

MEMORANDUM

TO: City Council
FROM: Interim Successor City Manager
DATE: November 20, 2019
SUBJECT: Comments on Agenda Items, Meeting of November 26, 2019

ITEM 6.A. City Council will recognize all Youth and Family Committee members that served during its ten-year existence.

ITEM 6.B. Doran Barnes, Executive Director of Foothill Transit, will provide City Council with an update on the new fleet of 35-foot electric buses that began operating back in April of this year throughout the City.

ITEM 6.C. Sheryl Lefmann, President/CEO of the Duarte Chamber of Commerce, will present the Chamber's Quarterly Report.

ITEM 6.D. Brian Villalobos, Director of Public Safety, will provide a Public Safety Update.

ITEM 10.D (Consent) This is the second reading of Ordinance 19-O-04 to amend the current Duarte Station Specific Plan (DSSP) revising the mix and density of land uses, development standards, design guidelines, mobility provisions, infrastructure and services plans, administrative and implementation language, amongst other topics (Zone Change 19-01)

ITEM 10.E (Consent) This is the second reading of an Ordinance 19-O-05 modifying Chapter 19.22 (Specific Plan Zones), Table 2-15 of the Duarte Development Code to update previously adopted Specific Plans and include Duarte Station Specific Plan (Municipal Code Amendment 19-02).

ITEM 12.A. City Council will be considering both the Burrtec Waste Services annual performance and rate review. Overall, Burrtec was found to be in compliance and meet expectations with all elements of the performance review process. However, due to ongoing effects from the "China National Sword" policy and stricter State mandates regarding data reporting of food waste diversion, both residents and businesses are going to be experiencing increases in disposal and recycling costs in excess of the 4% increase stated in the Agreement. Specifically, residents will be paying 11.8% more for the most common form of disposal; the 90/60/60 service is increasing from \$23.89 to \$26.71 per month. For businesses, the 3-yard bin service once per week will increase 4.28%, resulting in a change from \$182.78 to \$190.61 per month. Despite these increases, Duarte continues to maintain some of the lowest rates in the San Gabriel Valley.

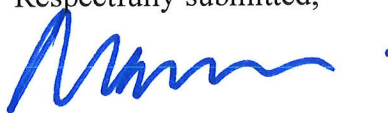
ITEM 12.B. Recently, members of the City Council had inquired as to whether the appointment of officers could be moved from December 2019 to January of 2020. As the California Attorney General made clear in 67 Ops. Cal. Atty. Gen. 405, 408, the terms of a Mayor and Mayor Pro Tem selected from elected members of a general law city council have "no fixed and definite time." Therefore, City Council has the discretion to move the meeting for selection of the new Mayor, and Mayor Pro Tem, to a meeting in January should they approve to do so.

ITEM 13.A. This item is for Council authorization of a SB 2 grant submittal to the State of California for \$90,300. The SB 2 grant program requires City Council action before the application is submitted. The proposed project is a Substantial Rehabilitation Program. This grant is non-competitive, and no matching funds are required.

ITEM 13.B. Staff is recommending that City Council adopt Resolution 19-R-31, which calls for a Special Election on March 3, 2020, to consider a general transactions and use tax, and requesting consolidation of that election with the statewide primary election of that same date, in addition to authorizing one of its members to submit a ballot argument in favor of the measure pursuant to Elections Code Section 9282. Duarte's key sources of revenue, such as sales and property taxes, are not keeping pace with the rising costs of maintaining service levels that keep Duarte the vibrant community residents all cherish. If approved by Duarte voters, the 3/4¢ sales tax would provide approximately \$2,600,000 annually, taking the City's existing sales tax from the current rate of 9.5% to 10.25%. Furthermore, the City of Duarte residents would join neighboring cities including Arcadia, El Monte, Glendora, Monrovia and Pasadena who have all voted to approve similar measures to raise revenues and protect public safety and community programs.

ITEM 13.C&D These are resolutions implementing the City's 2020 medical insurance contributions for all PERS employees and City Council. Pursuant to the terms of the MOUs, the City will contribute toward the cost of medical insurance indexed to the cost of CalPERS Kaiser premiums. Healthcare premiums will change as of January 1, 2020, and as a result, the contribution needs to be adjusted. Note, the contributions have adjusted up by 5% from last year's employer contribution rates, although the premiums have increased by 7.5% but the negotiated rates allow for up to 5% increase the prior premiums.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Manuel Enriquez', followed by a period.

Manuel Enriquez
Interim Successor City Manager

Quarterly City Council Report for July – September 2019

Advocacy, Community Input & Workforce Development



NAF Conference – In July, most of the members of the K-12 Foothill Consortium attended the NAF's annual conference. The conference was attended by over 1,000 educators and business partners who shared and learned new strategies and ideas to bring back to NAF academies across the country.

Various panels, speakers, and learning sessions highlighted ways to empower the NAF

network so we can continue preparing students to "Be Future Ready." This was the first year members of the advisory board (representing Azusa, Charter Oak, Duarte and Monrovia school districts) participated. We made some great connections and came away with fantastic strategies to engage our businesses.

Ad Hoc Citizens Finance Advisory Committee – The Duarte Chamber of Commerce was honored to serve on the City's Ad Hoc Citizens Finance Advisory Committee. The education we received on the City's current and projected financial picture, as well as the ability to offer the businesses perspective, was invaluable.



Balanced Energy – Continue to support the promotion of balanced energy over single source energy in California.

WFD – This year the Chamber was asked to speak about the relationship between government, businesses and student to Mr. Joe Kenney's government class at DHS. The seniors were very engaged and even got into the local news courtesy of the Duarte View. The Chamber also presented at the August Economic Development Commission meeting.



Office Support

As Duarte Staples patrons, we were used to seeing Maria Robles there for 20+ years. Staples may be gone from Duarte, but in August, Maria returned to Duarte joining us as our Accounting Clerk.

Maria jumped right in and has made some great improvements in process flows. Her attention to detail is remarkable and has an eagerness to learn just about anything we give her. Needless to say, she has that same smile and laughter that we knew and loved from her prior job.



Community Activities

The City's first Independence Day celebration attracted crowds we could have not anticipated. We had a little game at our booth for a candy prize. Well it turns out six pounds of candy was not enough, so we broke into one of our boxes and gave out whatever we had left as prizes. How many people is that? Well we're not sure – but we know it was well over 600 people based on candy alone! We had such a blast meeting more residents than we ever had at any city event.



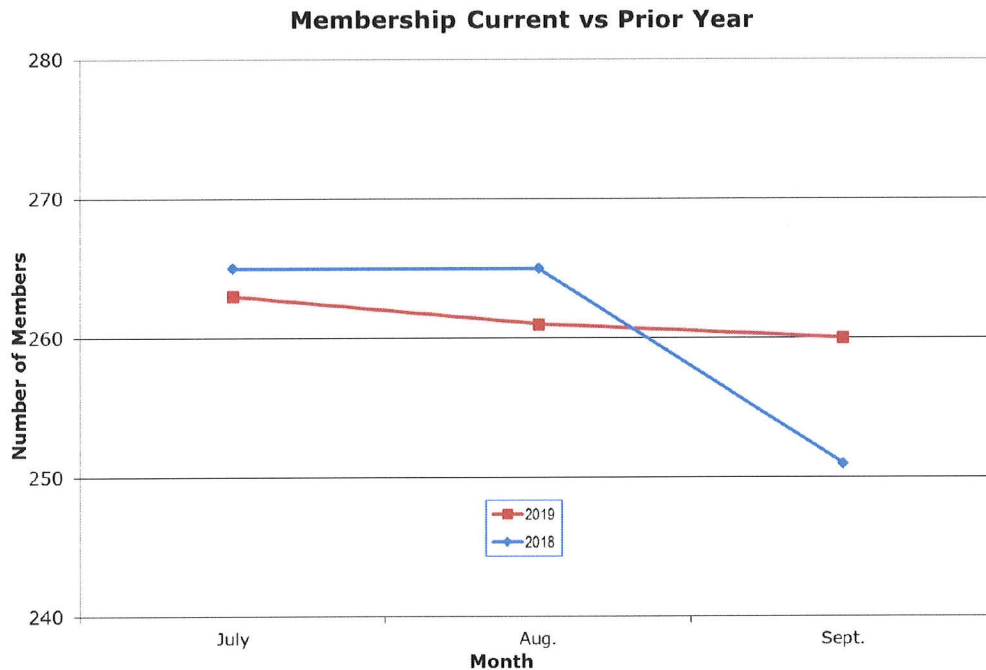
Once again, we were thrilled to participate in the Duarte Route 66 Parade and City Picnic. We loved engaging with the people along the route and at the picnic. Our presales of Route 66 gear were brisk, selling a record nine bling shirts during the pre- and post-parade time.

Concerts & Movies in the Park / National Night Out

July 3 – 600+ visitors (Independence Day)
July 11 – 127 visitors (Concert)
July 17 – 138 visitors (Concert)
July 26 – 8 visitors (Movies)
August 6 – 85 visitors

Membership Activity

The last quarter had a slight decrease in membership. The net loss over the three-month period was three members. Those three were businesses that closed or moved out of the area. As you can see, we had a much stronger quarter than the prior year.



Legislation

SGVLCC– Continue to participate with the San Gabriel Valley Legislative Coalition of Chambers to discuss legislation and hear from regional legislators.

Legislative Luncheon –

Congresswoman Grace Napolitano – On August 15th, over 70 people came to hear from Congresswoman Napolitano speak at Westminster Gardens on items she has championed on behalf of the 32nd District. She was very clear in her efforts and listened to the concerns addressed by members of the audience. The Duarte Chamber cannot say enough about her dedication to our city and to our businesses.



A Grand Retirement and A Grand Opening

After decades of dedicated service, our grand opening scissors were retired. No one knows exactly when they joined the Chamber, but we do know they were revived and resuscitated at least 20 years ago and were no longer serviceable. They hang proudly in the office as a reminder of their faithful service.

The Chamber helped celebrate the grand opening of Planet Fitness with our new scissors. The event brought out over 40 people, including elected officials, board representatives, and numerous business and community members to observe their special day.



Ready to Play Ball?

Our Chamber was approached by the Angels Baseball club to possibly participate a group day. We told them to think bigger. They asked us to come to a game and talk about it. After going to meet with them in person, we are pleased to announce we will be doing a mega chamber



appreciation day with ALL VACE chambers and several large Orange County area chambers. Additionally, we were treated to a great game and even Chamber Charley represented as honorary groundskeeper during the game! Save the date of April 8, 2020 and join us.

Monthly Networking, Mixers and More

Duarte Networking Breakfast – Held on the third Tuesday of each month, at Cabrera's Mexican Cuisine. A program of local interest is presented, and networking time is available with current, new and prospective members.

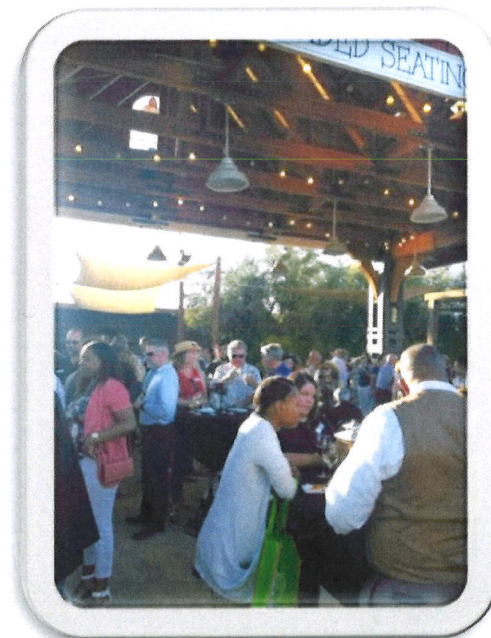
Month	Speaker/Topic	Attendees
July	<i>Rebuild Together San Gabriel Valley Foothills</i>	22
August	<i>Maintaining Local Fire & Paramedic Services in Duarte</i>	27
September	<i>Road to 2020 Census – Engaging our Communities</i>	22

Ladies Brown Bag Lunch – These are monthly networking meetings held at different Chamber member locations.

Month	Attendees
July	22
August	18
September	16

Mixer Madness! This quarter we went a little crazy with mixers. Our members impressed us and had an average attendance of 20 members per event. All the events had over 100 total attendees. The exception to this was the Pomona Fairground Mixer, which had well over 200 in attendance. Partnering with other chambers allows our members access to a broader base of potential clients and resources.

Date	Chambers	Location
July 16	3	Methodist Hospital (Chamber Member)
July 30	5	Paco's Mexican Restaurant (Chamber Member)
August 1	15	Pomona Fairgrounds
September 18	7	Santa Anita Race Park



POP UP SHOP – Service based products were the feature of the August 28th pop up shop. Four of our homebased businesses brought their wares to the chamber office.

Business Visit

On August 1st, Joumana Barakat from FWDB (and member of the Chamber's Business Outreach Committee), Duarte City Manager Darrell George and Management Analyst Victoria Rocha (City Manager's Office) visited several businesses in the Business Center Drive area. Businesses participating in the visit were: Alco Business Solutions, Unique Chic Events, Digizone Technology Corp, IPP Plastics, Federico's Bakery, and the Delafield Corp.

As with other visits, the businesses were most concerned with the homeless and loitering. Additionally, the subject of illegal dumping was very much a concern. Resources were given to businesses by the City, Chamber, FDWB and the SGVEP.



Women's Business Expo



This year, we celebrated our 5th year presenting the WBE. This year we had 125 people in attendance which included 26 different vendors, keynote, panel discussion and breakout sessions. We rebranded this year and brought in new additions to the WBE. These included a branded tote bag and pen, FDWB bus where SCORE provided onsite mentoring, and a group workshop.

Where You Fit In

The puzzle showing community partnerships that was debuted at the 2019/2020 installation was mounted and is now displayed in the Chamber office, with both sides of the puzzle visible to view.



MINUTES

JOINT CITY COUNCIL/SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY/COMMUNITY FACILITIES FINANCING AUTHORITY OF THE CITY OF DUARTE ADJOURNED REGULAR MEETING – NOVEMBER 18, 2019

CALL TO ORDER	The City Council/Successor Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in an adjourned regular meeting in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Paras-Caracci called the meeting was called to order at 11:39 a.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Fasana, Finlay, Lewis, Reilly, Paras-Caracci ABSENT: Kang, Urias ADMINISTRATIVE STAFF PRESENT: Interim Successor City Manager Enriquez, City Attorney Cosgrove CONSULTANT: Richard Bernard, FM3 Research Fasana moved, Reilly seconded to excuse the absences of Kang and Urias, and carried unanimously by those present.
ADOPTION OF AGENDA	Reilly moved, Fasana seconded to adopt the Agenda, and carried unanimously by those present.
ORAL COMMUNICATIONS	There were none.
WORKSHOP FM3 Research	Richard Bernard, Partner, FM3 Research, provided key findings and results of a follow-up survey of voters that was conducted 10/28/19-11/7/19 pertaining to resident priorities and budget.
ADJOURNMENT	The workshop was adjourned at 12:39 a.m. to the Regular City Council Meeting, November 26, 2019.

Mayor Tzeitel Paras-Caracci

ATTEST:

City Clerk



City of Duarte

Council Warrant Register by Vendor By Fund

Payment Dates 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	Duarte Museum HVAC Routine Call	213845		186.00
100-1610-7652	AIR-TRO INC	Public Safety AC Condenser Fan Motor/Blade	213845		958.31
Vendor 2061 - AIR-TRO INC Total:					1,144.31
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Chamber Plumbing Sewer Cleaning	213846		770.00
100-1610-7652	ALBERTOS PLUMBING	FC Women's RR Toilet Valve	213846		520.00
100-1610-7652	ALBERTOS PLUMBING	TC Kitchen Sink Unclog/Toilet Repair	213846		710.00
100-1610-7652	ALBERTOS PLUMBING	Otis Gordon RR Unclog	213846		120.00
100-1610-7652	ALBERTOS PLUMBING	Encanto Pk Sink Install	213846		295.00
100-1610-7652	ALBERTOS PLUMBING	Otis Gordon Pk Toilet Remove/Replace	213846		250.00
100-1610-7652	ALBERTOS PLUMBING	Snack Bar Drain Clean	213846		120.00
100-1610-7652	ALBERTOS PLUMBING	Beardslee Pk Women's RR Toilet Valve	213846		1,100.00
Vendor 5561 - ALBERTOS PLUMBING Total:					3,885.00
Vendor: 4728 - ALEJANDRO FUENTES					
100-1605-7736	ALEJANDRO FUENTES	Instructor Fee-Circus Gymnastics	213836		315.00
Vendor 4728 - ALEJANDRO FUENTES Total:					315.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Crossing Guard Services 10/20/19 - 11/2/19	213847		4,908.27
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					4,908.27
Vendor: 6131 - ANGELA CHIAROMONTE					
100-1805-7610	ANGELA CHIAROMONTE	Disaster Recovery Training	213859		25.28
Vendor 6131 - ANGELA CHIAROMONTE Total:					25.28
Vendor: T0320 - ARCADIA PARTY RENTALS					
100-1605-7733	ARCADIA PARTY RENTALS	SC Thanksgiving Napkins	213829		71.50
Vendor T0320 - ARCADIA PARTY RENTALS Total:					71.50
Vendor: 1491 - AUTOZONE					
100-1205-7650	AUTOZONE	Vehicle 29 Wiper Blades	213849		14.87
Vendor 1491 - AUTOZONE Total:					14.87
Vendor: 5805 - BAY ALARM COMPANY					
100-1020-7713	BAY ALARM COMPANY	Museum Fire Monitor 12/1/19 - 3/1/20	EFT08858		181.92
100-1020-7713	BAY ALARM COMPANY	Museum Burglary Monitor 12/1/19 - 3/1/20	EFT08859		189.00
Vendor 5805 - BAY ALARM COMPANY Total:					370.92
Vendor: 5155 - BOYS & GIRLS CLUBS OF THE FOOTHILLS					
100-1205-7980	BOYS & GIRLS CLUBS OF THE FOOTHILLS	Cal VIP CBO 10/1/19 - 10/31/19	213850	201914-Other Expenses-Cal VIP	8,798.27
Vendor 5155 - BOYS & GIRLS CLUBS OF THE FOOTHILLS Total:					8,798.27
Vendor: T4087 - BRIANNA LOPEZ					
100-2120	BRIANNA LOPEZ	ROP Bldg Rent Deposit Refund	213838		150.00
Vendor T4087 - BRIANNA LOPEZ Total:					150.00

