34.30	\$ 5,946	\$ 35.45	\$ 6,145	\$ 36.61	\$ 6,346
Senior Maintenance Technician	\$ 29.36	\$ 5,090	\$ 30.49	\$ 5,284	\$ 31.61	\$ 5,479	\$ 32.73	\$ 5,673	\$ 33.86	\$ 5,870	\$ 35.00	\$ 6,066	\$ 36.11	\$ 6,259

PART-TIME HOURLY EMPLOYEES

POSITION	Hourly Pay Rate						
	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Aerobics Instructor	\$ 16.50	\$ 16.90	\$ 18.32	\$ 20.23	\$ 21.91	\$ 23.58	\$ 25.47
Animal Control Officer	\$ 22.13	\$ 22.99	\$ 23.85	\$ 24.71	\$ 25.57	\$ 26.43	\$ 27.29
Assistant Boxing Trainer	\$ 16.50	\$ 17.01	\$ 17.54	\$ 18.09	\$ 18.65	\$ 19.23	\$ 19.83
Boxing Trainer	\$ 21.81	\$ 22.51	\$ 23.23	\$ 23.97	\$ 24.74	\$ 25.53	\$ 26.35
Certified Aerobics Instructor	\$ 25.03	\$ 26.28	\$ 27.76	\$ 29.24	\$ 30.72	\$ 32.21	\$ 33.69
College Intern	\$ 16.50	\$ 16.80	\$ 17.36	\$ 18.74	\$ 20.30	\$ 22.28	\$ 24.45
Community Services Officer	\$ 22.13	\$ 22.99	\$ 23.85	\$ 24.71	\$ 25.57	\$ 26.43	\$ 27.29
Computer Lab Technician	\$ 16.50	\$ 16.60	\$ 16.75	\$ 16.99	\$ 17.18	\$ 17.61	\$ 18.05
Custodian	\$ 18.67	\$ 19.38	\$ 20.07	\$ 20.77	\$ 21.47	\$ 22.17	\$ 22.86
Dance Instructor	\$50.00						
Lifeguard	\$ 17.50	\$ 17.83	\$ 18.17	\$ 18.51	\$ 18.86	\$ 19.22	\$ 19.58
Lifeguard/Instructor	\$ 19.50	\$ 20.03	\$ 20.58	\$ 21.15	\$ 21.73	\$ 22.34	\$ 22.95
Pool Manager	\$ 20.61	\$ 21.21	\$ 21.83	\$ 22.47	\$ 23.13	\$ 23.81	\$ 24.51
Recreation Leader	\$ 16.50	\$ 17.01	\$ 17.54	\$ 18.08	\$ 18.64	\$ 19.22	\$ 19.82
Recreation Specialist	\$ 18.50	\$ 19.03	\$ 19.57	\$ 20.12	\$ 20.70	\$ 21.29	\$ 21.90
Senior Custodian	\$ 26.40	\$ 27.42	\$ 28.44	\$ 29.46	\$ 30.49	\$ 31.51	\$ 32.55
Trail Maintenance Crew	\$ 16.50	\$ 17.46	\$ 17.87	\$ 19.61	\$ 21.02	\$ 23.13	\$ 25.44

RESOLUTION NO. 25-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADOPTING THE CITYWIDE SALARY AND PAY SCHEDULE

BE IT RESOLVED by the City Council of the City of Duarte, County of Los Angeles, State of California, as follows:

Section 1. The City Council of the City approved and adopted one consolidated and comprehensive publicly available pay schedule, containing all established employee positions and pay rates, in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5.

Section 2. On June 25, 2024, the City Council of the City approved Memorandums of Understanding with represented City employees, which included a salary increase of 2% in fiscal year 2025/26.

Section 3. Pursuant to Amendment No. 1 of the Duarte City Manager Employment Agreement Section 6A states that the City Manager shall receive a salary increase of 5% on July 1, 2025.

Section 4. On June 10, 2025, the City Council approved Resolution 25-14, which included a salary increase of 5% on July 1, 2025 for unrepresented City employees.

Section 5. Thus, all wage ranges and steps are hereby adjusted and reflected on the attached Citywide Salary and Pay Schedule as Exhibit A.

Section 6. All resolutions, or portions thereof, previously adopted by the City Council and found to be in conflict with the provisions of this resolution are hereby repealed.

Section 7. The effective date of this resolution shall be July 1, 2025. The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED, AND ADOPTED this 24th day of June 2025.

Cesar A. Garcia
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

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

I, Frances Jimenez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 25-15 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 24th day of June 2025, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

Frances Jimenez
City Clerk



AGENDA REPORT

MEETING DATE: June 24, 2025

TO: Mayor and Members of the City Council

FROM: Angela Chiaromonte, Financial Services Manager

SUBJECT: Fiscal Year 2024-2025 Year- End Appropriation Adjustments

RECOMMENDATION: It is recommended that the City Council approve the proposed amendment to the Measure W annual budget for Fiscal Year 2024-25

FISCAL IMPACT: Budgeted funds will be adjusted to bring all funds within budget; however, the result of the recommended action will have no fiscal impact.

BACKGROUND

At year end, budget adjustments are needed to add appropriations to departments or funds that have exceeded the original appropriation for FY 24-25. If the General Fund or other funds exceeds the budgeted appropriations, a disclosure is made in the financial statements. This report requests Council's approval for budget adjustments to transfer appropriations between funds that have exceeded the current budgeted appropriations, along with explanations for the adjustments.

DISCUSSION/ANALYSIS

Other City Funds

- Measure W Fund (Fund 490): Increase appropriations by \$40,000 due to FY25 Reasonable Assurance Analysis Update

RECOMMENDATION

It is recommended that the City Council approve the proposed amendment to the Measure W annual budget for Fiscal Year 2024-25.

FISCAL IMPACT

Budgeted funds will be adjusted to bring all departments and funds within budget; however, the result of the recommended action will have no fiscal impact.

ATTACHMENTS

- A. Schedule of Appropriation Adjustments

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

Schedule of Appropriation Adjustments

June 30, 2025

Explanation: Year-end appropriations, approved by City Council, to bring all funds within budget.

Measure W Fund	Fund	Increase/ (Decrease)	Beginning/Adjusted Balances	Comments
Beginning Budgeted Appropriations			\$ 181,000.00	
	490	40,000.00		Increase due to FY25 Reasonable Assurance Analysis Update
Adjusted Budgeted Appropriations			<u>\$ 221,000.00</u>	



MEMORANDUM

TO: Mayor and Councilmembers

FROM: Frances Jimenez

DATE: June 24, 2025

SUBJECT: **APPROVAL OF CITY COUNCIL EXPENSES**

Councilmember Toney Lewis

October 8-10, 2025 - League of California Cities Annual Conference in Long Beach, California - per the City of Duarte's Expense Reimbursement Policy Section 6 E. - if an event is fifty (50) miles or less from the City, no overnight accommodations will be allowed without prior City Council approval. Councilmember Lewis is requesting council approval for overnight accommodations for the conference (35 miles away).



AGENDA REPORT

MEETING DATE: June 24, 2025

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Andres Rangel, Assistant to the City Manager

SUBJECT: Request to partner with the American Red Cross to host a blood drive

RECOMMENDATION: It is recommended that the City Council partner with the American Red Cross to host a blood drive

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

BACKGROUND

The American Red Cross reached out to the City expressing its interest in hosting a blood drive in Duarte.

This year, the January fires substantially disrupted the Red Cross's donor base and therefore is predicting an anticipated shortage in blood donations. Our partnership would contribute to narrowing that gap

DISCUSSION/ANALYSIS

The partnership would include hosting a blood drive at the Community Center on Wednesday, July 30th from 1 – 7 PM. The City would also assist with promoting the event across its outreach channels.

RECOMMENDATION

It is recommended that the City Council partner with the American Red Cross to host a blood drive.

FISCAL IMPACT

There is no fiscal impact associated with approving this item.

ATTACHMENTS

None.

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



AGENDA REPORT

Agenda Item: 11.A.

MEETING DATE: June 24, 2025

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 2025-26

RECOMMENDATION: Adopt Resolution No. 25-16 providing for the annual levy and collection of assessments for Fiscal Year 2025-26

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 \$315,088 for maintenance in the city's various neighborhood zones.

BACKGROUND

At its meeting on May 27th, the City Council adopted Resolution No. 25-12 that: (1) declared the City Council's intention to levy and collect assessments for Fiscal Year 2025-26; (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, 2024 was 3.4%. 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.

RECOMMENDATION

Adopt Resolution No. 25-16 providing for the annual levy and collection of assessments for Fiscal Year 2025-26.

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 \$315,088 for maintenance in the city's various neighborhood zones.

ATTACHMENTS

- A. Resolution No. 25-16
- B. Engineer's Report

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 25-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2025-2026 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 27th day of May, 2025, the City Council adopted Resolution No. 24-12 (the "Resolution of Intention") which declared its intent to levy and collect assessments for Fiscal Year 2025-2026 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 2025-2026 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 2025-2026 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 2025-2026.

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 24th day of June 2025.

Cesar A. Garcia
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

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

I, Frances Jimenez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 25-16 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 24th day of June, 2025, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

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
2025-2026 ASSESSMENT LEVY

SECTION 1. AUTHORITY FOR REPORT

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

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

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

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

SECTION 2. PLANS AND SPECIFICATIONS FOR THE IMPROVEMENTS

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

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

SECTION 3. ESTIMATE OF COST OF IMPROVEMENT

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

SECTION 4. CITYWIDE STREET AND SIDEWALK LANDSCAPING

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

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

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

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

SECTION 5. CITYWIDE LANDSCAPING AND PARK COSTS

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

Assessment vote:

Parks

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

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

SECTION 6. SENIOR CENTER

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

SECTION 7. LIGHTING MAINTENANCE

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

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

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

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

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

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

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

SECTION 8. GRAFFITI REMOVAL

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

SECTION 9. TRAFFIC SIGNALS

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

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

SECTION 10. DIAGRAM FOR THE ASSESSMENT DISTRICT

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

SECTION 11. ASSESSMENT ZONES

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

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

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

Street Lighting

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

Citywide Park Maintenance

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

Citywide Street Maintenance Cost

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

Zone 2 Mesa Area Gaslights

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

Zone 3 Emblem House Tract 33532

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

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

Lots 3-17 are assessed a 30% surcharge.

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

Zone 4 Las Lomas Villas Tracts 33964, 34892 & 35709

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The Developer, for the benefit of all lots, installed the landscaping as a special benefit to all lots, within the tract and is assessed equally to all lots. The assessment is based on a voter-approved formula, which provides for an annual C.P.I. increase not to exceed 3%. The C.P.I. for the year ending December 31, 2024 was 3.4%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$14.32 per parcel to \$491.95 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 \$491.95.

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

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

An increase in assessment was proposed for Fiscal Year 2010-11. This increase was subject to the requirements of Proposition 218 "the Right to Vote on Taxes Act". The increase was not approved by the property owners. Consequently, the level of maintenance was reduced to balance the expenditures with the assessment. For this Fiscal Year, reserves will be 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, 2024 was 3.4%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$16.02 per parcel to a maximum of \$550.35 per parcel. For Fiscal Year 2025-26, 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, 2024 was 3.4%. A maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$12.78 per parcel to a maximum of \$438.90 per parcel. For Fiscal Year 2025-26, the levy is proposed be at the maximum assessment of \$438.90.

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, 2024 was 3.4%. A 3% C.P.I. would allow for an assessment increase of \$18.45 per parcel to \$633.61 per parcel. For Fiscal Year 2025-26, 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, 2024 was 3.4%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$17.18 per parcel to \$590.08 per parcel. The maximum assessment of \$590.08 is proposed for Fiscal Year 2025-26.

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, 2024 was 3.4%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$18.31 per parcel to \$628.73 per parcel. For Fiscal Year 2025-26, the maximum levy of \$628.73 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, 2024 was 3.4%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$26.09 per parcel to \$869.89 per parcel. For Fiscal Year 2025-26, 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, 2024 was 3.4%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$54.15 per parcel to \$1,859.20. For Fiscal Year 2025-26, a levy of \$1,805.05 per parcel is required to balance expenses with the application of reserves. A general benefit contribution from the City in the amount of \$2,000.00 is applied to cover half of the annual maintenance cost for the debris basin and storm drain system in this Zone. As in past years, a brush clearance and replanting project will occur again in Fiscal Year 2025-26.

2025-26 CITYWIDE DISTRICT AND SPECIAL BENEFIT ZONE CALCULATIONS
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Citywide Parks, Lighting and Street

Parks, Lighting, & Street	\$1,485,400.00
General Fund Contribution (Deficit)	<u>\$ (787,155.00)</u>
<u>Total Citywide Assessment for 2025-2026</u>	\$ 698,245.00

Parks

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

Street Lighting

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

Citywide Street

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

Special Benefit Zone Maintenance Cost

Maintenance Expenses & Transfers to Reserve Funds	\$ 376,763.00
Transfers From Reserves ***	\$ (44,613.00)
Transfers from General Fund	\$ (0.00)
Transfers to Reserves	\$ (743.00)
General Fund Obligated Expenses **	<u>\$ (15,932.00)</u>
<u>Total Special District Assessments for 2025-2026</u>	\$ 316,961.00

<u>Grand Total Citywide</u>	\$ 1,015,206.00
<u>and Special Benefit Zones Assessments for 2025-26</u>	

- * This does not include the sports park maintenance costs which cannot be included in the District.
- ** Includes \$6,400.00 (Emblem Homes Zone 3), \$7,532.00 (Encanto Parkway Zone 5), and \$2,000.00 (Ridgecrest Estates Zone 18).
- *** Includes \$7,000 (Zone 2 Mesa Area), \$5,636 (Zone 5 Encanto Parkway), \$2,054 (Zone 6 Rancho Verde), \$883 (Zone 8 Windsor), \$5,338 (Zone 9 Kendrick), \$15,724 (Zone 10 Hearthstone Del Norte), \$1,472 (Zone 13 Mike's Center), \$4,981 (Zone 16 Buena Vista), \$1,524 (Zone 18 Ridgecrest). In instances where a zone balance is in a deficit, reserves applied to the annual budget will be an obligation of the respective zone unless otherwise approved by the City.

**2025-26 CITYWIDE STREET LIGHTING
AND SPECIAL BENEFIT ZONE CALCULATIONS**

ZONE	DISTRICT	2023-24	2024-25	2025-26
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	\$542.10	\$561.95	\$561.95
5	Encanto Parkway	\$167.34	\$167.34	\$167.34
6	Rancho Verde	\$324.10	\$324.10	\$324.10
7	Amberwood	\$624.37	\$631.10	\$631.10
8	Windsor	\$519.31	\$531.72	\$544.50
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

2025-26 CITYWIDE STREET AND SPECIAL DISTRICT ASSESSMENT COMPARISON

ZONE	DISTRICT	2023-24	2024-25	2025-26
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	\$661.81	\$678.50	\$695.68
16	Buena Vista Villas	\$698.24	\$716.02	\$734.33
17	Citrus Collection	\$773.78	\$800.60	\$800.60
18	Ridgecrest Estates	\$1,858.08	\$1,910.65	\$1,910.65

*Citywide only within this Special Benefit Zone.

**ZONE 2 – MESA AREA
(FUND 2430)**

ESTIMATED EXPENSES 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$12,800.00	
Transfer From Reserve	\$ 7,000.00	
Transfer From General Fund	\$ 0.00	
Total Revenue		\$19,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	(\$3,208.00)
2022	(\$6,857.00)
2023	(\$12,089.00)
2024	(\$13,781.00)
2025	(\$15,336.00) 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 2025-26

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 2025-26

Special Zone Assessment 2025-26	\$ 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
2021	\$0
2022	\$0
2023	\$0
2024	\$0
2025	\$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 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 57,500.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$57,500.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	\$15,767.00
2022	\$18,719.00
2023	\$28,740.00
2024	\$35,921.00
2025	\$42,870.00 (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 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 7,532.00	
Transfer From Reserve	\$ 5,636.00	
Transfer From General Fund (Citywide Benefit)**	<u>\$ 7,532.00</u>	
Total Revenue		\$20,700.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	\$7,884.00
2022	\$9,494.00
2023	\$8,592.00
2024	\$7,346.00
2025	\$4,610.00 (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 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 25,346.00	
Transfer From Reserve	\$ 2,054.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$27,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	(\$15,052.00)
2022	(\$20,002.00)
2023	(\$19,590.00)
2024	(\$21,556.00)
2025	(\$26,902.00) Estimated

Zone 6 Information

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

**ZONE 7 – AMBERWOOD
(FUND 2423)**

ESTIMATED EXPENSES 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 26,800.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$26,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	\$20,809.00
2022	\$22,877.00
2023	\$23,936.00
2024	\$27,200.00
2025	\$28,363.00 (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 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$17,117.00	
Transfer from Reserve	\$ 883.00	
Transfer from General Fund	<u>\$ 0.00</u>	
Total Revenue		\$18,000.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	\$4,805.00
2022	\$7,140.00
2023	\$9,377.00
2024	\$10,234.00
2025	\$7,153.00 (Estimated)

Zone 8 Information

Number of lots to be assessed	<u>39</u>
Special Landscape per Lot	\$ 438.90
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	\$ 544.50

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

ESTIMATED EXPENSES 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 8,262.00	
Transfer From Reserve	\$ 5,338.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$13,600.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	(\$3,599.00)
2022	\$2,522.00
2023	(\$149.00)
2024	(\$3,722.00)
2025	(\$9,060.00) (Estimated)

Zone 9 Information

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

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

ESTIMATED EXPENSES 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 27,576.00	
Transfer From Reserve	\$ 15,724.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$43,300.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	\$8,843.00
2022	\$2,969.00
2023	(\$ 5,563.00)
2024	(\$ 10,704.00)
2025	(\$ 23,828.00) (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 2025-26 **\$0**

ESTIMATED REVENUE 2025-26 **(\$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 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$20,628.00	
Transfer From Reserve	\$ 1,472.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$22,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	\$11,535.00
2022	\$14,824.00
2023	\$17,169.00
2024	\$17,334.00
2025	\$16,049.00 (Estimated)

Zone 13 Information

Number of lots to be assessed 10

LANDSCAPE COST PER LOT

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

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

Parcel Number	Square Feet	2025/26 Landscape Assessment	Frontage Feet	2025/26 Citywide Street Maintenance	2025/26 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 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 23,773.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	\$ 0.00	
Total Revenue		\$23,773.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	\$4,173.00
2022	\$5,859.00.
2023	\$9,386.00
2024	\$13,068.00
2025	\$15,637.00 (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 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 27,143.00	
Transfer to Reserve	\$ 743.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$26,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	(\$3,495.00)
2022	(\$2,281.00)
2023	(\$662.00)
2024	(\$726.00)
2025	(\$1,510.00) (Estimated)

Zone 15 Information

Number of lots to be assessed	<u>46</u>
LANDSCAPE COST PER LOT	\$ 590.08
Street Lighting Cost Per Lot	\$ 30.44
City-wide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 695.68

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

ESTIMATED EXPENSES 2025-2026

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

Estimated Revenue 2025-26

Special Zone Assessment 2025-26	\$ 20,119.00	
Transfer From Reserve	\$ 4,981.00	
Transfer From General Fund	<u>\$ 0.00</u>	
General Revenue		\$25,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2021	\$7,407.00
2022	\$7,492.00
2023	\$9,613.00
2024	\$9,988.00
2025	\$7,881.00 (Estimated)

Zone 16 Information

Number of lots to be assessed	<u>32</u>
LANDSCAPE COST PER LOT	\$ 628.73
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 734.33

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

ESTIMATED EXPENSES 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$ 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
2021	\$6,100.00
2022	\$7,735.00
2023	\$7,439.00
2024	\$9,215.00
2025	\$9,855.00 (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 2025-26

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

ESTIMATED REVENUE 2025-26

Special Zone Assessment 2025-26	\$27,075.75	
Transfer From Reserve	\$ 1,524.25	
Transfer From General Fund**	<u>\$ 2,000.00</u>	
Total Revenue		\$30,600.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND***

Fiscal Year Ending	Balance
2021	\$18,361.00
2022	\$7,125.00
2023	\$20,444.00
2024	\$26,002.00
2025	\$23,523.00 (Estimated)

Zone 18 Information

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

*Previously approved by Resolution 11-49.

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

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



AGENDA REPORT

MEETING DATE: June 24, 2025

TO: Mayor and Members of the City Council

FROM: Larry Breceda, Director of Public Safety Services

SUBJECT: Amendments to the Duarte Municipal Code (“DMC”) to amend and add key provisions relating to fire safety and enforcement including designating fire hazard severity zones and regulating activities near critical infrastructure and wildfire risk areas to ensure compliance with State law and enhance public safety, health and welfare

RECOMMENDATION: Conduct a public hearing and approve the introduction of Ordinance No. 25-03 for first reading that will amend DMC Section 15.04.010 and 15.09.020 to ensure compliance with State law relating to fire hazard severity zones and add DMC Chapter 15.10 to provide additional tools to ensure fire safety including regulating activity near critical infrastructure and wildfire risk areas

FISCAL IMPACT: There is no fiscal impact resulting from these changes to the DMC. The cost to enforce the amended codes and provide staff training has been included in the annual department budget. However, adoption of penalty amounts for violations will increase amounts collected by the City for noncompliance.

BACKGROUND

On March 24, 2025, the California Department of Forestry and Fire Prevention (CAL FIRE) released updated Local Responsibility Area Fire Hazard Severity Zone maps defining areas where State fire safety regulations apply and clarifying the responsibilities of local and county fire departments in fire response. Pursuant to Government Code Section 51178, the City is required by State law to adopt, by ordinance, the Local Responsibility Area Fire Hazard Severity Zone maps within 120 days of release by CAL FIRE. Additionally, pursuant to Government Code Section 51179(b)(3), the City must not decrease the level of the Local Responsibility Area Fire Hazard Severity Zone maps but may make additions to increase the level or provide for further enforcement.

As part of this further enforcement, it is necessary to protect against and prohibit activities known to increase fire risks surrounding key critical infrastructure. Destruction of, damage to, or

interference with, critical infrastructure is frequently caused by persons whose activities are not permitted or authorized in, on or near critical infrastructure such as public camping, particularly in places situated in dense brush and vegetation. Specifically, public camping, storage of personal property, and the related fire risks associated with public camping such as outdoor cooking must be prohibited in areas surrounding critical infrastructure. As such, certain prohibitions and enforcement tools aimed at preserving critical infrastructure and reducing fire risk are necessary to protect the health, safety and welfare of the public.

Moreover, as authorized by the California Constitution and as part of its police powers, the City can regulate public camping in a manner consistent with State and Federal law. Specifically, the City can prohibit public camping and storage of personal property on public lands. The City already regulates storage of personal property so these recommended amendments will largely model the existing provisions while adding a camping prohibition and providing clarity and protection for areas with critical infrastructure and in high fire risk zones.

To comply with State law, protect the City's critical infrastructure, and mitigate against further fire risks the amendments outlined below are necessary.

DISCUSSION/ANALYSIS

The recommended changes to the DMC designate fire hazard severity zones as required by State law and establish a prohibition on camping and storage of personal property in areas with critical infrastructure and in high fire risk zones. These amendments are intended to ensure compliance with State law and place adequate regulations and deterrents necessary to protect against the fire risks presented by camping and storage of property in areas with critical infrastructure and in high fire risk zones including potential destruction of, damage to, or interference with, infrastructure that is critical to the delivery of public services such as law enforcement, fire prevention, public works, parks and recreation, and utilities including communication, water, and waste disposal.

This ordinance is intended to provide the City with improved mechanisms to ensure and improve public safety, health, welfare and quality of life. It addresses specific issues staff have encountered since State law and the DMC was last updated in these regards.

Importantly, the Public Safety Commission unanimously voted to support the ordinance, citing the 2016 and 2022 Fish Fires as a critical reminder of the need for proactive measures, including the prohibition on camping in wildfire-prone areas and support for the updated fire hazard severity zone maps. Furthermore, a 45-day (April 21st – June 5th) public comment period was provided, allowing ample opportunity for community input and transparency in the ordinance adoption process.

Adoption of Los Angeles County Fire Code

Amendments to Section 15.04.010 ensure that the DMC adopts the most current version of the Los Angeles County Fire Code and incorporates language to ensure that any further amendments are adopted as the Los Angeles County Fire Code may be amended from time to time. This section was outdated and made reference to a 2008 code that is no longer in effect.

Fire Hazard Severity Zones

Amendments to Section 15.09.020 ensure that the DMC is in compliance with State law including Government Code Section 51178, which requires the City to adopt, by ordinance, the Local Responsibility Area Fire Hazard Severity Zone maps within 120 days of release by CAL FIRE. These updated maps were released on March 24, 2025, so this adoption will ensure compliance by the July 22, 2025 deadline. Moreover, while the City can not decrease the level of the Local Responsibility Area Fire Hazard Severity Zone maps it may make additions to increase the level or provide for further enforcement. Such enforcement including adopting provisions to mitigate fire risks and protect critical infrastructure are added as part of this compliance and further discussed below.

Critical Infrastructure and Wildfire Risk Area Protection

The addition of Chapter 15.10 establishes regulations and prohibitions to mitigate the threat of fire and other potential causes of destruction and damage to and interference with, critical infrastructure, in order to protect the health, safety, and welfare of the public, by authorizing the removal of persons and their personal property in, on, or near critical infrastructure and wildfire risk areas. Specifically, Section 15.10.030 prohibits any person from camping, occupying camp facilities, using camp paraphernalia, or storing personal property including camping paraphernalia at the following locations: (1) critical infrastructure; (2) within 25 feet of critical infrastructure; (3) within 25 feet of a vehicular or pedestrian entrance or exit of critical infrastructure; (4) on those portions of a right-of-way that are required by local, state, or federal law to be free of obstruction to first responders, including but not limited to members of law-enforcement, fire-prevention, or emergency-medical-services agencies; (5) wildfire risk areas; or (6) Public Facility as defined in Section 9.19.010 of the DMC. These prohibitions are consistent with State and Federal law and directly serve to mitigate risks of fire and other destruction.

Other amendments to this chapter ensure that the City can perform abatement upon discovery of violations, provide procedures for conducting such abatement, ensure cost recovery for abatement efforts, and provide other enforcement tools such as penalties. These amendments serve to provide enforcement officers with the ability to enforce and prevent continuing violations by application of the legal mechanism best suited to the violation and circumstances at issue, rather than being limited to a specific type of enforcement remedy.

RECOMMENDATION

Conduct a public hearing and approve the introduction of Ordinance No. 25-03 for first reading that will amend DMC Section 15.04.010 and 15.09.020 to ensure compliance with State law relating to fire hazard severity zones and add DMC Chapter 15.10 to provide additional tools to ensure fire safety including regulating activity near critical infrastructure and wildfire risk areas.

FISCAL IMPACT

There is no fiscal impact resulting from these changes to the DMC. The cost to enforce the amended codes and provide staff training has been included in the annual department budget. However, adoption of penalty amounts for violations will increase amounts collected by the City for noncompliance.

ATTACHMENTS

- A. Ordinance No. 25-03
- B. Local Responsibility Area Fire Hazard Severity Zone Maps
- C. Local Responsibility Area Factsheet

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

ORDINANCE NO. 25-03

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING AND ADDING KEY PROVISIONS RELATING TO FIRE SAFETY AND ENFORCEMENT INCLUDING DESIGNATING FIRE HAZARD SEVERITY ZONES AND REGULATING ACTIVITIES NEAR CRITICAL INFRASTRUCTURE AND FIRE RISK AREAS FOR THE PURPOSE OF COMPLYING WITH STATE LAW AND ENHANCING PUBLIC SAFETY, HEALTH AND WELFARE

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, on March 24, 2025, the California Department of Forestry and Fire Prevention (“CAL FIRE”) released updated Local Responsibility Area Fire Hazard Severity Zone maps defining areas where State fire safety regulations apply and clarifying the responsibilities of local and county fire departments in fire response;

WHEREAS, pursuant to Government Code Section 51178, the City is required by State law to adopt, by ordinance, the Local Responsibility Area Fire Hazard Severity Zone maps within 120 days of release by CAL FIRE;

WHEREAS, pursuant to Government Code Section 51179(b)(3), the City must not decrease the level of the Local Responsibility Area Fire Hazard Severity Zone maps but may make additions to increase the level or provide for further enforcement;

WHEREAS, a principal threat to the public health, safety and welfare is the potential destruction of, damage to, or interference with, infrastructure that is critical to the delivery of public services such as law enforcement, fire prevention, public works, parks and recreation, and utilities including communication, water, and waste disposal;

WHEREAS, destruction of, damage to, or interference with, critical infrastructure is caused by fire, contamination, impeding safe access for pedestrians and vehicles, or other causes;

WHEREAS, destruction of, damage to, or interference with, critical infrastructure is frequently caused by persons whose activities are not permitted or authorized in, on or near critical infrastructure such as public camping, particularly in places situated in dense brush and vegetation;

WHEREAS, as authorized by the California Constitution and as part of its police powers, the City can regulate public camping in a manner consistent with State and Federal law;

WHEREAS, to mitigate the threat of fire or other potential causes of destruction and damage to and interference with critical infrastructure and in order to protect the health, safety and

welfare of the public, prohibitions and enforcement relating to the removal of persons and their personal property in, on or near critical infrastructure and wildfire risk areas is necessary; and,

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, and to preserve the community.

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 15.04.010 of the Duarte Municipal Code is amended to read in its entirety as follows:

Except as otherwise provided, Title 32 of the Los Angeles County Code, entitled “LOS ANGELES COUNTY FIRE CODE,” as may be amended from time to time, is adopted in full and shall serve as the City’s fire code.

SECTION 3: Section 15.09.020 of the Duarte Municipal Code is amended to read in its entirety as follows:

Pursuant to Government Code Section 51178, the City hereby designates the Fire Hazard Severity Zones as recommended by the California Department of Forestry and Fire Protection. The map entitled “City of Duarte Fire Hazard Severity Zones” designates these zones and is hereby incorporated by reference. This map is retained on file at the City and at the Office of the State Fire Marshal.

SECTION 4: Chapter 15.10 is hereby added to the Duarte Municipal Code and is to read in its entirety as follows:

Chapter 15.10 - CRITICAL INFRASTRUCTURE AND WILDFIRE RISK AREA PROTECTION

15.10.010 - Findings and purpose.

The City Council finds as follows: (1) a principal threat to the public health, safety, and welfare is the potential destruction of, damage to, or interference with, infrastructure that is critical to the provision of public services such as law enforcement, fire prevention, transportation, and utilities including communication, water, and waste disposal; (2) destruction of, damage to, or interference with, critical infrastructure is caused by fire, contamination, restricting access, or other causes; and (3) destruction of, damage to, or interference with, critical infrastructure is often caused by persons whose activities are not permitted or authorized in, on, or near critical infrastructure.

The purpose of this chapter to mitigate the threat of fire and other potential causes of destruction and damage to and interference with, critical infrastructure, in order to protect the health, safety, and welfare of the public, by authorizing the removal of persons and their personal property in, on, or near critical infrastructure.

15.10.020 - Definitions.

When used in this chapter, the following words and phrases have the following meanings:

"Camp" means to place, pitch or occupy camp facilities, to live temporarily in a camp facility or outdoors, or to use camp paraphernalia.

"Camp facilities" include, but are not limited to, tents, huts, vehicles, vehicle camping outfits or temporary shelter.

"Camp paraphernalia" includes, but is not limited to, bedrolls, tarpaulins, cots, beds, sleeping bags, hammocks or cooking facilities and similar equipment.

"Critical infrastructure" means each of the following:

1. Levees; or
2. Real property or a facility, whether privately or publicly owned, that the city manager designates as being so vital and integral to the operation or functioning of the city that its damage, incapacity, disruption, or destruction would have a debilitating impact on the public health, safety, or welfare.

Critical infrastructure may include, but is not limited to, government buildings, such as fire stations, police stations, Sheriff's Office, Sheriffs Sub-station, Public Safety Building, jails, or courthouses; hospitals; structures, such as antennas, bridges, roads, train tracks, drainage systems, or levees; or systems, such as computer networks, public utilities, electrical wires, natural gas pipes, telecommunication centers, or water sources.

"Debris" means building and construction materials, garbage, refuse, wreckage, spoiled or ruined household goods, and similar material.

"Facility" means a building, structure, equipment, system, or asset.

"Fire prevention official" means the fire chief, a deputy fire chief, the fire marshal, a fire prevention officer or code enforcement officer.

"Garbage" means discarded non-putrescible or putrescible household items, objects, or materials for which there is no use or reuse intended. Garbage does not include source-separated recyclables, food waste, or yard waste.

"Hazardous waste" has the same meaning as in California Public Resources Code section 40141.

"Infectious waste" has the same meaning as in California Code of Regulations, title 14, section 17225.36.

"Solid waste" means all putrescible and non-putrescible solid, semisolid, and liquid wastes, including garbage; ashes; industrial waste; demolition and construction waste; discarded home and industrial appliances; abandoned vehicles and vehicle parts; dewatered, treated, or chemically fixed sewage sludge that is not hazardous waste; manure; dirt; soil, rock, gravel, sand, or other

aggregate material; and other discarded solid and semisolid waste; but not including recyclables, food waste, or yard waste.

"Wildfire risk area" has the same meaning as in California Code of Regulations, title 24, part 9, section 202.

15.10.030 - Prohibited Activities.

A. It is unlawful and a public nuisance for any person to camp, occupy camp facilities, or use camp paraphernalia at the following locations:

1. Critical infrastructure;
2. Within 25 feet of critical infrastructure;
3. Within 25 feet of a vehicular or pedestrian entrance or exit of critical infrastructure;
4. On those portions of a right-of-way that are required by local, state, or federal law to be free of obstruction to first responders, including but not limited to members of law-enforcement, fire-prevention, or emergency-medical-services agencies;
5. Wildfire risk areas; or
6. Public Facility as defined in Section 9.19.010 of this code.

B. It is unlawful and a public nuisance for any person to store personal property, including camp facilities and camp paraphernalia, in the following locations without the written consent of the owner, except as otherwise provided by the City Manager:

1. Critical infrastructure;
2. Within 25 feet of critical infrastructure;
3. Within 25 feet of a vehicular or pedestrian entrance or exit of critical infrastructure;
4. On those portions of a right-of-way that are required by local, state, or federal law to be free of obstruction to first responders, including but not limited to members of law-enforcement, fire-prevention, or emergency-medical-services agencies;
5. Wildfire risk areas; or
6. Public Facility as defined in Section 9.19.010 of this code.

15.10.040 - Enforcement and Abatement.

A. Abatement. Violations of this chapter may be abated by the City after notice to abate has been provided by the City. Abatement may include, but is not limited to, removal of camp facilities, camp paraphernalia, personal property, garbage, hazardous waste, infectious waste, junk, or debris; and securing the perimeter of the property with fencing, gates, or barricades to prevent further occurrences of the nuisance activity. The procedures regarding storage of personal property in public areas as prescribed in Chapter 12.22 of this code shall apply. The abatement procedures

prescribed in Chapter 9.32 of this code shall also apply.

B. Emergency Abatement. Violations that present an imminent danger to public health or safety may be immediately abated pursuant to Section 9.32.030 of this code. Abatement may include, but is not limited to, removal of camp facilities, camp paraphernalia, personal property, garbage, hazardous waste, infectious waste, junk, or debris; and securing the perimeter of the property with fencing, gates, or barricades to prevent further occurrences of the nuisance activity. The procedures regarding storage of personal property in public areas as prescribed in Chapter 12.22 of this code shall also apply. The abatement procedures prescribed in Chapter 9.32 of this code shall also apply.

C. The cost of abatement as prescribed in Chapters 9.32 and 12.22 of this code, including all administrative costs of any action taken hereunder, may be assessed against the subject premises as a lien, made a personal obligation of the owner, or both.

15.10.050 Interference with abatement.

No person shall willfully prevent, delay, resist, obstruct, or otherwise interfere with a city official, employee, contractor, law enforcement personnel, code enforcement officer, animal control officer or volunteer in their execution of an abatement pursuant to this chapter.

15.10.060 - Violations and Penalties.

A. Any violation of this chapter is a public nuisance that may be abated by any means provided in this code, including administrative citations, civil action and injunctive relief, and is also punishable as provided in Sections 1.04.090 and 1.04.100 of this code. Any person issued an administrative citation for violations of this chapter shall comply with the city's administrative citation process as set forth in Chapter 1.08.

B. The city shall be entitled to recovery and reimbursement of its costs and fees as set forth in Section 1.08.140, Chapter 9.32, and all other applicable laws.

C. All remedies prescribed under this chapter are intended to be cumulative and may be used in conjunction with or in lieu of each other remedy.

D. Each and every incident or portion thereof, during which a violation of any provision of this Code is committed, continued, or permitted shall constitute a new and separate offense.

SECTION 5: 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 6: 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 7: This Ordinance shall become effective thirty (30) days following its second reading.

APPROVED AND ADOPTED THIS 8th DAY OF July 2025.

Cesar A. Garcia
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

State of California)
County of Los Angeles)
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 8th day of July 2025, by the following votes:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

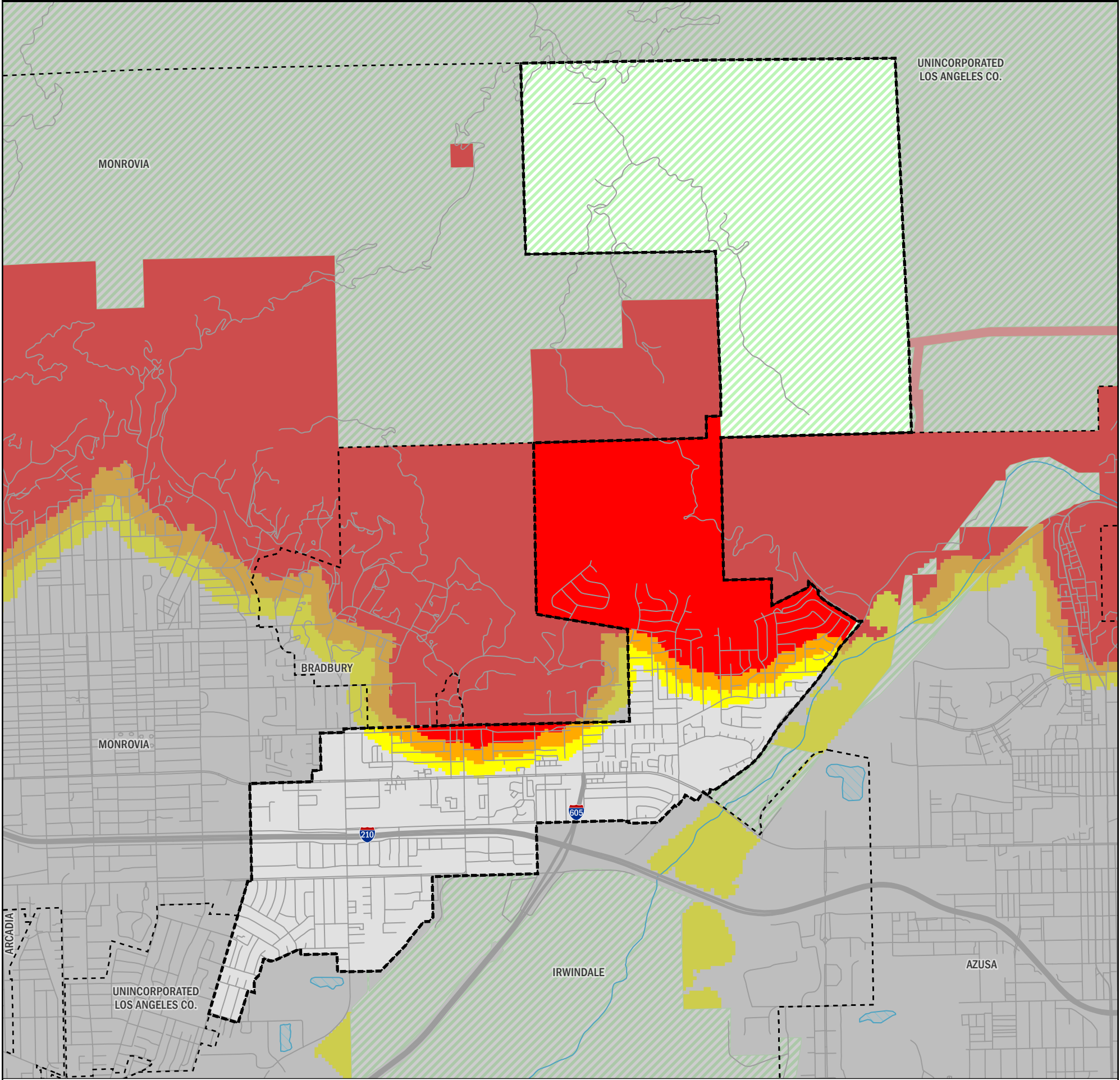
ABSENT: COUNCILMEMBERS:

Frances Jimenez
City Clerk



Local Responsibility Area Fire Hazard Severity Zones

As Identified by the
State Fire Marshal
March 24, 2025



Fire Hazard Severity Zones (FHSZ) in Local Responsibility Area (LRA), as Identified by the State Fire Marshal

Very High High Moderate

Fire Hazard Severity Zones in State Responsibility Area (SRA), Effective April 1, 2024

Very High

Mi 0 1

Km 0 1 2

Projection: NAD 83 California Teale Albers
Scale: 1:36,000 at 11" x 17"

Incorporated City Waterbody

Unzoned LRA Federal Responsibility Area (FRA)

Government Code section 51178 requires the State Fire Marshal to identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent

statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather,

and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

The State of California and the Department of Forestry and Fire Protection make no representations or warranties regarding the accuracy of data or maps. Neither the State nor the Department shall be liable under any circumstances for any direct, special, incidental, or consequential damages with respect to any claim by any user or third party on account of, or arising from, the use of data or maps.

Gavin Newsom, Governor, State of California
Wade Crowfoot, Secretary for Natural Resources, CA Natural Resources Agency
Joe Tyler, Director/Fire Chief, CA Department of Forestry and Fire Protection
Daniel Berlant, State Fire Marshal, CA Department of Forestry and Fire Protection

Data Sources:
CAL FIRE Fire Hazard Severity Zones (FHSZSRA23_3, FHSZLRA_25_1)
CAL FIRE State Responsibility Areas (SRA25_1)
City and County boundaries as of 10/22/24 (CA Board of Equalization)



Fire Hazard Severity Zones Local Responsibility Area

Fire Hazard Severity Zones

What is a Fire Hazard Severity Zone?

The State Fire Marshal shall identify areas in the State as Moderate, High, and Very High Hazard Severity Zones based on consistent statewide criteria and the severity of fire hazard that is expected to prevail in those areas. – [CA GOV 51178](#)

When did Fire Hazard Severity Zones begin in Local Responsibility Area?

Assembly Bill 337 (Bates 1992), prompted by the devastating Oakland Hills fire of 1991, calls for CAL FIRE to evaluate fire hazard severity in local responsibility area and to make a recommendation to the local jurisdiction where Very High FHSZ exist. – [CA GOV 51175](#)

What do Fire Hazard Severity Zones measure?

The maps evaluate "Hazard", not "Risk". Hazard is based on physical conditions that create expected fire behavior over a 50-year period without considering short-term modifications. Risk is the potential damage a fire can do to the area under existing conditions, including fuel reduction projects, defensible space, and ignition resistant building construction. - osfm.fire.ca.gov/fhsz

Will the new Fire Hazard Severity Zone maps affect my insurance?

Insurance companies use risk models, which differ from hazard models, because they consider the susceptibility of a structure to damage from fire and other short-term factors that are not included in hazard modeling. Insurance risk models incorporate additional factors that change more frequently than those that CAL FIRE includes in its hazard mapping, which is built to remain steady.

– [California Department of Insurance](#)

What are the requirements within Fire Hazard Severity Zones?

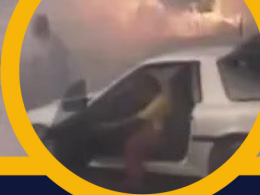
- Materials and Construction Methods for Exterior Wildfire Exposure – [CBC Chapter 7A](#)
- Natural hazard real estate disclosure at the time of sale – [CA CIV 1102.19 \(AB 38 2019\)](#)
- 100-foot defensible space clearance requirements – [CA GOV 51182](#)
- Property development standards such as road widths, water supply, and signage – [CA PRC 4290](#)
- Consideration during future development of Cities and Counties General Plan – [CA GOV 65302](#)

1980



Panorama Fire burns 28,800 acres, destroying 325 structures and resulting in 4 fatalities in San Bernardino.

1991



Tunnel Fire burns 1,600 acres, destroying 2,900 structures and resulting in 25 fatalities in the Oakland Hills.

PRC 4201 mandates that CAL FIRE develop Fire Hazard Severity Zones.

1982

Fire Hazard Severity Zone maps are created.

1985

The "Bates Bill" calls for CAL FIRE to identify Very High Fire Hazard Severity Zones in LRA.

1992

Frequently Asked Questions



Is there an easy way to determine the Fire Hazard Severity Zone of my property?

You can search by address to find your current designation on the website: osfm.fire.ca.gov/fhsz

Why are Fire Hazard Severity Zones being updated?

The hazard maps are being updated to more accurately reflect the zones in California that are susceptible to wildfire. The process will incorporate new science in local climate data and improved fire assessment modeling in determining hazard ratings. – [PRC 4125](#) and [GC 51178](#)

What are the key elements of the Fire Hazard Severity Zone Model?

The model has two key elements: probability of an area burning and expected fire behavior under extreme fuel and weather conditions. The factors considered in determining fire hazard within wildland areas is fire history, flame length, terrain, local weather, and potential fuel over a 50-year period. Outside of wildlands, the model considers factors that might lead to buildings being threatened, including terrain, weather, urban vegetation cover, blowing embers, proximity to wildland, fire history, and fire hazard in nearby wildlands. This is not a structure loss model, as key information regarding structure ignition is not included. – osfm.fire.ca.gov/fhsz

Why does the model place an emphasis on the spread of embers?

Embers spread wildfire because they can travel long distances in the wind and ignite vegetation, roofs, attics (by getting into vents), and decks. – osfm.fire.ca.gov/fhsz

What is the difference between SRA and LRA?

State Responsibility Area (SRA) is a legal term defining the area where the State has financial responsibility for wildland fire protection and prevention. – [CA PRC 4102](#)

Local Responsibility Area (LRA) includes incorporated cities, urban regions, agriculture lands, and portions of the desert where the local government is responsible for wildfire protection. – [CA PRC 4125](#)

How are Fire Hazard Severity Zones determined in Local Responsibility Areas?

CAL FIRE uses an extension of the state responsibility area Fire Hazard Severity Zone model as the basis for evaluating fire hazard in Local Responsibility Area. The Local Responsibility Area hazard rating reflects flame and ember intrusion from adjacent wildlands and from flammable vegetation in the urban area.

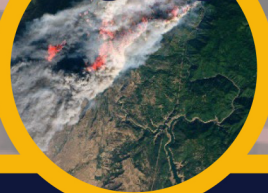
– [PRC 4202](#) and [GC 51178](#)

2017



Tubbs Fire burns 36,810 acres, destroying 5,643 structures and resulting in 22 fatalities in Santa Rosa.

2018



Camp Fire burns 153,336 acres, destroying 18,804 structures and resulting in 85 fatalities in Paradise.

CAL FIRE finalizes the Statewide FHSZ Model to include Very High FHSZ in LRA.

2007

AB 642 and SB 63 require CAL FIRE to identify Moderate and High FHSZ in LRA.

2021

AB 211 requires local agency to designate by ordinance Moderate and High FHSZ in LRA.

2022



General

What is a Fire Hazard Severity Zone or FHSZ?

[Public Resource Code 4202](#); The State Fire Marshal shall classify lands within State Responsibility Areas into Fire Hazard Severity Zones. Each zone shall embrace relatively homogeneous lands and shall be based on fuel loading, slope, fire weather, and other relevant factors present, including areas where winds have been identified by the department as a major cause of wildfire spread.

[Government Code 51178](#); The State Fire Marshal shall identify areas in the state as Moderate, High, and Very High Fire Hazard Severity Zones based on consistent statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, High, and Very High Fire Hazard Severity Zones shall be based on fuel loading, slope, fire weather, and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

Will the new Fire Hazard Severity Zones affect my ability to get or maintain insurance?

Insurance companies use risk models, which differ from hazard models, because they consider the susceptibility of a structure to damage from fire and other short-term factors that are not included in hazard modeling. It is unlikely that insurance risk models would utilize CAL FIRE Fire Hazard Severity Zones as a factor, but much of the same data that is used in the Fire Hazard Severity Zone model are likely included in the insurance companies' risk models. However, insurance risk models incorporate many additional factors and that change more frequently than those that CAL FIRE includes in its hazard mapping, which is built to remain steady for the next 10+ years.

What do Fire Hazard Severity Zones measure?

The Fire Hazard Severity Zone map reflects "hazard," not "risk". The map is like flood zone maps, where lands are described in terms of the probability level of a particular area being inundated by floodwaters, and not specifically prescriptive of impacts.

"Hazard" is based on the physical conditions that create a likelihood and expected fire behavior over a 30 to 50-year period without considering mitigation measures such as home hardening, recent wildfire, or fuel reduction efforts.

"Risk" is the potential damage a fire can do to the area under existing conditions, accounting for any modifications such as fuel reduction projects, defensible space, and ignition resistant building construction.



General

What are the key elements of the Fire Hazard Severity Zone model?

The fire hazard severity model for wildland fire has two key elements: probability of an area burning and expected fire behavior under extreme fuel and weather conditions. The zones reflect areas that have similar burn probabilities and fire behavior characteristics. The factors considered in determining fire hazard within wildland areas are fire history, flame length, terrain, local weather, and potential fuel over a 50-year period. Outside of wildlands, the model considers factors that might lead to buildings being threatened, including terrain, weather, urban vegetation cover, blowing embers, proximity to wildland, fire history, and fire hazard in nearby wildlands. FHSZs are not a structure loss model, as key information regarding structure ignition (such as roof type, etc.) is not included.

Where do Fire Hazard Severity Zones apply?

Fire Hazard Severity Zones are found in areas where the state has financial responsibility for wildfire protection and prevention, called the State Responsibility Area. More than 31 million acres are in this area. Under [Senate Bill 63 \(Stern, 2021\)](#), [Government Code 51178](#) was amended to also identify the Moderate and High Fire Hazard Severity Zones with the Very High in Local Responsibility Area (LRA).

What are the uses of Fire Hazard Severity Zones?

The zones are used for several purposes including to designate areas where California's defensible space standards and wildland urban interface building codes are required. They can be a factor in real estate disclosure, and local governments may consider them in their general plan.

When were the maps last updated?

In 2007, CAL FIRE updated the FHSZs for the entire State Responsibility Area (SRA). Between 2008-2011 the department worked with local governments to make recommendations of the Very High Fire Hazard Severity Zones within Local Responsibility Area (LRA).

Why are fire hazard severity maps being updated?

The hazard maps are being updated to more accurately reflect the zones in California that are susceptible to wildfire. The hazard mapping process will incorporate new science in local climate data and improved fire assessment modeling in determining hazard ratings.



General

How do the Fire Hazard Severity Zone Maps differ from California Public Utilities Commission (CPUC) High Fire Threat District Maps?

The California Public Utilities Commission (CPUC) sponsored map, known as "CPUC High Fire Threat District Map" (HFTD), includes similar factors as those in the FHSZ maps, however the CPUC HFTD Map is designed specifically for identifying areas where there is an increased risk for utility associated wildfires. As such, the CPUC map includes fire hazards associated with historical powerline-caused wildfires, current fuel conditions, and scores areas based on where fires start, as opposed to where potential fires may cause impacts.

How are Fire Hazard Severity Zones determined?

CAL FIRE used the best available science and data to develop, and field test a model that served as the basis of zone assignments. The model evaluated the probability of the area burning and potential fire behavior in the area. Many factors were included such as fire history, vegetation, flame length, blowing embers, proximity to wildland, terrain, and weather.

What new data will be included in the new model, and how does this differ from the previous model?

A 2 km grid of climate data covering the years 2003-2018 is being used in the update. The previous model used stock weather inputs across the state to calculate wildland fire intensity scores. The updated model will adjust fire intensity scores based on the most extreme fire weather at a given location, considering temperature, humidity, and wind speed. In addition, ember transport is being modeled based on local distributions of observed wind speed and direction values instead of using a generic buffer distance for urban areas adjacent to wildlands.

Why is my property in a different zone than the adjacent area, which looks similar?

In wildland areas, zone edges are a result of the way zones are delineated. Specifically, zones represent areas of similar slope and fuel potential. Zone boundaries divide zones based on geographic and vegetation features that align with fire hazard potential; although, at a local scale, it may appear that the immediate area is similar on both sides of the edge. The class value within a zone is based on the average hazard score across the whole zone, so areas that are in the same zone but not immediately adjacent to a local area can have an influence on the final zone classification. Classification outside of wildland areas is based on the fire hazard of the adjacent wildland and the probability of flames and embers threatening buildings.



General

Why does the model place an emphasis on the spread of embers?