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Payment Dates: 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7965	BUCKNAM INFRASTRUCTURE G...	GIS Upgrade	213851	201935-Prof Svcs-GIS Upgrade	2,097.50
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					2,097.50
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENSEN...	Labor Legal 9/2019	213852		327.50
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					327.50
Vendor: 5559 - CALE AMERICA					
100-1205-7762	CALE AMERICA	WTP Fees 10/2019	213854		284.00
Vendor 5559 - CALE AMERICA Total:					284.00
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1205-7615	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 10/2019	213855	202013-CERT-Emergency Suppli...	32.00
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 10/2019	213855		128.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					160.00
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES INC	PS Copier Lease 11/1/19 - 11/30/19	213856		399.67
100-1825-7631	CANON FINANCIAL SERVICES INC	Maintenance/19 Sales Tax 10/1/19 - 10/31/19	213856		443.57
100-1825-7630	CANON FINANCIAL SERVICES INC	CH (2)/SC/TC Copier Lease 11/1/19 - 11/30/19	213856		869.55
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					1,712.79
Vendor: 3646 - CARENOTES					
100-1605-7733	CARENOTES	SC Motivational Booklets	213832		227.50
Vendor 3646 - CARENOTES Total:					227.50
Vendor: 5164 - CARLOS MARTINEZ					
100-1020-7716	CARLOS MARTINEZ	Veteran's Day Tent	213839		100.00
Vendor 5164 - CARLOS MARTINEZ Total:					100.00
Vendor: 5046 - CERRELL ASSOCIATES INC					
100-1010-7965	CERRELL ASSOCIATES INC	Public Education Outreach	213857		7,041.37
Vendor 5046 - CERRELL ASSOCIATES INC Total:					7,041.37
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 10/2019	213858		36,933.10
100-1405-7967	CHARLES ABBOTT ASSOCIATES ...	Public Works Inspections 10/2019	213858		436.50
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					37,369.60
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Mainteance Uniforms	213860		35.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	213860		35.00
100-1610-7636	CINTAS CORPORATION #693	Facility Mainteanc Uniforms	213860		60.71
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	213860		20.68
Vendor 5140 - CINTAS CORPORATION #693 Total:					151.39
Vendor: 5151 - CITY OF ARCADIA					
100-1205-7980	CITY OF ARCADIA	Appeal Hearing Services	213848		50.00
Vendor 5151 - CITY OF ARCADIA Total:					50.00
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1205-7615	CMC LIVESCAN & NOTARY SERV...	Livescan Services 10/2019	213861	202013-CERT-Emergency Suppli...	23.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 10/2019	213861		115.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					138.00
Vendor: 6045 - COLANTUONO, HIGHSMITH & WHATLEY, PC					
100-1015-7686	COLANTUONO, HIGHSMITH & ...	Revenue Measure Legal 10/2019	213862		742.00
Vendor 6045 - COLANTUONO, HIGHSMITH & WHATLEY, PC Total:					742.00
Vendor: 0692 - COUNTY OF LOS ANGELES REGISTRAR-RECORDER					
100-1405-7612	COUNTY OF LOS ANGELES REGI...	Notice of Determination-Duarte Station Specfic Pln	213828	201915-Pub & Dues -Duarte Sta...	3,346.00

Council Warrant Register by Vendor

Payment Dates: 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7612	COUNTY OF LOS ANGELES REGI...	Notice of Exemption CUP 19-04; SPDR 19-41	213833		75.00
Vendor 0692 - COUNTY OF LOS ANGELES REGISTRAR-RECORDER Total:					3,421.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7733	CURO MANAGED PRINT PRODU...	SC Christmas Photo Booth 12/12/19	213863		425.25
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					425.25
Vendor: 1722 - D & D SERVICES INC					
100-1205-7780	D & D SERVICES INC	Deceased Animal Disposal 10/2019	213864		316.80
Vendor 1722 - D & D SERVICES INC Total:					316.80
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE					
100-1605-7733	DUARTE PETTY CASH/BINGO PR...	SC Bingo Prize Money	213865		125.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE Total:					125.00
Vendor: 1809 - DUARTE PIZZA COMPANY					
100-1605-7730	DUARTE PIZZA COMPANY	Halloween Howl Food	213866		67.81
100-1205-7980	DUARTE PIZZA COMPANY	Battle of the Bands Volunteer Food	213866		62.41
Vendor 1809 - DUARTE PIZZA COMPANY Total:					130.22
Vendor: 3165 - DUARTE PUBLIC SAFETY PETTY CASH					
100-1205-7614	DUARTE PUBLIC SAFETY PETTY ...	Office Supplies	213835		38.93
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	City of Hope Walk	213835		59.59
Vendor 3165 - DUARTE PUBLIC SAFETY PETTY CASH Total:					98.52
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Supplies	213867		5.39
100-1605-7733	DUARTE RECREATION PETTY CA...	Lotto Tickets-SC Halloween Luncheon	213867		50.00
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Monthly Birthday Cake	213867		10.99
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					66.38
Vendor: 4159 - ECM PECO INC / PRECISION ELECTRIC CO					
100-1415-7875	ECM PECO INC / PRECISION ELE...	Duarte Sports Pk Tennis Ct Light Repairs	213894		5,608.13
100-1610-7652	ECM PECO INC / PRECISION ELE...	Royal Oaks Park Light Repairs	213894		16,042.95
100-1415-7875	ECM PECO INC / PRECISION ELE...	Duarte Sports Park Field Light Repairs	213894		12,660.41
Vendor 4159 - ECM PECO INC / PRECISION ELECTRIC CO Total:					34,311.49
Vendor: T4084 - ERIC BARAJAS					
100-2126	ERIC BARAJAS	Equipment Deposit Refund	213830		25.00
Vendor T4084 - ERIC BARAJAS Total:					25.00
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 10/2019	213868		135.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					135.00
Vendor: 6058 - FAIRBANK, MASLIN, MAULIN, METZ, & ASSOC INC					
100-1010-7965	FAIRBANK, MASLIN, MAULIN, ...	Revenue Measure Survey	213869		23,000.00
Vendor 6058 - FAIRBANK, MASLIN, MAULIN, METZ, & ASSOC INC Total:					23,000.00
Vendor: 0401 - FOOTHILL TOWING					
100-1405-7650	FOOTHILL TOWING	Vehicle 32 Towing	213870		250.00
Vendor 0401 - FOOTHILL TOWING Total:					250.00
Vendor: 4039 - FSP DESIGNS					
100-1605-7735	FSP DESIGNS	TC Duarte Dance Beanies	213874		166.99
100-1605-7735	FSP DESIGNS	TC Unity March T-Shirts	213874		81.08
Vendor 4039 - FSP DESIGNS Total:					248.07
Vendor: 1465 - INLAND EMPIRE STAGES LTC					
100-1605-7737	INLAND EMPIRE STAGES LTC	Adult Laughlin Trip 11/5/19 - 11/7/19 (Hotel)	213877		2,648.00

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7750	INLAND EMPIRE STAGES LTC	Adult Laughlin Trip 11/5/19 - 11/7/19 (Bus)	213877		3,871.33
Vendor 1465 - INLAND EMPIRE STAGES LTC Total:					6,519.33
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1605-7741	J & J SPORTS & TROPHIES	Cross Country Shirts	213878		185.22
Vendor 0594 - J & J SPORTS & TROPHIES Total:					185.22
Vendor: 6009 - KOA CORPORATION					
100-1405-7965	KOA CORPORATION	Duarte Stop Sign Policy 11/2019	213879		2,200.00
Vendor 6009 - KOA CORPORATION Total:					2,200.00
Vendor: 1592 - KRISTEN PETERSEN					
100-1805-7610	KRISTEN PETERSEN	Staff Training/LAEDC Event	213892		122.83
Vendor 1592 - KRISTEN PETERSEN Total:					122.83
Vendor: 5291 - L & M FOOTWEAR					
100-1410-7636	L & M FOOTWEAR	Josh Hernandez Safety Boots	213904		341.53
Vendor 5291 - L & M FOOTWEAR Total:					341.53
Vendor: 4086 - LANCE, SOLL & LUNGHARD LLP					
100-1805-7965	LANCE, SOLL & LUNGHARD LLP	Annual GASB 68 Report	213880		1,000.00
Vendor 4086 - LANCE, SOLL & LUNGHARD LLP Total:					1,000.00
Vendor: 3968 - LANDSCAPE WAREHOUSE INC					
100-1410-7980	LANDSCAPE WAREHOUSE INC	City Yard Supplies	213881		153.30
Vendor 3968 - LANDSCAPE WAREHOUSE INC Total:					153.30
Vendor: T2196 - LIZ REILLY					
100-1005-7647	LIZ REILLY	Conference/Meeting Expense Reimbursement	213897		162.88
Vendor T2196 - LIZ REILLY Total:					162.88
Vendor: 5988 - LOGMEIN USA INC					
100-1205-7655	LOGMEIN USA INC	Emergency Conference Line 11/10/19 - 11/9/20	213884		348.00
Vendor 5988 - LOGMEIN USA INC Total:					348.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 9/2019	213885		335,706.92
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 9/2019	213885	201914-Sheriff Contract-Cal VIP	17,381.12
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco Enforcement 8/14/19 - 8/21/19	213885	201904-Contract Law-Tobacco ...	1,596.40
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	National Night Out 8/6/19	213885	201904-Contract Law-Tobacco ...	886.89
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					355,571.33
Vendor: 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT					
100-1810-7980	LOS ANGELES UNIFIED SCHOOL...	Bilingual Testing Services	213886		180.00
Vendor 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT Total:					180.00
Vendor: 4286 - MAXTREME INC					
100-1010-7614	MAXTREME INC	SD Card (Administration)	255		42.73
100-1815-7631	MAXTREME INC	(2) External Hard Drive/APC Back-UPS	255		352.45
100-1815-7632	MAXTREME INC	Gsuite accessduarre.com 7/2019 - 10/2019	255		4,310.01
100-1815-7632	MAXTREME INC	Office 365 7/2019 - 10/2019	255		1,716.00
Vendor 4286 - MAXTREME INC Total:					6,421.19
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-1405-7965	MOORE IACOFANO GOLTSMAN ...	Contract Planner 9/1/19 - 9/30/19	213887		4,485.00
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					4,485.00
Vendor: 6129 - MORNEAU SHEPELL LIMITED					
100-1810-7673	MORNEAU SHEPELL LIMITED	Drug and/or Alcohol Testing 72019 - 9/2019	256		325.00
Vendor 6129 - MORNEAU SHEPELL LIMITED Total:					325.00

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Payment Dates: 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Vendor: 5794 - MOSS, LEVY & HARTZHEIM LLP					
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY19 Audit Fieldwork	213888		10,000.00
				Vendor 5794 - MOSS, LEVY & HARTZHEIM LLP Total:	10,000.00
Vendor: 0156 - MOUNTAIN VIEW TIRE & SERVICE INC					
100-1205-7650	MOUNTAIN VIEW TIRE & SERVI...	Vehicle 13 Tire Repair	213889		25.95
				Vendor 0156 - MOUNTAIN VIEW TIRE & SERVICE INC Total:	25.95
Vendor: 5845 - NEC FINANCIAL SERVICES LLC					
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 23	EFT08860		1,340.10
				Vendor 5845 - NEC FINANCIAL SERVICES LLC Total:	1,340.10
Vendor: T4086 - NICO DE LA CRUZ					
100-2126	NICO DE LA CRUZ	Equipment Deposit Refund	213834		25.00
				Vendor T4086 - NICO DE LA CRUZ Total:	25.00
Vendor: T4083 - OFL - D, LLC					
100-4904	OFL - D, LLC	Refund of CUP 19-01 Fees	213890		8,550.00
				Vendor T4083 - OFL - D, LLC Total:	8,550.00
Vendor: 6124 - OKTA INC					
100-1815-7632	OKTA INC	Identity Service Provider 10/31/19 - 10/30/20	257		3,457.08
				Vendor 6124 - OKTA INC Total:	3,457.08
Vendor: T4085 - PAMELA GARCIA					
100-2126	PAMELA GARCIA	Equipment Deposit Refund	213837		25.00
				Vendor T4085 - PAMELA GARCIA Total:	25.00
Vendor: 4494 - PARTY ON RENTALS					
100-1605-7730	PARTY ON RENTALS	Balance-Bouncer Rental (Tree Lighting 12/8/19)	213891		580.00
				Vendor 4494 - PARTY ON RENTALS Total:	580.00
Vendor: 5982 - PASTOR MICHAEL LEE					
100-1020-7716	PASTOR MICHAEL LEE	Mayors Prayer Breakfast Speaker	213882		250.00
				Vendor 5982 - PASTOR MICHAEL LEE Total:	250.00
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	S Yard Alarm Monitoring 12/1/19 - 12/31/19	213893		43.26
				Vendor 2466 - POST ALARM SYSTEMS Total:	43.26
Vendor: 0768 - RALPHS GROCERY COMPANY					
100-1605-7733	RALPHS GROCERY COMPANY	SC Thanksgiving Supplies	213895		210.21
				Vendor 0768 - RALPHS GROCERY COMPANY Total:	210.21
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Refill 10/2019	213896		252.00
				Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:	252.00
Vendor: 5837 - RELATION INSURANCE					
100-1605-7728	RELATION INSURANCE	AmeriCorps Health Insurance 12/2019	213898	202009- Duarte's Promise - Am...	643.24
				Vendor 5837 - RELATION INSURANCE Total:	643.24
Vendor: 4998 - RICOH USA INC					
100-1405-7613	RICOH USA INC	Large Format Copier Maint 11/1/19 - 1/31/20	213899		77.14
				Vendor 4998 - RICOH USA INC Total:	77.14
Vendor: 4236 - RIO HONDO COLLEGE					
100-1205-7780	RIO HONDO COLLEGE	Jake Robles ACO Training	213840		118.88
				Vendor 4236 - RIO HONDO COLLEGE Total:	118.88
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 9/2019	213900		2,480.00
100-1405-7969	RKA CONSULTING GROUP	City Engineer 9/2019	213900		4,837.50
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 9/2019	213900		480.00

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7969	RKA CONSULTING GROUP	Traffic Engineering 9/2019	213900		80.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped Access/Bike Safety 9/2019	213900		5,460.00
Vendor 0904 - RKA CONSULTING GROUP Total:					13,337.50
Vendor: 4500 - ROXANNE BRECEDA					
100-1805-7610	ROXANNE BRECEDA	Leadership Training/CCAC Workshop	213831		90.36
Vendor 4500 - ROXANNE BRECEDA Total:					90.36
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 11/2019	213901		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 4545 - SANTA ANITA FAMILY YMCA					
100-1005-7647	SANTA ANITA FAMILY YMCA	Liz Reilly Red Envelope Gala 11/16/19	213902		150.00
Vendor 4545 - SANTA ANITA FAMILY YMCA Total:					150.00
Vendor: 5497 - SARA VASQUEZ					
100-1405-7690	SARA VASQUEZ	Planning Commission Meeting	213916		50.00
Vendor 5497 - SARA VASQUEZ Total:					50.00
Vendor: 0282 - SCMAF-SAN GABRIEL VALLEY					
100-1605-7610	SCMAF-SAN GABRIEL VALLEY	Kelly Barnes Awards/Installation Dinner	213903		30.00
Vendor 0282 - SCMAF-SAN GABRIEL VALLEY Total:					30.00
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	1939 Wardell Legal 10/2019	213906		1,264.40
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 10/2019	213906		2,258.30
Vendor 5441 - SILVER & WRIGHT LLP Total:					3,522.70
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
100-1415-7889	SITEONE LANDSCAPE SUPPLY H...	Duplicate Payment Inv # 87033913-001	213907		-63.37
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					-63.37
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 10/2019	213908		4,058.00
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					4,058.00
Vendor: 2688 - STAPLES ADVANTAGE					
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	213909		57.83
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	213909		67.48
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	213909		36.24
100-1605-7733	STAPLES ADVANTAGE	Office Supplies	213909		22.64
100-1605-7614	STAPLES ADVANTAGE	Push Pins	213909		5.89
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	213909		53.56
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	213909		28.11
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	213909		57.47
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	213909		27.32
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	213909		208.72
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	213909		24.41
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	213909		24.08
100-1205-7614	STAPLES ADVANTAGE	Office Supplies/Printer Toner	213909		380.13
Vendor 2688 - STAPLES ADVANTAGE Total:					993.88
Vendor: 1240 - STATE WATER RESOURCES CONTROL BOARD					
100-1405-7802	STATE WATER RESOURCES CON...	Sanitary Sewer Overflow Program 7/1/19 - 6/30/20	213910		2,625.00
Vendor 1240 - STATE WATER RESOURCES CONTROL BOARD Total:					2,625.00
Vendor: 6132 - SUNSET SINGERS LLC					
100-1605-7733	SUNSET SINGERS LLC	SC Christmas Party Entertainment	213911		500.00
Vendor 6132 - SUNSET SINGERS LLC Total:					500.00

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 10/17/19	213912		145.00
Vendor 1610 - SUNWEST ENGINEERING Total:					145.00
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 10/2019	213913		6,681.75
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					6,681.75
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Citywide Graffiti Removal 10/2019	213914		1,783.70
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,783.70
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC 'Yankee Doodle Dandy' Movie Screening	213905		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	Emergency Software 10/1/19 - 10/31/19	213841		158.93
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					158.93
Vendor: 5938 - TINA HEANY					
100-1405-7690	TINA HEANY	Planning Commission Meeting	213875		50.00
Vendor 5938 - TINA HEANY Total:					50.00
Vendor: 4751 - TOM'S CLOTHING & UNIFORMS INC					
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	Flashlight Holder	213915		35.00
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	Kyle Valles Uniforms	213915		179.58
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	Amber Guerrero Uniforms	213915		165.32
Vendor 4751 - TOM'S CLOTHING & UNIFORMS INC Total:					379.90
Vendor: 6100 - TONEY LEWIS					
100-1010-7980	TONEY LEWIS	Council Food	213883		13.12
Vendor 6100 - TONEY LEWIS Total:					13.12
Vendor: 4484 - U.S. BANK					
100-1010-7980	U.S. BANK	Manuel Enriquez Mtg w/CC Lewis (Starbucks)	254		8.20
100-1010-7980	U.S. BANK	Coffee/Conversation w/CC 10/23/19 (Starbucks)	254		17.95
100-1020-7712	U.S. BANK	Spotify (Monthly Subscription for City Events)	254		9.99
100-1605-7610	U.S. BANK	(8) CPRS Mini Conference Registrations 10/22/19	254		265.00
100-1605-7730	U.S. BANK	Halloween Howl Decorating Supplies (Amazon)	254		121.41
100-1605-7730	U.S. BANK	Pumpkin Pool Centerpieces (99 Cent Store)	254		32.78
100-1605-7730	U.S. BANK	Pumpkin Pool Orange Pumpkin Bin (Trader Joes)	254		125.58
100-1605-7730	U.S. BANK	Pumpkin Decorating Supplies (OTC Brands Inc)	254		125.72
100-1605-7730	U.S. BANK	Pumpkin Pool Pumpkins (Aldi)	254		32.89
100-1605-7730	U.S. BANK	Floating Pumpkin Patch Supplies (Smart & Final)	254		149.66
100-1605-7730	U.S. BANK	Floating Pumpkin Patch PT Staff Recognition	254		30.00
100-1605-7730	U.S. BANK	Floating Pumpkin Patch/Halloween Howl (Target)	254		72.67
100-1605-7730	U.S. BANK	Orange Blossom Pk Grand Opening (Smart & Final)	254		8.99
100-1605-7730	U.S. BANK	Orange Blossom Pk Grand Opening (Whole Foods)	254		15.05
100-1605-7730	U.S. BANK	Hand Press Juicers (Amazon)	254		44.90