Embers spread wildfire because they can travel long distances in the wind and ignite vegetation, roofs, attics (by getting into vents), and decks.

Why do waterbodies have a Fire Hazard Severity Zone Classification?

All areas in State Responsibility Area, including water bodies, require a Fire Hazard Severity Zone designation. The 2007 FHSZ maps zoned all water as Moderate by default. In the 2023 FHSZ model we added a buffer of FHSZ from the surrounding wildland into water bodies to account for potential threat of embers to buildings on docks and house boats, as well as variation in reservoir height that occurs with drought.

How does CAL FIRE assist Local Governments in Fire Hazard Severity Zones?

CAL FIRE's Land Use Planning Program is a specialized unit that provides support to local governments by providing fire safety expertise on the State's wildland urban interface building codes, wildfire safety codes, as well as helping in the development of the safety elements in general plans.

How can I search the Fire Hazard Severity Zone of a property?

You can search by address to find your current designation on the web at: osfm.fire.ca.gov/FHSZ



State Responsibility Area

What is State Responsibility Area or SRA?

SRA is a legal term defining the area where the state has financial responsibility for wildland fire protection and prevention. Incorporated cities and federal ownership are not included. Within the SRA, CAL FIRE is responsible for fire prevention and suppression. There are more than 31 million acres in SRA, with an estimated 1.7 million people and 800,000 existing homes.

How is State Responsibility Area determined?

The Board of Forestry and Fire Protection (Board) classifies land as State Responsibility Area. The legal definition of SRA is found in the [Public Resources Code Section 4125](#). The Board has developed detailed procedures to classify lands as State Responsibility Area. Lands are removed from SRA when they become incorporated by a city, change in ownership to the federal government, become more densely populated, or are converted to intensive agriculture that minimizes the risk of wildfire. While some lands are removed from SRA automatically, the Board typically reviews changes every five years.

What Fire Hazard Severity Zones are in State Responsibility Area?

All of the State Responsibility Area is in a Fire Hazard Severity Zone. Lands are either ranked as Moderate, High or Very High Fire Hazard Severity Zones.

What are the wildland urban interface (WUI) building codes in State Responsibility Area?

The WUI building codes ([California Building Code \(CBC\) Chapter 7A](#)) reduce the risk of embers fanned by wind-blown wildfires from igniting buildings. The codes for roofing, siding, decking, windows, and vents apply throughout all State Responsibility Area regardless of the fire hazard severity ranking. Ember-resistant building materials can be found at: <https://osfm.fire.ca.gov/divisions/fire-engineering-and-investigations/building-materials-listing/>



State Responsibility Area

What is the difference between the various Fire Hazard Severity Zones?

Classification of a wildland zone as Moderate, High or Very High Fire Hazard is based on the average hazard across the area included in the zone, which have a minimum size of 200 acres. In wildlands, hazard is a function of modeled flame length under the worst conditions and annual burn probability. Both these factors generally increase with increasing hazard level, but there may be instances where one value is Very High and the other is low, pushing the overall hazard into a more intermediate ranking. On average, both modeled flame length and burn probability increase by roughly 40-60% between hazard classes.

Is the GIS data for Fire Hazard Severity Zones available for download?

The data inputs used to develop the Fire Hazard Severity Zones are identified in the Initial Statement of Reasons (ISOR) Title 19 Development (ca.gov). CAL FIRE has developed an additional data package which consists of sequential modeling steps, including any data inputs that were not already publicly available and referenced in the ISOR. The data package encompasses 34 spatial datasets and 8 tables, provided in raster, polygon, and table format. These datasets are formatted for Esri ArcGIS software, except for four tables provided in Excel. Ten of the datasets are updated versions used to produce an edited SRA FHSZ map following the public comment period that ended April 4, 2023. Upon formal adoption of the FHSZ map, the final SRA FHSZ geospatial data file will become available. The data package is available on the FHSZ website Fire Hazard Severity Zones (ca.gov) under the science and methods banner.



Local Responsibility Area

What is Local Responsibility Area or LRA?

Local Responsibility Areas (LRA) are incorporated cities, urban regions, agriculture lands, and portions of the desert where the local government is responsible for wildfire protection. This is typically provided by city fire departments, fire protection districts, counties, and by CAL FIRE under contract.

When did Fire Hazard Severity Zones begin in Local Responsibility Area?

Assembly Bill 337 (Bates, 1992) prompted by the devastating Oakland Hills Fire of 1991, calls for CAL FIRE to evaluate fire hazard severity in Local Responsibility Area and to make a recommendation to the local jurisdiction where Very High FHSZ exist. [Government Code 51175](#) then provides direction for the local jurisdiction to take appropriate action.

How are Fire Hazard Severity Zones determined in Local Responsibility Areas?

CAL FIRE uses an extension of the State Responsibility Area Fire Hazard Severity Zone model as the basis for evaluating fire hazard in Local Responsibility Area. The Local Responsibility Area hazard rating reflects flame and ember intrusion from adjacent wildlands and from flammable vegetation in the urban area.

What are the requirements for landowners in Fire Hazard Severity Zones in Local Responsibility Areas?

California's WUI building codes ([CBC Chapter 7A](#)) apply to the design and construction of new buildings located in High and Very High FHSZs in Local Responsibility Areas. Local ordinances may require ignition resistant construction for remodel projects. Check with your local building department to determine which ignition resistant building codes apply to your project. In addition, Government Code Section 51182 calls for defensible space clearance and other wildland fire safety practices for buildings. Owners are also required to make a natural hazard disclosure as part of a real estate transfer. For information regarding home hardening and defensible space clearance, visit www.readyforwildfire.org.

Does the designation of Very High Fire Hazard Severity Zones in the Local Responsibility Area trigger the 100-foot clearance requirement?

Yes, per [Government Code 51182](#) unless a local government has passed a more stringent requirement, the 100-foot defensible space clearance applies. For information regarding home hardening and defensible space clearance, visit www.readyforwildfire.org.



Local Responsibility Area

What is the process for developing Fire Hazard Severity Zones in the Local Responsibility Area?

CAL FIRE uses the same modeling data that is used to map the State Responsibility Area. The map, along with a model ordinance, are then sent to the governing body for adoption.

How are the new Fire Hazard Severity Zones impacting development?

Many of the changes expanding Fire Hazard Severity Zones in Local Responsibility Areas have been supported by the building industry. CAL FIRE works closely with the building industry when setting various building codes and defensible space requirements, so we are working together to not affect development itself but to make sure development matches the hazards of that area.

When will the Local Responsibility Area Map be released?

The Local Responsibility Area map process will happen after the State Responsibility Area process has been completed, which is estimated to occur in winter of 2025.

Why haven't Moderate and High Fire Hazard Severity Zone classes been classified before in the Local Responsibility Area?

New legislation, [Senate Bill 63 \(Stern, 2021\)](#), now requires the adoption of all three Fire Hazard Severity Zone classes in the Local Responsibility Area. Previously only Very High Fire Hazard Severity Zones were required for adoption in Local Responsibility Areas.

Why is my property in a different zone than the adjacent area, which looks similar?

In non-wildland areas, zone edges occur based on distance to the wildland edge. Because hazard in these areas is largely determined by incoming embers from adjacent wildland, urban areas that are similar in vegetation type and housing density may have a change in FHSZ class as the distance to the wildland edge increases. Areas immediately adjacent to wildland receive the same FHSZ score as that wildland where fire originates, and the model then produces lower scores as the distance to wildland edge increases.

LRA Legislation Factsheet



Assembly Bill No.337

An act to add Chapter 6.8 (commencing with Section 51175) to Part 1 of Division 1 of Title 5 of the Government Code, and to amend Section 13108.5 of the Health and Safety Code, relating to fire protection.

[Enrolled, January 28, 1991]

AB 337, Bates. Very high fire hazard severity zones.

- (1) Under existing law, the State Board of Forestry is required to classify all lands within the state, in accordance with prescribed criteria, for the purpose of determining areas in which the financial responsibility of preventing and suppressing fires is primarily the responsibility of the state.

This bill would declare that the prevention of fires is not a municipal affair but is instead, a matter of statewide concern, and would make a finding and declaration of the Legislature that its provisions apply to all local agencies, including, but not limited to, charter cities, charter counties, and charter cities and counties. The bill would prohibit that finding from limiting the authority of a local agency, as defined, from imposing more restrictive fire and panic safety requirements, as otherwise authorized by law.

The bill would state that it is not the intent of the Legislature to limit or restrict the authority of a local agency to impose more restrictive fire and panic safety requirements, as otherwise authorized by law.

This bill would require the Director of Forestry and Fire Protection to identify areas in the state as very high fire hazard severity zones within all counties pursuant to a prescribed schedule. The bill would require local agencies, as defined, to designate, by ordinance, very high fire hazard severity zones in their jurisdiction after receiving recommendations from the director, except as prescribed. The bill would authorize local agencies to include or exclude areas following certain findings and would require changes made by local agencies to be final and not rebuttable by the director. By requiring local agencies to designate very high fire hazard severity zones within their jurisdictions, this bill would impose a state-mandated local program. The bill would require the State Fire Marshal to prepare and adopt a model ordinance that provides for the establishment of any high fire hazard security zones.

LRA Legislation Factsheet



Assembly Bill No.337 (Continued)

- (2) Under existing law, any person who owns, leases, controls, operates, or maintains any building or structure in, upon, or adjoining any mountainous area or forest-covered lands, brush-covered lands, or grass-covered lands, or any land that is covered with flammable material, is required to undertake specified fire protection measures, including the maintenance of specified firebreaks.

The bill would enact requirements of this nature for any person who owns, leases, controls, operates, or maintains, any occupied dwelling or occupied structure in, upon, or adjoining any mountainous area, forest-covered land, brush-covered land, grass-covered land, or land covered with flammable material, which area or land is within a very high fire hazard severity zone, as described in (1).

The bill would authorize local agencies to exempt certain structures and would exempt certain land or water areas.

The bill would make violation of these requirements an infraction or misdemeanor, as specified, thereby imposing a state-mandated local program by creating a new crime, and would specify related matters.

This bill would require local agencies to notify owners of property of violation and would authorize local agencies to correct the conditions and make a lien upon the property, as prescribed. By creating these requirements, this bill would impose a state-mandated local program.

The bill would permit a violation of these requirements to be considered a public nuisance, as specified.

- (3) Existing law requires the State Fire Marshal to adopt, amend, and repeal regulations for roof coverings and openings into the attic areas of buildings in those fire hazard severity zones in state responsibility lands as designated by the director. Existing law requires the director to classify lands within state responsibility areas into fire hazard severity zones.

This bill would instead require the State Fire Marshal to propose, and would require the State Building Standards Commission to adopt, amend, and repeal those regulations. The bill would also require the State Fire Marshal to propose, and would require the State Building Standards Commission to adopt, amend, and repeal, those regulations for buildings in very high fire hazard severity zones in state responsibility lands, designated by the director, and in very high fire hazard severity zones as described in (1). The bill would require roofs on all new buildings and certain existing buildings in both of those zones to be at least a class B roof that complies with Standard 32-7 of the Uniform Building Code, as adopted in the California Building Standards Code. The bill would impose requirements on installers and roofing materials and make other related changes. The bill would exempt historic buildings, as defined, from these provisions.

LRA Legislation Factsheet



Senate Bill No.63

CHAPTER 382

An act to amend Sections 51177, **51178, 51178.5**, 51182, and 51189 of the **Government Code**, to amend Section 13108.5 of the Health and Safety Code, and to amend Sections 4124.5 and 4291 of, and to add and repeal Sections 4123.8, 4291.5, and 4291.6 of, the Public Resources Code, relating to fire prevention.

[Approved by Governor September 28, 2021. Filed with Secretary of State September 28, 2021.]

SB 63, Stern. Fire prevention: vegetation management: public education: grants: defensible space: fire hazard severity zones.

- (1) Existing law requires the Director of Forestry and Fire Protection to identify areas of the state as very high fire hazard severity zones based on specified criteria. Existing law requires a local agency, within 30 days after receiving a transmittal from the director that identifies very high fire hazard severity zones, to make the information available for public review, as provided. This bill, among other things, would also require the director to identify areas of the state as moderate and high fire hazard severity zones. The bill would modify the factors the director is required to use to identify areas into fire hazard severity zones, as provided. The bill would require a local agency to make this information available for public review and comment, as provided. By expanding the responsibility of a local agency, the bill would impose a state-mandated local program.

This bill would also make conforming changes.

- (2) Existing law requires a person who owns, leases, controls, operates, or maintains an occupied dwelling or structure in, upon, or adjoining a mountainous area, forest-covered land, brush-covered land, grass-covered land, or land that is covered with flammable material that is within a very high fire hazard severity zone, as designated by a local agency, or a building or structure in, upon, or adjoining those areas or lands within a state responsibility area, to maintain a defensible space of 100 feet from each side and from the front and rear of the structure, as specified. Existing law authorizes a greater distance than specified above on the specified land in a very high fire hazard severity zone. Existing law specifies that clearance beyond the property line may only be required if state law, local ordinance, rule, or regulation includes certain findings and specifies that clearance on adjacent property shall only be conducted following written consent by the adjacent landowner.

LRA Legislation Factsheet



Amended by Senate Bill No.63

Government Code 51178

The State Fire Marshal shall identify areas in the state as moderate, high, and very high fire hazard severity zones based on consistent statewide criteria and based on the severity of fire hazard that is expected to prevail in those areas. Moderate, high, and very high fire hazard severity zones shall be based on fuel loading, slope, fire weather, and other relevant factors including areas where winds have been identified by the Office of the State Fire Marshal as a major cause of wildfire spread.

(Amended by Stats. 2021, Ch. 382, Sec. 2.5. (SB 63) Effective January 1, 2022.)

Government Code 51178.5

Within 30 days after receiving a transmittal from the State Fire Marshal that identifies fire hazard severity zones pursuant to Section 51178, a local agency shall make the information available for public review and comment. The information shall be presented in a format that is understandable and accessible to the general public, including, but not limited to, maps.

(Amended by Stats. 2021, Ch. 382, Sec. 3.5. (SB 63) Effective January 1, 2022.)

LRA Legislation Factsheet



Assembly Bill No. 211

CHAPTER 574

An act to amend Sections 11891, 11893, 12581, 12996, 12998, 12999.4, and 12999.5 of, and to add Sections 12999.6 and 13001 to, the Food and Agricultural Code, **to amend Section 51179 of the Government Code**, to amend Sections 44274.10, 44274.11, 44274.12, 44274.13, and 44274.14 of the Health and Safety Code, to amend Sections 3113, 4799.05, 14503.5.1, 14538, 14549.2, 14581, 42052, and 42060 of, to add Sections 14537.5, 14548, 14555, and 21166.3 to, to add Part 5 (commencing with Section 75250) to Division 44 of, and to repeal Section 75250.1 of, the Public Resources Code, to amend Section 43152.6 of, and to amend and repeal Section 43152.10 of, the Revenue and Taxation Code, to amend Section 13198 of the Water Code, to amend the Budget Act of 2021 (Chapters 21, 69, and 240 of the Statutes of 2021) by amending Item 8570-002-0001 of Section 2.00 of that act, and to amend the Budget Act of 2021 (Chapter 44 of the Statutes of 2022) by amending Items 3540-101-0001 of Section 2.00 of that act, relating to public resources, and making an appropriation therefor, to take effect immediately, bill related to the budget.

[Approved by Governor September 27, 2022. Filed with Secretary of State September 27, 2022.]

AB 211, Committee on Budget. Public resources trailer bill.

- (2) Existing law requires the State Fire Marshal to identify areas of the state as moderate, high, and very high fire hazard severity zones based on specified criteria. Existing law requires a local agency to designate, by ordinance, very high fire hazard severity zones in its jurisdiction within 120 days of receiving recommendations from the State Fire Marshal. Existing law authorizes a local agency, at its discretion, to include areas within the jurisdiction of the local agency, not identified as very high fire hazard severity zones by the State Fire Marshal, as very high fire hazard severity zones following a finding supported by substantial evidence, as provided.

This bill would additionally require a local agency to designate, by ordinance, moderate and high fire hazard severity zones within 120 days of receiving recommendations from the State Fire Marshal. By expanding the responsibility of a local agency, the bill would impose a state-mandated local program. The bill would additionally authorize a local agency, at its discretion, to include areas within the jurisdiction of the local agency, not identified as moderate and high fire hazard severity zones by the State Fire Marshal, as moderate and high fire hazard severity zones, respectively. The bill would prohibit the local agency from decreasing the level of fire hazard severity zone as identified by the State Fire Marshal for any area within the jurisdiction of the local agency, as provided.

LRA Legislation Factsheet



Amended by Assembly Bill No. 211

Government Code 51179

- (a) A local agency shall designate, by ordinance, moderate, high, and very high fire hazard severity zones in its jurisdiction within 120 days of receiving recommendations from the State Fire Marshal pursuant to Section 51178.
- (b) (1) A local agency may, at its discretion, include areas within the jurisdiction of the local agency, not identified as very high fire hazard severity zones by the State Fire Marshal, as very high fire hazard severity zones following a finding supported by substantial evidence in the record that the requirements of Section 51182 are necessary for effective fire protection within the area.

(2) A local agency may, at its discretion, include areas within the jurisdiction of the local agency, not identified as moderate and high fire hazard severity zones by the State Fire Marshal, as moderate and high fire hazard severity zones, respectively.

(3) A local agency shall not decrease the level of fire hazard severity zone as identified by the State Fire Marshal for any area within the jurisdiction of the local agency, and, in exercising its discretion pursuant to paragraph (2), may only increase the level of fire hazard severity zone as identified by the State Fire Marshal for any area within the jurisdiction of the local agency.
- (c) The local agency shall transmit a copy of an ordinance adopted pursuant to subdivision (a) to the State Board of Forestry and Fire Protection within 30 days of adoption.
- (d) Changes made by a local agency to the recommendations made by the State Fire Marshal shall be final and shall not be rebuttable by the State Fire Marshal.
- (e) The State Fire Marshal shall prepare and adopt a model ordinance that provides for the establishment of very high fire hazard severity zones.
- (f) Any ordinance adopted by a local agency pursuant to this section that substantially conforms to the model ordinance of the State Fire Marshal shall be presumed to be in compliance with the requirements of this section.
- (g) A local agency shall post a notice at the office of the county recorder, county assessor, and county planning agency identifying the location of the map provided by the State Fire Marshal pursuant to Section 51178. If the agency amends the map, pursuant to subdivision (b) or (c) of this section, the notice shall instead identify the location of the amended map.

(Amended by Stats. 2022, Ch. 574, Sec. 10. (AB 211) Effective September 27, 2022.)



Increasing Fire Hazard Severity Zone (FHSZ) Area and Designation

Government Code section 51179 requires a local agency to designate, by ordinance, moderate, high, and very high FHSZ within 120 days of receiving the identified FHSZ's from the State Fire Marshal pursuant to Section 51178.

The law does not allow for a local jurisdiction to request changes or provide comments to the State Fire Marshal on the FHSZ designations. However, a local agency may choose to increase the designation of a FHSZ from the FHSZ identified by the State Fire Marshal, or designate areas as having a FHSZ that were not designated in a FHSZ by the State Fire Marshal. This may occur because FHSZ zone edges in the maps and data from the State Fire Marshal are not aligned with parcel boundaries or roads that some may consider for lines of convenience when adopting ordinances. A local agency is not allowed to reduce the designation of a FHSZ classification from the State Fire Marshal (i.e. a local agency cannot make an area designated as High by the State Fire Marshal, Moderate in its adopted ordinance).

However, a local jurisdiction can increase the designation from the one identified by the State Fire Marshal. If a local agency decides to increase the designation of a FHSZ, it may do so if it does the following:

1. If increasing the designation to Very High, a local agency must make a finding supported by substantial evidence in the record that the requirements of Government Code section 51182 are necessary for effective fire protection.
2. If increasing the designation to Moderate or High, a local agency may do this at its discretion.

If a local agency decides to include areas in its FHSZ adopted ordinance not identified as being in a FHSZ by the State Fire Marshal, it may include those areas if it does the following:

1. If including areas not identified as being in a FHSZ and designating it as Very High, a local agency must make a finding supported by substantial evidence in the record that the requirements of Government Code section 51182 are necessary for effective fire protection.
2. If including areas not identified as being in a FHSZ and designating it as Moderate or High, a local agency may do this at its discretion.

LRA Legislation Factsheet





Land Use Planning Program

CAL FIRE's Land Use Planning Program is a specialized unit that provides support to local governments by providing fire safety expertise on the State's wildland urban interface building codes, as well as collaborating in the development of Safety Elements in General Plans.



For More Information
osfm.fire.ca.gov/fhsz



AGENDA REPORT

MEETING DATE: June 24, 2025

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Jason Golding, Planning Manager
Albert Nuñez, Management Analyst

SUBJECT: Establishment of an Ad Hoc Committee to Review and Make Recommendations Relating to Public Art on Utility Boxes

RECOMMENDATION: It is recommended that the City Council:

- 1) Adopt Resolution No. 25-17, establishing an Ad Hoc Committee to review and make recommendations relating to public art on utility boxes.
- 2) Discuss and consider the formation of a new Arts Ad Hoc Committee comprised of six (6) interested individuals from the previous Freeway Walls and Utility Box Arts Ad Hoc Committee and up to three (3) City Councilmembers.

FISCAL IMPACT: The fiscal year 2025-26 budget includes \$30,000 to support the Utility Box Art Program. The budgeted amount coincides with the estimated costs to complete the remaining Huntington Drive utility boxes in preparation for the centennial of Route 66. There may be additional costs associated with staffing the Ad Hoc Committee's meetings, but these costs can be absorbed by the departments providing the staffing.

BACKGROUND

On July 11, 2023, the City Council adopted Resolution No. 23-19, establishing the Freeway Walls and Utility Box Arts Ad Hoc Committee. The Committee was tasked with reviewing, researching, and recommending public art related to freeway walls and utility boxes. As an ad hoc committee, it was created to serve a limited-term purpose and was disbanded after the City Council approved the final art recommendations at its regular meeting on November 12, 2024.

At its regular meeting on March 25, 2025, the City Council carried a motion to assign the next

round of utility box art projects to an Arts Ad Hoc Committee. To support the implementation of future public art projects, the adopted fiscal year 2025–26 budget includes a \$30,000 allocation specifically designated for utility box art.

DISCUSSION/ANALYSIS

To continue the momentum in public art efforts, City staff reached out to former members of the Freeway Walls and Utility Box Arts Ad Hoc Committee to gauge their interest in participating in a newly formed committee. Six (6) individuals have expressed interest in serving on the new Arts Ad Hoc Committee. Staff notes that one of the interested individuals may face scheduling conflicts due to school obligations, depending on when the new Committee meets.

Consistent with the structure outlined in Resolution No. 23-19, the new Arts Ad Hoc Committee would also include up to three (3) members of the City Council. The Council may discuss and determine which members to appoint.

As with prior practice, the new Committee will serve in an advisory capacity and dissolve upon completion of its scope or within one year of its formation, whichever occurs first.

The proposed nine-member structure supports a diverse and balanced committee that includes both community and Council representation. If the individual with potential scheduling conflicts is ultimately unable to participate, the committee would proceed with eight members while still preserving a balance of community input and Council engagement.

RECOMMENDATION

It is recommended that the City Council:

- 1) Adopt Resolution No. 25-17, establishing an Ad Hoc Committee to review and make recommendations relating to public art on utility boxes.
- 2) Discuss and consider the formation of a new Arts Ad Hoc Committee comprised of six (6) interested individuals from the previous Freeway Walls and Utility Box Arts Ad Hoc Committee and up to three (3) City Councilmembers.

FISCAL IMPACT

The fiscal year 2025-26 budget includes \$30,000 to support the Utility Box Art Program. The budgeted amount coincides with the estimated costs to complete the remaining Huntington Drive utility boxes in preparation for the centennial of Route 66. There may be additional costs associated with staffing the Ad Hoc Committee's meetings, but these costs can be absorbed by the departments providing the staffing.

ATTACHMENTS

- A. Resolution 25-17
- B. Resolution No. 25-19 (for reference)

Fiscal Review:

Reviewed and Approved:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services



Brian Villalobos
City Manager

RESOLUTION NO. 25-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING AN AD HOC COMMITTEE TO REVIEW AND MAKE RECOMMENDATIONS RELATING TO PUBLIC ART ON UTILITY BOXES

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

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

WHEREAS, the City of Duarte values public art and wishes to promote and proliferate public art that reflects the values, culture, and diversity of its residents; and

WHEREAS, the City Council wishes to establish an Arts Ad Hoc Committee to review potential public art projects, who will make recommendations to the City Council for approval; and

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

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

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

SECTION 2. The City of Duarte Utility Boxes Arts Ad Hoc Committee (“Arts Ad Hoc Committee”) shall be established with members nominated by the City Council and appointed by a majority vote of the City Council. The Arts Ad Hoc Committee shall consist of no more than three (3) Councilmembers, but may consist of any number of City commissioners so long as no quorum of any Commission is seated on the Arts Ad Hoc Committee.

SECTION 3. The Arts Ad Hoc Committee shall be established for a period of one (1) year from the date that a quorum of the committee is appointed in order to review, research, and recommend public art relating to art on utility boxes for full City Council approval, or until final approval of such art by the City Council has taken place, whichever is sooner.

SECTION 4. Participation on the Arts Ad Hoc Committee shall be on a volunteer basis.

SECTION 5. The City Manager shall ensure adequate staffing is provided for the Arts Ad Hoc Committee to carry out its purpose, shall return to the City Council for budget appropriations

as necessary to fund the activities of the Committee, and shall ensure compliance with Duarte Municipal Code section 2.31.

SECTION 6. The City Manager, or their designee, shall be the primary staff liaison for the Arts Ad Hoc Committee.

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

PASSED, APPROVED, AND ADOPTED this 24th day of June 2025.

Cesar A. Garcia
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

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

I, Frances Jimenez, City Clerk of the City of Duarte, California, do hereby certify that the foregoing Resolution Number 25-17 was duly passed, approved, and adopted by the City Council of the City of Duarte at a regular meeting thereof, held on the 24th day of June 2025, by the following vote of the Council:

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

Frances Jimenez
City Clerk

RESOLUTION NO. 23-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING AN AD HOC COMMITTEE TO REVIEW AND MAKE RECOMMENDATIONS RELATING TO PUBLIC ART ON FREEWAY WALLS AND UTILITY BOXES

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

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

WHEREAS, the City of Duarte values public art and wishes to promote and proliferate public art that reflects the values, culture, and diversity of its residents; and

WHEREAS, the City Council wishes to establish an Arts Ad Hoc Committee to review potential public art projects, who will make recommendations to the City Council for approval; and

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

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

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

SECTION 2. The City of Duarte Freeway Walls and Utility Boxes Arts Ad Hoc Committee (“Arts Ad Hoc Committee”) shall be established with members nominated by the City Council and appointed by a majority vote of the City Council. The Arts Ad Hoc Committee shall consist of no more than three (3) Councilmembers, but may consist of any number of City commissioners so long as no quorum of any Commission is seated on the Arts Ad Hoc Committee.

SECTION 3. The Arts Ad Hoc Committee shall be established for a period of one (1) year from the date that a quorum of the committee is appointed in order to review, research, and recommend public art relating to: (1) art on freeway walls between Mountain Avenue and Buena Vista Street; and (2) art on utility boxes for full City Council approval, or until final approval of such art by the City Council has taken place, whichever is sooner.

SECTION 4. Participation on the Arts Ad Hoc Committee shall be on a volunteer basis.

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

SECTION 6. The City Manager, or their designee, shall be the primary staff liaison for the Arts Ad Hoc Committee.

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

SECTION 8. This Resolution shall take effect when Ordinance No. 918 takes effect.

PASSED, APPROVED and ADOPTED this 11th day of July 2023.



Jody Schulz, Mayor

APPROVED AS TO FORM:



Thai Viet Phan
City Attorney

ATTEST:



Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 23-19 was adopted by the City Council of said City of Duarte at a regular meeting of said City Council held on the 11th day of July 2023, by the following vote:

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


Annette Juarez
City Clerk



AGENDA REPORT

MEETING DATE: June 24, 2025

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Director of Administrative Services

SUBJECT: Fiscal Year 2025/26 Budget Highlights

RECOMMENDATION: It is recommended that the City Council approve the 2025/26 Budget and Five Year Capital Improvement Plan

FISCAL IMPACT: Total authorized expenditures of \$34,836,400 for FY 2025/26

BACKGROUND

The City Council held a Capital Improvement Project (“CIP”) Workshop on April 22, 2025, and then held the FY 2025/26 Budget Workshop on May 5, 2025. 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, however, the net difference was very minor. The 2025/26 General Fund budget, as recommended, includes a deficit of \$818,600, which is \$27,000 less of a deficit than was reported at the Budget Workshop. The primary impact on the budget this coming year is \$1.27 million in carryover projects which were discussed at the CIP workshop. If this budget were approved as recommended, Unassigned General Fund balance at year-end of 2025/26 would be \$25.5 million, which covers 100% of General Fund expenses.

Total General Fund revenues for 2025/26 are projected to be \$24.8 million, which is \$488,000 more than the 2024/25 estimated actual revenues. Noteworthy revenue issues are as follows:

- On the positive side Building Permits and Plan Check Fees are expected to increase by \$100,000 and \$450,000 respectively due to the construction of a medium sized City of Hope building.
- On the downside, we are projecting that we will have \$168,000 less in grant funds than last fiscal year due to less Tobacco grant funds and the end of the one-time grant awarded by Senator Rubio.

- Given the uncertainty of impacts related to tariffs and other economic volatility, we have maintained a very conservative approach to projecting revenues such as sales tax, transient occupancy tax, etc. We anticipate that we will have additional information and perspective on the impacts of recent Federal and State decisions on our revenues by the time we are conducting our Mid Year assessment early next year.

Total General Fund expenditures are projected to be \$25.6 million. This is \$1.2 million less than 2024/25 estimated actual expenditures. Noteworthy General Fund expenditure issues are as follows:

- The City Manager's budget \$137,000 less because it does not include election costs that were needed this last year for the election services of the November 2024 Council election and the completion of the majority of the strategic plan process.
- The LA County Sheriff's Contract for fiscal year 2025/26 includes an estimated annual cost increase of 4.5% and liability surcharge of 13%, resulting in a \$292,000 increase in the Public Safety budget.
- The recommended 2025/26 budget for Community Development includes \$1.6 million less than the current year budget, largely due to the fact that we are projecting that the majority of the Huntington Drive landscape median project will be completed before June 30, 2025.
- Based on the discussions at the Capital Improvement Plan Workshop, the proposed budget for the Parks and Recreation Department includes \$260,000 for hiring a consultant to prepare the construction drawings for the next phase of the Duarte Park Renovation Phase 2.
- The Facilities budget includes several carryover projects, such as the completion of the City Hall building façade and the City Yard electrical upgrades. But as discussed at the CIP workshop, it also includes some new projects, such as the replacement of the roof and the MPR flooring at Royal Oaks Park, the resurfacing of the Futsal/Pickleball courts at Duarte Sports Park, a new ADA entry door for the Community Center and a new boxing ring for the Teen Center.
- The Administrative Services budget includes an increase of approximately \$200,000 for the CalPERS retirement unfunded liability payments, which is based on the most recent CalPERS actuarial study.

Other Funds

Since the budget workshop, we have received updated revenues estimates for Gas Tax and SB1 funds. The actual impact was an estimated \$100,000 more in revenue. However, we have not proposed increasing the proposed expenses from what was discussed at the CIP and budget workshops.

As discussed at the CIP workshop several projects have been delayed from 2024/25 and will be funded in 2025/26.

- \$115,000 has been allocated from the Gas Tax fund to continue the Traffic Study and PS&E for Huntington Drive from City limit to City limit. This will provide the information needed for the City to go out to bid for the massive Huntington Drive street rehabilitation project needed in subsequent years.

- The Watson Recreation Trail improvements are expected to move forward in 2025/26, so we have allocated \$1.6 from the Federal Appropriation grant.
- \$1.3 million of Measure M grant and special development funds will be carried over for the completion of the Highland Promenade project.

New projects that are funded by Other funds are highlighted below.

- \$1 million in SB1 and Measure R for the 25/26 Annual Street Rehabilitation project
- \$210,000 in Gas Tax and Measure R for the 25/26 Annual Street Maintenance projects
- \$150,000 in Measure R for the 25/26 Annual Concrete Repair Project
- \$151,000 in CDBG and Bike/Ped funds for the 25/26 Annual ADA Ramp Project
- \$1.25 million in Rule 20A credits for undergrounding utilities along a section of Huntington Drive
- \$175,000 in Gas Tax and Measure M funds for the installation of a traffic signal at Kelwill and Buena Vista

RECOMMENDATION

It is recommended that the City Council approve the 2025/26 Budget and the Five Year Capital Improvement Plan.

FISCAL IMPACT

Total authorized expenditures of \$34,836,400 for FY 2025/26.

ATTACHMENTS

- A. FY 2025/26 Budget
- B. Capital Improvement Plan FY 2025/26 – 2029/30

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

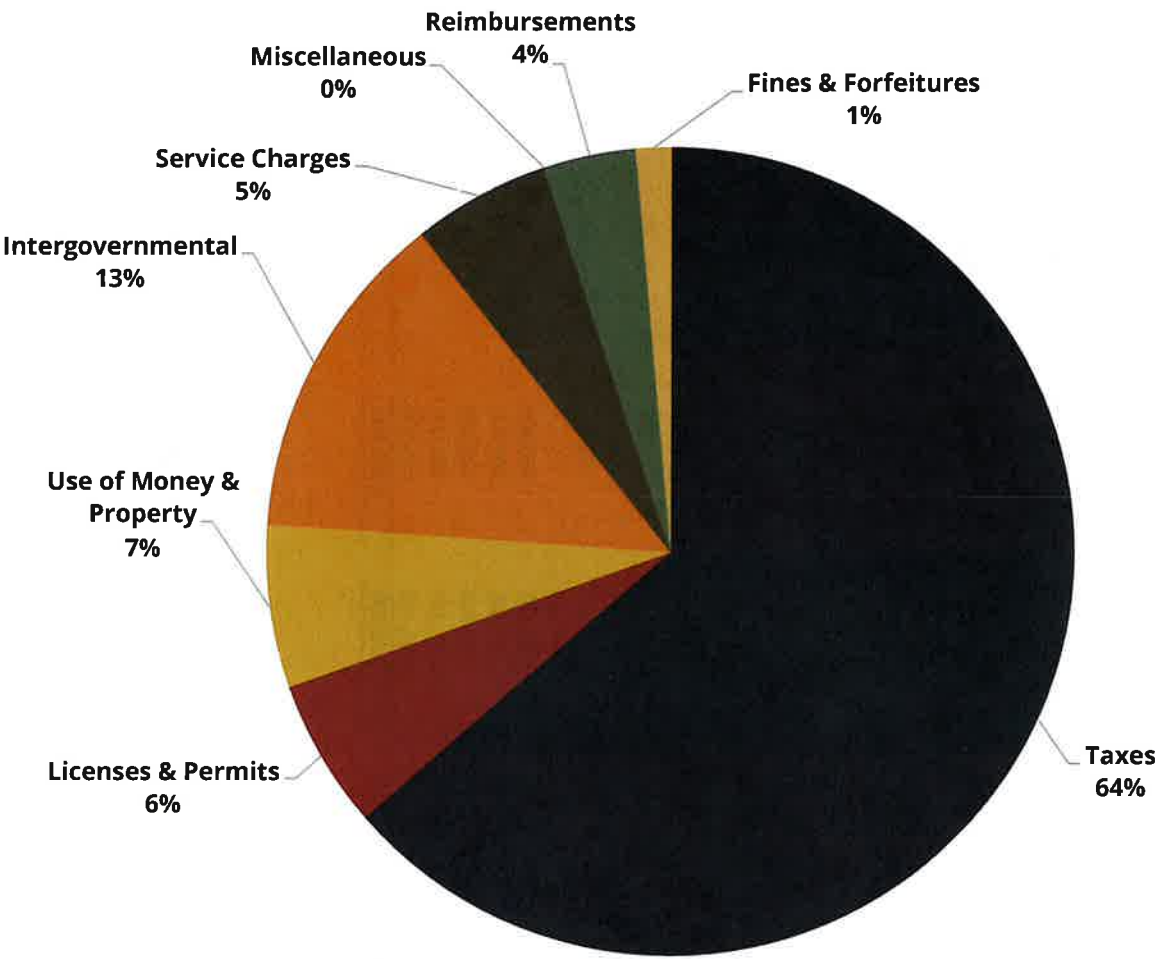
Exhibit A

Financial Summaries

Summary of Revenues, Expenditures, Transfers, and Fund Balances

	Fund Balance June 30, 2024	Revenues	Transfers In	Total Available	Expenditures	Transfers Out	Total Deductions	Fund Balance June 30, 2025
GENERAL FUND	33,930,100	24,766,500	0	58,696,600	24,520,200	1,064,900	25,585,100	33,111,500
SPECIAL REVENUE FUNDS								
State Gasoline Tax	1,735,200	771,700	0	2,506,900	815,400	0	815,400	1,691,500
SB1/RMRA	294,000	668,700	0	962,700	840,000	0	840,000	122,700
Landscaping & Lighting	64,100	1,013,300	844,000	1,921,400	1,897,700	0	1,897,700	23,700
Community Dev. Block Grant	0	141,000	0	141,000	141,000	0	141,000	0
Supplemental Law Enf.	0	208,300	0	208,300	208,300	0	208,300	0
Bicycle & Ped. Safety	0	18,900	0	18,900	10,000	0	10,000	8,900
Air Quality Mgmt.	144,400	35,000	0	179,400	35,000	0	35,000	144,400
Park Development Grant	0	106,200	0	106,200	106,200	0	106,200	0
Quimby Act	0	294,600	0	294,600	0	0	0	294,600
Proposition A	1,283,000	668,500	0	1,951,500	490,600	0	490,600	1,460,900
Proposition C	522,700	534,100	0	1,056,800	391,900	0	391,900	664,900
Measure R	287,100	408,700	0	695,800	426,000	0	426,000	269,800
Measure M	612,900	470,400	0	1,083,300	480,000	0	480,000	603,300
Measure W	516,400	270,000	0	786,400	193,000	0	193,000	593,400
Subtotal	5,459,800	5,609,400	844,000	11,913,200	6,035,100	0	6,035,100	5,878,100
CAPITAL PROJECT FUNDS								
Community Improvement	834,900	1,937,400	0	2,772,300	1,933,000	0	1,933,000	839,300
Inclusionary Housing	579,900	20,500	0	600,400	0	0	0	600,400
Housing Authority	2,059,100	77,000	0	2,136,100	49,600	0	49,600	2,086,500
Subtotal	3,473,900	2,034,900	0	5,508,800	1,982,600	0	1,982,600	3,526,200
DEBT SERVICE FUNDS								
Infrastructure Modernization	0	0	220,900	220,900	220,900	0	220,900	0
Subtotal	0	0	220,900	220,900	220,900	0	220,900	0
TOTAL ALL FUNDS	43,970,892	32,342,700	841,400	77,154,992	33,995,000	841,400	34,836,400	42,318,592

General Fund Revenue Overview Chart

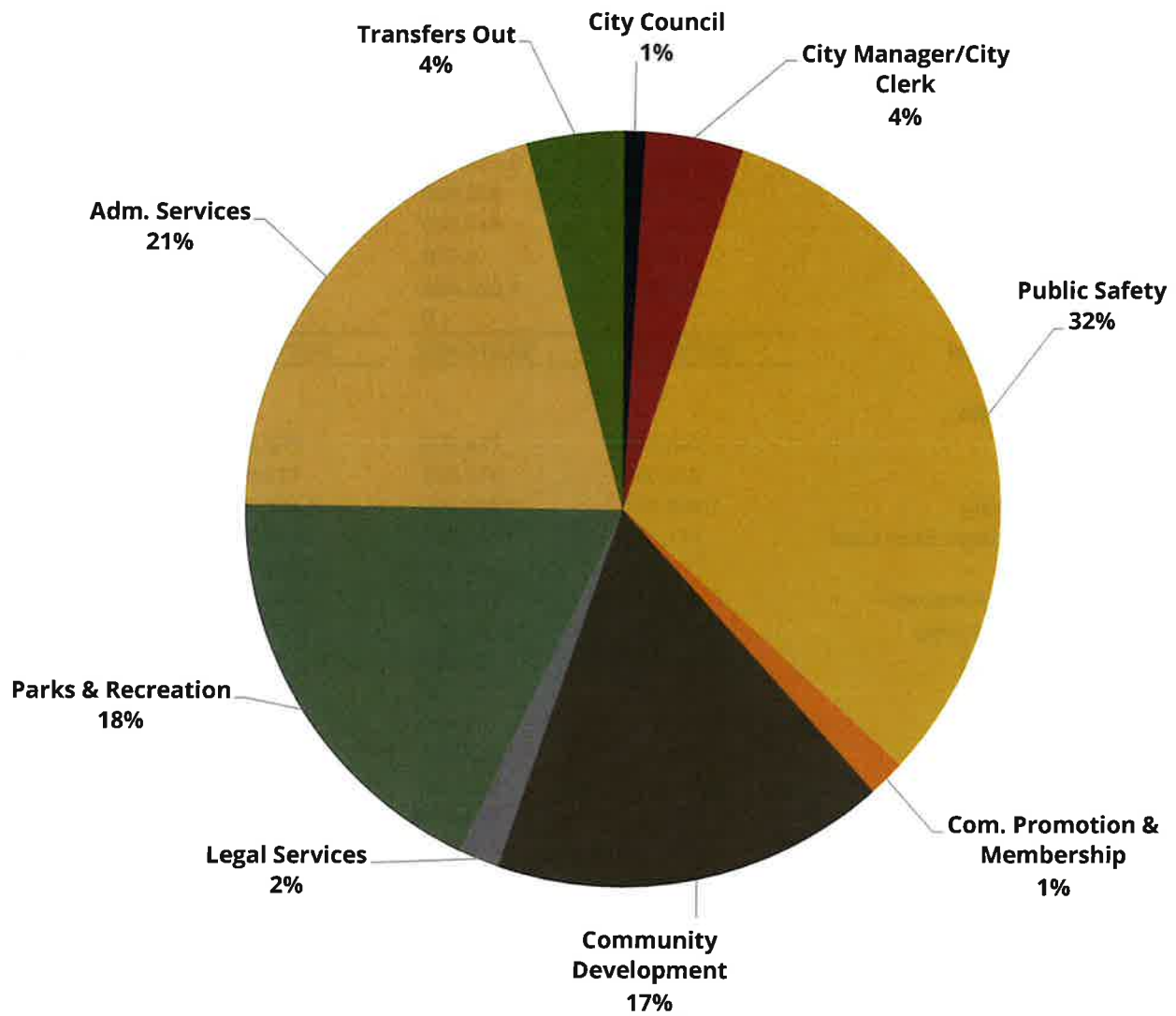


General Fund - Revenue Comparison by Source
Total General Fund Revenues = \$ 24,766,500

Revenues & Other Financing Sources

	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 EST. ACTUAL	FY 2025-26 BUDGET
GENERAL FUND				
Taxes	16,304,536	15,694,000	15,619,000	15,749,000
Licenses and Permits	1,355,760	1,377,000	1,377,000	1,481,000
Fines and Forfeitures	567,274	310,000	330,000	350,000
Use of Money and Property	1,769,818	1,430,500	1,451,300	1,616,500
Intergovernmental - State	3,410,236	3,438,000	3,422,100	3,289,000
Service Charges - Parks and Rec.	371,493	349,400	328,300	357,900
Service Charges - Other	1,131,152	649,000	599,000	1,002,500
Miscellaneous	6,250	5,000	1,800	3,500
Reimbursements	811,631	1,025,500	1,149,900	917,100
Transfers In	0	0	0	0
Subtotal	25,728,150	24,278,400	24,278,400	24,766,500
SPECIAL REVENUE FUNDS				
State Gasoline Tax	705,550	724,200	762,000	771,700
SB1/RMRA	628,658	612,600	626,600	668,700
Landscaping & Lighting	1,688,641	1,892,000	1,892,000	1,857,300
Community Development Block Grant	111,773	141,200	141,200	141,000
PAEG Fees	29,776	62,400	63,400	0
Supplemental Law Enforcement	187,960	198,500	198,500	208,300
Bicycle and Pedestrian Safety	45,085	23,400	23,400	18,900
Air Quality Management	54,127	35,400	33,800	35,000
Park Development Grant	29,944	122,000	369,000	106,200
Quimby Act	2,522	3,100	2,800	294,600
Transportation - Prop A	615,878	691,500	658,500	668,500
Transportation - Prop C	491,338	553,200	527,400	534,100
Measure R	379,113	452,400	405,300	408,700
Measure M	443,035	474,500	471,500	470,400
Measure W	267,112	253,000	264,900	270,000
Subtotal	5,680,512	6,239,400	6,440,300	6,453,400
CAPITAL PROJECT FUNDS				
Community Improvement	1,229,018	1,937,400	2,032,200	4,224,000
Inclusionary Housing	19,709	24,300	22,100	20,500
Housing Authority	74,603	82,900	82,900	77,000
Subtotal	1,323,330	2,044,600	2,137,200	4,321,500
DEBT SERVICE FUNDS				
Infrastructure Modernization	220,837	220,900	220,900	220,900
Subtotal	220,837	220,837	220,837	220,837
Total All Funds	32,952,829	32,783,237	33,076,737	35,762,237

General Fund Expenditure Overview Chart



General Fund - Expenditure Comparison by Department
Total General Fund Expenditures = \$ 25,585,100

Expenditures & Other Financing Use

	FY 2023-24 ACTUAL	FY 2024-25 BUDGET	FY 2024-25 EST. ACTUAL	FY 2025-26 BUDGET
GENERAL FUND				
City Council	182,432	220,700	220,500	232,100
City Manager/City Clerk	1,073,583	1,209,400	1,209,500	1,072,000
Legal Services	446,042	470,000	470,000	450,000
Comm. Promotions & Memberships	436,515	476,700	478,400	407,700
Public Safety	7,084,279	7,833,100	7,833,800	8,106,400
Community Development	2,134,844	4,935,300	4,785,400	3,185,700
Field Services & Sports Park	989,414	1,046,400	1,047,000	1,139,000
Parks and Recreation	2,318,594	2,534,900	2,535,100	2,776,600
Facilities Maintenance	1,331,589	2,603,500	2,082,200	1,875,200
Administrative Services	4,464,460	4,935,300	4,932,100	5,275,500
Transfers Out	896,446	1,153,900	1,153,900	1,064,900
Subtotal	21,358,198	27,419,200	26,747,900	25,585,100
SPECIAL REVENUE FUNDS				
State Gasoline Tax	539,765	1,342,200	1,342,200	815,400
SB1/RMRA	610,262	1,180,800	1,180,800	840,000
Landscaping & Lighting	1,679,466	1,933,700	1,933,700	1,897,700
CDBG	111,773	141,200	141,200	141,000
PAEG Fees	4,788	129,700	129,700	0
Supplemental Law Enforcement	187,960	198,500	198,500	208,300
Bicycle and Pedestrian Safety	45,085	23,400	23,400	10,000
Air Quality Management	55,825	43,500	38,400	35,000
Park Development Grant	91,266	346,100	288,870	106,200
Quimby Act	0	75,100	74,200	0
Transportation - Prop A	484,365	455,700	455,900	490,600
Transportation - Prop C	386,904	370,200	370,100	391,900
Measure R	453,515	696,000	696,000	426,000
Measure M	564,143	819,500	819,500	480,000
Measure W	162,624	196,000	196,000	193,000
Subtotal	5,377,741	7,951,600	7,888,470	6,035,100
CAPITAL PROJECTS FUND				
Community Improvement	1,658,146	1,598,000	1,497,900	4,217,000
Inclusionary Housing	0	0	0	0
Housing Authority	20,596	131,600	131,100	49,600
Subtotal	1,678,742	1,729,600	1,629,000	4,266,600
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	28,635,518	37,321,300	36,486,270	36,107,700

Personnel Summary

	FY 2024-25		FY 2025-26	
	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	0.75	0.00	0.75	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	3.50
Animal Control Officer	0.00	1.00	0.00	1.00
College Intern	0.00	1.00	0.00	1.00
Department Total	8.75	5.50	8.75	5.50
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	4.00	0.00
Recreation Coordinator	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Recreation Specialist	0.00	1.50	0.00	1.50
Recreation Leader/Cashier	0.00	11.25	0.00	11.25
Aerobic Instructor	0.00	0.50	0.00	0.50
Pool Manager	0.00	0.50	0.00	0.50
Lifeguard/Instructor	0.00	3.25	0.00	3.25
Computer Lab Instructor	0.00	0.50	0.00	0.50
Boxing Trainer	0.00	0.75	0.00	0.75
Assistant Boxing Trainer	0.00	1.25	0.00	1.25
Department Total	8.00	19.50	8.00	19.50

Personnel Summary

	FY 2024-25		FY 2025-26	
	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
College Intern	0.00	0.50	0.00	0.50
Department Total	8.00	0.50	8.00	0.50
CITY TOTAL	45.75	31.50	45.75	31.50

General City Budget

General Fund

The General Fund is used to account for all City resources that are not required by law or sound financial management practice to be accounted for in another fund. Principal sources of revenue include sales tax, property taxes, licenses and permits, State shared revenues, and charges for inter-fund services. General Fund resources are used by the City to provide a broad range of services including most of those traditional to local government. These services are described in detail in the pages that follow.