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7730	U.S. BANK	Halloween Event Supplies (Target)	254		48.94
100-1605-7730	U.S. BANK	Orange Blossom Pk Ribbon Cutting (Amazon)	254		13.13
100-1605-7733	U.S. BANK	Senior Ctr Supplies (Amazon)	254		126.70
100-1605-7733	U.S. BANK	SC Sewing & Quilting Machine (Amazon)	254		116.29
100-1605-7733	U.S. BANK	SC Halloween Napkins (Amazon)	254		15.88
100-1605-7733	U.S. BANK	SC Flyer Display (Amazon)	254		236.09
100-1605-7735	U.S. BANK	TC Posters (Allposters.com)	254		102.57
100-1605-7735	U.S. BANK	TC Family Feud Decorating Supplies (Amazon)	254		34.25
100-1605-7741	U.S. BANK	Sports Scoreboard RETURN (Amazon)	254		-11.92
100-1605-7741	U.S. BANK	Sports Scoreboards	254		23.84
100-1605-7745	U.S. BANK	TC Boxing Heavy Weight Floor Scale (Amazon)	254		158.72
100-1605-7745	U.S. BANK	TC Boxing Tournament Hotel 11/4/19 - 11/6/19	254		186.34
100-1610-7618	U.S. BANK	City Hall Flags (American Flagpole & Flag)	254		249.90
100-1610-7618	U.S. BANK	SC Lightbulbs (1000bulbs.com)	254		251.13
Vendor 4484 - U.S. BANK Total:					2,612.65
Vendor: T4088 - VANESSA TORRES					
100-2120	VANESSA TORRES	ROP Bldg Rent Deposit Rerfund	213842		150.00
Vendor T4088 - VANESSA TORRES Total:					150.00
Vendor: 6130 - VARETTA HEIDELBERG					
100-1020-7716	VARETTA HEIDELBERG	Mayors Prayer Breakfast Music Performer	213876		150.00
Vendor 6130 - VARETTA HEIDELBERG Total:					150.00
Vendor: 5168 - VERIZONWIRELESS					
100-1205-7655	VERIZONWIRELESS	VW-Emergency Radios 9/19/19 - 10/18/19	EFT08853		761.30
100-1005-7980	VERIZONWIRELESS	Reilly-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1005-7980	VERIZONWIRELESS	Paras-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	Admin-Social Media iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	KH-Social Media iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	KP-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	CH-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	ME-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	BV-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	City Mgr-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1605-7980	VERIZONWIRELESS	SC ActiveNet 10/19/19 - 11/18/19	EFT08856		18.60
100-1005-7980	VERIZONWIRELESS	VW-Urias iPad 9/19/19 - 10/18/19	EFT08855		30.08
100-1005-7980	VERIZONWIRELESS	VW-Urias Phone 9/19/19 - 10/18/19	EFT08855		25.19
100-1005-7980	VERIZONWIRELESS	VW-Lewis iPad 9/19/19 - 10/18/19	EFT08855		30.07
100-1010-7980	VERIZONWIRELESS	VW-Pascua Phone 9/19/19 - 10/18/19	EFT08855		62.84

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7980	VERIZONWIRELESS	VW-Rocha Phone 8/19/19 - 10/18/19	EFT08855		25.19
100-1010-7980	VERIZONWIRELESS	VW-Herrera Phone 9/19/19 - 10/18/19	EFT08855		62.84
100-1410-7980	VERIZONWIRELESS	VW-FS Tablet 9/19/19 - 10/18/19	EFT08855		30.07
100-1410-7980	VERIZONWIRELESS	VW-FS Manny 9/19/19 - 10/18/19	EFT08854		62.84
100-1410-7980	VERIZONWIRELESS	VW-FS Mike 9/19/19 - 10/18/19	EFT08854		62.83
100-1410-7980	VERIZONWIRELESS	VW-FS Lamberto 9/19/19 - 10/18/19	EFT08854		62.84
100-1410-7980	VERIZONWIRELESS	VW-FS Josh 9/19/19 - 10/18/19	EFT08854		62.83
100-1410-7980	VERIZONWIRELESS	VW-FS Gerard 9/19/19 - 10/18/19	EFT08854		41.54
100-1005-7980	VERIZONWIRELESS	VW-Tzeitel Phone 10/19/19 - 11/18/19	EFT08857		39.03
100-1005-7980	VERIZONWIRELESS	VW-Reilly Phone 10/19/19 - 11/18/19	EFT08857		39.03
100-1005-7980	VERIZONWIRELESS	VW-TL 10/19/19 - 11/18/19	EFT08857		60.33
100-1405-7980	VERIZONWIRELESS	VW-CH Phone 10/19/19 - 11/18/19	EFT08857		39.03
100-1605-7980	VERIZONWIRELESS	VW-ME Phone 10/19/19 - 11/18/19	EFT08857		37.58
100-1815-7980	VERIZONWIRELESS	VW-City Hall 10/19/19 - 11/18/19	EFT08857		39.03
Vendor 5168 - VERIZONWIRELESS Total:					1,760.49
Vendor: 1974 - VISION COMMUNICATIONS CO					
100-1605-7650	VISION COMMUNICATIONS CO	Vehicle 17 Radio/Two-Way	213917		1,281.64
100-1205-7615	VISION COMMUNICATIONS CO	6 Emergency Radios w/Charger	213917		1,739.13
Vendor 1974 - VISION COMMUNICATIONS CO Total:					3,020.77
Vendor: 5835 - WALLACE WOLFF					
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	213918		50.00
Vendor 5835 - WALLACE WOLFF Total:					50.00
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Svcs-CC 10/2019	213843		60.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Svcs-CH 10/2019	213843		60.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Svcs-FC/Pool 10/2019	213843		60.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Svcs-SC 10/2019	213843		60.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Svcs-TC 10/2019	213843		60.00
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					300.00
Vendor: 1892 - YOUNG'S GOURMET					
100-1605-7693	YOUNG'S GOURMET	TC MYC Dinner	213844		184.00
Vendor 1892 - YOUNG'S GOURMET Total:					184.00
Fund 100 - GENERAL FUND Total:					584,302.32
Fund: 220 - GAS TAX FUN					
Vendor: 5168 - VERIZONWIRELESS					
220-2220-7980	VERIZONWIRELESS	VW-Teresa 9/19/19 - 10/18/19	EFT08854		41.54
220-2220-7980	VERIZONWIRELESS	VW-Amanda 9/19/19 - 10/18/19	EFT08854		41.54
Vendor 5168 - VERIZONWIRELESS Total:					83.08
Fund 220 - GAS TAX FUN Total:					83.08
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1888 - CAL BLEND SOILS INC					
240-2410-7888	CAL BLEND SOILS INC	Orange Blossom Park DG Walkway	213853		93.08
Vendor 1888 - CAL BLEND SOILS INC Total:					93.08

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Vendor: 3968 - LANDSCAPE WAREHOUSE INC					
240-2410-7888	LANDSCAPE WAREHOUSE INC	Citywide Irrigation Repairs	213881		240.89
240-2410-7891	LANDSCAPE WAREHOUSE INC	Median Irrigation Repair	213881		183.78
Vendor 3968 - LANDSCAPE WAREHOUSE INC Total:					424.67
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repair	213907		138.76
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repair/Encanto Park	213907		31.33
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					170.09
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					687.84
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 9/2019	213885		10,000.00
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					10,000.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					10,000.00
Fund: 420 - QUIMBY ACT FUND					
Vendor: 4484 - U.S. BANK					
420-4205-8041	U.S. BANK	Orange Blossom Pk Interpretive Sign (B& H Signs)	254		3,163.42
Vendor 4484 - U.S. BANK Total:					3,163.42
Fund 420 - QUIMBY ACT FUND Total:					3,163.42
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 1491 - AUTOZONE					
440-4405-7610	AUTOZONE	Yard Supplies	213849		102.69
440-4405-7650	AUTOZONE	Yard Supplies	213849		8.74
Vendor 1491 - AUTOZONE Total:					111.43
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	8th Installment of 3rd Bus 11/2019	213872		4,523.11
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Operating Costs 9/2019	213873		20,121.06
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service Operating Costs 10/2019	213871		25,015.55
Vendor 3192 - FOOTHILL TRANSIT Total:					49,659.72
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
440-4405-7980	REGIONAL TAP SERVICE CENTER	TAP Card Sales 10/2019	213896		-2.00
Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:					-2.00
Vendor: 5168 - VERIZONWIRELESS					
440-4405-7821	VERIZONWIRELESS	VW-Transit Internet 10/19/19 - 11/18/19	EFT08857		55.14
Vendor 5168 - VERIZONWIRELESS Total:					55.14
Fund 440 - PROPOSITION A TRANSIT FUND Total:					49,824.29
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	8th Installment of 3rd Bus 11/2019	213872		2,544.25
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service Operating Costs 9/2019	213873		16,462.69
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service Operating Costs 10/2019	213871		20,467.27
Vendor 3192 - FOOTHILL TRANSIT Total:					39,474.21
Fund 460 - PROPOSITION C TRANSIT FUND Total:					39,474.21
Grand Total:					687,535.16

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	584,302.32
220 - GAS TAX FUN	83.08
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	687.84
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	10,000.00
420 - QUIMBY ACT FUND	3,163.42
440 - PROPOSITION A TRANSIT FUND	49,824.29
460 - PROPOSITION C TRANSIT FUND	39,474.21
Grand Total:	687,535.16

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7647	Travel & Exp - Reilly	312.88
100-1005-7980	Other Expenses	260.93
100-1010-7614	Office Supplies	100.56
100-1010-7670	Legal Notices	4,058.00
100-1010-7965	Professional Services	30,041.37
100-1010-7980	Other Expenses	320.34
100-1015-7682	Labor Counsel Legal	327.50
100-1015-7684	Code Enforcement Legal	3,522.70
100-1015-7686	Other Legal Services	742.00
100-1020-7712	Community Information (...)	9.99
100-1020-7713	Historical Museum Bldg ...	370.92
100-1020-7716	Special Community Events	500.00
100-1205-7614	Office Supplies	474.49
100-1205-7615	Emergency Supplies	1,794.13
100-1205-7636	Uniforms	379.90
100-1205-7650	Vehicle Maintenance	40.82
100-1205-7655	Emergency Services	1,268.23
100-1205-7761	Parking Ticket Collect	6,681.75
100-1205-7762	Parking Pass Kiosk Costs	284.00
100-1205-7780	Animal Control	5,602.35
100-1205-7781	Contract Law Enforcement	355,571.33
100-1205-7782	Crossing Guard Contract ...	4,908.27
100-1205-7980	Other Expenses	8,970.27
100-1405-7612	Publications and Dues	3,421.00
100-1405-7613	Duplications And Photos	77.14
100-1405-7614	Office Supplies	324.69
100-1405-7650	Vehicle Maintenance	250.00
100-1405-7690	Planning Commission	150.00
100-1405-7800	Building Department Serv...	36,933.10
100-1405-7802	NPDES Requirements	2,625.00
100-1405-7965	Professional Services	8,782.50
100-1405-7967	Public Works Inspections	2,916.50
100-1405-7969	City Engineer	10,857.50
100-1405-7980	Other Expenses	39.03
100-1410-7636	Uniforms	341.53
100-1410-7656	Emergency Generator	145.00
100-1410-7814	Graffiti Removal	1,783.70
100-1410-7980	Other Expenses	476.25
100-1415-7875	Electric-Sports Park	18,268.54
100-1415-7889	Repairs-Sports Park	-63.37
100-1605-7610	Travel, Mtgs & Conf	295.00
100-1605-7614	Office Supplies	42.13
100-1605-7650	Vehicle Maintenance	1,281.64
100-1605-7693	Youth Council	184.00
100-1605-7728	Americorp's VIP Program	643.24
100-1605-7730	Special Events	1,469.53

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7733	Senior Center	2,293.44
100-1605-7735	Teen Center	384.89
100-1605-7736	Recreation Classes	315.00
100-1605-7737	Adult Excursions	2,648.00
100-1605-7741	Sports/Playground Progr...	197.14
100-1605-7745	Boxing Program	345.06
100-1605-7750	Bus Rentals	3,871.33
100-1605-7980	Other Expenses	56.18
100-1610-7618	Building Supplies	501.03
100-1610-7636	Uniforms	130.71
100-1610-7652	Building Maint Services	21,571.20
100-1805-7610	Travel, Mtgs & Conf	238.47
100-1805-7614	Office Supplies	53.56
100-1805-7654	Audit Services	10,000.00
100-1805-7965	Professional Services	1,000.00
100-1810-7660	Other Services	243.00
100-1810-7673	Physical Exams	325.00
100-1810-7980	Other Expenses	180.00
100-1815-7631	Equipment Maintenance	352.45
100-1815-7632	Software Maintenance	9,483.09
100-1815-7830	Telephones	1,340.10
100-1815-7980	Other Expenses	39.03
100-1825-7613	Duplications And Photos	57.47
100-1825-7630	Equipment Lease	1,269.22
100-1825-7631	Equipment Maintenance	443.57
100-2120	Refundable Deposits	300.00
100-2125	Metro Pass Through (TAP)	252.00
100-2126	Construction and Demolit...	75.00
100-4904	Zoning Fees	8,550.00
220-2220-7980	Other Expenses	83.08
240-2410-7888	Repairs-Citywide	504.06
240-2410-7891	Repairs-Medians	183.78
290-2905-7781	Contract Law Enforcement	10,000.00
420-4205-8041	Park Improvements (Capit...	3,163.42
440-4405-7610	Travel, Mtgs & Conf	102.69
440-4405-7650	Vehicle Maintenance	8.74
440-4405-7821	Person'l Computr Support	55.14
440-4405-7960	Foothill Transit Operations	45,136.61
440-4405-7980	Other Expenses	-2.00
440-4405-8013	Vehicles (Capital)	4,523.11
460-4605-7960	Foothill Tranist Operations	36,929.96
460-4605-8013	Vehicles	2,544.25
Grand Total:		687,535.16

Project Account Summary

Project Account Key	Payment Amount
None	652,730.74
201904-Contract Law-Tobacco Grant	2,483.29
201914-Other Expenses-Cal VIP	8,798.27
201914-Sheriff Contract-Cal VIP	17,381.12
201915-Pub & Dues -Duarte StationSpecific Plan	3,346.00
201935-Prof Svcs-GIS Upgrade	2,097.50
202009- Duarte's Promise - America's Promise Exp	643.24
202013-CERT-Emergency Supplies #EP4051 OPR	55.00
Grand Total:	687,535.16



City of Duarte

Council Warrant Register by Account

By Fund

Payment Dates 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7647	SANTA ANITA FAMILY YMCA	Liz Reilly Red Envelope Gala 11/16/19	213902		150.00
100-1005-7647	LIZ REILLY	Conference/Meeting Expense Reimbursement	213897		162.88
100-1005-7980	VERIZONWIRELESS	VW-TL 10/19/19 - 11/18/19	EFT08857		60.33
100-1005-7980	VERIZONWIRELESS	VW-Reilly Phone 10/19/19 - 11/18/19	EFT08857		39.03
100-1005-7980	VERIZONWIRELESS	VW-Tzeitel Phone 10/19/19 - 11/18/19	EFT08857		39.03
100-1005-7980	VERIZONWIRELESS	Reilly-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1005-7980	VERIZONWIRELESS	Paras-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1005-7980	VERIZONWIRELESS	VW-Lewis iPad 9/19/19 - 10/18/19	EFT08855		30.07
100-1005-7980	VERIZONWIRELESS	VW-Urias Phone 9/19/19 - 10/18/19	EFT08855		25.19
100-1005-7980	VERIZONWIRELESS	VW-Urias iPad 9/19/19 - 10/18/19	EFT08855		30.08
100-1010-7614	MAXTREME INC	SD Card (Administration)	255		42.73
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	213909		57.83
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 10/2019	213908		4,058.00
100-1010-7965	CERRELL ASSOCIATES INC	Public Education Outreach	213857		7,041.37
100-1010-7965	FAIRBANK, MASLIN, MAULIN, ...	Revenue Measure Survey	213869		23,000.00
100-1010-7980	U.S. BANK	Coffee/Conversation w/CC 10/23/19 (Starbucks)	254		17.95
100-1010-7980	U.S. BANK	Manuel Enriquez Mtg w/CC Lewis (Starbucks)	254		8.20
100-1010-7980	TONEY LEWIS	Council Food	213883		13.12
100-1010-7980	VERIZONWIRELESS	KH-Social Media iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	CH-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	KP-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	City Mgr-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	Admin-Social Media iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	ME-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	BV-Granicus iPad 10/19/19 - 11/18/19	EFT08856		18.60
100-1010-7980	VERIZONWIRELESS	VW-Rocha Phone 8/19/19 - 10/18/19	EFT08855		25.19
100-1010-7980	VERIZONWIRELESS	VW-Herrera Phone 9/19/19 - 10/18/19	EFT08855		62.84
100-1010-7980	VERIZONWIRELESS	VW-Pascua Phone 9/19/19 - 10/18/19	EFT08855		62.84
100-1015-7682	BURKE, WILLIAMS & SORENSEN...	Labor Legal 9/2019	213852		327.50
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 10/2019	213906		2,258.30
100-1015-7684	SILVER & WRIGHT LLP	1939 Wardell Legal 10/2019	213906		1,264.40
100-1015-7686	COLANTUONO, HIGHSMITH & ...	Revenue Measure Legal 10/2019	213862		742.00
100-1020-7712	U.S. BANK	Spotify (Monthly Subscription for City Events)	254		9.99