General Fund Revenues and Reimbursements

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Taxes					
100-4001	General Property Tax	3,428,139	3,280,000	3,280,000	3,375,000
100-4002	Sales and Use Tax - 19061	5,797,145	5,600,000	5,600,000	5,600,000
100-4003	Franchise Tax	1,519,403	1,510,000	1,450,000	1,490,000
100-4004	Business License Tax	382,320	370,000	370,000	360,000
100-4005	Transient Occupancy Tax	735,467	734,000	734,000	734,000
100-4006	Real Property Transfer Tax	86,706	100,000	85,000	90,000
100-4008	Sales and Use Tax - 783	4,355,356	4,100,000	4,100,000	4,100,000
	Total Taxes	16,304,536	15,694,000	15,619,000	15,749,000
Licenses and Permits					
100-4201	Building Permits	1,097,019	1,100,000	1,100,000	1,200,000
100-4202	Engineering Permits	83,266	100,000	100,000	100,000
100-4203	Industrial Waste Permits	56,743	60,000	60,000	62,000
100-4204	Animal Licenses	69,222	65,000	65,000	65,000
100-4205	Parking Permits	48,144	50,000	50,000	52,000
100-4206	Sign Permits	1,365	2,000	2,000	2,000
	Total Licenses and Permits	1,355,759	1,377,000	1,377,000	1,481,000
Fines and Forfeitures					
100-4301	Traffic Fines	24,175	25,000	20,000	20,000
100-4302	Parking Citations	269,236	250,000	270,000	300,000
100-4303	Other Fines	273,862	35,000	40,000	30,000
	Total Fines and Forfeitures	567,273	310,000	330,000	350,000
Use of Money & Property					
100-4401	Interest Earnings	1,089,007	1,158,000	1,196,800	1,220,000
100-4402	Community Center Rentals	28,385	27,000	28,000	29,000
100-4403	Swimming Pool Rentals	17,128	11,900	11,900	12,000
100-4404	Other Building Rentals	14,274	12,000	12,000	12,500
100-4405	Chamber Building Rental	500	6,000	0	6,000
100-4406	Restroom & Gazebo Rentals	34,250	28,000	28,000	27,500
100-4407	Sports Field Rentals	46,165	37,600	37,600	39,000
100-4408	Property Rental	145,067	150,000	137,000	134,500
100-4411	Interest (GASB 31)	395,043	0	0	136,000
	Total Use of Money & Property	1,769,819	1,430,500	1,451,300	1,616,500

General Fund Revenues and Reimbursements, Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Intergovernmental					
100-4503	Other Federal Grants	38,757	0	0	0
100-4601	Motor Vehicle License Fees	2,997,160	3,100,000	2,990,600	3,000,000
100-4604	Public Safety Augmentation	156,061	160,000	150,000	155,000
100-4611	Grant Programs	0	0	0	0
100-4613	Other State Grants	216,261	172,000	272,000	104,000
100-4615	Recycling Grant	0	6,000	6,000	6,000
100-4618	Local Grants	1,997	0	3,500	24,000
	Total Intergovernmental	3,410,236	3,438,000	3,422,100	3,289,000
Service Charges - Parks and Recreation					
100-4801	Adult & Youth Recreation Class Fees	85,493	41,300	85,400	86,000
100-4802	Racquetball Court Fees	1,787	2,200	1,500	2,000
100-4803	Open Swim Fees	13,110	17,900	17,900	14,500
100-4804	Swim Team Fees	3,772	14,200	7,500	13,500
100-4805	Fitness Center Fees	5,621	9,800	5,000	4,500
100-4806	Adult Excursion Fees	40,477	27,000	17,000	31,200
100-4807	Health Membership Fees	38,850	31,000	31,000	33,300
100-4808	Swim Lesson Fees	41,413	59,000	40,000	44,500
100-4809	Sports Program Fees	24,770	21,900	21,900	25,600
100-4810	Teen Center Fees	5,414	5,300	3,900	5,200
100-4811	Boxing Fees	31,193	12,700	12,700	13,100
100-4812	Senior Center Fees	21,230	22,200	22,200	22,400
100-4813	Other Park & Recreation Fees	6,418	5,000	5,000	5,000
100-4814	Teen Excursion Fees	240	2,400	1,800	3,500
100-4815	Day Camp Fees	45,764	67,500	50,000	44,400
100-4816	Senior Recreation Class Fees	5,944	10,000	5,500	9,200
	Total Service Charges - P&R	371,496	349,400	328,300	357,900
Service Charges - Other					
100-4901	Plan Check Fees	656,802	400,000	300,000	750,000
100-4902	Waste Management Fees	82,977	86,000	86,000	88,000
100-4903	Business Lic Application Fees	11,480	11,000	11,000	11,000
100-4904	Zoning Fees	78,527	50,000	100,000	50,000
100-4905	DUI Fees	1,859	1,000	1,000	1,000
100-4907	Auto Impound Fees	4,060	1,000	1,000	2,500
	Total Service Charges - Other	835,705	549,000	499,000	902,500

General Fund Revenues and Reimbursements, *Continued*

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Miscellaneous					
100-5004	Other Revenue	295,448	100,000	100,000	100,000
100-5005	Taxable Sales	3	0	0	0
100-5006	Concerts in the Park	6,247	5,000	1,800	3,500
	Total Miscellaneous	301,698	105,000	101,800	103,500
Reimbursements					
100-5012	Gain on Sale of Vehicle	46,931	0	0	0
100-5102	Reimbursements - Gas Tax	89,961	201,200	223,700	135,900
100-5103	Reimbursements - Prop. A & C	105,000	135,100	137,700	147,000
100-5105	Reimb. - Landscaping & Lighting	343,200	343,200	343,200	343,200
100-5106	Reimbursements - Measure R	75,586	116,000	116,000	71,000
100-5107	Reimbursements - AQMD	0	0	0	0
100-5108	Reimbursements - Measure M	94,024	123,000	132,500	80,000
100-5109	Reimbursements - SB1/RMRA	103,860	107,000	196,800	140,000
100-6911	Transfer In - Other	0	0	0	0
	Total Reimbursements	858,562	1,025,500	1,149,900	917,100
	Total General Fund Revenue	25,775,084	24,278,400	24,278,400	24,766,500

City Council

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1005-7002	Regular Salaries	62,389	82,000	85,100	98,300
	Total Salaries	62,389	82,000	85,100	98,300
Fringe Benefits					
1005-7071	Health Insurance	82,553	84,000	79,500	82,200
1005-7072	Retirement	2,569	4,000	4,000	1,800
1005-7073	Disability Insurance	278	400	400	500
1005-7074	Life Insurance	141	100	100	200
1005-7075	Vision	1,475	1,500	1,500	1,400
1005-7077	Medicare	882	1,200	1,200	1,400
1005-7078	Dental	9,982	10,000	10,000	8,800
	Total Fringe Benefits	97,880	101,200	96,700	96,300
	Total Personnel	160,269	183,200	181,800	194,600
Services and Supplies					
1005-7614	Office Supplies	0	1,000	1,000	1,000
1005-7640	Council Expenses - Garcia	5,000	5,000	5,500	5,500
1005-7641	Council Expenses - Martin Del Campo	900	5,000	5,000	5,000
1005-7642	Council Expenses - Finlay	5,000	5,000	5,000	5,000
1005-7643	Council Expenses - Truong	2,520	5,500	5,500	5,000
1005-7644	Council Expenses - Schulz	2,854	5,000	700	0
1005-7647	Council Expenses - Calderon	0	0	5,000	5,000
1005-7648	Council Expenses - Kang	3,881	5,000	5,000	5,000
1005-7650	Council Expenses - Lewis	1,888	5,000	5,000	5,000
1005-7980	Other Expenses	120	1,000	1,000	1,000
	Total Services and Supplies	22,163	37,500	38,700	37,500
	Total City Council	182,432	220,700	220,500	232,100

City Manager/City Clerk

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1010-7002	Regular Salaries	570,011	624,000	623,900	695,800
1010-7003	Part-Time/Temp Salaries	0	0	0	17,400
1010-7030	Overtime	368	1,000	1,000	1,000
	Total Salaries	570,379	625,000	624,900	714,200
Fringe Benefits					
1010-7071	Health Insurance	70,934	79,000	79,000	76,100
1010-7072	Retirement	58,956	63,000	66,000	72,700
1010-7073	Disability Insurance	2,891	3,000	3,000	3,400
1010-7074	Life Insurance	1,090	1,000	1,000	1,100
1010-7075	Vision	764	900	900	800
1010-7076	Tuition Reimbursement	0	3,000	3,500	3,500
1010-7077	Medicare	8,108	8,600	9,000	10,400
1010-7078	Dental	5,241	5,700	5,700	4,800
	Total Fringe Benefits	147,984	164,200	168,100	172,800
	Total Personnel	718,363	789,200	793,000	887,000
Services and Supplies					
1010-7610	Travel, Meetings and Conferences	17,879	18,700	19,000	19,000
1010-7612	Publications	3,454	12,000	12,000	12,000
1010-7614	Office Supplies	1,060	2,000	2,000	2,000
1010-7650	Vehicle Maintenance	401	0	0	0
1010-7651	Election Services	493	111,000	111,000	0
1010-7670	Legal Notices	18,941	20,000	20,000	20,000
1010-7685	Technology Services	52,718	32,500	32,500	27,000
1010-7965	Professional Expenses	238,250	199,000	195,000	80,000
1010-7980	Other Expenses	22,024	25,000	25,000	25,000
	Total Services and Supplies	355,220	420,200	416,500	185,000
	Total City Manager/City Clerk	1,073,583	1,209,400	1,209,500	1,072,000

Legal Services

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
1015-7680	City Attorney	97,088	165,000	120,000	100,000
1015-7682	Labor Counsel	48,661	30,000	30,000	30,000
1015-7684	Code Enforcement	245,212	225,000	270,000	250,000
1015-7686	Other Legal Services	55,081	50,000	50,000	70,000
	Total Services and Supplies	446,042	470,000	470,000	450,000
	Total Legal Services	446,042	470,000	470,000	450,000

Community Promotions and Memberships

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
1020-7710	Chamber of Commerce	84,650	110,000	110,000	94,600
1020-7711	Employee Recognition Committee	15,647	15,000	20,000	22,000
1020-7712	Community Information	126,437	127,000	132,000	30,000
1020-7713	Duarte Historical Museum	12,802	17,000	17,000	8,000
1020-7716	Special Community Events	67,123	72,500	77,500	57,000
1020-7717	Route 66 Parade	0	0	0	22,000
1020-7718	City Newsletter	0	0	0	0
1020-7719	Volunteer Recognition	4,150	3,500	3,500	4,000
1020-7720	PEG Channel & Public Access	34,287	24,600	15,000	0
1020-7721	Public Art	0	0	0	60,000
1020-7722	City Website	14,084	14,800	14,800	18,000
1020-7724	Post Office Parking	17,503	19,000	19,000	19,000
1020-7726	Council Cablecasting	1,650	12,000	7,000	7,000
1020-7980	Other Expenses	12,982	15,000	15,000	15,000
	Total Services and Supplies	391,315	430,400	430,800	356,600
	Total Community Promotions	391,315	430,400	430,800	356,600
Memberships					
Services and Supplies					
1025-7696	SGV Council of Government	14,265	14,500	15,200	16,200
1025-7698	SCAG	2,696	2,800	3,200	3,900
1025-7699	League of California Cities	10,833	11,000	11,000	11,500
1025-7700	SGV Economic Partnership	2,625	2,700	3,000	3,400
1025-7701	Area D Civil Defense	1,287	1,300	1,300	1,900
1025-7702	National League of Cities	2,126	2,200	2,200	2,300
1025-7703	Contract Cities Association	4,000	4,100	3,900	4,000
1025-7705	LAFCO Membership	779	800	900	1,000
1025-7706	MADIA	0	300	300	300
1025-7707	LARA membership	6,589	6,600	6,600	6,600
	Total Services and Supplies	45,200	46,300	47,600	51,100
	Total Memberships	45,200	46,300	47,600	51,100
	Total Community Prom. & Member.	436,515	476,700	478,400	407,700

Public Safety Department

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1205-7002	Regular Salaries	784,957	905,200	905,200	920,500
1205-7003	Part-Time/Temp Salaries	153,574	251,300	251,300	253,800
1205-7030	Overtime	30,348	75,000	75,000	62,000
	Total Salaries	968,879	1,231,500	1,231,500	1,236,300
Fringe Benefits					
1205-7071	Health Insurance	95,804	109,000	109,000	113,700
1205-7072	Retirement	95,602	108,000	108,000	111,300
1205-7073	Disability Insurance	4,373	4,200	4,300	4,400
1205-7074	Life Insurance	1,650	1,400	1,400	1,500
1205-7075	Vision	1,496	1,700	1,700	1,700
1205-7076	Tuition Reimbursement	3,000	3,000	3,500	0
1205-7077	Medicare	13,814	16,200	16,700	17,000
1205-7078	Dental	10,207	11,100	11,100	10,600
	Total Fringe Benefits	225,946	254,600	255,700	260,200
	Total Personnel	1,194,825	1,486,100	1,487,200	1,496,500

Public Safety, Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
1205-7610	Travel, Meetings and Conferences	6,476	8,500	8,500	8,500
1205-7612	Publications	2,950	4,000	4,000	4,000
1205-7613	Duplication and Photos	1,164	2,000	2,000	2,000
1205-7614	Office Supplies	3,006	3,000	3,000	3,500
1205-7615	Emergency Supplies	38,358	48,000	48,000	37,000
1205-7636	Uniforms	5,662	4,500	4,500	4,500
1205-7650	Vehicle Maintenance	44,145	40,000	40,000	40,000
1205-7655	Emergency Services	26,259	34,400	34,400	40,500
1205-7655	Other Services	0	0	0	41,000
1205-7694	Public Safety Commission	160	200	200	200
1205-7760	Homeless Outreach Program	16,497	18,000	18,000	14,500
1205-7761	Parking Ticket Collections	96,185	110,000	110,000	110,000
1205-7762	Parking Pass Kiosk	4,411	7,600	7,800	6,000
1205-7779	Youth Programs	33,095	50,000	50,000	54,500
1205-7780	Animal Control	88,767	97,000	97,000	102,000
1205-7781	Contract Law Enforcement	5,186,765	5,396,800	5,396,200	5,690,000
1205-7782	Crossing Guard Contract	60,269	78,000	78,000	85,000
1205-7783	GAPP Program / A-Team Program	78,750	99,000	99,000	92,700
1205-7784	Prisoner Maintenance	1,619	3,000	3,000	3,000
1205-7787	Public Safety Center Lease	166,015	170,000	170,000	170,000
1205-7814	Nuisance Abatement	0	5,000	5,000	5,000
1205-7823	Code/Animal Control Data System	9,145	10,500	10,500	10,500
1205-7887	Repairs and Maintenance	2,195	3,500	3,500	3,500
1205-7980	Other Expenses	16,487	31,000	31,000	20,000
	Total Services and Supplies	5,888,380	6,224,000	6,223,600	6,547,900
Capital Outlay					
1205-8030	Other Equipment	1,076	122,000	122,000	3,000
1205-8100	Other Capital Improvements	0	1,000	1,000	61,000
	Total Capital Outlay	1,076	123,000	123,000	64,000
	Total Public Safety	7,084,281	7,833,100	7,833,800	8,108,400

Community Development Department

Community Development

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1405-7002	Regular Salaries	931,124	1,017,000	1,017,200	1,063,000
1405-7003	Part-Time/Temp Salaries	11,297	7,400	7,000	0
1405-7030	Overtime	61	0	1,000	1,000
	Total Salaries	942,482	1,024,400	1,025,200	1,064,000
Fringe Benefits					
1405-7071	Health Insurance	135,016	147,000	147,000	154,200
1405-7072	Retirement	94,737	104,200	105,000	110,000
1405-7073	Disability Insurance	4,953	4,800	5,000	5,200
1405-7074	Life Insurance	1,936	1,500	1,600	1,700
1405-7075	Vision	1,465	1,900	1,900	1,800
1405-7076	Tuition Reimbursement	0	4,000	3,500	7,000
1405-7077	Medicare	13,529	14,300	15,000	15,400
1405-7078	Dental	10,081	13,200	13,200	11,400
	Total Fringe Benefits	261,717	290,900	292,200	306,700
	Total Personnel	1,204,199	1,315,300	1,317,400	1,370,700
Services and Supplies					
1405-7610	Travel, Meetings and Conferences	1,912	10,000	10,000	10,000
1405-7612	Publications	65	9,000	9,000	8,000
1405-7613	Duplication and Photos	0	3,000	3,000	3,000
1405-7614	Office Supplies	2,335	10,000	10,000	10,000
1405-7650	Vehicle Maintenance	8,914	8,000	4,000	3,000
1405-7690	Planning Commission	2,711	6,000	6,000	6,000
1405-7800	Building Department Services	547,723	318,000	318,000	680,000
1405-7801	Industrial Waste Inspections	14,706	25,000	25,000	25,000
1405-7965	Professional Services	101,909	239,000	241,000	30,000
1405-7967	Public Works Inspections	400	0	0	0
1405-7969	City Engineer	97,982	120,000	120,000	120,000
1405-7975	Economic Development Expenses	56,900	620,000	620,000	100,000
1405-7980	Other Expenses	40,940	86,000	86,000	130,000
1405-8100	Other Capital Improvements	54,146	2,166,000	2,016,000	690,000
	Total Services and Supplies	930,643	3,620,000	3,468,000	1,815,000
	Total Community Development	2,134,842	4,935,300	4,785,400	3,185,700

Community Development Department, *Continued*

Field Services

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1410-7002	Regular Salaries	380,656	416,000	416,900	460,900
1410-7030	Overtime	2,002	11,000	10,000	2,000
	Total Salaries	382,658	427,000	426,900	462,900
Fringe Benefits					
1410-7071	Health Insurance	76,716	94,000	87,700	108,200
1410-7072	Retirement	37,209	43,000	43,000	47,200
1410-7073	Disability Insurance	2,027	2,100	2,100	2,300
1410-7074	Life Insurance	729	700	700	800
1410-7075	Vision	868	1,200	1,200	1,100
1410-7076	Tuition Reimbursement	0	6,000	7,000	7,000
1410-7077	Medicare	5,507	6,000	6,000	6,700
1410-7078	Dental	5,956	8,100	8,100	7,200
	Total Fringe Benefits	129,012	161,100	155,800	180,500
	Total Personnel	511,670	588,100	582,700	643,400
Services and Supplies					
1410-7610	Travel, Meetings and Conferences	4,467	5,000	5,000	5,000
1410-7612	Publications	834	3,000	3,000	2,500
1410-7614	Office Supplies	16	2,000	2,000	2,000
1410-7621	Other Supplies	252	1,500	1,500	1,500
1410-7630	Equipment Rentals	844	3,000	3,000	3,000
1410-7636	Uniforms	3,427	7,500	7,500	7,500
1410-7650	Vehicle Maintenance	41,499	40,000	40,000	40,000
1410-7656	Emergency Generator	8,655	11,000	11,000	11,000
1410-7810	Street Sweeping	1,464	1,500	1,500	1,500
1410-7814	Graffiti Removal	49,942	70,000	70,000	70,000
1410-7815	Brush Clearance	28,063	20,000	26,000	90,000
1410-7887	Repairs and Maintenance	1,301	3,000	3,000	3,000
1410-7900	Emergency Cleanup/Maintenance	7,052	5,000	5,000	5,000
1410-7980	Other Expenses	11,095	22,000	22,000	20,000
1410-8030	Other Equipment	22,732	5,000	5,000	70,000
1410-8100	Emergency Capital Projects	187,418	120,000	120,000	20,000
	Total Services and Supplies	369,061	319,500	325,500	352,000
	Total Field Services	880,731	907,600	908,200	995,400

Community Development Department, *Continued*

Sports Park

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
1415-7661	Sports Park - Other Services	847	600	600	600
1415-7843	Sports Park - Water	46,803	65,000	65,000	65,000
1415-7875	Sports Park - Lighting	16,693	12,000	12,000	16,000
1415-7889	Sports Park - Repairs	3,654	15,000	15,000	15,000
1415-7907	Sports Park - Tree Trimming	3,819	5,000	5,000	5,000
1415-7916	Sports Park - Landscape	36,868	41,200	41,200	42,000
	Total Services and Supplies	108,684	138,800	138,800	143,600
	Total Field Svcs. & Sports Park	989,415	1,046,400	1,047,000	1,139,000
	Total Community Development	3,124,257	5,981,700	5,832,400	4,324,700

Parks and Recreation Department

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1605-7002	Regular Salaries	432,856	489,000	489,000	596,200
1605-7003	Part-Time/Temp Salaries	0	0	0	0
1605-7010	Playground Supervisor Salaries	116,754	149,700	149,700	147,600
1605-7011	Fitness Center Salaries	204,661	213,200	214,000	234,100
1605-7012	Aquatics Salaries	86,687	125,000	125,000	145,500
1605-7013	Boxing Salaries	55,123	66,400	66,400	69,500
1605-7014	Teen Center Salaries	211,625	220,900	220,900	232,000
1605-7016	Senior Center Salaries	162,053	173,700	173,700	169,400
1605-7030	Overtime	502	2,000	2,000	2,000
	Total Salaries	<u>1,270,261</u>	<u>1,439,900</u>	<u>1,440,700</u>	<u>1,596,300</u>
Fringe Benefits					
1605-7071	Health Insurance	69,419	88,400	88,400	92,800
1605-7072	Retirement	84,410	90,800	90,800	101,600
1605-7073	Disability Insurance	3,866	4,100	3,700	4,400
1605-7074	Life Insurance	1,456	1,300	1,200	1,400
1605-7075	Vision	1,372	1,500	1,500	1,500
1605-7077	Medicare	17,198	21,300	21,300	23,500
1605-7078	Dental	9,349	10,000	10,000	9,500
	Total Fringe Benefits	<u>187,070</u>	<u>217,400</u>	<u>216,900</u>	<u>234,700</u>
	Total Personnel	<u>1,457,331</u>	<u>1,657,300</u>	<u>1,657,600</u>	<u>1,831,000</u>

Parks and Recreation, Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
1605-7610	Travel, Meetings and Conferences	3,436	9,000	9,000	9,000
1605-7612	Publications	2,661	2,600	2,600	3,300
1605-7614	Office Supplies	3,610	4,000	4,000	4,000
1605-7636	Uniforms	2,838	3,000	3,000	3,500
1605-7650	Vehicle Maintenance	10,040	6,000	6,000	5,000
1605-7653	ActiveNet Fees	20,405	22,500	22,500	23,300
1605-7691	Parks and Recreation Commission	810	1,200	1,200	1,200
1605-7693	Youth Council	2,748	3,700	3,700	3,700
1605-7729	Concerts in the Park	41,895	39,500	39,500	43,200
1605-7730	Special Events	36,643	39,000	39,000	46,000
1605-7732	City Picnic	37,938	45,000	45,000	45,000
1605-7733	Senior Center	48,250	66,000	66,000	59,000
1605-7734	Fitness Center	0	8,900	8,900	10,600
1605-7735	Teen Center	30,105	39,600	39,600	57,500
1605-7736	Adult & Youth Rec Classes	68,128	61,600	61,600	63,200
1605-7737	Adult Excursions	17,951	22,000	22,000	22,000
1605-7738	Teen Excursions	1,882	3,100	3,000	4,500
1605-7739	Publicity	81,395	84,000	84,000	89,500
1605-7740	Day Camps	10,183	12,000	12,000	11,300
1605-7741	Sports/Playground Program	20,584	18,800	18,800	21,000
1605-7742	Parks & Rec Financial Assistance Prog.	0	2,500	2,500	2,500
1605-7745	Boxing Program	25,461	22,600	22,600	21,600
1605-7750	Bus Rentals	20,856	10,800	10,800	18,200
1605-7756	Senior Rec Classes	6,636	5,200	5,200	6,500
1605-7758	Independence Day Celebration	80,347	81,000	81,000	81,000
1605-7965	Professional Services	252,161	254,000	254,000	280,000
1605-7980	Other Expenses	34,300	10,000	10,000	10,000
	Total Services and Supplies	861,263	877,600	877,500	945,600
	Total Parks and Recreation	2,318,594	2,534,900	2,535,100	2,776,600

Facilities Maintenance

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1610-7002	Regular Salaries	99,175	105,000	106,000	108,000
1610-7003	Part-Time/Temp Salaries	229,527	224,000	224,000	237,000
1610-7030	Overtime	0	0	0	0
	Total Salaries	328,702	329,000	330,000	345,000
Fringe Benefits					
1610-7071	Health Insurance	23,447	24,800	24,800	26,100
1610-7072	Retirement	16,659	15,000	15,000	15,400
1610-7073	Disability Insurance	563	500	500	600
1610-7074	Life Insurance	208	200	200	200
1610-7075	Vision	260	300	300	300
1610-7077	Medicare	4,756	5,100	5,100	5,200
1610-7078	Dental	1,780	1,900	1,900	1,800
	Total Fringe Benefits	47,673	47,800	47,800	49,600
	Total Personnel	376,375	376,800	377,800	394,600
Services and Supplies					
1610-7616	Pool Supplies	23,237	17,100	17,100	21,000
1610-7617	Pool Chemicals	17,948	18,500	18,500	18,000
1610-7618	Building Supplies	107,240	95,000	95,000	105,000
1610-7633	Cable Access	2,260	2,200	2,500	2,500
1610-7636	Uniforms	2,421	3,000	3,000	3,000
1610-7650	Vehicle Maintenance	13,237	13,000	13,000	13,000
1610-7652	Building Maintenance Services	182,110	221,000	221,000	222,000
1610-7660	Other Services	0	0	0	0
	Subtotal	348,453	369,800	370,100	384,500
1610-7836	Water - City Hall	1,420	1,400	1,400	1,500
1610-7837	Water - Community Center	1,726	2,200	1,600	1,600
1610-7838	Water - Fitness Center	21,148	26,000	26,000	26,000
1610-7839	Water - Public Safety Center	1,407	1,400	1,400	1,500
	Total Water	25,701	31,000	30,400	30,600

Facilities Maintenance. *Continued*

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies, Continued					
1610-7851	Gas - City Hall	179	1,000	300	2,200
1610-7852	Gas - Community Center	1,954	2,000	2,000	1,900
1610-7853	Gas - Fitness Center	11,568	37,000	37,000	27,000
1610-7854	Gas - Public Safety Center	420	600	600	400
1610-7855	Gas - Senior Center	1,092	1,100	1,100	1,100
1610-7856	Gas - Teen Center	996	1,500	1,000	1,000
1610-7858	Gas - Royal Oaks Park Building	938	700	700	700
1610-7859	Gas - Duarte Park Building	546	600	600	600
1610-7860	Gas - Duarte Snack Bar	92	200	200	200
	Total Gas	17,785	44,700	43,500	35,100
1610-7867	Electric - Town Center	68,859	70,000	70,400	70,000
1610-7868	Electric - Public Safety Center	12,237	13,400	13,400	13,500
1610-7869	Electric - Senior Center	28,253	29,000	28,500	28,500
1610-7870	Electric - Teen Center	14,272	15,200	15,200	15,200
1610-7872	Electric - Duarte Park Building	1,556	2,400	2,400	2,400
1610-7873	Electric - Maintenance Yard	4,498	4,600	4,900	5,000
	Total Electric	129,675	134,600	134,800	134,600
1610-8100	Other Capital Improvements	433,602	1,646,600	1,125,600	895,800
	Total Other	433,602	1,646,600	1,125,600	895,800
	Total Services and Supplies	955,216	2,226,700	1,704,400	1,480,600
	Total Facilities Maintenance	1,331,591	2,603,500	2,082,200	1,875,200
	Total Parks and Recreation	3,650,185	5,138,400	4,617,300	4,651,800

Administrative Services Department

Finance

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1805-7002	Regular Salaries	600,572	695,000	692,800	713,000
1805-7003	Part-Time/Temp Salaries	0	0	0	0
1805-7030	Overtime	0	0	1,000	1,000
	Total Salaries	600,572	695,000	693,800	714,000
Fringe Benefits					
1805-7071	Health Insurance	96,665	112,500	112,500	118,200
1805-7072	Retirement	70,846	81,000	80,500	83,100
1805-7073	Disability Insurance	3,119	3,200	3,400	3,500
1805-7074	Life Insurance	1,206	1,100	1,100	1,200
1805-7075	Vision	1,048	1,300	1,300	1,300
1805-7076	Tuition Reimbursement	0	0	0	0
1805-7077	Medicare	8,595	9,500	10,000	10,300
1805-7078	Dental	7,023	8,600	8,600	8,200
	Total Fringe Benefits	188,502	217,200	217,400	225,800
	Total Personnel	789,074	912,200	911,200	939,800
Services and Supplies					
1805-7610	Travel, Meetings and Conferences	4,538	10,000	12,000	12,000
1805-7612	Publications	1,754	3,000	3,000	3,000
1805-7614	Office Supplies	2,350	3,000	3,000	3,000
1805-7653	Bank Charges	44,620	45,000	45,000	45,000
1805-7654	Audit Services	44,345	45,000	45,000	52,400
1805-7762	Property Tax Collections	43,674	47,000	47,000	50,000
1805-7764	CEC Loan Principal	18,905	20,300	20,300	10,000
1805-7765	CEC Loan Interest	1,314	1,400	1,400	1,500
1805-7924	Bad Debts	10,593	16,000	16,000	25,000
1805-7965	Professional Services	33,769	96,000	96,000	34,000
1805-7980	Other Expenses	99	3,000	3,000	3,000
	Total Services and Supplies	205,961	289,700	291,700	238,900
	Total Finance	995,035	1,201,900	1,202,900	1,178,700