Council Warrant Register by Account

Payment Dates: 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7713	BAY ALARM COMPANY	Museum Fire Monitor 12/1/19 - 3/1/20	EFT08858		181.92
100-1020-7713	BAY ALARM COMPANY	Museum Burgulary Monitor 12/1/19 - 3/1/20	EFT08859		189.00
100-1020-7716	VARETTA HEIDELBERG	Mayors Prayer Breakfast Music Performer	213876		150.00
100-1020-7716	PASTOR MICHAEL LEE	Mayors Prayer Breakfast Speaker	213882		250.00
100-1020-7716	CARLOS MARTINEZ	Veteran's Day Tent	213839		100.00
100-1205-7614	DUARTE PUBLIC SAFETY PETTY ...	Office Supplies	213835		38.93
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	213909		28.11
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	213909		27.32
100-1205-7614	STAPLES ADVANTAGE	Office Supplies/Printer Toner	213909		380.13
100-1205-7615	VISION COMMUNICATIONS CO	6 Emergency Radios w/Charger	213917		1,739.13
100-1205-7615	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 10/2019	213855	202013-CERT-Emergency Suppli...	32.00
100-1205-7615	CMC LIVSCAN & NOTARY SERV...	Livscan Services 10/2019	213861	202013-CERT-Emergency Suppli...	23.00
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	Flashlight Holder	213915		35.00
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	Kyle Valles Uniforms	213915		179.58
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	Amber Guerrero Uniforms	213915		165.32
100-1205-7650	MOUNTAIN VIEW TIRE & SERVI...	Vehicle 13 Tire Repair	213889		25.95
100-1205-7650	AUTOZONE	Vehicle 29 Wiper Blades	213849		14.87
100-1205-7655	LOGMEIN USA INC	Emergency Conference Line 11/10/19 - 11/9/20	213884		348.00
100-1205-7655	THOMSON REUTERS-WEST PUB...	Emergency Software 10/1/19 - 10/31/19	213841		158.93
100-1205-7655	VERIZONWIRELESS	VW-Emergency Radios 9/19/19 - 10/18/19	EFT08853		761.30
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 10/2019	213913		6,681.75
100-1205-7762	CALE AMERICA	WTP Fees 10/2019	213854		284.00
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 11/2019	213901		5,166.67
100-1205-7780	D & D SERVICES INC	Deceased Animal Disposal 10/2019	213864		316.80
100-1205-7780	RIO HONDO COLLEGE	Jake Robles ACO Training	213840		118.88
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobbaco Enforcement 8/14/19 - 8/21/19	213885	201904-Contract Law-Tobacco ...	1,596.40
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	National Night Out 8/6/19	213885	201904-Contract Law-Tobacco ...	886.89
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 9/2019	213885		335,706.92
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 9/2019	213885	201914-Sheriff Contract-Cal VIP	17,381.12
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Services 10/20/19 - 11/2/19	213847		4,908.27
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	City of Hope Walk	213835		59.59
100-1205-7980	BOYS & GIRLS CLUBS OF THE F...	Cal VIP CBO 10/1/19 - 10/31/19	213850	201914-Other Expenses-Cal VIP	8,798.27
100-1205-7980	DUARTE PIZZA COMPANY	Battle of the Bands Volunteer Food	213866		62.41
100-1205-7980	CITY OF ARCADIA	Appeal Hearing Services	213848		50.00
100-1405-7612	COUNTY OF LOS ANGELES REGI...	Notice of Determination-Duarte Station Specifc Pln	213828	201915-Pub & Dues -Duarte Sta...	3,346.00
100-1405-7612	COUNTY OF LOS ANGELES REGI...	Notice of Exemption CUP 19-04; SPDR 19-41	213833		75.00
100-1405-7613	RICOH USA INC	Large Format Copier Maint 11/1/19 - 1/31/20	213899		77.14
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	213909		67.48
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	213909		208.72
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	213909		24.41
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	213909		24.08
100-1405-7650	FOOTHILL TOWING	Vehicle 32 Towing	213870		250.00
100-1405-7690	SARA VASQUEZ	Planning Commission Meeting	213916		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	213918		50.00
100-1405-7690	TINA HEANY	Planning Commission Meeting	213875		50.00

Council Warrant Register by Account

Payment Dates: 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 10/2019	213858		36,933.10
100-1405-7802	STATE WATER RESOURCES CON...	Sanitary Sewer Overflow Program 7/1/19 - 6/30/20	213910		2,625.00
100-1405-7965	MOORE IACOFANO GOLTSMAN ...	Contract Planner 9/1/19 - 9/30/19	213887		4,485.00
100-1405-7965	BUCKNAM INFRASTRUCTURE G...	GIS Upgrade	213851	201935-Prof Svcs-GIS Upgrade	2,097.50
100-1405-7965	KOA CORPORATION	Duarte Stop Sign Policy 11/2019	213879		2,200.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 9/2019	213900		2,480.00
100-1405-7967	CHARLES ABBOTT ASSOCIATES ...	Public Works Inspections 10/2019	213858		436.50
100-1405-7969	RKA CONSULTING GROUP	City Engineer 9/2019	213900		4,837.50
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 9/2019	213900		480.00
100-1405-7969	RKA CONSULTING GROUP	Traffic Engineering 9/2019	213900		80.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped Access/Bike Safety 9/2019	213900		5,460.00
100-1405-7980	VERIZONWIRELESS	VW-CH Phone 10/19/19 - 11/18/19	EFT08857		39.03
100-1410-7636	L & M FOOTWEAR	Josh Hernandez Safety Boots	213904		341.53
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 10/17/19	213912		145.00
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Citywide Graffiti Removal 10/2019	213914		1,783.70
100-1410-7980	LANDSCAPE WAREHOUSE INC	City Yard Supplies	213881		153.30
100-1410-7980	VERIZONWIRELESS	VW-FS Tablet 9/19/19 - 10/18/19	EFT08855		30.07
100-1410-7980	VERIZONWIRELESS	VW-FS Manny 9/19/19 - 10/18/19	EFT08854		62.84
100-1410-7980	VERIZONWIRELESS	VW-FS Gerard 9/19/19 - 10/18/19	EFT08854		41.54
100-1410-7980	VERIZONWIRELESS	VW-FS Lamberto 9/19/19 - 10/18/19	EFT08854		62.84
100-1410-7980	VERIZONWIRELESS	VW-FS Mike 9/19/19 - 10/18/19	EFT08854		62.83
100-1410-7980	VERIZONWIRELESS	VW-FS Josh 9/19/19 - 10/18/19	EFT08854		62.83
100-1415-7875	ECM PECO INC / PRECISION ELE...	Duarte Sports Pk Tennis Ct Light Repairs	213894		5,608.13
100-1415-7875	ECM PECO INC / PRECISION ELE...	Duarte Sports Park Field Light Repairs	213894		12,660.41
100-1415-7889	SITEONE LANDSCAPE SUPPLY H...	Duplicate Payment Inv # 87033913-001	213907		-63.37
100-1605-7610	U.S. BANK	(8) CPRS Mini Conference Registrations 10/22/19	254		265.00
100-1605-7610	SCMAF-SAN GABRIEL VALLEY	Kelly Barnes Awards/Installation Dinner	213903		30.00
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	213909		36.24
100-1605-7614	STAPLES ADVANTAGE	Push Pins	213909		5.89
100-1605-7650	VISION COMMUNICATIONS CO	Vehicle 17 Radio/Two-Way	213917		1,281.64
100-1605-7693	YOUNG'S GOURMET	TC MYC Dinner	213844		184.00
100-1605-7728	RELATION INSURANCE	AmeriCorps Health Insurance 12/2019	213898	202009- Duarte's Promise - Am...	643.24
100-1605-7730	U.S. BANK	Pumpkin Pool Pumpkins (Aldi)	254		32.89
100-1605-7730	U.S. BANK	Pumpkin Pool Orange Pumpkin Bin (Trader Joes)	254		125.58
100-1605-7730	U.S. BANK	Pumpkin Pool Centerpieces (99 Cent Store)	254		32.78
100-1605-7730	U.S. BANK	Halloween Event Supplies (Target)	254		48.94
100-1605-7730	U.S. BANK	Floating Pumpkin Patch PT Staff Recognition	254		30.00
100-1605-7730	U.S. BANK	Orange Blossom Pk Grand Opening (Whole Foods)	254		15.05

Council Warrant Register by Account

Payment Dates: 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7730	U.S. BANK	Orange Blossom Pk Grand Opening (Smart & Final)	254		8.99
100-1605-7730	U.S. BANK	Floating Pumpkin Patch Supplies (Smart & Final)	254		149.66
100-1605-7730	U.S. BANK	Pumpkin Decorating Supplies (OTC Brands Inc)	254		125.72
100-1605-7730	U.S. BANK	Orange Blossom Pk Ribbon Cutting (Amazon)	254		13.13
100-1605-7730	U.S. BANK	Halloween Howl Decorating Supplies (Amazon)	254		121.41
100-1605-7730	U.S. BANK	Floating Pumpkin Patch/Halloween Howl (Target)	254		72.67
100-1605-7730	U.S. BANK	Hand Press Juicers (Amazon)	254		44.90
100-1605-7730	DUARTE PIZZA COMPANY	Halloween Howl Food	213866		67.81
100-1605-7730	PARTY ON RENTALS	Balance-Bouncer Rental (Tree Lighting 12/8/19)	213891		580.00
100-1605-7733	U.S. BANK	SC Flyer Display (Amazon)	254		236.09
100-1605-7733	U.S. BANK	SC Sewing & Quilting Machine (Amazon)	254		116.29
100-1605-7733	U.S. BANK	SC Halloween Napkins (Amazon)	254		15.88
100-1605-7733	U.S. BANK	Senior Ctr Supplies (Amazon)	254		126.70
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Supplies	213867		5.39
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Monthly Birthday Cake	213867		10.99
100-1605-7733	DUARTE RECREATION PETTY CA...	Lotto Tickets-SC Halloween Luncheon	213867		50.00
100-1605-7733	THEODORE SIEGEL	SC 'Yankee Doodle Dandy' Movie Screening	213905		150.00
100-1605-7733	SUNSET SINGERS LLC	SC Christmas Party Entertainment	213911		500.00
100-1605-7733	DUARTE PETTY CASH/BINGO PR...	SC Bingo Prize Money	213865		125.00
100-1605-7733	CARENOTES	SC Motivational Booklets	213832		227.50
100-1605-7733	ARCADIA PARTY RENTALS	SC Thanksgiving Napkins	213829		71.50
100-1605-7733	STAPLES ADVANTAGE	Office Supplies	213909		22.64
100-1605-7733	CURO MANAGED PRINT PRODU...	SC Christmas Photo Booth 12/12/19	213863		425.25
100-1605-7733	RALPHS GROCERY COMPANY	SC Thanksgiving Supplies	213895		210.21
100-1605-7735	U.S. BANK	TC Posters (Allposters.com)	254		102.57
100-1605-7735	U.S. BANK	TC Family Feud Decorating Supplies (Amazon)	254		34.25
100-1605-7735	FSP DESIGNS	TC Duarte Dance Beanies	213874		166.99
100-1605-7735	FSP DESIGNS	TC Unity March T-Shirts	213874		81.08
100-1605-7736	ALEJANDRO FUENTES	Instructor Fee-Circus Gymnastics	213836		315.00
100-1605-7737	INLAND EMPIRE STAGES LTC	Adult Laughlin Trip 11/5/19 - 11/7/19 (Hotel)	213877		2,648.00
100-1605-7741	U.S. BANK	Sports Scoreboards	254		23.84
100-1605-7741	U.S. BANK	Sports Scoreboard RETURN (Amazon)	254		-11.92
100-1605-7741	J & J SPORTS & TROPHIES	Cross Country Shirts	213878		185.22
100-1605-7745	U.S. BANK	TC Boxing Heavy Weight Floor Scale (Amazon)	254		158.72
100-1605-7745	U.S. BANK	TC Boxing Tournament Hotel 11/4/19 - 11/6/19	254		186.34
100-1605-7750	INLAND EMPIRE STAGES LTC	Adult Laughlin Trip 11/5/19 - 11/7/19 (Bus)	213877		3,871.33
100-1605-7980	VERIZONWIRELESS	VW-ME Phone 10/19/19 - 11/18/19	EFT08857		37.58
100-1605-7980	VERIZONWIRELESS	SC ActiveNet 10/19/19 - 11/18/19	EFT08856		18.60
100-1610-7618	U.S. BANK	City Hall Flags (American Flagpole & Flag)	254		249.90
100-1610-7618	U.S. BANK	SC Lightbulbs (1000bulbs.com)	254		251.13

Council Warrant Register by Account

Payment Dates: 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	213860		35.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	213860		35.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	213860		60.71
100-1610-7652	POST ALARM SYSTEMS	S Yard Alarm Monitoring 12/1/19 - 12/31/19	213893		43.26
100-1610-7652	ECM PECO INC / PRECISION ELE...	Royal Oaks Park Light Repairs	213894		16,042.95
100-1610-7652	AIR-TRO INC	Duarte Museum HVAC Routine Call	213845		186.00
100-1610-7652	AIR-TRO INC	Public Safety AC Condenser Fan Motor/Blade	213845		958.31
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	213860		20.68
100-1610-7652	ALBERTOS PLUMBING	Chamber Plumbing Sewer Cleaning	213846		770.00
100-1610-7652	ALBERTOS PLUMBING	FC Women's RR Toilet Valve	213846		520.00
100-1610-7652	ALBERTOS PLUMBING	TC Kitchen Sink Unclog/Toilet Repair	213846		710.00
100-1610-7652	ALBERTOS PLUMBING	Otis Gordon RR Unclog	213846		120.00
100-1610-7652	ALBERTOS PLUMBING	Encanto Pk Sink Install	213846		295.00
100-1610-7652	ALBERTOS PLUMBING	Otis Gordon Pk Toilet Remove/Replace	213846		250.00
100-1610-7652	ALBERTOS PLUMBING	Snack Bar Drain Clean	213846		120.00
100-1610-7652	ALBERTOS PLUMBING	Beardslee Pk Women's RR Toilet Valve	213846		1,100.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-CC 10/2019	213843		60.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-CH 10/2019	213843		60.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 10/2019	213843		60.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-SC 10/2019	213843		60.00
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-TC 10/2019	213843		60.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 10/2019	213868		135.00
100-1805-7610	ROXANNE BRECEDA	Leadership Training/CCAC Workshop	213831		90.36
100-1805-7610	ANGELA CHIAROMONTE	Disaster Recovery Training	213859		25.28
100-1805-7610	KRISTEN PETERSEN	Staff Training/LAEDC Event	213892		122.83
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	213909		53.56
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY19 Audit Fieldwork	213888		10,000.00
100-1805-7965	LANCE, SOLL & LUNGHARD LLP	Annual GASB 68 Report	213880		1,000.00
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 10/2019	213855		128.00
100-1810-7660	CMC LIVSCAN & NOTARY SERV...	Livescan Services 10/2019	213861		115.00
100-1810-7673	MORNEAU SHEPELL LIMITED	Drug and/or Alcohol Testing 72019 - 9/2019	256		325.00
100-1810-7980	LOS ANGELES UNIFIED SCHOOL...	Bilingual Testing Services	213886		180.00
100-1815-7631	MAXTREME INC	(2) External Hard Drive/APC Back-UPS	255		352.45
100-1815-7632	MAXTREME INC	Office 365 7/2019 - 10/2019	255		1,716.00
100-1815-7632	MAXTREME INC	Gsuite accessduarre.com 7/2019 - 10/2019	255		4,310.01
100-1815-7632	OKTA INC	Identity Service Provider 10/31/19 - 10/30/20	257		3,457.08
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 23	EFT08860		1,340.10
100-1815-7980	VERIZONWIRELESS	VW-City Hall 10/19/19 - 11/18/19	EFT08857		39.03
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	213909		57.47
100-1825-7630	CANON FINANCIAL SERVICES INC	PS Copier Lease 11/1/19 - 11/30/19	213856		399.67
100-1825-7630	CANON FINANCIAL SERVICES INC	CH (2)/SC/TC Copier Lease 11/1/19 - 11/30/19	213856		869.55
100-1825-7631	CANON FINANCIAL SERVICES INC	Maintenance/19 Sales Tax 10/1/19 - 10/31/19	213856		443.57
100-2120	VANESSA TORRES	ROP Bldg Rent Deposit Refund	213842		150.00
100-2120	BRIANNA LOPEZ	ROP Bldg Rent Deposit Refund	213838		150.00
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Refill 10/2019	213896		252.00

Council Warrant Register by Account

Payment Dates: 11/13/2019 - 11/26/2019

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-2126	NICO DE LA CRUZ	Equipment Deposit Refund	213834		25.00
100-2126	PAMELA GARCIA	Equipment Deposit Refund	213837		25.00
100-2126	ERIC BARAJAS	Equipment Deposit Refund	213830		25.00
100-4904	OFL - D, LLC	Refund of CUP 19-01 Fees	213890		8,550.00
Fund 100 - GENERAL FUND Total:					584,302.32
Fund: 220 - GAS TAX FUN					
220-2220-7980	VERIZONWIRELESS	VW-Amanda 9/19/19 - 10/18/19	EFT08854		41.54
220-2220-7980	VERIZONWIRELESS	VW-Teresa 9/19/19 - 10/18/19	EFT08854		41.54
Fund 220 - GAS TAX FUN Total:					83.08
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7888	LANDSCAPE WAREHOUSE INC	Citywide Irrigation Repairs	213881		240.89
240-2410-7888	CAL BLEND SOILS INC	Orange Blossom Park DG Walkway	213853		93.08
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repair	213907		138.76
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repair/Encanto Park	213907		31.33
240-2410-7891	LANDSCAPE WAREHOUSE INC	Median Irrigation Repair	213881		183.78
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					687.84
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff Contract 9/2019	213885		10,000.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					10,000.00
Fund: 420 - QUIMBY ACT FUND					
420-4205-8041	U.S. BANK	Orange Blossom Pk Interpretive Sign (B& H Signs)	254		3,163.42
Fund 420 - QUIMBY ACT FUND Total:					3,163.42
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7610	AUTOZONE	Yard Supplies	213849		102.69
440-4405-7650	AUTOZONE	Yard Supplies	213849		8.74
440-4405-7821	VERIZONWIRELESS	VW-Transit Internet 10/19/19 - 11/18/19	EFT08857		55.14
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Operating Costs 9/2019	213873		20,121.06
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service Operating Costs 10/2019	213871		25,015.55
440-4405-7980	REGIONAL TAP SERVICE CENTER	TAP Card Sales 10/2019	213896		-2.00
440-4405-8013	FOOTHILL TRANSIT	8th Installment of 3rd Bus 11/2019	213872		4,523.11
Fund 440 - PROPOSITION A TRANSIT FUND Total:					49,824.29
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service Operating Costs 9/2019	213873		16,462.69
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service Operating Costs 10/2019	213871		20,467.27
460-4605-8013	FOOTHILL TRANSIT	8th Installment of 3rd Bus 11/2019	213872		2,544.25
Fund 460 - PROPOSITION C TRANSIT FUND Total:					39,474.21
Grand Total:					687,535.16