Personnel

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
1810-7002	Regular Salaries	79,117	84,000	84,000	86,000
1810-7003	Part-Time/Temp Salaries	0	0	0	0
1810-7030	Overtime	66	0	0	0
	Total Salaries	79,183	84,000	84,000	86,000
Fringe Benefits					
1810-7071	Health Insurance	8,736	9,500	9,500	10,000
1810-7072	Retirement	11,626	11,700	12,400	12,700
1810-7073	Disability Insurance	457	400	400	500
1810-7074	Life Insurance	171	200	200	200
1810-7075	Vision	84	100	100	100
1810-7076	Tuition Reimbursement	0	0	0	0
1810-7077	Medicare	1,149	1,200	1,200	1,300
1810-7078	Dental	630	700	700	600
	Total Fringe Benefits	22,853	23,800	24,500	25,400
	Total Personnel	102,036	107,800	108,500	111,400
Services and Supplies					
1810-7610	Travel, Meetings and Conferences	666	7,000	7,000	7,000
1810-7611	Trainings	1,256	7,000	7,000	10,000
1810-7612	Publications	380	1,200	1,200	1,200
1810-7614	Office Supplies	1,026	1,500	1,500	1,500
1810-7660	Other Services	4,410	5,000	5,000	5,000
1810-7671	Recruiting Advertisements	679	3,000	3,000	3,000
1810-7672	NeoGov	6,641	7,100	7,500	8,300
1810-7673	Physical Exams	1,096	2,500	2,500	1,000
1810-7774	Unemployment Insurance	3,736	15,000	15,000	15,000
1810-7965	Professional Services	0	10,000	10,000	60,000
1810-7980	Other Expenses	4,355	10,000	10,000	10,000
	Total Services and Supplies	24,245	69,300	69,700	122,000
	Total Personnel	126,281	177,100	178,200	233,400

Information Technology

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
1815-7630	Equipment Lease	103,767	25,000	25,000	0
1815-7631	Equipment Maintenance	0	0	0	0
1815-7632	Software	64,395	78,000	78,000	92,000
1815-7820	Finance Software	63,445	65,000	65,000	70,000
1815-7821	Network & Internet Services	37,386	57,800	57,800	52,000
1815-7830	Telephone Services	32,236	33,000	33,000	32,000
1815-7831	Wireless Phones/Devices	27,168	30,000	30,000	34,000
1815-7965	Professional Services	150,000	150,000	150,000	165,000
1815-7980	Other Expenses	9,919	30,000	30,000	30,000
	Total Services and Supplies	488,316	468,800	468,800	475,000
Capital Outlay					
1815-8011	Computer Equipment	19,369	18,000	18,000	18,000
	Total Capital Outlay	19,369	18,000	18,000	18,000
	Total Information Technology	507,685	486,800	486,800	493,000

Risk Management

Account Number	Account Description				
Services and Supplies					
1820-7771	Repair of City Property	11699	25,000	25,000	15,000
1820-7772	Liability Coverage	321,409	356,100	356,000	440,700
1820-7773	Worker's Compensation Coverage	251,080	215,600	216,000	193,500
1820-7775	Property Coverage	86,793	90,200	90,200	108,000
1820-7776	Faithful Performance Bond	1,191	1,300	1,200	1,300
	Total Services and Supplies	672,172	688,200	688,400	758,500
	Total Risk Management	672,172	688,200	688,400	758,500

General Services

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
1825-7072	Pension Rate Stabilization Fund	0	48,700	49,000	55,500
1825-7079	Unfunded Liability - PERS	1,236,405	1,457,000	1,457,000	1,660,700
1825-7613	Duplication and Photos	5,298	8,000	8,000	13,000
1825-7614	Office Supplies	308	1,000	1,000	1,000
1825-7626	Postage	9,819	15,000	15,000	15,000
1825-7630	Equipment Rental	26,838	27,100	27,100	30,000
1825-7631	Equipment Maintenance	9,124	8,000	8,000	10,000
1825-7674	Retiree Health Insurance	643,121	589,000	583,000	620,000
1825-7687	Waste Management Services	60,864	45,000	45,000	5,000
1825-7688	Oil Recycling Grant	4,211	5,000	5,000	5,000
1825-7747	Beverage Container Recycling	0	9,000	9,200	6,200
1825-7782	Admin Support of Debt Service	1,490	1,500	1,500	1,500
1825-7945	Operation of Acq Prop	176	0	0	0
1825-7980	Other Expenses	685	2,000	2,000	4,000
	Total Services and Supplies	1,998,339	2,216,300	2,210,800	2,426,900
	Total General Services	1,998,339	2,216,300	2,210,800	2,426,900
1830-8012	Gain on Sale of Vehicle	46,931	0	0	0
1830-8100	Vehicle Replacement	118,021	165,000	165,000	185,000
	Total Vehicle Replacement	164,952	165,000	165,000	185,000
	Total Administrative Services	4,464,464	4,935,300	4,932,100	5,275,500

Transfers Out and Reimbursements

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Transfers Out and Reimbursements					
1905-9020	Transfers Out - Landscaping/Lighting	672,427	878,700	878,700	844,000
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	0	0	54,300	0
1905-9071	Transfers Out-AQMD	3,182	54,300	0	0
	Total Other Financing Uses	896,446	1,153,900	1,153,900	1,064,900
	Total Transfers Out & Reimb.	896,446	1,153,900	1,153,900	1,064,900
	Total General Fund:	21,358,205	27,419,200	26,747,900	25,587,100

Special Purpose Funds

State Gasoline Tax Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
220-4401	Interest Earnings	84,301	97,500	96,600	93,500
	Total Use of Money and Property	84,301	97,500	96,600	93,500
Intergovernmental - State					
220-4606	Gasoline Tax - 2105	138,291	141,500	149,400	152,900
220-4607	Gasoline Tax - 2106	83,402	84,400	88,300	90,300
220-4608	Gasoline Tax - 2107	187,189	193,400	203,800	208,500
220-4609	Gasoline Tax - 2107.5	5,000	5,000	5,000	5,000
220-4614	Gasoline Tax - 2103 (Prop 42)	207,367	202,400	218,900	221,500
220-5004	Other Revenue	0	0	5,100	0
	Total Intergovernmental - State	621,249	626,700	670,500	678,200
	Total Revenues	705,550	724,200	767,100	771,700

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Gas Tax 2105					
Capital Outlay					
2205-7980	Other Expenses	0	0	0	0
2205-8060	Sidewalk Improvements	4,015	10,000	10,000	10,000
2205-8070	Street Improvements	3,600	15,000	15,000	15,000
2205-8100	Other Capital Improvements	156,160	298,000	298,000	70,000
	Total Capital Outlay	163,775	323,000	323,000	95,000
	Total Gas Tax 2105	163,775	323,000	323,000	95,000

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
<u>Gas Tax 2106</u>					
Capital Outlay					
2210-7811	Street Maintenance	11,338	20,000	20,000	20,000
2210-7812	Street Striping and Marking	60,715	73,000	73,000	90,000
2210-7813	Regulatory Signs	75,445	10,000	10,000	15,000
2210-7890	Repairs - Traffic Signals	51,448	80,000	80,000	80,000
2210-8070	Street Improvements	0	10,000	10,000	10,000
2210-8100	Other Capital Improvements	0	236,000	236,000	75,000
	Total Capital Outlay	198,946	429,000	429,000	290,000
	Total Gas Tax 2106	198,946	429,000	429,000	290,000

Gas Tax 2107

Reimbursements					
2215-8610	Reimbursements - General Fund	89,961	223,700	223,700	135,900
	Total Reimbursements	89,961	223,700	223,700	135,900
	Total Gas Tax 2107	89,961	223,700	223,700	135,900

Gas Tax 2107.5

Services and Supplies					
2220-7831	Wireless Phones	601	2,000	2,000	0
2220-7980	Other Expenses	0	4,500	4,500	4,500
	Total Services and Supplies	601	6,500	6,500	4,500
	Total Gas Tax 2107.5	601	6,500	6,500	4,500

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
<u>Gas Tax - 2103</u>					
Capital Outlay					
2225-7811	Street Maintenance	10,700	90,000	90,000	15,000
2225-7965	Professional Services	33,502	0	0	115,000
2225-7980	Other Expenses	7,180	20,000	20,000	20,000
2225-8070	Street Improvements	1,600	10,000	10,000	10,000
2225-8100	Other Capital Improvements	33,500	240,000	240,000	130,000
	Total Capital Outlay	<u>86,482</u>	<u>360,000</u>	<u>360,000</u>	<u>290,000</u>
	Total Gas Tax - 2103	<u>86,482</u>	<u>360,000</u>	<u>360,000</u>	<u>290,000</u>
	Total Expenditures	<u>539,765</u>	<u>1,342,200</u>	<u>1,342,200</u>	<u>815,400</u>

SB1/RMRA Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money & Property					
225-4401	Interest Earnings	40,383	29,200	29,400	28,000
225-4620	SB1/RMRA	588,275	583,400	597,200	640,700
	Total Use of Money & Property	628,658	612,600	626,600	668,700
	Total Revenues	628,658	612,600	626,600	668,700

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
2250-8060	Sidewalk Improvements	12,900	0	0	0
2250-8070	Street Improvements	0	535,000	535,000	0
2250-8100	Other Capital Improvements	506,402	449,000	449,000	700,000
2250-8610	Reimbursements - General Fund	103,860	196,800	196,800	140,000
	Total Capital Outlay	623,162	1,180,800	1,180,800	840,000
	Total Expenditures	623,162	1,180,800	1,180,800	840,000

Landscaping and Lighting District Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Special Assessments					
240-4101	Landscaping and Lighting Assess.	1,016,215	1,013,300	1,013,300	1,013,300
	Total Special Assessments	<u>1,016,215</u>	<u>1,013,300</u>	<u>1,013,300</u>	<u>1,013,300</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	672,427	878,700	878,700	844,000
	Total Other Financing Sources	<u>672,427</u>	<u>878,700</u>	<u>878,700</u>	<u>844,000</u>
	Total Revenues	<u>1,688,642</u>	<u>1,892,000</u>	<u>1,892,000</u>	<u>1,857,300</u>

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Citywide Lighting					
Services and Supplies					
2405-7662	Other Services - Citywide	0	25,000	25,000	12,500
2405-7876	Electric - Citywide	204,362	200,000	200,000	200,000
2405-7877	Electric - Traffic Signal	41,354	40,000	40,000	40,000
	Total Electric	<u>245,716</u>	<u>265,000</u>	<u>265,000</u>	<u>252,500</u>

Expenditures. *Continued*

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
2405-7888	Repairs - Citywide	1,749	5,000	5,000	5,000
2405-7890	Repairs - Traffic Signal	44,464	80,000	80,000	45,000
	Total Repairs and Replacements	46,213	85,000	85,000	50,000
	Total Services and Supplies	291,929	350,000	350,000	302,500
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	386,829	444,900	444,900	397,400
Citywide Landscaping					
Services and Supplies					
2410-7662	Other Services - Citywide	10,705	35,000	35,000	34,000
2410-7663	Other Services - Medians	3,061	8,000	8,000	8,000
	Total Other Services	13,766	43,000	43,000	42,000
2410-7842	Water - Medians	45,047	47,000	47,000	47,000
2410-7844	Water - Citywide	220,400	257,000	257,000	257,000
	Total Water	265,447	304,000	304,000	304,000
2410-7874	Electric - Medians	5,870	16,000	16,000	10,000
2410-7876	Electric - Citywide	25,898	30,000	30,000	30,000
	Total Electric	31,768	46,000	46,000	40,000
2410-7888	Repairs - Citywide	7,237	6,000	6,000	6,000
2410-7891	Repairs - Medians	842	2,200	2,200	2,200
	Total Repairs and Replacements	8,079	8,200	8,200	8,200
2410-7896	Tree Planting - Citywide	369	10,900	10,900	22,900
2410-7898	Tree Planting - Medians	147	5,000	5,000	5,000
	Total Tree Plant	516	15,900	15,900	27,900
2410-7906	Tree Trimming - Citywide	64,492	67,000	67,000	69,300
2410-7909	Tree Trimming - Residential	87,826	93,600	93,600	96,800
	Total Tree Trimming	152,318	160,600	160,600	166,100
2410-7915	Landscape Maint. - Citywide	211,313	240,000	240,000	240,000
2410-7917	Landscape Maintenance - Medians	101,414	105,500	105,500	105,500
	Total Landscape Maintenance	312,727	345,500	345,500	345,500
	Total Services and Supplies	784,621	923,200	923,200	933,700

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Reimbursements and Transfers					
2410-8610	Reimbursements - General Fund	193,000	193,000	193,000	193,000
	Total Reimbursements	193,000	193,000	193,000	193,000
	Total Citywide Landscaping	977,621	1,116,200	1,116,200	1,126,700

Kendrick Tract**Services and Supplies**

2420-7835	Water	3,505	5,000	5,000	5,000
2420-7887	Repairs and Replacements	251	500	500	500
2420-7914	Landscape Maintenance	5,880	5,900	5,900	5,900
	Total Services and Supplies	9,636	11,400	11,400	11,400

Reimbursements

2420-8610	Reimbursements - General Fund	2,200	2,200	2,200	2,200
	Total Reimbursements	2,200	2,200	2,200	2,200
	Total Kendrick Tract	11,836	13,600	13,600	13,600

Las Lomas Villas**Services and Supplies**

2421-7835	Water	18,116	20,000	20,000	20,000
2421-7866	Electric	106	500	500	500
2421-7887	Repairs and Replacements	1,367	5,000	5,000	5,000
2421-7914	Landscape Maintenance	18,230	17,000	17,000	17,000
	Total Services and Supplies	37,819	42,500	42,500	42,500

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 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	47,819	52,500	52,500	52,500
Encanto Parkway					
Services and Supplies					
2422-7835	Water	4,385	5,300	5,300	5,300
2422-7866	Electric	120	1,100	1,100	500
2422-7887	Repairs and Replacements	135	2,500	2,500	2,500
2422-7914	Landscape Maintenance	8,270	8,400	8,400	8,400
	Total Services and Supplies	12,910	17,300	17,300	16,700
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	16,310	20,700	20,700	20,100
Amberwood Homes					
Services and Supplies					
2423-7835	Water	6,842	9,300	9,300	8,000
2423-7866	Electric	61	300	300	300
2423-7887	Repairs and Replacements	172	1,500	1,500	1,500
2423-7914	Landscape Maintenance	13,919	13,500	13,500	13,500
	Total Services and Supplies	20,994	24,600	24,600	23,300
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	23,194	26,800	26,800	25,500

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
<u>Village and Windsor Homes</u>					
Services and Supplies					
2424-7835	Water	2,986	7,000	7,000	7,000
2424-7866	Electric	63	300	300	300
2424-7887	Repairs and Replacements	135	1,600	1,600	1,600
2424-7914	Landscape Maintenance	9,293	9,300	9,300	9,300
	Total Services and Supplies	12,477	18,200	18,200	18,200
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	15,277	21,000	21,000	21,000
<u>Hearthstone Del Norte</u>					
Services and Supplies					
2425-7660	Other Services	0	2,000	2,000	2,000
2425-7835	Water	12,119	15,000	15,000	15,000
2425-7866	Electric	504	3,600	3,600	1,000
2425-7887	Repairs and Replacements	958	500	500	500
2425-7913	Brush Clearance	10,500	14,000	14,000	14,000
2425-7914	Landscape Maintenance	5,436	5,000	5,000	5,000
	Total Services and Supplies	29,517	40,100	40,100	37,500
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	32,717	43,300	43,300	40,700

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
<u>Grocery Outlet (Mike's Center)</u>					
Services and Supplies					
2426-7810	Street Sweeping	9,408	9,500	9,500	10,200
2426-7835	Water	722	800	800	800
2426-7866	Electric	3,974	4,500	4,500	4,500
2426-7887	Repairs and Replacements	0	700	700	700
2426-7914	Landscape Maintenance	3,759	4,000	4,000	4,000
	Total Services and Supplies	17,863	19,500	19,500	20,200
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)	20,463	22,100	22,100	22,800
<u>Rancho Verde Homes</u>					
Services and Supplies					
2427-7835	Water	9,986	9,000	9,000	9,000
2427-7866	Electric	117	600	600	200
2427-7887	Repairs and Replacements	628	1,200	1,200	1,200
2427-7914	Landscape Maintenance	10,682	10,700	10,700	10,700
	Total Services and Supplies	21,413	21,500	21,500	21,100
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	27,313	27,400	27,400	27,000

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
<u>Emblem Homes</u>					
Services and Supplies					
2429-7835	Water	4,323	4,000	4,000	4,000
2429-7866	Electric	57	300	300	300
2429-7887	Repairs and Replacements	135	1,000	1,000	1,000
	Total Services and Supplies	4,515	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	5,615	6,400	6,400	6,400
<u>Mesa Gas Lights</u>					
Services and Supplies					
2430-7850	Gas	9,781	15,000	15,000	12,000
2430-7887	Repairs and Replacements	911	1,000	1,000	1,000
	Total Services and Supplies	10,692	16,000	16,000	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	14,492	19,800	19,800	16,800

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
<u>Las Brisas Homes</u>					
Services and Supplies					
2431-7835	Water	4,759	5,000	5,000	5,000
2431-7866	Electric	160	300	300	300
2431-7887	Repairs and Replacements	275	2,700	2,700	2,700
2431-7914	Landscape Maintenance	11,397	10,700	10,700	10,700
	Total Services and Supplies	16,591	18,700	18,700	18,700
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	20,091	22,200	22,200	22,200
<u>Las Posadas Homes</u>					
Services and Supplies					
2432-7835	Water	4,263	5,000	5,000	5,000
2432-7866	Electric	180	300	300	300
2432-7887	Repairs and Replacements	611	500	500	500
2432-7914	Landscape Maintenance	14,095	14,100	14,100	14,100
	Total Services and Supplies	19,149	19,900	19,900	19,900
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	25,649	26,400	26,400	26,400

Expenditures, Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
<u>Buena Vista Villas</u>					
Services and Supplies					
2433-7835	Water	4,620	7,200	7,200	7,200
2433-7866	Electric	160	300	300	300
2433-7887	Repairs and Replacements	1,125	4,900	4,900	4,900
2433-7914	Landscape Maintenance	8,984	9,000	9,000	9,000
	Total Services and Supplies	14,889	21,400	21,400	21,400
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	18,589	25,100	25,100	25,100
<u>Citrus Villas</u>					
Services and Supplies					
2434-7835	Water	3,579	5,000	5,000	5,000
2434-7866	Electric	214	300	300	300
2434-7887	Repairs and Replacements	234	500	500	500
2434-7914	Landscape Maintenance	5,996	6,000	6,000	6,000
	Total Services and Supplies	10,023	11,800	11,800	11,800
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	12,923	14,700	14,700	14,700

Expenditures. Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
<u>Ridgecrest</u>					
Services and Supplies					
2435-7835	Water	5,939	6,000	6,000	6,000
2435-7866	Electric	58	400	400	200
2435-7887	Repairs and Replacements	0	1,200	1,200	1,200
2435-7914	Landscape Maintenance	8,858	9,000	9,000	11,400
2435-7918	Fuel Modification	6,375	8,500	8,500	14,500
2435-7920	Debris/Storm Drain System	0	4,000	4,000	4,000
	Total Services and Supplies	<u>21,230</u>	<u>29,100</u>	<u>29,100</u>	<u>37,300</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>22,730</u>	<u>30,600</u>	<u>30,600</u>	<u>38,800</u>
	Total Expenditures	<u>1,679,468</u>	<u>1,933,700</u>	<u>1,933,700</u>	<u>1,897,700</u>

Community Development Block Grant

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Intergovernmental - Federal					
260-4501	Community Development Block Grant	111,773	141,200	141,200	141,000
	Total Intergovernmental - Federal	111,773	141,200	141,200	141,000
	Total Revenues	111,773	141,200	141,200	141,000

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
2605-7965	Professional Services	7,898	10,000	10,000	10,000
2605-8060	Sidewalk Improvements	0	0	0	0
2605-8061	ADA Curb Ramps	103,876	131,200	131,200	131,000
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	111,774	141,200	141,200	141,000
	Total Expenditures	111,774	141,200	141,200	141,000

PAEG Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money & Property					
270-4401	Interest Earnings	1,856	1,100	2,800	0
	Total Use of Money & Property	1,856	1,100	2,800	0
Intergovernmental - State					
270-4617	PAEG Fees	27,920	7,000	6,300	0
	Total Intergovernmental - State	27,920	7,000	6,300	0
Other Financing Sources					
270-6901	Transfer In - Other	0	54,300	54,300	0
	Total Other Financing Sources	0	54,300	54,300	0
	Total Revenues	29,776	62,400	63,400	0

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
2705-8100	Other Capital Improvements	4,788	129,700	129,700	0
	Total Capital Outlay	4,788	129,700	129,700	0
Reimbursements					
	Total Expenditures	4,788	129,700	129,700	0

Supplemental Law Enforcement Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
290-4401	Interest Earnings	1,801	3,800	3,800	3,300
	Total Use of Money and Property	1,801	3,800	3,800	3,300
Intergovernmental - State					
290-4605	Supplemental Law Enforcement	186,159	194,700	194,700	205,000
	Total Intergovernmental - State	186,159	194,700	194,700	205,000
	Total Revenues	187,960	198,500	198,500	208,300

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
2905-7781	Contract Law Enforcement	163,960	173,500	173,500	158,300
2905-7785	Special Events Patrol	24,000	25,000	25,000	50,000
	Total Services and Supplies	187,960	198,500	198,500	208,300
	Total Expenditures	187,960	198,500	198,500	208,300

Bicycle and Pedestrian Safety Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Intergovernmental - State					
300-4612	Bicycle and Pedestrian Grant	45,085	23,400	23,400	18,900
	Total Intergovernmental - State	<u>45,085</u>	<u>23,400</u>	<u>23,400</u>	<u>18,900</u>
	Total Revenues	<u>45,085</u>	<u>23,400</u>	<u>23,400</u>	<u>18,900</u>

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
3005-8060	Sidewalk Improvements	45,085	23,400	23,400	10,000
	Total Capital Outlay	<u>45,085</u>	<u>23,400</u>	<u>23,400</u>	<u>10,000</u>
	Total Expenditures	<u>45,085</u>	<u>23,400</u>	<u>23,400</u>	<u>10,000</u>

Air Quality Management Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
320-4401	Interest Earnings	5,312	7,400	5,800	5,000
	Total Use of Money and Property	5,312	7,400	5,800	5,000
Intergovernmental - Local					
320-4701	AB 2766 Subvention	22,994	28,000	28,000	30,000
320-5004	Other Revenue	22,639	0	0	0
	Total Intergovernmental - Local	45,633	28,000	28,000	30,000
Other Financing Sources					
320-6901	Transfer In Gen Fund	3,182	0	0	0
	Total Other Financing Sources	3,182	0	0	0
	Total Revenues	54,127	35,400	33,800	35,000

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
3205-8013	Vehicles	55,925	43,500	38,400	35,000
	Total Capital Outlay	55,925	43,500	38,400	35,000
Reimbursements					
3205-8610	Transfer Out - Other	0	0	0	0
	Total Reimbursements	0	0	0	0
	Total Expenditures	55,925	43,500	38,400	35,000

Park Development Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Other Financing Sources					
400-4401	Interest Earnings	0	0	0	0
400-4611	Grant Programs Revenue	29,944	122,000	259,000	46,200
400-6901	Transfers In - General Fund	0	392,500	110,000	60,000
	Total Other Financing Sources	29,944	514,500	369,000	106,200
	Total Revenues	29,944	514,500	369,000	106,200

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
4005-7965	Professional Services	48,250	54,600	54,600	0
4005-8040	Building Improvements	0	0	0	0
4005-8041	Park Improvements	43,016	291,500	234,270	106,200
4005-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	91,266	346,100	288,870	106,200
	Total Expenditures	91,266	346,100	288,870	106,200

Quimby Act Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Special Assessments					
420-4103	Quimby Act	0	0	0	292,000
420-4401	Interest Earnings	2522	3,100	2,800	2,600
	Total Special Assessments	<u>2,522</u>	<u>3,100</u>	<u>2,800</u>	<u>294,600</u>
	Total Revenues	<u>2,522</u>	<u>3,100</u>	<u>2,800</u>	<u>294,600</u>

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
4205-8041	Park Improvements	0	75,100	75,100	0
	Total Capital Outlay	<u>0</u>	<u>75,100</u>	<u>75,100</u>	<u>0</u>
	Total Expenditures	<u>0</u>	<u>75,100</u>	<u>75,100</u>	<u>0</u>

Proposition A Transit Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
440-4401	Interest Earnings	39,629	40,300	48,500	47,000
440-4409	Sale of Property	0	0	0	0
	Total Use of Money and Property	39,629	40,300	48,500	47,000
Intergovernmental - Local					
440-4703	Transit - Proposition A	563,685	641,200	600,000	611,900
440-5004	Other Revenue	12,564	10,000	10,000	9,600
	Total Intergovernmental - Local	576,249	651,200	610,000	621,500
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	615,878	691,500	658,500	668,500

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
4405-7002	Regular Salaries	58,466	63,400	62,900	64,400
4405-7003	Part-Time/Temp Salaries	0	0	0	0
4405-7030	Overtime	0	0	0	0
	Total Salaries	58,466	63,400	62,900	64,400

Expenditures, Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Fringe Benefits					
4405-7071	Health Insurance	12,937	13,600	13,600	14,300
4405-7072	Retirement	8,419	8,700	9,200	9,400
4405-7073	Disability Insurance	354	300	300	300
4405-7074	Life Insurance	90	100	100	100
4405-7075	Vision	144	200	200	200
4405-7077	Medicare	839	900	900	900
4405-7078	Dental	979	1,100	1,100	1,000
	Total Fringe Benefits	23,762	24,900	25,400	26,200
	Total Personnel	82,228	88,300	88,300	90,600
Services and Supplies					
4405-7610	Travel, Meetings and Conferences	750	2,000	2,000	2,000
4405-7613	Duplication and Photos	0	300	300	300
4405-7614	Office Supplies	88	400	400	400
4405-7619	Fuel and Oil	0	0	0	0
4405-7620	Tires	0	0	0	0
4405-7621	Other Supplies	206	100	100	100
4405-7636	Uniforms	0	0	0	0
4405-7650	Vehicle Maintenance	4,326	7,500	7,500	7,500
4405-7673	Physical Exams	542	300	500	0
4405-7674	Retiree Health Insurance	5,036	6,000	6,000	6,500
4405-7788	Recreation Shuttle Services	5,000	5,000	5,000	5,000
4405-7814	Graffiti Removal	4,646	5,000	5,000	5,000
4405-7821	Network & Internet Services	0	600	600	600
4405-7831	Wireless Phones/Devices	269	600	600	600
4405-7887	Repairs & Replacements	0	0	0	0
4405-7960	Foothill Transit Operations	271,898	213,600	213,600	240,000
4405-7965	Professional Services	0	0	0	0
	Total Services and Supplies	292,761	241,400	241,600	268,000
Capital Outlay					
4405-7980	Other Expenses	2,732	3,000	3,000	3,000
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	49,377	50,000	50,000	50,000
Reimbursements					
4405-8610	Reimbursements - General Fund	60,000	76,000	76,000	82,000
	Total Reimbursements	60,000	76,000	76,000	82,000
	Total Expenditures	484,366	455,700	455,900	490,600

Proposition C Transit Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
460-4401	Interest Earnings	13,494	13,400	19,400	19,000
	Total Use of Money and Property	13,494	13,400	19,400	19,000
Intergovernmental - Local					
460-4704	Transit - Proposition C	467,564	531,800	500,000	507,600
460-5004	Other Revenue	10,279	8,000	8,000	7,500
	Total Intergovernmental - Local	477,843	539,800	508,000	515,100
	Total Revenues	491,337	553,200	527,400	534,100

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Salaries					
4605-7002	Regular Salaries	46,293	51,600	51,400	52,700
4605-7003	Part-Time/Temp Salaries	0	0	0	0
4605-7030	Overtime	0	0	0	0
	Total Salaries	46,293	51,600	51,400	52,700
Fringe Benefits					
4605-7071	Health Insurance	10,506	11,200	11,200	11,700
4605-7072	Retirement	6,840	7,100	7,500	7,700
4605-7073	Disability Insurance	290	300	300	300
4605-7074	Life Insurance	74	100	100	100
4605-7075	Vision	117	200	200	200
4605-7077	Medicare	681	700	800	800
4605-7078	Dental	801	900	900	1,000
	Total Fringe Benefits	19,309	20,500	21,000	21,800
	Total Personnel	19,309	72,100	72,400	74,500

Expenditures, Continued

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Services and Supplies					
4605-7610	Travel, Meetings and Conferences	0	800	800	800
4605-7613	Duplication and Photos	0	200	200	200
4605-7614	Office Supplies	0	200	200	200
4605-7621	Other Supplies	137	100	100	100
4605-7650	Vehicle Maintenance	1,842	5,000	4,000	5,000
4605-7674	Retiree Health Insurance	4,121	5,000	5,000	5,000
4605-7788	Recreation Shuttle Services	4,000	4,000	4,000	4,000
4605-7814	Graffiti Removal	3,484	4,000	4,000	4,000
4605-7821	Network & Internet Services	0	500	500	500
4605-7831	Wireless Phones/Devices	0	400	400	400
4605-7960	Foothill Transit Operations	222,462	174,000	174,000	190,000
4605-7980	Other Expenses	2,093	4,000	4,000	4,000
	Total Services and Supplies	238,139	198,200	197,200	214,200
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	45,000	61,700	61,700	65,000
4605-8620	Reimbursements - Proposition A	0	0	0	0
	Total Reimbursements	45,000	61,700	61,700	65,000
	Total Expenditures	386,905	370,200	369,500	391,900

Measure R Local Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money & Property					
470-4401	Interest Earnings	28,550	53,500	30,300	28,000
	Total Use of Money & Property	28,550	53,500	30,300	28,000
Intergovernmental - Local					
470-4706	Transit - Measure R LR	350,563	398,900	375,000	380,700
	Total Intergovernmental - Local	350,563	398,900	375,000	380,700
	Total Revenues	379,113	452,400	405,300	408,700

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
4705-7915	Landscape - Sidewalk Repairs	0	0	0	0
4705-8060	Sidewalk Improvements	112,929	250,000	250,000	200,000
4705-8070	Street Improvements	265,000	300,000	300,000	140,000
4705-8100	Other Capital Improvements	0	30,000	30,000	15,000
	Total Capital Outlay	377,929	580,000	580,000	355,000
Reimbursements					
4705-8610	Reimbursements - General Fund	75,586	116,000	116,000	71,000
	Total Reimbursements	75,586	116,000	116,000	71,000
	Total Expenditures	453,515	696,000	696,000	426,000

Measure M Local Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money & Property					
475-4401	Interest Earnings	47,175	22,400	46,500	39,000
	Total Use of Money & Property	47,175	22,400	46,500	39,000
Intergovernmental - Local					
475-4707	Transit - Measure M LR	395,860	452,100	425,000	431,400
	Total Intergovernmental - Local	395,860	452,100	425,000	431,400
	Total Revenues	443,035	474,500	471,500	470,400

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
4750-7965	Professional Services	29,247	60,000	60,000	0
4750-8060	Sidewalk Improvements	27,073	262,000	262,000	0
4750-8070	Street Improvements	399,199	365,000	365,000	300,000
4750-8100	Other Capital Improvements	14,600	0	0	100,000
	Total Capital Outlay	470,119	687,000	687,000	400,000
4750-8610	Reimbursements - General Fund	94,024	132,500	132,500	80,000
	Total Capital Outlay	94,024	132,500	132,500	80,000
	Total Expenditures	564,143	819,500	819,500	480,000

Measure W Transit Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money & Property					
490-4401	Interest Earnings	13,546	3,000	14,900	20,000
	Total Use of Money & Property	13,546	3,000	14,900	20,000
Intergovernmental - Local					
490-4709	Transit - Measure W Stormwater	253,566	250,000	250,000	250,000
	Total Intergovernmental - Local	253,566	250,000	250,000	250,000
	Total Revenues	267,112	253,000	264,900	270,000

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
4905-7980	Other Expenses	148,276	181,000	181,000	193,000
4905-8100	Other Capital Improvements	14,348	15,000	15,000	0
	Total Capital Outlay	162,624	196,000	196,000	193,000
4905-8610	Reimbursements - General Fund	0	0	0	0
	Total Capital Outlay	0	0	0	0
	Total Expenditures	162,624	196,000	196,000	193,000

Town Center Debt Service Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 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 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 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	
	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 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 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>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 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	165,750	169,800	169,800	173,900
5215-8350	Interest Expenses	55,087	51,100	51,100	47,000
	Total Debt Service	<u>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>
	Total Expenditures	<u>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>

Inclusionary Housing Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
610-4401	Interest Earnings	19,709	24,300	22,100	20,500
	Total Use of Money and Property	19,709	24,300	22,100	20,500
	Total Revenues	19,709	24,300	22,100	20,500

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Capital Outlay					
6105-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0

Community Improvement Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
620-4401	Interest Earnings	20,592	4,400	13,000	12,000
620-4503	Other Federal Grants	0	800,000	0	1,600,000
620-4611	Grant Program Revenue	0	1,133,000	1,133,000	1,154,000
620-4613	Other State Grants	1,208,426	0	786,200	0
620-5004	Other Revenue	0	0	0	1,458,000
	Total Use of Money and Property	1,229,018	1,937,400	1,932,200	4,224,000
Other Financing Sources					
620-6901	Transfers In - General Fund	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	1,229,018	1,937,400	1,932,200	4,224,000

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 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	0	0	234,000
6210-8100	Other Capital Improvements	0	100,000	0	1,600,000
6220-8100	Other Capital Improvements	1,658,146	365,000	364,900	1,250,000
6225-8100	Other Capital Improvements	0	1,133,000	1,133,000	1,133,000
	Total Capital Outlay	1,658,146	1,598,000	1,497,900	4,217,000
	Total Expenditures	1,658,146	1,598,000	1,497,900	4,217,000

Housing Authority Fund

Revenues

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
680-4401	Interest Earnings	74,604	82,900	82,900	77,000
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	74,604	82,900	82,900	77,000
Other Financing Sources					
680-6904	Transfers In - Affordable Housing	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	74,604	82,900	82,900	77,000

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Administration Services					
6805-7310	Meeting Stipends	3,810	5,100	5,100	5,100
6805-7312	Legal Counsel	2,703	0	0	0
	Total Administration Services	6,513	5,100	5,100	5,100
Services and Supplies					
6805-7965	Professional Services	3,436	115,000	115,000	33,000
6805-7980	Other Expenses	10,647	11,500	11,000	11,500
	Total Services and Supplies	14,083	126,500	126,000	44,500
	Total Expenditures	20,596	131,600	131,100	49,600

Housing Authority Fund, *Continued*

Revenues

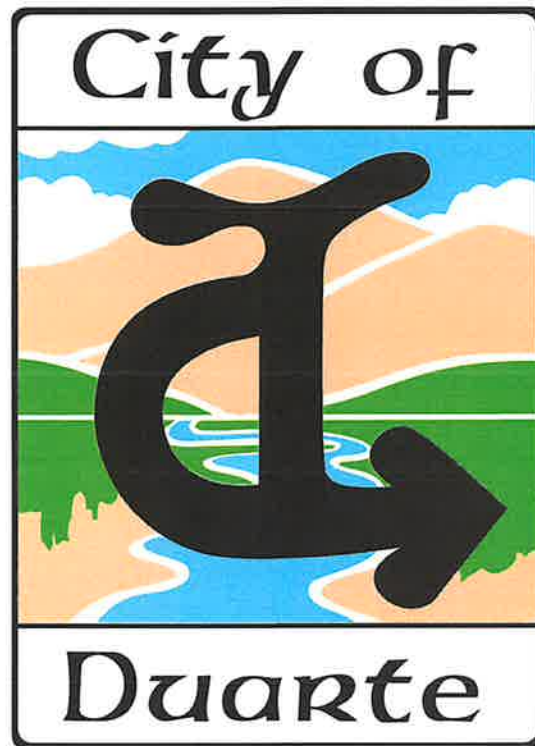
Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 Budget
Use of Money and Property					
681-4401	Interest Earnings	117,954	168,900	132,900	124,000
681-4410	Sale of Land	0	0	0	0
681-5004	Other Revenue	0	0	0	0
681-5007	Gain on Sale of Land	0	0	0	0
681-5011	Silent Second Repayment	0	0	0	0
	Total Use of Money and Property	117,954	168,900	132,900	124,000
Other Financing Sources					
681-6904	Transfers In - Affordable Housing	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	117,954	168,900	132,900	124,000

Expenditures

Account Number	Account Description	FY 2023-24 Actual	FY 2024-25 Amended Budget	FY 2024-25 Estimated Actual	FY 2025-26 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	8,120	10,200	10,200	33,000
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	8,120	10,200	10,200	33,000
	Total Expenditures	8,120	10,200	10,200	33,000

EXHIBIT B

City of Duarte Capital Improvement Program (CIP)



FY 2025-26 to 2029-30

**Capital Improvement Program (CIP)
FY 2025-26 to FY 2029-30**

Project Name	2025-26	2026-27	2027-28	2028-29	2029-30	Total
Streets and Roads						
Annual Street Rehabilitation Project (incl PS&E)	1,000,000	600,000	600,000	0	600,000	2,800,000
Annual Concrete Repair Project	150,000	200,000	200,000	200,000	200,000	950,000
Annual Striping Project	90,000	90,000	75,000	75,000	100,000	430,000
Safe Routes to School Improvements	15,000	30,000	30,000	30,000	30,000	135,000
Annual CDBG ADA Ramp Project	155,000	200,000	200,000	200,000	100,000	855,000
Annual Street Maintenance Project	210,000	210,000	210,000	210,000	210,000	1,050,000
Sidewalk Maintenance Project (Saw-cutting uplifts)	50,000	25,000	50,000	50,000	0	175,000
Huntington Drive PS&E And Traffic Study (carryover)	115,000	0	0	0	0	115,000
Mea M Multi-Year Sbrgl Plan - Highland Promenade (carryover)	1,341,000	0	0	0	0	1,341,000
Huntington Drive Median Improvements (carryover)	540,000	0	0	0	0	540,000
Huntington Drive Underground Utilities Project	1,250,000	0	0	0	0	1,250,000
Kelwill & Buena Vista Traffic Signal Installation	175,000	0	0	0	0	175,000
Huntington Dr @ Las Lomas Traffic Signal Improvements PSE	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
Huntington Dr @ Las Lomas Traffic Signal Improvements	0	400,000	0	0	0	400,000
Buena Vista/Central/Evergreen Traffic Signal Impr	0	600,000	0	0	0	600,000
Pavement Management Plan Update	0	30,000	0	0	30,000	60,000
Duarte Road Street Rehabilitation Project	0	0	0	400,000	300,000	700,000
Central Ave Street Rehabilitation Project (incl PS&E)	0	0	0	700,000	0	700,000
Royal Oaks Street Rehabilitation Project	0	0	0	0	600,000	600,000
Subtotal - Streets and Roads	5,121,000	5,385,000	4,365,000	3,865,000	2,170,000	20,906,000
NPDES						
CIMP Costs	56,300	62,000	68,200	75,000	82,500	344,000
WMP Costs	4,000	7,100	7,600	8,200	58,600	85,500
Annual NPDES Programs, Permits and Misc. Projects	122,000	134,200	147,600	162,400	178,600	744,800
Subtotal - NPDES	182,300	203,300	223,400	245,600	319,700	1,174,300
Municipal Buildings, Grounds, Parks & Trails						
Watson Recreation Trail Improvements (carryover)	1,600,000	0	0	0	0	1,600,000
Pops Rd Parking Lot Construction (carryover)	150,000	0	0	0	0	150,000
City Yard Electrical Upgrades (carryover)	150,000	0	0	0	0	150,000
City Hall Building Façade Improvements (carryover)	371,000	0	0	0	0	371,000
Duarte Park - Phase 1 - Teen Center Outdoor Boxing Addition (carryover)	60,400	0	0	0	0	60,400
Public Safety Restroom Renovation (carryover)	60,000	0	0	0	0	60,000
Public Art - utility box phase 2	30,000	0	0	0	0	30,000
Wood Chipper	65,000	0	0	0	0	65,000
Teen Center Roof and Rain Gutter Replacement	300,000	0	0	0	0	300,000
Duarte Sports Park Resurface Futsal/Pickleball Courts	45,000	0	0	0	0	45,000
Royal Oaks Park Building Floor Replacement	35,000	0	0	0	0	35,000

Community Center ADA Doors	34,000	0	0	0	0	0	34,000
Teen Center Boxing Gym Ring Replacement	7,000	0	0	0	0	0	7,000
Park Parking Lot Resurfacing Project	0	100,000	100,000	0	0	0	200,000
Community Center Façade Improvements	0	1,250,000	0	0	0	0	1,250,000
Duarte Park - Playground, Restrooms, Basketball & Dog Park	0	3,550,000	0	0	0	0	3,550,000
City Yard Modular Office Trailer	0	400,000	0	0	0	0	400,000
Encanto Park Building Roof Replacement	0	40,000	0	0	0	0	40,000
Duarte Historical Museum Interior Patching and Painting	0	8,000	0	0	0	0	8,000
Hacienda Park Playground Equipment Replacement	0	0	500,000	0	0	0	500,000
Royal Oaks Park Restroom ADA Upgrades	0	0	75,000	0	0	0	75,000
Duarte Historical Museum Air Duct Replacement	0	0	6,000	0	0	0	6,000
Royal Oaks Park Playground & Surface Replacement	0	0	0	750,000	0	0	750,000
Fitness Center Façade Improvements	0	0	0	863,000	0	0	863,000
Tzeitel Paras Caracci Park Gazebo Replacement	0	0	0	85,000	0	0	85,000
Encanto Park Basketball/Tennis Court Resurfacing	0	0	0	50,000	0	0	50,000
Senior Center Façade Improvements	0	0	0	0	1,700,000	0	1,700,000
Subtotal - Muni Bldgs, Grnds, Prks & Trails	2,907,400	5,348,000	681,000	1,748,000	1,700,000	12,384,400	
Future Projects (i.e., Unfunded & Unscheduled)							
Streets and Roads							
Duarte Park - Parking Lot	0	0	0	0	0	0	800,000
Duarte Park - New Recreation Building	0	0	0	0	0	0	4,200,000
Mountain Ave. Street Rehabilitation Project	0	0	0	0	0	0	700,000
Huntington Drive Traffic Signal Improvements	0	0	0	0	0	0	1,500,000
Huntington Drive Underground Utilities future phases	0	0	0	0	0	0	8,000,000
Town Center Sidewalk and Ped Lighting Improvements (Phase 1)	0	0	0	0	0	0	220,000
Town Center Sidewalk and Ped Lighting Improvements (Future Phases)	0	0	0	0	0	0	5,000,000
Traffic Mitigations for SRTS	0	0	0	0	0	0	3,000,000
Central Ave Traffic Calming	0	0	0	0	0	0	200,000
NPDES							
Future Regional NPDES Projects	0	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	0	4,850,000
City Hall Interior ADA Improvements	0	0	0	0	0	0	600,000
Duarte Historical Museum HVAC System Replacement	0	0	0	0	0	0	50,000
Fish Canyon Falls Trail Restoration	0	0	0	0	0	0	1,400,000
Citywide Fiber Installation	0	0	0	0	0	0	6,800,000
Buena Vista Banner Poles	0	0	0	0	0	0	250,000
Beardslee Park Playground & Surface Replacement	0	0	0	0	0	0	600,000
Subtotal - Future Projects (i.e., Unfunded & Unscheduled)	0	0	0	0	0	36,983,300	
Total-All Projects							
Funded Projects	8,210,700	10,936,300	5,269,400	5,858,600	4,189,700		34,464,700
Future Projects	0	0	0	0	0	0	36,983,300

CITY OF Duarte
CIP PROJECT FUNDING SOURCES
FY 2025-26

	2025-26 Budget	Funding Sources (Fund Number & Name)											Total Sources
		(100)	(220)	(225)	(260)	(300)	(470)	(475)	(490)	(620)			
Streets and Roads													
Annual Street Rehabilitation Project (incl PS&E)	1,000,000	0	0	700,000	0	0	0	300,000	0	0	0	1,000,000	
Annual Concrete Repair Project	150,000	0	0	0	0	0	150,000	0	0	0	0	150,000	
Annual Striping Project	90,000	0	90,000	0	0	0	0	0	0	0	0	90,000	
Safe Routes to School Improvements	15,000	0	0	0	0	0	15,000	0	0	0	0	15,000	
Annual CDBG ADA Ramp Project	155,000	0	0	0	140,000	15,000	0	0	0	0	0	155,000	
Annual Street Maintenance Project	210,000	0	70,000	0	0	0	140,000	0	0	0	0	210,000	
Sidewalk Maintenance Project (Saw-cutting uplifts)	50,000	0	0	0	0	0	50,000	0	0	0	0	50,000	
Huntington Drive PS&E And Traffic Study (carryover)	115,000	0	115,000	0	0	0	0	0	0	0	0	115,000	
Mea M Sbrgl Plan - Highland Promenade (carryover)	1,341,000	0	0	0	0	0	0	0	0	0	1,341,000	1,341,000	
Huntington Drive Median Improvements (carryover)	540,000	540,000	0	0	0	0	0	0	0	0	0	540,000	
Huntington Drive Underground Utilities Project	1,250,000	0	0	0	0	0	0	0	0	1,250,000	0	1,250,000	
Kelwill & Buena Vista Traffic Signal Installation	175,000	0	75,000	0	0	0	0	100,000	0	0	0	175,000	
Huntington Dr @ Las Lomas Traffic Signal Impr PSE	30,000	0	30,000	0	0	0	0	0	0	0	0	30,000	
NPDES		540,000	380,000	700,000	140,000	15,000	355,000	400,000	0	2,591,000	0	5,121,000	
CIMP Costs		0	0	0	0	0	0	0	56,300	0	0	56,300	
WMP Costs		0	0	0	0	0	0	0	4,000	0	0	4,000	
Annual NPDES Programs, Permits and Misc. Projects		0	0	0	0	0	0	0	122,000	0	0	122,000	
Subtotal - Streets and Roads		540,000	380,000	700,000	140,000	15,000	355,000	400,000	0	2,591,000	0	5,121,000	
NPDES													
CIMP Costs		0	0	0	0	0	0	0	56,300	0	0	56,300	
WMP Costs		0	0	0	0	0	0	0	4,000	0	0	4,000	
Annual NPDES Programs, Permits and Misc. Projects		0	0	0	0	0	0	0	122,000	0	0	122,000	
Subtotal - Streets and Roads		540,000	380,000	700,000	140,000	15,000	355,000	400,000	0	2,591,000	0	5,121,000	
Muni Bldgs, Grnds, Prks & Trails													
Donald & Bernice Watson Rec Trail Impr (carryover)	1,600,000	0	0	0	0	0	0	0	0	1,600,000	0	1,600,000	
Pops Rd Parking Lot Construction (carryover)	150,000	150,000	0	0	0	0	0	0	0	0	0	150,000	
City Yard Electrical Upgrades (carryover)	150,000	150,000	0	0	0	0	0	0	0	0	0	150,000	
City Hall Building Façade Improvements (carryover)	371,000	371,000	0	0	0	0	0	0	0	0	0	371,000	
Duarte Park-Phase 1-Teen Ctr Outdoor Boxing Addition (carryover)	60,000	0	0	0	0	0	0	0	0	60,000	0	60,000	
Duarte Park-Phase 2-PSE for playgrnd/restrooms/bsktbl/dogpark	60,000	0	0	0	0	0	0	0	0	0	0	0	
Public Safety Restroom Renovation (carryover)	60,000	60,000	0	0	0	0	0	0	0	0	0	60,000	
Public Art - utility box phase 2	30,000	30,000	0	0	0	0	0	0	0	0	0	30,000	
Wood Chipper	65,000	65,000	0	0	0	0	0	0	0	0	0	65,000	
Teen Center Roof and Rain Gutter Replacement	300,000	254,000	0	0	0	0	0	0	0	46,000	0	300,000	
Duarte Sports Park Resurface Futsal/Pickleball Courts	45,000	45,000	0	0	0	0	0	0	0	0	0	45,000	
Royal Oaks Park Building Floor Replacement	35,000	35,000	0	0	0	0	0	0	0	0	0	35,000	
Community Center ADA Doors	34,000	34,000	0	0	0	0	0	0	0	0	0	34,000	
Teen Center Boxing Gym Ring Replacement	7,000	7,000	0	0	0	0	0	0	0	0	0	7,000	
Subtotal - Muni Bldgs, Grnds, Prks & Trails		1,201,000	0	0	0	0	0	0	0	1,706,000	0	2,907,000	
8,270,300		1,741,000	380,000	700,000	140,000	15,000	355,000	400,000	182,300	4,297,000	182,300	8,210,300	

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Annual Street Rehabilitation Project	Project Costs:	\$1,000,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	SB1(RMRA) & Measure M
Project Description:			
This project includes repaving a number of local streets based on analysis of the Pavement Management Plan and the Five Year Paving Plan. Best candidate streets for this project are those rated between bad to fair ratings from the Pavement Management Plan.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Annual Concrete Repair Project	Project Costs:	\$150,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Measure R
Project Description:			
Part of the Sidewalk Repair Program which includes removal and reconstruction of broken and off-grade sidewalk as well as other damaged related concrete infrastructure like curb and gutters, driveway approaches, and ADA ramps.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Annual Striping Project	Project Costs:	\$90,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description:			
This project includes the refreshing of street markings and striping for maintenance purposes. This project increases the safety of drivers and pedestrians in the City streets.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Safe Routes to School Improvements	Project Costs:	\$15,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Measure R
Project Description:			
This project will include improvements proposed by the Safe Routes to School Plan. Project may include pavement markings and striping, traffic studies, signage installation or replacement, or infrastructure upgrades such as ADA ramps or traffic signal improvements.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Annual CDBG ADA Ramp Project	Project Costs:	\$155,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	CDBG & TDA Bike Ped
Project Description:			
This annual project focuses on upgrading, installing or repairs of ADA Ramps citywide.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Annual Street Maintenance Project	Project Costs:	\$210,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Measure R & Gas Tax
Project Description:			
This project includes maintenance of slurry sealing and localized asphalt repairs of a number of local streets based on analysis of the Pavement Management Plan as a method to extend the life of streets in fair to good conditions.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Sidewalk Maintenance Project	Project Costs:	\$50,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Measure R
Project Description:			
Part of the Sidewalk Repair Program. This includes the sawcutting of uplifts identified by the Sidewalk Assessment as Low to Medium Risk level. This will eliminate trip hazards and extend the life of sidewalk that may otherwise need replacing.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Huntington Drive St Rehab PS&E/Traffic Study	Project Costs:	\$115,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description:			
Professional services for PS&E for the rehabilitation of the pavement on Huntington Dr. from City limit to City limit.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Measure M - Highland Promenade	Project Costs:	\$1,341,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Measure M Grant and Local Dev Funds
Project Description:			
Sidewalk widening and bike lane improvements along the west side of Highland Ave. between Evergreen St. and Duarte Rd.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Huntington Dr Median Impr (carryover)	Project Costs:	\$540,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	General Fund (Special Projects)
Project Description:			
This project includes the upgrade of landscape and hardscape in the medians along Huntington Drive.			
Project Category:	Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Huntington Drive Underground Utilities	Project Costs:	\$1,250,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Rule 20 Funds
Project Description:			
Undergrounding utilities on Huntington Dr. between Buena Vista Street and Mountain Avenue.			
Project Category:	Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Kelwill & Buena Vista Traffic Signal	Project Costs:	\$525,000 (\$175,000 is City share)
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Gas Tax, Meas M & Crestfield & DUSD funds
Project Description:			
The intersection of Kelwill & Buena Vista has been studied and determined to warrant a new traffic signal due to the school crossing. This project was also identified to be one of the improvements proposed in the adopted Safe Routes to School Plan.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Hunt Dr @ Las Lomas Rd Traffic Signal Imp PSE	Project Costs:	\$30,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description:			
Professional services for Plans, Specifications and Cost Estimates (PS&E) for bid and construction documents for traffic signal improvements at Huntington Dr. and Las Lomas Rd.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Huntington Drive Street Rehabilitation	Project Costs:	\$8,000,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Community Development	Subsequent Year:	2027/28 & 2028/29
Project Manager:	PW Staff	Source of Funds:	Meas R, Meas M, SB1, Gas Tax, Prop A & C
Project Description:			
Construction for the rehabilitation of the pavement on Huntington Dr. from City limit to City limit.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Huntington Dr. @ Las Lomas TS Imp.	Project Costs:	\$400,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Gas Tax
Project Description:	Traffic signal upgrades for the intersection of Huntington Drive and Las Lomas.		
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Buena Vista/Central/Evergreen Traffic Signal	Project Costs:	\$600,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Gas Tax & Cal Trans funds
Project Description:			
This multi-way intersection has dated traffic signals and will need upgrades that may require realignment of the street to be more efficient for the uses as it is situated near schools, I-210 on and off-ramps and it's proximity to COH and other frequently visited locations. Preliminary design began in FY23/24 and may be ready for construction FY 2026/27			
Funding Priority Level:		Streets & Roads 2	