Report Summary**Fund Summary**

Fund	Payment Amount
100 - GENERAL FUND	584,302.32
220 - GAS TAX FUN	83.08
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	687.84
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	10,000.00
420 - QUIMBY ACT FUND	3,163.42
440 - PROPOSITION A TRANSIT FUND	49,824.29
460 - PROPOSITION C TRANSIT FUND	39,474.21
Grand Total:	687,535.16

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7647	Travel & Exp - Reilly	312.88
100-1005-7980	Other Expenses	260.93
100-1010-7614	Office Supplies	100.56
100-1010-7670	Legal Notices	4,058.00
100-1010-7965	Professional Services	30,041.37
100-1010-7980	Other Expenses	320.34
100-1015-7682	Labor Counsel Legal	327.50
100-1015-7684	Code Enforcement Legal	3,522.70
100-1015-7686	Other Legal Services	742.00
100-1020-7712	Community Information (...)	9.99
100-1020-7713	Historical Museum Bldg ...	370.92
100-1020-7716	Special Community Events	500.00
100-1205-7614	Office Supplies	474.49
100-1205-7615	Emergency Supplies	1,794.13
100-1205-7636	Uniforms	379.90
100-1205-7650	Vehicle Maintenance	40.82
100-1205-7655	Emergency Services	1,268.23
100-1205-7761	Parking Ticket Collect	6,681.75
100-1205-7762	Parking Pass Kiosk Costs	284.00
100-1205-7780	Animal Control	5,602.35
100-1205-7781	Contract Law Enforcement	355,571.33
100-1205-7782	Crossing Guard Contract ...	4,908.27
100-1205-7980	Other Expenses	8,970.27
100-1405-7612	Publications and Dues	3,421.00
100-1405-7613	Duplications And Photos	77.14
100-1405-7614	Office Supplies	324.69
100-1405-7650	Vehicle Maintenance	250.00
100-1405-7690	Planning Commission	150.00
100-1405-7800	Building Department Serv...	36,933.10
100-1405-7802	NPDES Requirements	2,625.00
100-1405-7965	Professional Services	8,782.50
100-1405-7967	Public Works Inspections	2,916.50
100-1405-7969	City Engineer	10,857.50
100-1405-7980	Other Expenses	39.03
100-1410-7636	Uniforms	341.53
100-1410-7656	Emergency Generator	145.00
100-1410-7814	Graffiti Removal	1,783.70
100-1410-7980	Other Expenses	476.25
100-1415-7875	Electric-Sports Park	18,268.54
100-1415-7889	Repairs-Sports Park	-63.37
100-1605-7610	Travel, Mtgs & Conf	295.00
100-1605-7614	Office Supplies	42.13
100-1605-7650	Vehicle Maintenance	1,281.64
100-1605-7693	Youth Council	184.00
100-1605-7728	Americorp's VIP Program	643.24
100-1605-7730	Special Events	1,469.53

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7733	Senior Center	2,293.44
100-1605-7735	Teen Center	384.89
100-1605-7736	Recreation Classes	315.00
100-1605-7737	Adult Excursions	2,648.00
100-1605-7741	Sports/Playground Progr...	197.14
100-1605-7745	Boxing Program	345.06
100-1605-7750	Bus Rentals	3,871.33
100-1605-7980	Other Expenses	56.18
100-1610-7618	Building Supplies	501.03
100-1610-7636	Uniforms	130.71
100-1610-7652	Building Maint Services	21,571.20
100-1805-7610	Travel, Mtgs & Conf	238.47
100-1805-7614	Office Supplies	53.56
100-1805-7654	Audit Services	10,000.00
100-1805-7965	Professional Services	1,000.00
100-1810-7660	Other Services	243.00
100-1810-7673	Physical Exams	325.00
100-1810-7980	Other Expenses	180.00
100-1815-7631	Equipment Maintenance	352.45
100-1815-7632	Software Maintenance	9,483.09
100-1815-7830	Telephones	1,340.10
100-1815-7980	Other Expenses	39.03
100-1825-7613	Duplications And Photos	57.47
100-1825-7630	Equipment Lease	1,269.22
100-1825-7631	Equipment Maintenance	443.57
100-2120	Refundable Deposits	300.00
100-2125	Metro Pass Through (TAP)	252.00
100-2126	Construction and Demolit...	75.00
100-4904	Zoning Fees	8,550.00
220-2220-7980	Other Expenses	83.08
240-2410-7888	Repairs-Citywide	504.06
240-2410-7891	Repairs-Medians	183.78
290-2905-7781	Contract Law Enforcement	10,000.00
420-4205-8041	Park Improvements (Capit...	3,163.42
440-4405-7610	Travel, Mtgs & Conf	102.69
440-4405-7650	Vehicle Maintenance	8.74
440-4405-7821	Person'l Computr Support	55.14
440-4405-7960	Foothill Transit Operations	45,136.61
440-4405-7980	Other Expenses	-2.00
440-4405-8013	Vehicles (Capital)	4,523.11
460-4605-7960	Foothill Tranist Operations	36,929.96
460-4605-8013	Vehicles	2,544.25
Grand Total:		687,535.16

Project Account Summary

Project Account Key	Payment Amount
None	652,730.74
201904-Contract Law-Tobacco Grant	2,483.29
201914-Other Expenses-Cal VIP	8,798.27
201914-Sheriff Contract-Cal VIP	17,381.12
201915-Pub & Dues -Duarte StationSpecific Plan	3,346.00
201935-Prof Svcs-GIS Upgrade	2,097.50
202009- Duarte's Promise - America's Promise Exp	643.24
202013-CERT-Emergency Supplies #EP4051 OPR	55.00
Grand Total:	687,535.16

MEMORANDUM



TO: Honorable Mayor and City Council

FROM: Jason Golding, Planning Manager

DATE: November 26, 2019

SUBJECT: Ordinance 19-O-04 and 19-O-05 - Second Reading and Adoption of Ordinances related to Amended Duarte Station Specific Plan

At its November 12, 2019 meeting, City Council voted unanimously to approve the introduction of the following two ordinances:

1. Ordinance 19-O-04 to amend the current Duarte Station Specific Plan (DSSP) revising the mix and density of land uses, development standards, design guidelines, mobility provisions, infrastructure & services plans, administrative and implementation language, amongst other topics (Zone Change 19-01); and
2. Ordinance 19-O-05 modifying Chapter 19.22 (Specific Plan Zones), Table 2-15 of the Duarte Development Code to update previously adopted Specific Plans, and include Duarte Station Specific Plan (Municipal Code Amendment 19-02).

Staff recommends adoption of the attached Ordinances for second reading. If adopted, Ordinances 19-O-04 and 19-O-05 will become effective 30 days from the date of adoption.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING AND ADOPTING THE AMENDED DUARTE STATION SPECIFIC PLAN, DEFINING PERMITTED USES, REGULATING THE SIZES AND LOCATIONS OF BUILDINGS, SPECIFYING DESIGN GUIDELINES AND DEVELOPMENT STANDARDS, IDENTIFYING PROJECT INFRASTRUCTURE AND SERVICES, PROVIDING ADMINISTRATIVE AND IMPLEMENTATION LANGUAGE, AND DEPICTING THE CONCEPTUAL DEVELOPMENT SCENARIO FOR THE PLAN AREA, GENERALLY LOCATED AT THE NORTHWEST CORNER OF DUARTE ROAD AND HIGHLAND AVENUE (1801 HIGHLAND AVENUE, 1700 BUSINESS CENTER DRIVE, AND 1716 EVERGREEN STREET) (ZONE CHANGE 19-01)

WHEREAS, Chapter 19.150 of the Duarte Development Code provides a process for preparing, processing, reviewing, adopting, and amending specific plans in compliance with Government Code Section 65450 et seq. or as that section may be amended or replaced from time to time; and

WHEREAS, the City Council of the City of Duarte has considered the Amended Duarte Station Specific Plan ("DSSP") with all proposed changes; and

WHEREAS, the Duarte Planning Commission heard this item at its October 21, 2019 meeting and recommended approval to the City Council; and there have been no substantial modifications to the DSSP since that time;

WHEREAS, notice of a public hearing on the proposed amendment was given in accordance with applicable law; and

WHEREAS, on November 12, 2019 the City Council held a duly noticed public hearing on the Code amendment, whereupon the City Council received additional public testimony; and

WHEREAS, the City Council received and considered the staff report and all of the information, evidence, and testimony presented in connection with the foregoing; and

WHEREAS, after careful study and the public hearing held on November 12, 2019, the City Council approved the Duarte Station Specific Plan (ZC 19-01), as provided in attached Exhibit A.

NOW, THEREFORE, the City Council of the City of Duarte resolves as follows:

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

SECTION 2. The City Council determines that the proposed amendment to the Duarte Station Specific Plan is the highest and best use for the subject property.

SECTION 3. The City Council finds and determines that the proposed amendment to the DSSP is in the best interests and welfare of the City and its residents.

SECTION 4. The City Council finds and determines that the proposed amendment to the DSSP is consistent with the City's General Plan, and is hereby recommended for adoption by the City Council.

SECTION 5. In adoption of this Code amendment, the City Council finds and determines the project is in compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21000 *et seq.* (CEQA), and State regulations in Title 14 of the California Code of Regulations, Section 15000 *et seq.* (CEQA Guidelines) because a Subsequent Environmental Impact Report and Mitigation Monitoring Program for the DSSP, including a water supply assessment, has been prepared and circulated among the public and required public agencies for public review and comment.

SECTION 6: The City Clerk shall certify as to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2019.

Mayor Tzeitel Paras-Caracci

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. ____ was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the _____ day of _____, 2019, by the following vote:

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

City Clerk Marla Akana
City of Duarte, California

MEMORANDUM



TO: Honorable Mayor and City Council

FROM: Jason Golding, Planning Manager

DATE: November 26, 2019

SUBJECT: Ordinance 19-O-04 and 19-O-05 - Second Reading and Adoption of Ordinances related to Amended Duarte Station Specific Plan

At its November 12, 2019 meeting, City Council voted unanimously to approve the introduction of the following two ordinances:

1. Ordinance 19-O-04 to amend the current Duarte Station Specific Plan (DSSP) revising the mix and density of land uses, development standards, design guidelines, mobility provisions, infrastructure & services plans, administrative and implementation language, amongst other topics (Zone Change 19-01); and
2. Ordinance 19-O-05 modifying Chapter 19.22 (Specific Plan Zones), Table 2-15 of the Duarte Development Code to update previously adopted Specific Plans, and include Duarte Station Specific Plan (Municipal Code Amendment 19-02).

Staff recommends adoption of the attached Ordinances for second reading. If adopted, Ordinances 19-O-04 and 19-O-05 will become effective 30 days from the date of adoption.

ORDINANCE NO.**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING MUNICIPAL CODE AMENDMENT 19-02, AMENDING CHAPTER 19.22 OF THE DUARTE DEVELOPMENT CODE, TABLE 2-15, WHICH IDENTIFIES ADOPTED SPECIFIC PLANS**

WHEREAS, the City Council of the City of Duarte has considered the Amended Duarte Station Specific Plan ("DSSP") and also has considered an update of Table 2-15 in Chapter 19.22 of the Duarte Development Code to list the: Rose Garden at Santa Teresita Specific Plan, Duarte Station Specific Plan, Town Center Specific Plan and the City of Hope Specific Plan; and

WHEREAS, the Duarte Planning Commission heard this item at its October 21, 2019 meeting and recommended approval to the City Council; and

WHEREAS, notice of a public hearing on the proposed amendment was given in accordance with applicable law; and

WHEREAS, on November 12, 2019 the City Council held a duly noticed public hearing on the Code amendment, whereupon the City Council received additional public testimony; and

WHEREAS, the City Council received and considered the staff report and all of the information, evidence, and testimony presented in connection with the foregoing; and

WHEREAS, after careful study and the public hearing held on November 12, 2019, the City Council approved Municipal Code Amendment 19-02, which amends Chapter 19.22, Table 2-15 of the Duarte Development Code.

NOW THEREFORE, IN LIGHT OF ALL OF THE FOREGOING, DOES HEREBY ORDAIN AS FOLLOWS: AS FOLLOWS:

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

SECTION 2. The City Council finds and determines that the proposed Code amendment is in the best interests and welfare of the City and its residents.

SECTION 3. The City Council finds and determines that the proposed Code amendment to the DSSP is consistent with the City's General Plan, particularly in light of Resolutions 19-R-27 and 19-R-28 adopted in conjunction herewith, and is appropriate for adoption by the City Council.

SECTION 4. The City Council hereby amends Chapter 19.22, Table 2-15 as follows:

TABLE 2-15 SPECIFIC PLANS		
No.	Specific Plan	Adoption Date (Adoption Mechanism)
1	Huntington/Highland	7/27/1982 (Res. No. 82-26)
2	Las Lomas	10/26/1982 (Res. No. 82-41)
3	Huntington/Buena Vista	7/11/1989 (Per City Council)
4	Highland Avenue	12/12/1989 (Per City Council)
5	Westminster Gardens	11/27/1990 (Ord. No. 675)
6	Mountain/Evergreen	11/27/1990 (Ord. No. 676)
7	Rancho Verde	10/27/1992 (Ord. No. 695)
8	Las Brisas	12/13/1994 (Ord. No. 714)
9	Las Posadas	12/10/1996 (Ord. No. 729)
10	Buena Vista Villas	8/12/1997 (Ord. No. 732)
11	Encanto Parkway	4/14/1998 (Ord. No. 735)
12	Citrus Collection at Duarte II	Preliminary 1/26/1999 ¹
13	Spanish Oaks Villas	7/16/2001 (Ord. No. 758)
14	Andres Duarte Terrace	5/27/2003 (Ord. No. 769)
15	Duarte Gardens	6/27/2006 (Ord. No. 784)
16	Mountain/Central	10/14/2008 (Ord. No. 811)
17	Rose Garden at Santa Teresita	6/28/2011 (Ord. 829)
18	Duarte Station Specific Plan	12/10/2013 (Ord. 843) 11/12/2019 (Ord. 893) - 2019 Amendment
19	Town Center Specific Plan	9/27/16 (Ord. 868)
20	City of Hope Specific Plan	10/23/2018 (Ord. 885)

Note: 1. Citrus Collection at Duarte II was not formally adopted; however draft Ordinance 98-0-7 provides preliminary standards.

SECTION 5. In adoption of this Code amendment, the City Council finds and determines the project is in compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21000 *et seq.* (CEQA), and State regulations in Title 14 of the California Code of Regulations, Section 15000 *et seq.* (CEQA Guidelines) because an Subsequent Environmental Impact Report and Mitigation Monitoring Program for the DSSP has been prepared and circulated for public review and comment, and has been certified in conjunction with this Code amendment. .

SECTION 6: The City Clerk shall certify as to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2019.

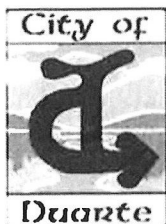
Mayor Tzeitel Paras-Caracci

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No.____ was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the _____ day of _____, 2019, by the following vote:

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

City Clerk Marla Akana
City of Duarte, California



MEMORANDUM

RECEIVED
NOV 19 2019
CITY OF DUARTE

TO: CITY COUNCIL

FROM: COMMISSIONER Paula Watson-Gardner

SUBJECT: NOTICE OF ABSENCE FROM PLANNING COMMISSION MEETING

DATE: 10.21.19

REASON FOR ABSENCE:

_____ ACCIDENT _____ VACATION ~~_____ OTHER*~~

_____ SICKNESS _____ DEATH IN FAMILY

DATE OF MEETING ABSENCE **October 21, 2019**

* EXPLANATION OF ABSENCE WORK RELATED

SIGNATURE

ABSENCE NOTED BY CITY COUNCIL

(Revised 3/91)

DATE _____

RECEIVED

NOV 21 2019

CITY OF DUARTE



TO: CITY COUNCIL

FROM: COMMISSIONER Natalie Y. Ng

SUBJECT: NOTICE OF ABSENCE FROM TRAFFIC SAFETY COMMISSION MEETING

DATE: November 7, 2019

REASON FOR ABSENCE:

_____ ACCIDENT

~~7~~ VACATION

OTHER*

SICKNESS

DEATH IN FAMILY

DATE OF MEETING ABSENCE November 5, 2019

* EXPLANATION OF ABSENCE

SIGNATURE

ABSENCE NOTED BY CITY COUNCIL

DATE _____

MEMORANDUM

TO: Mayor and Councilmembers

FROM: Manuel Enriquez, Interim Successor City Manager

DATE: November 21, 2019

SUBJECT: Conference Attendance – City Council Meeting of November 26, 2019

League of California Cities
New Mayors and Councilmembers Academy
January 22-24, 2020
Sacramento

Registration: \$625
Hotel: \$193/night plus tax and fees
Airfare

California Contract Cities Association
Annual Sacramento Legislative Tour
January 6-8, 2020
Sacramento

Registration: \$475
Hotel: \$179/night plus tax and fees
Airfare

NEW MAYORS AND COUNCIL MEMBERS

Academy



*Register Early!
Space is limited.*

 Check out our mobile app
 facebook.com/leagueofcities
 [@CaCities](https://twitter.com/CaCities)

JANUARY 22–24, 2020
HYATT REGENCY SACRAMENTO

REGISTRATION AND HOUSING DEADLINE:
Tuesday, December 31, 2019 | www.cacities.org/events



NEW MAYORS & COUNCIL MEMBERS ACADEMY

SCHEDULE AT A GLANCE

| WEDNESDAY, JANUARY 22 |

- 7:00 a.m. – 5:00 p.m. Registration Open
- 8:00 – 10:00 a.m. Harassment Prevention Training for Supervisors and Officials (AB 1661)
- 10:15 a.m. – 12:15 p.m. Educational Sessions
- 12:15 – 1:15p.m. Networking Luncheon
- 1:15 – 5:00 p.m. Educational Sessions
- 5:30 – 6:30 p.m. Networking Reception

| THURSDAY, JANUARY 23 |

- 7:00 a.m. – 5:00 p.m. Registration Open
- 7:30 – 8:30 a.m. Networking Breakfast
- 8:30 a.m. – 12:00 p.m. Educational Sessions
- 12:00 – 1:15p.m. Luncheon: Inquiring Minds Want To Know
- 1:15 – 5:00 p.m. Educational Sessions

| FRIDAY, JANUARY 24 |

- 7:30 – 11:00 a.m. Registration Open
- 7:30 – 9:00 a.m. Networking Breakfast & Late Breaking Session
- 9:30 – 11:30 a.m. Understanding Public Service Ethics Laws and Principles (AB 1234)

For speaker information, go to www.cacities.org/MayorsCouncilEd
Sessions/Speakers are subject to change

STATE MANDATED TRAININGS

Training to meet state requirements on specific ethics laws and principles and workplace harassment prevention, discrimination and retaliation will be offered. Sign-in will begin 30 minutes prior to the session and you must be present for the full two hours to receive the certification of attendance. Entry will be prohibited once session begins. (Planned with the Institute for Local Government).

The Institute for Local Government is a State Bar of California minimum continuing legal education (MCLE) approved provider and certifies this activity meets the standards for MCLE credit by the State Bar of California in the total amount of 2 hours (general credits). Provider #13881

For speaker information, go to www.cacities.org/MayorsCouncilEd

Sessions/Speakers are subject to change



Harassment Prevention Training for Supervisors and Officials (AB 1661)

Wednesday, January 22, 8:00 – 10:00 a.m.

This informational and interactive workplace harassment prevention training will focus on current and emerging issues resulting from the #MeToo movement, and teach officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation, and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825/2053/1661 and SB 396.

Understanding Public Service Ethics Laws and Principles (AB 1234)

Friday, January 24, 9:30 – 11:30 a.m.

State law requires elected and appointed officials to receive two hours of training in specified ethics laws and principles every two years. Newly elected and appointed officials must receive this training within one year of becoming a public servant. Join a panel of experts as they help navigate the ethics laws and principles.



EDUCATIONAL SESSIONS

City of Dysfunction Junction — How to Conduct an Effective and Respectful Council Meeting

Enjoy a popular and hilarious skit, contrasting the wrong and the right ways to conduct your city council meetings.

Effective Advocacy & Key City Issues

Meet the League of California Cities' legislative team, and learn about the legislative goals, legislative calendar, and trending issues in the legislature. Lobbyists will also share ideas for establishing practical skills to develop persuasive arguments and testimony that will serve your city's interests.

Your Legal Powers and Obligations

You were elected to make things happen in your city. Learn the breadth, as well as the limitations of your powers as a city official. Acquire a basic understanding of the legal authorities and restrictions under which cities and city officials operate, with a focus on the Brown Act.

Financial Responsibilities and City Revenues

This session will address your responsibilities as elected officials in exercising fiduciary accountability and transparency in open government. Discuss the local government financial cycle, elected official financial oversight duties, and state and local funding relationships. The importance of structurally balanced budget tips for setting city council goals, and the need for financial policies will be addressed.

For speaker information, go to www.cacities.org/MayorsCouncilEd

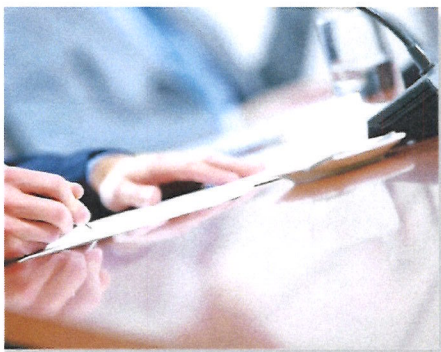
Sessions/Speakers are subject to change

EDUCATIONAL SESSIONS, *Continued***Policy Role in Land Use Planning**

Land use planning is one of the most important aspects of a city official's responsibilities because of the long-term impacts it can have on a community's environment, economic vitality and the physical health of its residents. Learn about tools and processes in land use planning such as the general plan, zoning, and the California Environmental Quality Act (CEQA), as well as the role of regional agencies and the state. This knowledge will help you foster a solid working relationship with your city's planning commission and planning staff.

Your League and How To Use It

As a city official, you are the League. Its success, along with your own, depends on your involvement and leadership. Receive an introduction to the services of the League of California Cities, how you can access them, and how you can become involved.

**Inquiring Minds Want to Know**

Have a question that you are afraid to ask in a public meeting, or feel that you should already know the answer to? Join us in a safe and friendly environment to receive answers to your most pondered questions, and hear questions from your colleagues.

Relationship between City Council and City Management

As an elected official, there will be various competing values and priorities that drive you and your colleagues within your city. Your success on the council requires an effective relationship with your city manager, city attorney and staff, where everyone's values are respected and represented. Learn how to work together while cultivating each of your diverse roles.

Communications and Civic Engagement

With constant advancements in social media over the last several years, it can be hard to keep up with the "do's and don'ts" of every platform. There is a wide variety of almost immediate online informational sources, and elected officials need to be quick on their feet with the necessary skills to proactively manage public perceptions about local governmental affairs. Discover what cities should be doing to communicate with their constituents in the 21st century, and the rules that elected officials need to follow.

For speaker information, go to www.cacities.org/MayorsCouncilEd
 Sessions/Speakers are subject to change

Registration & Housing Deadline: Tuesday, December 31, 2019**STEP 1: REGISTER FOR THE CONFERENCE**

- Registration is not complete until full payment is received. The League is unable to accept purchase orders.
- For online registration, go to www.cacities.org/events and select "New Mayors and Council Members Academy".
- To request a mail-in registration form, contact mdunn@cacities.org.

Registration must be received by the registration & housing deadline. After this date, you will need to register onsite if space is still available.

COSTS/FEEs

Full registration includes electronic access to all program materials, admission to all sessions, two breakfasts, two lunches, and the Wednesday evening networking reception.

Full Conference

Elected Officials and City Staff.....	\$625
Non-Member City Elected Officials and City Staff.....	\$1625
Guest/Spouse Reception Only Registration (Wednesday)	\$35

The guest / spouse fee is restricted to persons who are not city or public officials, are not related to any League Partner or sponsor, and would have no professional reason to attend the conference. It includes admission to Wednesday's networking reception only. There is no refund for the cancellation of a guest / spouse registration. It is not advisable to use city funds to register a guest/spouse.

CANCELLATIONS

Refunds of rate paid, minus \$75 processing charge, will be made for cancellations submitted in writing to mdunn@cacities.org and received by the **registration & housing deadline**. There are no refunds for cancellations after this date. Substitutions can be made onsite.



If you require special accommodations related to facility access, transportation, communication and/or dietary requests, please contact our Conference Registrar at mdunn@cacities.org by the Registration & Housing Deadline.

STEP 2: RESERVE A HOTEL ROOM**Hotel Information & Reservations**

A limited number of hotel rooms are available for conference attendees. All attendees must register for the conference prior to reserving a hotel room. Once registration is complete, you will be directed to the housing reservations page. Hotel reservation changes, date modifications, early check-out, or cancellations made prior to the **registration & housing deadline** must be done through the online reservation link you received when registering for the conference. Use your confirmation/acknowledgement number to access your reservation to make changes. Once the registration & housing deadline has passed, please contact the hotel directly with any changes or cancellations. Please note that any hotel cancellations after the housing deadline has passed may incur a financial penalty or a minimum one-night room charge or attrition fees.

January 22 – 24, 2020, Sacramento**Hyatt Regency Sacramento**

1209 L Street, Sacramento, CA 95814

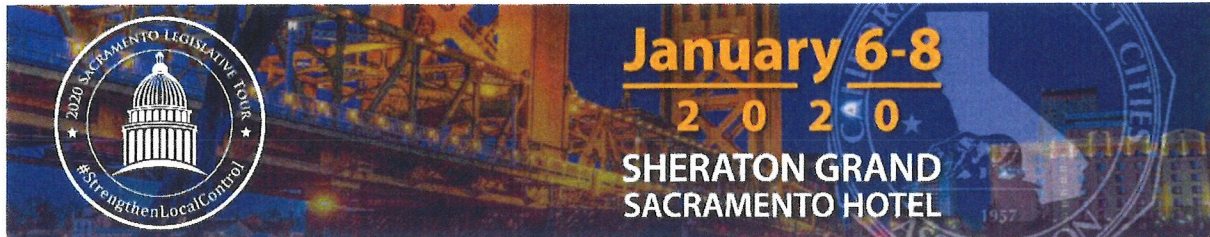
Hotel Rate (per night): \$193 – Single/Double Occupancy (plus tax and fees)

Valet parking: \$29 per day / Self-parking: \$20 per day (subject to change)

PLEASE NOTE: The information you provide to the League when registering for a League conference or meeting may be shared with the conference or meeting hotel(s). The hotel(s) will also share with the League the information you provide to the hotel(s) when you make your hotel reservation for the conference or meeting. The information shared between the League and the hotel(s) will be limited to your first name, last name and dates/length of stay in the hotel.



CALIFORNIA CONTRACT CITIES
ASSOCIATION



Registration Now Open Register Today!

You are cordially invited to join the California Contract Cities Association for our Annual Sacramento Legislative Tour from January 6-8, 2020. This is your chance to meet with key legislators to discuss topics directly affecting your city. Don't miss this opportunity to be part of the conversation as we voice our 2020 legislative priorities.

Registration: \$475.00

Nightly Room Rate: \$175.00

***Airfare is each attendees responsibility**

Critical to the California Contract Cities Association and its diverse membership is our advocacy efforts. The annual Sacramento Legislative Tour – held over several days in early January to coincide with the start of the new legislative session – affords our members the chance to directly interface with our legislators to share issues impacting our cities and directly hear from the legislative leadership and various state constitutional officers regarding their priorities for the year.

Because of the annual nature of our legislative tour, the California Contract Cities Association is well known in the State Capitol, which acts to strengthen our voice on issues of local and regional concern. If you are an elected or appointed local government official or a proactive member of the business and/or for-profit community, we encourage you to consider attending this critical annual event.

For the 2020 Annual Legislative Tour, we will be having an in-depth look into the legislative process and key briefings on legislation we anticipate will come before the Legislature.



[Click Here to Register](#)

[Tentative Agenda](#)

***We kindly ask all members to participate in all scheduled CCCA functions on Monday and Tuesday. Wednesday's are normally reserved for members to schedule meetings on their own.**

***Please note that we have moved to a new conference registration platform. To register, you will be prompted to provide either your email or the registrants email. If the email provided is not currently in our database, please contact our office at info@contractcities.org or call us at (562) 622-5533.**

California Contract Cities Association | 17315 Studebaker Road , Suite #210, Cerritos, CA 90703

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Conference Agenda

To view the entire agenda, choose the ALL option from the tracks list and click the "view agenda" button. The default view displays the agenda in a chronological grid. To see session abstracts, select the Abstract View option. You may also view the agenda for a specific day by choosing an option from the drop down list of conference days, or a specific track by choosing one from the drop down list of tracks.

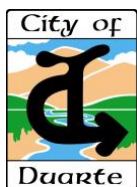
☒ Grid View ☐ Abstract View

Track: (Optional) ALL

Day: (Optional) ALL

View Agenda

Date	Start	End	# ATT	Room	Title	Presenters	Moderator	Coordinator	Permission
1/6/2020	8:00 AM	9:30 AM			Orientation Breakfast				Yes
1/6/2020	9:30 AM	12:30 PM			Legislative Office Small Group Meetings				Yes
1/6/2020	12:45 PM	2:00 PM			Luncheon Speaker Series				Yes
1/6/2020	2:15 PM	5:00 PM			Legislative Office Small Group Meetings				Yes
1/7/2020	8:00 AM	9:30 AM			Breakfast Speaker Series				Yes
1/7/2020	10:00 AM	12:00 PM			Capitol Briefing Session				Yes
1/7/2020	12:15 PM	1:45 PM			Luncheon Speaker Series				Yes
1/7/2020	2:00 PM	4:00 PM			Capitol Briefing Session				Yes
1/7/2020	5:00 PM	7:00 PM			Annual Legislative Reception				Yes
1/8/2020	12:00 AM	12:00 AM			Cities Free to Meet with Legislator				Yes



AGENDA MEMO

TO: MAYOR & MEMBERS OF THE DUARTE CITY COUNCIL
FROM: Victoria Rocha, Management Analyst
SUBJECT: Burrtec Waste Services Annual Performance & Rate Review
DATE: 11/26/19

RECOMMENDATION: It is recommended that City Council approve both the Burrtec Waste Services Annual Performance Review and Amendment No. 11 to the "Municipal Solid Waste, Recyclables and Green Waste Services Agreement Between the City of Duarte and Burrtec Waste Services" ("Agreement"), setting the refuse collection and recycling rates shown in the attached schedule, to become effective January 1, 2020.

PERFORMANCE REVIEW BACKGROUND: Burrtec is required to submit to the City prior to October 1st, the agreed upon documentation for the City to complete an annual performance review. Staff must review the documentation and meet with Burrtec to discuss and provide any performance feedback prior to December 15th. Once this process is complete, the document is presented to Council for acceptance. The current Agreement has an end date of December 31, 2028. Pursuant to section 3.01(d) of Amendment No. 9, this period automatically extends for one year with a new end date of December 31, 2029, if City Council approves to accept the 2018 Performance Review.

PERFORMANCE REVIEW DISCUSSION: The 2018 Burrtec Waste Services Annual Performance Review is an approximately 79-page document detailing 12 performance elements, including exhibits and findings. It focuses on the period of January 1, 2018 through December 31, 2018. The performance elements are as follows:

- Payment of fees to the City
- No charge of services to City facilities
- Offering specialty services
- Providing a high level of customer service
- Licenses
- Insurance/bonds
- Monthly waste generation reports
- Education and outreach
- Operations
- Vehicles
- Mandatory commercial and multi-family recycling
- Mandatory commercial organics AB 1826

Burrtec Waste Services met expectations in 2018 for all performance standards. Some examples are as follows:

- providing 1,632 bulky item curbside collections equating to 194.75 tons of bulky

items and e-waste;

- partnering on two community clean-ups on April 14th and September 29th, and providing eight, three-cubic yard bins to support a neighborhood clean-up;
- collecting 109 pounds of sharps from residential customers, an 85 percent increase from 2017;
- implementing alternate day/alternate side street sweeping schedule allowing parking restrictions for better curb and gutter access; and
- sponsoring State of the City/State of the Schools, Earth Day, City Anniversary, Touch-a-Truck event, Route 66 Parade, Holiday of Promise 16th Annual Food & Toy Drive, 2nd Annual Duarte Family Fun Festival, and the Mayor's Prayer Breakfast.

During the 2017 performance review, City staff requested that Burrtec work on reducing the number of calls for service, particularly missed service. Since that time, missed service calls were reduced by nearly 20 percent in 2018.

Mandatory Commercial/Multi-family Recycling – Compared to the 2017 performance review, it appears that less commercial and multi-family customers are registered for required recycling services. This decrease was reported to be a data correction.

Mandatory Commercial Organics – AB: 1826 required that on and/or after January 1, 2016, each jurisdiction would implement an organic waste recycling program that is appropriate for that jurisdiction and designed specifically to divert organic waste generated by businesses generating 8 cubic yards or more of organic waste. The recycling requirement phased in from 2016 to 2020 decreasing the amount of organic waste from 8 or more to 4 cubic yards effective January 1, 2017. On January 1, 2019, a business that generates 4 cubic yards or more of commercial solid waste per week would also need to arrange for organic waste recycling services.

Burrtec mailed out a letter of non-compliance to all qualifying customers (businesses generating 4 yards or more of solid waste, multi-family dwellings with five or more units) in August. Burrtec saw an increase of qualifying businesses and multi-family dwellings that are currently in compliance with Organics Recycling. A data fluctuation is anticipated in next year's for Mandatory Organics Recycling given the 2019 weekly solid waste generation threshold changes.

FINDINGS: Overall, Burrtec continues to be in compliance with its service agreement and provide excellent customer service based on the provided documentation, in addition to the independent research of the overall performance review process.

An opportunity for improvement identified in the 2018 performance review is to work on increasing the number of seniors and people with disabilities using the no-charge barrel roll-out service. In the 2017 assessment, 21 residents were using the free service. This number did not increase in 2018, despite there being potentially more eligible residents. City staff and Burrtec will work together to better market this program including placing targeted advertising at the Duarte Senior Center and including an ad in, at least, one of Burrtec's residential newsletters.

RATE REVIEW BACKGROUND: Burrtec Waste Services began providing franchised refuse collection and recycling services in the City of Duarte on November 1, 1996. The original Burrtec contract sets forth a specific formula by which rates are to be adjusted over time. On October 9, 2019, Burrtec submitted its original request for adjustments to its residential, commercial and roll off rates to become effective January 1, 2020. The City's responsibility is to review the rates proposed by Burrtec and confirm that the calculations are correct. The contract rate review provisions are as follows

- Rates are to be adjusted annually effective each January 1.
- Rates are adjusted up or down based on the contract formula that accounts for various cost factors, including Consumer Price Index (CPI), fuel prices and tipping fees.
- Burrtec may request an adjustment more than 4 percent, when justified.

City staff has reviewed the submitted cost data and the rate increase information, and confirms the calculations are following the contract provisions.

RATE REVIEW DISCUSSION:

Residential Refuse, Organics and Recycling Rate Analysis: The current Residential Service Rates have been in effect since January 1, 2019. In order to maintain some of the best rates in the San Gabriel Valley for its residential and commercial customers, Burrtec for years has negotiated a lower disposal fee at the local Azusa Waste Management MRF. The Azusa MRF standard gate rate for trash and green waste is \$68.43, whereas the negotiated disposal fee for Duarte residents is \$50.27.

However, over the past year, the factors that make-up the rate have increased dramatically particularly due to changes in the Chinese recycling markets known as the "China National Sword" policy. Prior to January of 2018, the US as well as other countries has relied almost solely on China to accept recyclables such as paper, cardboard and plastics. Since the introduction of the policy, China has established strict new contamination thresholds which includes bans on mixed paper and various grades of post-consumer plastics. This shift has impacted recycling programs and is most evident in the sizable increase of cost in processing these materials. Due to this increase, a recycling fee of \$1.25, instead of a credit, is now a part of this year's rate adjustment.

Cost Component	2019 (per ton)	2020 (per ton)	Increase
Trash Disposal	\$48.38	\$50.27	3.9%
Green Waste	\$45.17	\$45.17	0.0%
Recyclables	(\$6.77)	\$47.87	807%
Food Waste	\$73.11	\$84.24	15.2%

Components included in the rate calculation consist of the above stated disposal rates, the CPI change as measured by the annual average for all urban CPI in Los Angeles-Long Beach-Anaheim as released in 2019 of 3.3 percent; and the increase in the average

price per gallon of fuel based on the US Dept. of Energy Alternative Fuel Pricing Report, which was 1.63 percent.

Burrtec is seeking an increase in residential disposal rates of 11.8 percent, an amount greater than 4 percent.

Staff worked with Burrtec representatives to thoroughly review and verify the rate adjustment data. Given the rising costs outside of their control, particularly in relation to recyclables and food waste, staff believes that Burrtec's request for an 11.8 percent increase, effective January 1, 2020, is justified.

A refuse survey conducted in November 2019 shows that the City of Duarte's refuse rates are among the lowest one-third of cities surveyed in the San Gabriel Valley, even with the proposed rate increase. A few cities surveyed are also currently going through rate reviews and anticipate increased rates for calendar year 2020. The chart illustrates the most common forms of service-- residential (90/60/60) and commercial 3-yard trash bin serviced once per week.