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Pavement Management Plan Update	Project Costs:	\$30,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Community Development	Subsequent Year:	2029/30
Project Manager:	PW Staff	Source of Funds:	Measure M
Project Description:			
The City updates the Pavement Management Plan every three years as part of the requirements set by the Local Return Program funds.			
Project Category:	Streets & Roads		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Duarte Road Street Rehabilitation Project	Project Costs:	\$700,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Community Development	Subsequent Year:	2029/30
Project Manager:	PW Staff	Source of Funds:	Meas R, Meas M, SB1, Gas Tax, Prop A & C
Project Description:			
This project would resurface the pavement along the Duarte Road corridor within city limits. Project may also include any concrete repairs and signage improvements.			
Project Category:	Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Central Ave St Rehab Project (incl PS&E)	Project Costs:	\$700,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Meas R, Meas M, SB1, Gas Tax, Prop A & C
Project Description:			
Reconstruction or resurfacing of pavement on Central Ave.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Royal Oaks Street Rehabilitation Project	Project Costs:	\$600,000
Project No:		Fiscal Year:	2029/30
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Meas R, Meas M, SB1, Gas Tax, Prop A & C
Project Description:			
This project would resurface the pavement along the Mountain Ave. corridor within city limits. Project includes striping updates and may also include any concrete repairs and signage improvements.			
Project Category:	Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	CIMP	Project Costs:	\$56,300
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Measure W
Project Description:			
Annual contributions to maintain the Coordinated Integrated Monitoring Program and JPA contributions that are not project specific such as administrative management costs and insurance fees.			
Project Category:	NPDES		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	WMP	Project Costs:	\$4,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	2026/27
Project Manager:	PW Staff	Source of Funds:	Measure W
Project Description:			
Annual plan funded by Measure W.			
Project Category:	NPDES		
Funding Priority Level:	1		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Annual NPDES Programs, Permits & Misc Proj			Project Costs:	\$122,000
Project No:				Fiscal Year:	2025/26
Lead Department:	Community Development			Subsequent Year:	2026/27
Project Manager:	PW Staff			Source of Funds:	Measure W
Project Description:					
Annual projects and programs such as catch basin cleaning and miscellaneous small projects that qualify to be funded by Measure W.					
Project Category:	NPDES				
Funding Priority Level:	1				

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Watson Recreation Trail Improvements	Project Costs:	\$1,600,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Federal Funds
Project Description:			
This project consists of the resurfacing of the existing Donald & Bernice Watson Recreation Trail. Project will improve accessibility and safety in the trail. Project also includes new signage, drainage improvements and landscaping improvements.			
Project Category:	Municipal Buildings, Grounds, Parks & Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Pops Rd Parking Lot Construction	Project Costs:	\$150,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	General Fund
Project Description:			
Design and construction of parking lot at the corner of Pops Rd and Huntington Dr.			
Project Category:	Municipal Buildings, Grounds, Parks & Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	City Yard Electrical Upgrades (carryover)	Project Costs:	\$150,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Upgrade City Yard electrical service w/ 4000A commercial panel, stub conduit to utility pole, EV chargers, and internet/communications.			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	City Hall Façade Improvements (carryover)	Project Costs:	\$371,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace City Hall building exterior façade		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Duarte Pk Ph 1: Outdoor Boxing (carryover)	Project Costs:	\$60,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	Measure A
Project Description:	Outdoor boxing gym expansion to the Teen Ctr - concrete paving, patio wall, shade sail and equip to furnish space.		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Public Safety Office Restroom Renovation	Project Costs:	\$60,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Public Safety	Subsequent Year:	
Project Manager:	Larry Breceda	Source of Funds:	General Fund
Project Description:	Renovation of Public Safety Office Restrooms		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Public Art Utility Box phase 2	Project Costs:	\$30,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	Planning Staff	Source of Funds:	General Fund
Project Description:			
Phase 2 of the Utility Box Art Program to include 8 utility boxes along Huntington Drive. This is based upon completing all city-owned traffic control and meter pedestal boxes along Huntington Drive for the upcoming 100th anniversary for Route 66.			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Wood Chipper	Project Costs:	\$65,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	General Fund
Project Description:			
The City currently owns a woodchipper that is in disrepair; frequent repair costs have become overbearing and based on a cost analysis, staff has determined it will be more cost effective and efficient to purchase a new one.			
Project Category:	Equipment		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Teen Center Roof / Rain Gutter Replacement	Project Costs:	\$300,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	GF/Prop 68 per capita
Project Description:			
Replace facility's roofing system and rain gutters			
Project Category:		Municipal Buildings, Grounds, Parks, and Trails	
Funding Priority Level:		2	

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	DSP Resurface Futsal/Pickleball Courts	Project Costs:	\$45,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Resurface the Futsal and Pickleball courts at Duarte Sports Park		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Royal Oaks Park Building Floor Replacement	Project Costs:	\$35,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Linoleum Flooring With New Vinyl Floor		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Community Center ADA Doors	Project Costs:	\$34,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace main entry doors of the Community Center building with ADA compliant automatic sliding doors		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Teen Center Boxing Gym Ring Replacement	Project Costs:	\$7,000
Project No:		Fiscal Year:	2025/26
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund (Walmart grant)
Project Description:	Replace Boxing Gym Ring		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Park Parking Lot Resurfacing Project	Project Costs:	\$200,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Community Development	Subsequent Year:	2027/28
Project Manager:	PW Staff	Source of Funds:	General Fund
Project Description:			
Maintenance program to resurface park parking lots citywide.			
Project Category:	Municipal Buildings, Grounds, Parks & Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Community Center Façade Improvements	Project Costs:	\$1,250,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Replace Community Center building exterior façade			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2029/30

Project Title:	Duarte Park-Playgrd, Restrm, Bsktbl & Dog Pk	Project Costs:	\$3,550,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks & Recreation	Subsequent Year:	
Project Manager:	Manuel Enriquez	Source of Funds:	General Fund (Special Projects) & Measure A
Project Description:			
Park improvements identified from Duarte Park Revitalization Project (including dog park, playground, surfacing, picnic gazebo, and basketball court).			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	City Yard Modular Office Trailer	Project Costs:	\$400,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	General Fund
Project Description:			
Replace the modular office trailer that houses Field Services and Transit Division staff. Note that City Yard electrical upgrade must be completed first.			
Project Category:	Municipal Buildings, Grounds, Parks & Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Encanto Park Building Roof Replacement	Project Costs:	\$40,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Recreation Building Roof		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Duarte Historical Museum Interior Painting	Project Costs:	\$8,000
Project No:		Fiscal Year:	2026/27
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Patch and Paint Interior of Building		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Hacienda Park Playgrd Equip Replacement	Project Costs:	\$500,000
Project No:		Fiscal Year:	2027/28
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace playground equipment and surfacing		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Royal Oaks Park Restroom ADA Upgrades	Project Costs:	\$75,000
Project No:		Fiscal Year:	2027/28
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Upgrade Restrooms to Comply With ADA Standards		
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Duarte Historical Museum Air Duct Replace	Project Costs:	\$6,000
Project No:		Fiscal Year:	2027/28
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Replace HVAC Air Ducts			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Royal Oaks Park Playground Replacement	Project Costs:	\$750,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Replace Playground Equipment/Structure/Surface			
Project Category:			
Municipal Buildings, Grounds, Parks, and Trails			
Funding Priority Level:			
2			

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Fitness Center Facade Improvements	Project Costs:	\$863,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Replace Fitness Center building exterior façade			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Tzietel Paras Carracci Park Gazebo Replace	Project Costs:	\$85,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Replace gazebo structure			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Encanto Pk Basketball/Tennis Ct Resurface	Project Costs:	\$50,000
Project No:		Fiscal Year:	2028/29
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Resurface Tennis and Basketball Courts			
Project Category:	Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Senior Center Facade Improvements	Project Costs:	\$1,700,000
Project No:		Fiscal Year:	2029/30
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Replace Senior Center building exterior façade			
Project Category:			
Municipal Buildings, Grounds, Parks, and Trails			
Funding Priority Level:			
2			

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2029/30

Project Title:	Duarte Park - Parking Lot	Project Costs:	\$800,000
Project No:		Fiscal Year:	
Lead Department:	Parks & Recreation	Subsequent Year:	
Project Manager:	Manuel Enriquez	Source of Funds:	
Project Description:			
Park improvements identified from Duarte Park Revitalization Project (including a new parking lot).			
Project Category:	Future Project - Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	4		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2024/25 TO 2029/30

Project Title:	Duarte Park - New Recreation Building	Project Costs:	\$4,200,000
Project No:		Fiscal Year:	
Lead Department:	Parks & Recreation	Subsequent Year:	
Project Manager:	Manuel Enriquez	Source of Funds:	
Project Description:	Park improvements identified from Duarte Park Revitalization Project (including a new recreation building)		
Project Category:	Future Project - Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	4		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Mountain Ave Street Rehabilitation Project	Project Costs:	\$700,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
This project would resurface the pavement along the Mountain Ave. corridor within City limits. Project includes striping updates and may also include any concrete repairs and signage improvements.			
Project Category:	Future Projects-Streets and Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Huntington Drive Traffic Signal Improvements	Project Costs:	\$1,500,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
The City owns and maintains 9 signalized intersections along Huntington Dr. At least 8 of these intersections will need some type of improvements, upgrades or modifications.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Huntington Dr. Underground Utilities Future Phases	Project Costs:	\$8,000,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
This project would include undergrounding overhead utilities and eliminating poles in sections of Huntington Dr. where infrastructure is still overhead.			
Project Category:	Future Projects-Streets and Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Towncenter Sidewalk/Ped Light Imp (Phase 1)		Project Costs:	\$220,000
Project No:			Fiscal Year:	
Lead Department:	Community Development		Subsequent Year:	
Project Manager:	PW Staff		Source of Funds:	General Fund (Special Dev Proj Funds)
Project Description:	Improvements related to the Towncenter on Huntington and Buena Vista.			
Project Category:	Future Project - Streets & Roads			
Funding Priority Level:	3			

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Townctr Sidewalk/Ped Light Future Phases	Project Costs:	\$5,000,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
This project includes improvements along Huntington Drive within the general Huntington Dr. and Buena Vista St. area. Improvements include sidewalk, street lighting, bulb-outs, etc.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Traffic Mitigations for Safe Routes to School			Project Costs:	\$3,000,000
Project No:				Fiscal Year:	
Lead Department:	Community Development			Subsequent Year:	
Project Manager:	PW Staff			Source of Funds:	
Project Description:					
This is a placeholder for projects specified in the Safe Routes to School Plan and related improvements.					
Project Category:	Future Projects - Streets & Roads				
Funding Priority Level:	3				

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Central Avenue Traffic Calming	Project Costs:	\$200,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	
Project Description:			
This project will include traffic studies and implementation of recommended infrastructure to achieve traffic calming and increase safety along Central Avenue east of Highland Ave.			
Project Category:	Future Projects - Streets & Roads		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Future Regional Projects Program	Project Costs:	\$4,513,300
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW Staff	Source of Funds:	Measure W
Project Description:			
Regional projects that are part of the WMP & ReWMP. These projects will be lead by the JPA and will require Duarte's contribution as the City gets credit for them.			
Project Category:	Future Projects - NPDES		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Fitness Ctr Pool Deck/Locker Rm Reno	Project Costs:	\$4,850,000
Project No:		Fiscal Year:	
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Renovation of decking, pools, water chemistry/chemicals equip, locker rooms and ADA code deficiencies.			
Project Category:	Future Project - Municipal Buildings, Grounds, Parks and Trails		
Funding Priority Level:	2		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	City Hall Interior ADA Improvements	Project Costs:	\$600,000
Project No:		Fiscal Year:	
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	
Project Description:			
Update City Hall with all ADA improvements			
Project Category:	Future - Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Duarte Historical Museum HVAC Replace	Project Costs:	\$50,000
Project No:		Fiscal Year:	
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:			
Replace HVAC Units			
Project Category:	Future Project - Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Fish Cyn Falls Trail Restoration	Project Costs:	\$1,400,000
Project No:		Fiscal Year:	
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	
Project Description:	Complete construction permitting, and repair trail, trail head, and parking lot amenities.		
Project Category:	Future Project - Municipal Buildings, Grounds, Parks and Trails		
Funding Priority Level:	3		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Citywide Fiber Installation	Project Costs:	\$6,800,000
Project No:		Fiscal Year:	
Lead Department:	City Manager's Office	Subsequent Year:	
Project Manager:	Andres Rangel	Source of Funds:	
Project Description:			
Installation of Citywide Fiber			
Project Category:	Future Project - Streets and Roads		
Funding Priority Level:	4		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Buena Vista Banner Poles	Project Costs:	\$250,000
Project No:		Fiscal Year:	
Lead Department:	Community Development	Subsequent Year:	
Project Manager:	PW staff	Source of Funds:	
Project Description:			
Design and install new structure for hanging banners across Buena Vista			
Project Category:	Future Project - Streets and Roads		
Funding Priority Level:	4		

FIVE YEAR CAPITAL IMPROVEMENT PLAN

FISCAL YEARS 2025/26 TO 2029/30

Project Title:	Beardslee Park Playground Replacement	Project Costs:	\$600,000
Project No:		Fiscal Year:	
Lead Department:	Parks and Recreation	Subsequent Year:	
Project Manager:	Jeff Risley	Source of Funds:	General Fund
Project Description:	Replace Playground Equipment/Structure/Surface		
Project Category:	Future Project - Municipal Buildings, Grounds, Parks, and Trails		
Funding Priority Level:	2		



AGENDA REPORT

MEETING DATE: June 24, 2025

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Andres Rangel, Assistant to the City Manager

SUBJECT: Approval of the FY 2025-26 Duarte Chamber of Commerce Services Agreement

RECOMMENDATION: Staff recommends that the City Council approve the FY 2025-26 Services Agreement in the amount of \$73,600 with the Duarte Chamber of Commerce through June 30, 2026

FISCAL IMPACT: The Services Agreement is in the amount of \$73,600. The appropriation of funds to account #1020-7710 is included in the FY 2025-26 budget.

BACKGROUND

For over four decades, the City has authorized the City Manager to enter into an agreement with the Duarte Chamber of Commerce for general services and business community support.

Leading up to this FY 25-26 agreement, the City and Chamber of Commerce have worked extensively to craft an agreement that identifies a scope of work and clear performance metrics both entities can agree to accomplish for the upcoming and future fiscal years.

DISCUSSION/ANALYSIS

Throughout FY 24-25, City Staff and the Chamber of Commerce have worked to refine a scope of work that best serves local businesses at a rate that is comparable with neighboring City contributions to Chambers. This includes an assessment with a consultant to identify short and long term Chamber goals, workshops with the City Council and Chamber, and discussions between City staff and Chamber staff.

These discussions have resulted in a scope of work that both entities believe are achievable and tailored to serve the needs of businesses such as the following, among other tasks:

- Implement a business marketing initiative to promote Duarte businesses through social media engagements, advertising campaigns, ribbon cutting events, and collaborative partnerships with local organizations.
- Measure the pulse of the business community. Regularly reach out to City businesses to understand concerns and areas of need, and formally communicate this to staff on a routine basis.
- Host and/or coordinate workshops and trainings relevant to Duarte local businesses throughout the year.
- Work with regional partners to bring resources and training opportunities to local businesses.

Additionally, the Chamber and City have identified key outcomes to measure for FY 25-26. Outcomes include the following:

- Establish a membership number target (10% increase for FY 25-26)
- Number of interactions and types of inquiries with businesses
- Number of Chamber members reserving available rooms and office space
- Number and types of businesses promoted, and type(s) of promotion provided
- Number and types of workshops/trainings hosted
- Number of events hosted and business turnout

To ensure outcomes are on track to being met, the Chamber will share monthly reports to staff that highlight the following:

- A monthly progress report of identified key outcomes
- Income and expense report

The Chamber will also present an annual report to the Council informing what key outcomes were met or have made progress during the fiscal year.

If approved, the Chamber will receive two installments of \$36,800 at the beginning and second half of the fiscal year.

RECOMMENDATION

Staff recommends that the City Council approve the FY 2025-26 Services Agreement in the amount of \$73,600 with the Duarte Chamber of Commerce through June 30, 2026.

FISCAL IMPACT

The Services Agreement is in the amount of \$73,600. The appropriation of funds to account #1020-7710 is included in the FY 2025-26 budget.

ATTACHMENTS

- A. Chamber of Commerce Services Agreement

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

SERVICES AGREEMENT

BY AND BETWEEN

THE CITY OF DUARTE AND THE DUARTE CHAMBER OF COMMERCE

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“**Agreement**”) is made and effective as of July 1, 2025 (“**Effective Date**”), by and between the City of Duarte (“**City**”), and the Duarte Chamber of Commerce, a California corporation (hereinafter referred to as “**Chamber**”):

RECITALS

WHEREAS, the City and Chamber desire to work collaboratively in the support and promotion of the Duarte business community; and

WHEREAS, the City and Chamber agree that only by working collaboratively can they serve the needs of the business community, create an environment where business can succeed and prosper, and enable all members of the community to benefit from the results.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing Recitals, which are incorporated herein and made a part hereof, and of the mutual promises and covenants hereinafter contains, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

SECTION 1. AGREEMENT TERM; COMPENSATION. This Agreement shall be effective for the period **July 1, 2025, through June 30, 2026** (“**Agreement Term**”). The City shall pay the Chamber the sum of **Seventy Three Thousand Six Hundred Dollars (\$73,600)** (“**Compensation**”), which shall be paid in two installments by June 30, 2026.

The Chamber shall place the Compensation set forth in Section 1 in a separate account from other Chamber revenues. This Compensation shall not utilize to pay for the cost of fabricating, producing, printing, mailing, or distributing any tangible items including Chamber publications, including, but not limited to, newspapers such as and including the Duarte View, newsletters, flyers, or any DVDs, CDs, or videotapes which would constitute a “mass mailing” under Government Code Section 18901 of the Regulations of the Fair Political Practices Commission of the State of California (2 C.C.R. § 18901).

SECTION 2. CHAMBER’S ROLE AND PURPOSE

The following additional terms are hereby agreed by Chamber and City:

- A. That the Chamber is a non-profit business organization.

- B. That the Chamber is the voice and the advocate for its members and, as such, is charged with the responsibility of keeping its members informed and updated on issues that affect the business community.
- C. That it is appropriate for the Chamber to speak on behalf of its members and advocate for the interests, desires, and concerns of its members.
- D. That the Chamber will provide its members with a forum for the discussion of issues affecting the business community.
- E. As an organization representing the business community, the Chamber is bound to bring to the attention of the City its organizational positions on issues of importance to its members.
- F. That through discussion, led by a mutual desire to work harmoniously together, the City and the Chamber will endeavor to seek avenues for consensus and solutions to problems that negatively impact the local business community.
- G. That despite the best efforts on the parts of the City and the Chamber, there will be times when the City and the Chamber may take adverse positions. The parties agree when the City and Chamber disagree on issues to do so with respect for differing opinions and positions.
- H. The Chamber shall not endorse City Council candidates for election.

SECTION 3. SCOPE OF SERVICES.

The Chamber agrees to provide the following services listed in Exhibit A, which is incorporated herein. The Duarte City Manager shall have the authority to waive any program or services as they deem appropriate.

SECTION 4. TERMINATION.

This Agreement shall automatically expire upon conclusion of the Agreement Term. This Agreement may be earlier terminated by either party giving the other written notice of the desire to terminate the Agreement sixty (60) days prior to the intended date of termination; provided, however, that if the termination is due to a material breach by a party of the terms of this Agreement, and such breach remains uncured for a period of thirty (30) days after written notice is given to the party in breach, then the sixty (60) day period shall not apply and the termination may, at the discretion of the non-breaching party, be effective immediately upon delivery of written notice of termination to the breaching party following the described thirty (30) day cure period. In the event of termination, the Chamber shall be entitled to a pro-rata share of the unpaid and due Compensation earned to the earlier of (i) the date of termination or (ii) the date of uncured breach. Subject to the foregoing, the rights, duties, and responsibilities of both the City and the Chamber under this Agreement shall continue until the date of termination.

SECTION 5. CALIFORNIA LAW.

This Agreement shall be governed by the internal laws of the State of California without regard to principles of conflicts of law. The Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the parties hereto concerning this Agreement.

SECTION 6. LITIGATION MATTERS; ATTORNEYS' FEES.

In addition to any other rights or remedies, either party may take legal action in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall Chamber 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 all reasonable costs incurred, including staff time, court costs, attorneys' fees, expert witness fees, and other related expenses.

Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Chamber shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

SECTION 7. MANAGEMENT.

The City's City Manager and Chamber's President/CEO shall represent City and Chamber, respectively, in all matters pursuant to the administration of this agreement. The Chamber's communications with the City shall be routed through the City Manager and authorized City staff.

SECTION 8. RECORDS.

Chamber shall provide the City with (i) a copy of its monthly financial report, which shall include at a minimum a balance sheet and an income/expenses statement, and (ii) a quarterly activity report.

SECTION 9. INDEMNITY.

Chamber shall indemnify, defend, and hold harmless the City from and against all damages and liability caused by the negligent actions or willful misconduct of the Chamber, or its officer, officials, employees, agents, or representatives acting in an official capacity with legal counsel approved by the City, and such approval shall not be unreasonably withheld. Chamber shall not be responsible for any damages or liability to the extent caused by the negligence or willful misconduct of the City, or any of its officers, officials, employees, agents, or representatives acting in an official capacity.

SECTION 10. INSURANCE.

Without limiting Chamber's indemnification obligations as set forth in this Agreement, the Chamber shall procure and maintain, at its sole cost and expense, during the entire term of this Agreement including any extension thereof, the following policies of insurance: (a) Commercial

General Liability insurance written on a per occurrence basis in an amount not less than \$1,000,000 per occurrence; (b) Business Auto Coverage written on a per accident basis in an amount not less than \$1,000,000 per accident (if Chamber has owned or leased vehicles), and if Chamber's employees use personal autos in connection with the performance of work under this Agreement, Chamber shall provide evidence of personal auto liability coverage for each such employee, and (c) if applicable, Worker's Compensation insurance providing statutory benefits as required by California law. All of the insurance policies except the personal auto policies and Worker's Compensation policies shall be endorsed to name City and its officers, officials, employees, agents, and representatives as additional insureds. No work or services under this Agreement shall commence until the Chamber has provided the city with Certificates of Insurance evidencing the above insurance coverages and said Certificates of Insurance are reasonably approved by the City.

Certificates are to reflect that the insurer will provide 30 days' written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or canceled for any reason, the Chamber shall, prior to the cancellation date, submit new evidence of insurance, in conformance with this Paragraph. Chamber agrees to provide immediate notice to City of any claim or loss against Chamber arising out of the work performed under this Agreement. City assumes no obligation or liability by such notice but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

SECTION 11. NO JOINT VENTURE; NO BENEFITS.

By this Agreement neither City nor Chamber are entering into a joint venture, or any other corporate or business entity, with the other. City and Chamber are and shall remain independent entities. No employee benefits shall be available to Chamber or any employee of Chamber in connection with the performance of this Agreement. Except for the City's payment to Chamber as defined in this Agreement, City shall not pay salaries, wages, or other compensation to Chamber for performing services hereunder for City. City shall not be liable for compensation or indemnification to chamber for injury or sickness of any employee arising out of performing services hereunder.

SECTION 12. COVENANT AGAINST DISCRIMINATION.

Chamber 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, marital status, sexual orientation, national origin, or ancestry.

SECTION 13. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES.

No officer, official, employee, agent, representative, or volunteer of the City shall be personally liable to the Chamber, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Chamber or to its successor, or for breach of any obligation of the terms of this Agreement.

2. SECTION 14. NOTICES.

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

If to City: City of Duarte
City Manager's Office
1600 Huntington Drive
Duarte, California 91010

If to Chamber: Duarte Chamber of Commerce
PO Box 1438
Duarte, CA 91009
Attn: Chamber President

Notices are personally delivered or delivered by a delivery service shall be effective upon receipt. Notices delivered by mail shall be effective on the next business day following deposit made the United States Postal System prior to 6:00 p.m. A "business day" is a day when Duarte City Hall is open for business to the general public.

SECTION 15. INTERPRETATIONS; ENTIRE AGREEMENT.

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

SECTION 16. REPRESENTATIONS AND WARRANTIES.

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.

SECTION 17. SEVERABILITY.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

IN WITNESS WHEREOF, the parties have executed this instrument to be effective as of the Effective Date.

[Signatures on following page.]

CITY OF DUARTE

DUARTE CHAMBER OF COMMERCE

By: Brian Villalobos

Its: City Manager

Date: _____

By: Greg Endelman

Its: Chamber President

Date: _____

ATTEST

City Clerk

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

City Attorney, City of Duarte

Date: _____

EXHIBIT A

SCOPE OF SERVICES

Task 1: General Services

- A. Maintain regular office hours (Monday-Thursday, 9 AM - 4 PM)
- B. Welcome all new businesses to Duarte through in-person visits, telephone, email, letter correspondence, etc.
- C. Field public inquiries and provide business resources and referrals, as needed. Responses must be provided within one business day.
- D. Accommodate requests for correspondence and certifications including delegation letters and certificates of origin.

Task 2: Business Engagement and Promotion

- A. Implement a business marketing initiative to promote Duarte businesses through social media engagement, advertising campaigns, ribbon cutting events and collaborative partnerships with local organizations.
- B. Provide marketing and advertising support to assist local businesses with marketing efforts.
- C. Publicize and promote business special events, community special events, promotion for members.
- D. Expand Chamber member exposure through features of the DuarteChamber.com website including:
 - a. Regularly maintain and update Chamber website including business directory information, news, and events.
 - b. Domain and email address for Chamber members who do not have one
 - c. The ability to post and update Chamber members' specials, menus, coupons, etc.
 - d. Have a page available for links to businesses that are posting employment opportunities.
- E. Host at least three public events each year to attract visitors and residents to Duarte businesses.
- F. Continue to reach out to businesses in Duarte to determine effective services and identify areas of improvement.

Task 4: Business Advocate

- A. Act as an ombudsman for local businesses. Communicate concerns and inquiries to the City
- B. Provide assistance to prospective/ existing businesses and the City of Duarte. Communicate and market the service through Chamber communications tools.
- C. Sponsor and/or promote important Federal, State, and County compliance workshops and seminars.
- D. Provide legislative and government affairs updates to Duarte businesses.

Task 5: Seminars and Forums

- A. Work with City and regional community partners to identify and collaborate on programs, events, and seminars that benefit Duarte businesses such as SBA workshops, SBDC Resources, SCORE counseling, and new or existing regulations or ordinances.

- B. Host a regular forum for policymakers and regional leaders to hear from local business and community leaders to exchange information to support the city of Duarte.
- C. Partner with and promote training resources from partner organizations to serve the business community and workforce development of Duarte.
- D. Actively participate in the San Gabriel Valley Economic Partnership and neighboring Chambers to collaborate on events.

Task 6: Reporting

- A. Submit a monthly report to the City Manager and/or designee that includes the following
 - a. Progress made toward accomplishing identified performance
 - b. Income and expense report.
- B. Prepare and present an annual progress report to the City Council before the end of the fiscal year including but not limited to the following:
 - a. Membership number target
 - b. Number of interactions and types of inquiries with businesses
 - c. Number of Chamber members reserving available rooms and office space
 - d. Number of types of businesses promoted, and type(s) of promotion provided
 - e. Number and types of workshops/trainings hosted
 - f. Events hosted and member turnout