2019 RATE SURVEY*

City	Hauler	Residential	Commercial
City of Industry	Valley Vista	No charge	\$211.36
Duarte - current	Burrtec	\$23.89	\$182.78
La Verne	Waste Mgt	\$24.06	Hauler determines rates
Arcadia	Waste Mgt	\$25.33	Hauler determines rates
Duarte - proposed	Burrtec	\$26.71	\$190.61
Azusa	Athens	\$27.22	\$140.94
Pomona	City	\$30.31	Hauler determines rates
Covina	Athens	\$31.58	\$174.98
San Dimas	Waste Mgt	\$32.14	\$171.87
Irwindale	Athens	\$32.69	\$243.99
Monrovia	Athens	\$33.03	\$192.71
West Covina	Athens	\$34.30	\$251.64
Diamond Bar	Waste Mgt/Vly Vista	\$34.53	\$139.57
Claremont	City	\$35.10	\$141.96
Glendora	Athens	\$36.67	\$216.08
Sierra Madre	Athens	\$36.78	\$179.33
Pasadena	City	\$40.99	\$180.82

As of 11/21/19

Residential Refuse and Recycling Rate:(90/60/60)

The chart below illustrates Duarte's most commonly used residential service (90/60/60 bin combination) and the impact of the new increase.

Residential Rate	2019	Proposed 2020	Increase
Base Monthly Rate	\$21.02	\$23.50	\$2.48
Franchise Fee	\$2.87	\$3.21	\$0.34
TOTAL	\$23.89	\$26.71	\$2.82

Residential Street Sweeping: Burrtec is also requesting a 3.3 percent cost increase for street sweeping which is equivalent to the contract CPI adjustment provision.

Residential Rate	2019	Proposed 2020
Base Monthly Rate	\$1.62	\$1.67
Franchise Fee	\$0.22	\$0.23
TOTAL	\$1.84	\$1.90

Commercial Refuse, Organics, Roll-Off, Recycling & Street Sweeping Rate Analysis: Burrtec is requesting an increase in Commercial disposal of refuse, green and food waste ranging from 2.3 percent to 4.3 percent. As seen in Residential disposal rates, costs in the disposal of recyclables in particular has impacted rate increases. New State mandated reporting regarding organics and food waste also requires the incorporation of a compliance fee into the new commercial trash rates.

Commercial Rate	2019	Proposed 2020	Increase	Percent Increase
Trash one 3-yard bin, 1 time/week	\$182.78	\$190.61	\$7.83	4.3%
Green Waste one 3-yard bin, 1 time/week	\$154.56	\$158.05	\$3.49	2.3%
Recyclables one 3-yard bin, 1 time/week	\$121.22	\$151.55	\$30.33	25.0%
Food Waste one 2-yard bin, 1 time/week	\$158.25	\$164.61	\$6.36	4.0%

Commercial Street Sweeping: Burrtec is also requesting a 3.3 percent cost increase for commercial street sweeping which is equivalent to the contract CPI adjustment provision. Rates would increase from \$3.54 to per month to \$3.66.

FISCAL IMPACT: If approved, the proposed rate increases would be put into effect January 1, 2020. These varying rate increases will result in an overall increase in City

Franchise Fees for both Residential and Commercial services.

ATTACHMENTS:

Attachment A: Annual Performance Review

Attachment B: Rate Sheet

Attachment C: Amendment No. 11



BURRTEC

"We'll Take Care Of It"



City of Duarte
2018 Annual Performance Review

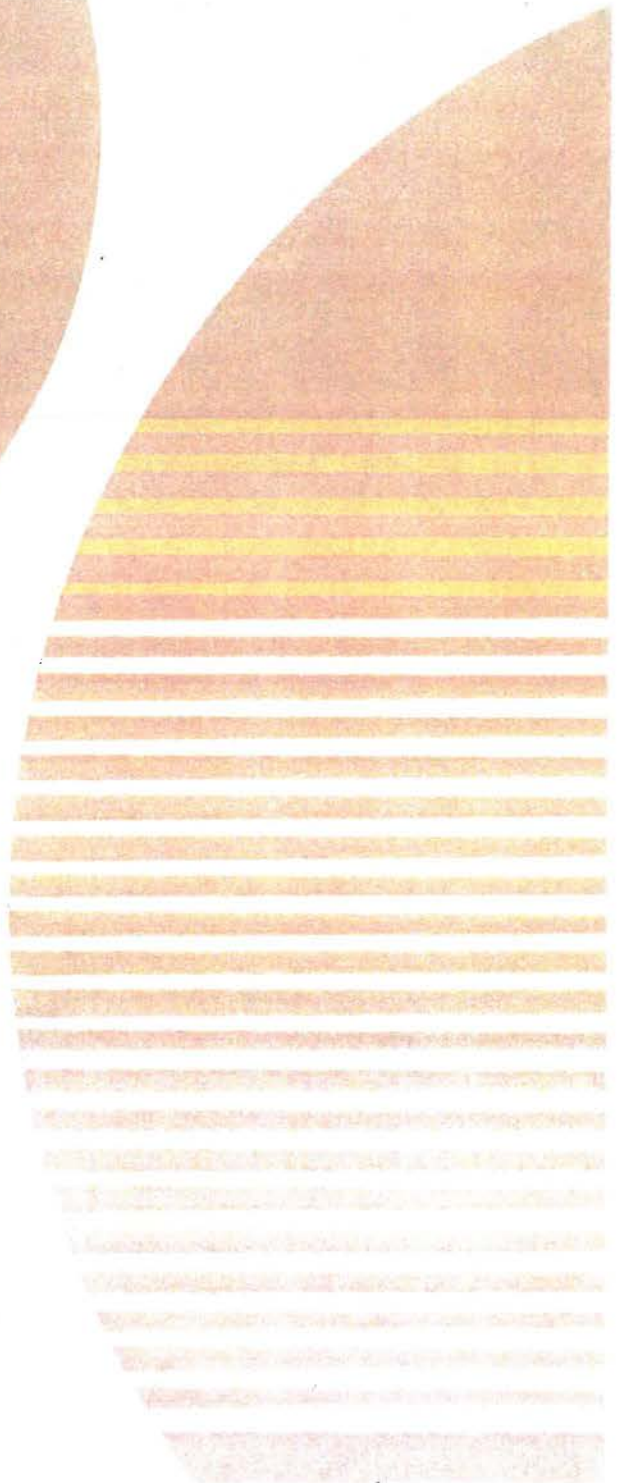
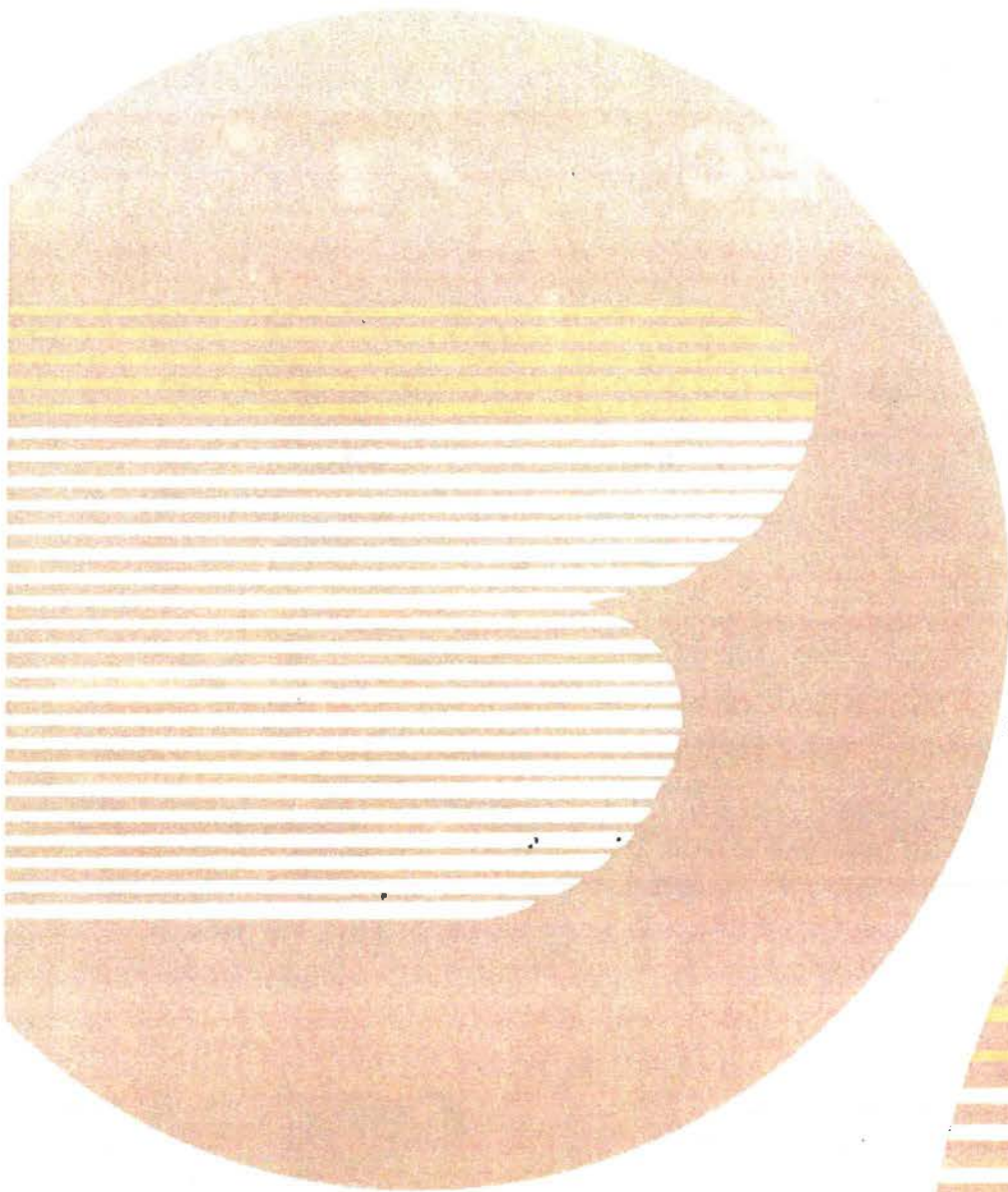


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SECTION 1 – EXECUTIVE SUMMARY

A. Executive Summary

Background

The City of Duarte (City) and Burrtec Waste Services, LLC (Burrtec) entered into an agreement for Municipal Solid Waste, Recyclables, and Green Waste Collection, Disposal and Processing in September 1996. The agreement grants Burrtec the exclusive right to collect refuse, recyclables, and green waste from all single-family, multi-family, and commercial customers in the City.

In February 2009, the City and Burrtec amended the agreement to include provisions for an annual performance review, an extended and restated term, and added certain service programs. The performance review is to be submitted by Burrtec with the formal review conducted between August 1 and September 30 of each year. Under the terms of the agreement, Burrtec is required to provide certain services and meet certain performance criteria. These performance criteria include:

- Remitting franchise and AB 939 Fees to the City
- Providing no charge services to City facilities
- Provide residential curbside Christmas tree collections
- Provide roll-out services to handicapped and frail
- Offering a senior citizen discount rate
- Providing a high level of quality customer service
- Maintaining required permits and licenses
- Meeting specified insurance and bond requirements
- Submitting certain materials collection reports
- Conducting public education and outreach activities
- Providing safety records and proper vehicle maintenance
- Offering certain required service programs

The scope of the performance review may include items such as an audit of payment records to the City, review of customer service levels and billing, a review of customer calls and service requests, and a review of Burrtec's compliance with the terms of the Agreement. This review encompasses Burrtec's performance from January 1, 2018, through December 31, 2018.

B. Audit Results

Overall, Burrtec's performance was found to be compliant with its contractual requirements.

The audit results further identified that Burrtec continues to provide excellent customer service. The responsiveness to customer and City concerns is quick and thorough. All programs have been implemented and Burrtec's community involvement continues to highlight its commitment to the City of Duarte and its residents.

SECTION 2 – PERFORMANCE REVIEW ELEMENTS

A. Payment of Fees to the City

1. Franchise Fees

Background

Section 10.03 of Agreement Amendment No. 4 states the City Impact Fee shall be as follows:

1. 15% of gross annual revenues received from commercial customers and all commercial services
2. 12% of gross annual revenues received from residential customers and all residential services

Findings

Burrtec pays franchise fees quarterly to the City. The following summarizes the amounts paid in 2018. Copies of the submitted Franchise Fee Worksheets were reviewed and are included in the appendix section.

Quarter	Gross Receipts	Franchise Fees	Date
1 st	\$829,139.29	\$114,447.87	03/31/18
2 nd	\$812,276.77	\$112,302.39	06/30/18
3 rd	\$804,786.10	\$110,858.33	09/30/18
4 th	\$793,792.86	\$109,426.49	12/31/18
Total	\$3,239,995.02	\$447,035.08	

2. AB 939 Fees

Background

Section 5.12 of the Agreement states Burrtec shall make an annual payment to the City for AB 939 administration. The amount at the execution of the agreement was \$40,000, which is subject to annual CPI adjustments.

Findings

In December 2018, Burrtec paid the City \$67,611.49 for the annual AB 939 fees.

3. Contractor Payment to the City

Background

Section 10.09 of Agreement Amendment No. 6 states payments to the City for items listed in Section 10.03 are calculated on a quarterly basis, and submitted on the thirtieth (30th) day of the month following the prior quarter ending date.

Findings

Fees are being remitted timely.

B. No Charge City Services

Background

Section 4.01c(4) of the Agreement states contractor shall collect refuse, recyclables and green waste from City facilities at no charge.

Findings

Burrtec currently provides trash, recycling and green waste collection to several city facilities as summarized below. Burrtec also provides services to special City events as requested. The regular services provided are summarized below.

Site	Address	Commodity	Bin Size	P/U Days
City Yard	1101 Oak	Trash	3 yard	M
		Trash	3 yard	Tu-F
		Recycling	3 yard	Tu-F
		Green Waste	3 yard	M-Th
Duarte Park	1350 Brycedale	Trash	3 yard	M-W-F-S
Teen Center	1400 Buena Vista	Trash	3 yard	W
		Recycling	3 yard	F
City Hall	1600 Huntington	Trash	2 yard	M-Tu-W-Th-F
		Recycling	1.5 yard	Tu-F
Senior Center	1610 Huntington	Trash	2 yard	M-W-F
		Recycling	90 Gal	W
City Yard	1850 Highland	Trash	3 yard	Tu-F
		Recycling	3 yard	Tu-F
		Green Waste	3 yard	M-Th

C. Services

1. Christmas Tree Collection and Recycling Program

Background

Section 4.01c(3) of the Agreement requires the annual collection of Christmas Trees from December 26th through January 16th. Contractor shall notify customers by mail of the collection dates. Collected trees shall be delivered to a green waste or composting facility for diversion.

Findings

Residential customers were notified (in English and Spanish) of the curbside Christmas tree collection via the quarterly newsletter (copy included in the appendix section).

Burrtec collected and recycled 6.15 tons of Christmas Trees. Additional Christmas tree tonnages were collected and disposed with regular green waste materials.

2. Aid to Handicapped and Frail

Background

Section 4.01c(5) of the Agreement requires the Contractor to provide no cost push out services and/or backyard collection to qualified senior and handicapped residents.

Findings

Burrtec provides no charge barrel roll-out services to 21 senior/handicapped residents.

3. Senior Citizen Rate

Background

Section 4.01c(5) of the Agreement requires the Contractor to provide reduced rates for qualified senior and handicapped residents.

Findings

Burrtec offers qualified senior (62 years of age and head of household) and handicapped residents a 40-gal trash, 60-gal recycling and 60-gal green waste barrel at a rate of \$17.00 per month. Burrtec currently has 115 customers utilizing this service level.

4. Respond to Service Complaints and Complaint Report

Background

Section 4.04b of the Agreement requires Burrtec to log all complaints, including date, time, complainant's name and address and nature and date of resolution of complaint. Calls received via the answering machine shall be logged the next business day. Customer will be contacted the next business day and will make four attempts (three calls within a 24-hour period and if unable to reach the customer a postcard will be sent).

Findings

Reported service complaints and misses are responded to and addressed by the Route Supervisor and Division Manager as appropriate. Supervisory staff will personally visit customer's onsite for specific issues. On an annual basis Burrtec provides service to approximately 734,604 barrels (4,536 barrel customers), over 50,804 bins (263 bin customers) and on-call services to a monthly average of 21 roll-off customers. During 2018, Burrtec received 246 calls relating to missed services.

Complaints are recorded in accordance with the contract requirements. The call logs are provided to the City with the Quarterly report and summarized in the annual report. Summaries of the calls received are as follows:

Call Type	Commercial Calls	Residential Calls	Street Sweeping Calls
Compliments	0	1	14
Complaints	0	0	2
Damages	2	5	0
Misses	43	189	11
Total	45	195	27

5. Respond to Complaint Regarding Graffiti or Disrepair

Background

Exhibit 3.01d(1) of the Agreement requires bins or containers be replaced for a variety of reasons including: defective or damaged components, graffiti, odor or unit is missing altogether.

Findings

During 2018, 69 bins and 1,880 barrels were exchanged for various issues.

6. Office Hours

Background

Section 4.04c of Agreement Amendment No. 6 states office hours shall maintain an office open at a minimum from 8:00 a.m. to 5:00 p.m., daily, and on Saturdays following recognized holidays. Office must be staffed by Contractor during normal business hours. Customer call messages left on the afterhours messaging system will be returned the following business day.

Findings

Office is staffed with customer service representatives from 8:00 a.m. to 5:00 p.m. daily and on Saturday's following a recognized holiday. Customer messages left in the afterhours messaging system are returned the next business day.

7. Bulky Items

Background

Section 4.01c(1)(ii) of the Agreement provides for bulky waste collection at the curbside or alley way on demand from residential customers two (2) times per calendar year to each residential customer in the City.

Findings

During 2018 there were 1,632 requests totaling 194.75 tons for bulky or e-waste collections in the City of Duarte. Items include: tables, chairs, dressers, strollers, toilets, barbecues, vacuum cleaners, and electronic waste. The calls and tonnage collected are summarized below:

Bulky Items / E-Waste Collection Requests - 2018

1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
385	373	406	468	1,632

Bulky Item Tonnage Collected - 2018

Refuse	Tin / White	E-Waste	Sharps	Metal	Tires
174.89	1.54	7.94	0.03	9.96	0.39

8. Community Clean-Ups/E-Waste

Background

Section 4.01c(1)(ii) of the Agreement provides for semi-annual clean-ups city-wide for collection of bulky items at designated locations.

Findings

Burrtec provided community clean-ups on April 14th and September 29th. In addition to the community clean-ups, Burrtec also provided 8, three cubic yard bins in support of a neighborhood clean-up at various addresses.

9. Sharps and Used Oil Collection

Background

Exhibit 3.01a of Agreement Amendment No. 3 includes Household Sharps Collection (item 11) and Used Oil Collection Program (item 12).

Findings

Sharps – Burrtec provides Sharps quart-sized collection containers at no charge to residents. During 2018 approximately 109 pounds of sharps were collected from residential customers and distributed containers to ten customers.

Used Oil – Burrtec informed customers of the used oil / oil filter collection program in the January newsletter (copy included in the appendix section). During 2018 no containers were delivered.

10. Construction and Demolition Roll-Off Processing

Background

Exhibit 3.01a of Agreement Amendment No. 3 includes C&D Processing (item 15).

Findings

A mixed C&D roll-off collection and processing program has been developed to allow demolition and building contractors a convenient means of diverting recyclable materials that complies with the 65% diversion requirement. C&D materials are delivered to fully permitted facilities that specialize in recycling construction and demolition materials.

11. Street Sweeping

Background

Exhibit 3.01a of Agreement Amendment No 4 is amended by adding Paragraph 16, "Removal of Debris from City Streets (item 16)

Findings

In 2018 the City selected a street sweeping program to include mandatory parking restrictions during street sweeping days. The alternate side-alternate day schedule

was selected as the most practical program to provide flexible parking and clear access for the street sweeper. The City's mandatory no parking program launched in June with warnings and actual citations in September.

D. Licenses

1. Business License

Background

Section 10.2 of the Agreement states the Contractor shall obtain a City Business License to operate in the City.

Findings

Per Municipal Code Section 5.04.130, franchise holders are exempt from the business license requirement given that Burrtec pays monthly franchise fees.

2. County Hauler Permit

Background

Section 5.03 of the Agreement requires the Contractor to maintain through the term all necessary permits / licenses.

Findings

Burrtec's current permit with the County of Los Angeles expires December 31, 2019 and is renewed annually.

E. Insurance/Bonds

1. Performance Bond

Background

Section 8.03 and Exhibit 6.02 require a performance bond in an amount equal to 8.5% of the gross annual revenue with the initial bond being for \$150,000.

Findings

Based on the 2018 gross receipts of \$3,239,995 Burrtec provided a bond in the amount of \$275,400. A copy of the current performance bond is in the appendix section.

2. Worker's Compensation Insurance

Background

Section 8.01 and Exhibit 6.01 require Worker's Compensation Insurance limits of \$2,000,000 per accident; \$2,000,000 per disease (policy limit) and \$2,000,000 per disease (each employee).

Findings

Burrtec provides workers' compensation coverage at statutory limits. Employers liability is covered with limits of \$2,000,000 per accident; \$2,000,000 per disease (policy limit) and \$2,000,000 per disease (each employee). The \$2,000,000 limits are met with a combination of the workers' compensation and excess policies. A copy of the insurance certificate is in the appendix section.

3. General Liability Insurance

Background

Section 8.01 and Exhibit 6.01 require General Liability Insurance limits of:

- \$1,000,000 Aggregate
- \$1,000,000 Products and Complete Operations
- \$1,000,000 Occurrence
- \$1,000,000 Fire/Occurrence
- \$5,000 Medical EA Deductible
- \$1,000,000 Personal and ADV Injury
- \$1,000,000 Employee Benefits Liability
- \$5,000 BI and PD each Occurrence Deductible

Findings

Burrtec meets or exceeds these requirements with the exception of the \$5,000 medical EA deductible. Burrtec's deductible is higher than the \$5,000 therefore this coverage is excluded. A copy of the insurance certificate is in the appendix section.

4. Excess Liability Insurance

Background

Section 8.01 and Exhibit 6.01 of Agreement Amendment No. 6 require Excess Liability for Commercial Auto and Employer's Insurance limits of:

- \$2 Million/Occurrence; \$10,000 Self-insured Retention
- Automobile (same)
- \$1 Million CSL BE & PD/Occurrence
- \$5,000 Deductible
- \$5,000 MP-Passenger

- \$1 Million Uninsured Motorists - Passenger
- \$1 Million Non-owned/Hired
- \$1,000 Comp – Passenger Vehicles – Deductible
- N/C – Collision Deductible
- \$1,000 Sp. Perils- Passenger Vehicles - Deductible

Workers Compensation / Employer's Liability

- \$2 Million/Accident
- \$2 Million/Disease- Policy Limit
- \$2 Million/Disease- Each Employee

Findings

Burrtec meets and exceeds these requirements. A copy of the insurance certificate is in the appendix section.

F. Monthly Waste Generation Reports

Background

No specific monthly tonnage report is required however, Burrtec does provide the information. This information is used to submit annual waste generation and diversion reports to the State of California and to determine compliance with state waste reduction and diversion mandates.

Findings

Waste Generation and Diversion Reports are submitted to the City on a monthly basis. A copy of the December 2018 waste generation and diversion report is included in the appendix section.

G. Outreach

1. Public Education

Background

Section 4.05 and Exhibit 3.05 of the Agreement states Contractor shall implement its Public Education Plan to include quarterly distribution of materials as well as public awareness and education.

Findings

During 2018 Burrtec produced and participated in a number of events promoting recycling and program information as summarized below:

<u>Date</u>	<u>Description</u>
01/18	January Residential Newsletter
03/18	March Commercial Newsletter
04/18	April Residential Newsletter
04/13/18	Earth Day Sponsor
06/30/18	Burrtec participated in Duarte's Cheers to 60 Years Event at Beardslee School with an information booth. Burrtec staff distributed recycling information, pens, pencils, note pads, rulers and flyers promoting services and diversion program. Donated 20 cardboard boxes, 2 rolls of liners and 1 roll-off bin.
06/18	Street Sweeping Program Update Postcard
07/18	July Residential Newsletter
08/18	MCR / MORE Compliance mailer
09/22/18	Burrtec participated in the Route 66 Parade and City Picnic. Parade participant, staffed booth, distributed recycling info, pens, pencils, notepads, rulers, and flyers promoting our services; donated cardboard boxes and liners.
09/29/18	Burrtec conducted a Fall Clean-up, Compost Giveaway, Shred Fest and Bulky-item Drop off Event.
10/18	October Residential Newsletter

Copies of outreach materials are included in the appendix section.

2. Community Involvement

Background

Section 4.05 and Exhibit 3.05 of the Agreement states the Contractor shall implement its Public Education Plan to include public awareness and education campaigns targeting Chamber of Commerce, service clubs, youth group, community activity sponsorships and service contributions, youth sports program sponsorships and school district youth club sponsorships and incentives.

Findings

During 2018 Burrtec participated in a number of events promoting recycling, summarized below:

<u>Date</u>	<u>Description</u>
03/06/19	State of the City – State of the Schools – State of the Art Sponsor
04/13/18	Earth Day Sponsor
04/14/18	Burrtec conducted a Community Clean-up and Shred Fest Event for residents to drop off personal papers to be shredded for free. Total tons collected: 2.42
06/30/18	Burrtec participated in Duarte's Cheers to 60 Years Event at Beardslee School. Donated 20 cardboard boxes, 2 rolls of liners and 1 roll-off bin.
07/11/18	Burrtec participated in Duarte's Touch a Truck event
09/22/18	Burrtec participated in the Route 66 Parade and City Picnic. Parade participant, staffed booth, distributed recycling info, pens, pencils, note pads, rulers and flyers promoting our services, donated cardboard boxes and liners.
09/29/18	Burrtec conducted a Fall Clean-up, Compost Giveaway, Shred Fest and Bulky-item Drop Off Event. Total tons collected: 4.15
11/18	Burrtec donated 50 cardboard boxes for the Holiday of Promise 16 th Annual Food & Toy Drive.
11/11/18	Burrtec sponsor of the 2 nd Annual Duarte Family Fun Festival at Encanto Park - donated cardboard boxes and liners.
11/21/18	Burrtec sponsored and several representatives attended the 33 rd Annual Mayor's Prayer Breakfast at APU.

H. Operations

1. Safety Record

Background

No specific safety record requirement is stated in the Agreement, however, Burrtec provided related information.

Findings

While not universal, a company's safety record is often a good indication of the overall effectiveness of its management and operations. During 2018, there was one incident that resulted in 1 day away from work and zero days of modified duty (see OSHA Form 300A in the appendix section).

2. Vehicle Maintenance

Background

Section 4.01g(6) and Exhibit 30.1d(1) of Agreement Amendment No. 6 requires at all times maintain vehicles in good condition in accordance with the maintenance protocol contained in Exhibit 3.01d(2), so that they operate properly and safely. Contractor acknowledges that it is important to the City that Contractor present a professional and pleasing image. Therefore, Contractor shall wash all vehicles at least once each week and shall repaint all vehicles (including trim) as needed or at the City's request in order to maintain trucks in good condition.

Findings

Preventative maintenance on all equipment is conducted in routine intervals of 30, 60, and 90 days. Additionally, Burrtec's maintenance program focuses on safety of equipment, quality of repair, and expediency to return vehicle to service. Maintenance support vehicles are utilized to service inoperable vehicles in the field immediately upon notification from the driver. While response times are immediate, repair and/or replacement times are dependent upon the nature of the problem. Burrtec equips all of its fleets with spare equipment for immediate deployment when a quick repair cannot be made to a front line vehicle.

Vehicles are repainted as needed or at the City's request in order to maintain trucks in good condition. A copy of the most recent CHP inspection is included.

3. Container Maintenance

Background

Section 4.01g(6) and Exhibit 30.1d(1) of Agreement Amendment No. 6 requires that all automated containers will be repaired and/or replaced on request. The request may be generated from the route driver, the customer, or City staff and the container will be delivered on the next service day or within 24 hours if necessary to meet the customer's request. The defective or missing container will be exchanged for a new or reconditioned container.

Bins will be exchanged on an as-needed basis. An exchange request may be generated from the route driver or the customer. Bins will be exchanged on the next service day or within 24 hours of the received request if necessary to meet the customer's request. Bins and containers are exchanged or replaced for a variety of

reasons including: defective or damaged components, graffiti, odor, or the unit is missing all together.

All automated containers and residential bins will be maintained at the local facilities yard. Maintenance procedures include: Steam cleaning, component replacement, welding, lubrication, painting and signage.

Findings

Container maintenance and exchanges are consistent with the requirement. In 2018 Burrtec exchanged 69 bin and 1,880 barrel containers.

I. Vehicles

1. Alternative Fuel

Background

Agreement Amendment No. 3 added a provision to replace the routed trash and recycling collection trucks servicing the City to alternative fuel by December 31, 2011.

Findings

Burrtec replaced the routed trash and recycling collection trucks by December 2011 with alternative fuel vehicles as summarized below:

Unit #	Year	Type	VIN	Fuel
1936	2016	Front End Loader	5VCACLLE6GH220343	CNG
1471	2009	Front End Loader	5VCDC6LEX9H209041	CNG
1508	2009	Automated	3BPZL20XXAF107910	CNG
1636	2010	Automated	3BPZL20XXAF110080	CNG
1639	2010	Automated	3BPZL20X5AF110083	CNG
1642	2010	Automated	3BPZL20X0AF110086	CNG

2. Noise Testing

Background

Section 4.01g(1)(i) of Agreement Amendment No. 6 indicates noise levels generated by vehicles using compaction mechanisms during the stationary compaction process shall not exceed seventy-five decibels at a distance of twenty-five feet from the collection vehicle measured at an elevation of five feet above ground level using the "A" scale of a standard sound level meter at slow response, or Applicable Law,

whichever is more stringent. Contractor shall cause the collection vehicles to be tested upon City request by an independent testing authority and shall submit a certificate of testing showing that the vehicles meet the requirements of this Section.

Findings

Vehicles shall be tested upon City request by an independent testing authority and they shall submit a certificate of testing showing that the vehicles meet the requirements.

J. Mandatory Commercial and Multi-Family Recycling

1. AB 341 Compliance

Background

California Assembly Bill 341 mandates businesses and public entities, generating four cubic yards of solid waste or more and multi-family residential dwellings with five or more units, to establish and maintain recycling services. The law went into effect July 1, 2012. There is no specific Agreement language on AB 341 compliance, however, Burrtec has promoted its existing commercial and multi-family recycling programs as a compliance measure.

Findings

With the implementation of AB 341, Burrtec prepared and mailed newsletters to all commercial and multi-family customers that included Mandatory Commercial Recycling, (AB 341) requirements in March and October 2016 (copies included in the appendix section). In addition, a non-compliance mailing was sent out in August to those customers not subscribed to a recycling program.

The following table summarizes the AB 341 status as of December 2018.

Service	December 2018	
	Commercial (4 yd or more)	Multi-Family (5+ units)
With Recycling	72*	43*
Without Recycling	53	8

*Note: total includes self-haul accounts

2. Commercial Recycling Barrels

Background

Amendment 3 to the Agreement revised Exhibit 3.01 to include Commercial Recycling Barrels (Item 13).

Findings

With the implementation of AB 341 and in an effort to address low volume generators, Burrtec added 65 and 90 gallon recycling barrels as options for commercial and multi-family customers.

3. Outreach

Background

There is no specific Agreement language on AB 341 outreach/compliance.

Findings

With the implementation of AB 341, Burrtec prepared and mailed newsletters to all customer and multi-family customers on recycling during the months of March and October. In addition, Burrtec conducted 116 waste assessments during 2018. A copy of the outreach material and the non-compliance mailing is included in the appendix section.

K. Mandatory Commercial Organics AB 1826

Background

This landmark bill requires commercial recycling of organic waste starting in 2016 for businesses generating eight cubic yards or more of organic waste. The recycling requirement will phase in from 2016 to 2020 depending on volume of organic waste generated weekly by a business. Edible food recovery was noted as an important element of organics landfill diversion and highlighted by the state as a required program component. The legislation also requires that each local jurisdiction develop an organic waste recycling program for food waste and green waste.

This bill decreased the threshold amount of organic waste under which a business would be subject to those requirements from 8 cubic yards or more to 4 cubic yards or more on January 1, 2017 and will require a business that generates 4 cubic yards or more of commercial solid waste per week, on and after January 1, 2019, to arrange for organic waste recycling services. Certain multi-family locations at the thresholds are required to recycle green waste only, not food waste.

Findings

In Spring 2016, Burrtec developed and presented a food waste collection and processing program that was approved by the City and effective July 1, 2017. Elements included outreach and training materials, training video, processing outlets, and equipment preparation. With this program, the City moved toward Organics Recycling compliance.

The following table summarizes the AB 1826 status as of December 2018.

Service	December 2018	
	Commercial (4 yd or more)	Multi-Family (5+ units)
With Organics	21*	4
Without Organics	15	47

*Note: total includes self-haul accounts

APPENDIX

FRANCHISE FEE WORKSHEETS

Burrtec Waste Services LLC
City of Duarte
Franchise Fee Worksheet

For the quarter end 3/31/2018

Cash Receipts	Commercial (DC)+(DD)+(DM)+(BH)	Rolloff (DO) +(OH)+(DT)	Residential (DR)	Total
January-18	\$ 115,921.53	\$ 35,453.07	\$ 250,843.83	\$ 402,218.43
February-18	\$ 130,006.74	\$ 42,930.40	\$ 47,054.36	\$ 219,991.50
March-18	\$ 120,633.47	\$ 53,426.76	\$ 32,869.13	\$ 206,929.36
Total	\$ 366,561.74	\$ 131,810.23	\$ 330,767.32	\$ 829,139.29
Franchise Fee %	15.00%	15.00%	12.00%	
Franchise Fee	\$ 54,984.26	\$ 19,771.53	\$ 39,692.08	\$ 114,447.87

Burrtec Waste Services LLC
City of Duarte
Franchise Fee Worksheet

For the quarter end 6/30/2018

Cash Receipts	Commercial (DC)+(DD)+(DM)+(BH)	Rolloff (DO) +(OH)+(DT)	Residential (DR)	Total
April-18	\$ 128,393.63	\$ 30,927.46	\$ 242,287.97	\$ 401,609.06
May-18	\$ 130,662.70	\$ 43,854.02	\$ 34,370.12	\$ 208,886.84
June-18	\$ 128,127.63	\$ 32,340.72	\$ 41,312.52	\$ 201,780.87
Total	\$ 387,183.96	\$ 107,122.20	\$ 317,970.61	\$ 812,276.77
Franchise Fee %	15.00%	15.00%	12.00%	
Franchise Fee	\$ 58,077.59	\$ 16,068.33	\$ 38,156.47	\$ 112,302.39

Burrtec Waste Services LLC
City of Duarte
Franchise Fee Worksheet

For the quarter end 9/30/2018

Cash Receipts	Commercial (DC)+(DD)+(DM)+(BH)	Rolloff (DO) +(OH)+(DT)	Residential (DR)	Total
July-18	\$ 117,925.23	\$ 29,708.77	\$ 247,918.67	\$ 395,552.67
August-18	\$ 123,551.17	\$ 46,020.95	\$ 49,627.58	\$ 219,199.70
September-18	\$ 127,341.78	\$ 31,585.06	\$ 31,106.89	\$ 190,033.73
Total	\$ 368,818.18	\$ 107,314.78	\$ 328,653.14	\$ 804,786.10
Franchise Fee %	15.00%	15.00%	12.00%	
Franchise Fee	\$ 55,322.73	\$ 16,097.22	\$ 39,438.38	\$ 110,858.33

Burrtec Waste Services LLC
City of Duarte
Franchise Fee Worksheet

For the quarter end 12/31/2018

Cash Receipts	Commercial (DC)+(DD)+(DM)+(BH)	Rolloff (DO) +(OH)+(DT)	Residential (DR)	Total
October-18	\$ 126,440.56	\$ 48,595.74	\$ 234,425.70	\$ 409,462.00
November-18	\$ 114,686.07	\$ 22,140.24	\$ 42,436.99	\$ 179,263.30
December-18	\$ 137,310.85	\$ 23,205.03	\$ 44,551.68	\$ 205,067.56
Total	<u>\$ 378,437.48</u>	<u>\$ 93,941.01</u>	<u>\$ 321,414.37</u>	<u>\$ 793,792.86</u>
Franchise Fee %	15.00%	15.00%	12.00%	
Franchise Fee	<u>\$ 56,765.62</u>	<u>\$ 14,091.15</u>	<u>\$ 38,569.72</u>	<u>\$ 109,426.49</u>

OUTREACH AND EDUCATIONAL MATERIALS



"We'll Take Care Of It"

Reminder! Christmas Tree Collection!

Burrtec will collect and recycle Christmas trees from single-family residences. Please place your tree at curbside during a 2 week period after Christmas Day on your collection day. Trees 6' and over need to be cut in half.

Please take all ornaments, lights, and metal stands off of the tree. Flocked trees will not be recycled.

They will be collected as trash. Flocked trees 6' and over need to be cut in half.



Reminder! Extra Holiday Trash and Recycling Collection!

Approximately 80% of holiday trash is recyclable. All gift boxes, wrapping paper, greeting cards, and cardboard packaging are items that may be placed in the recycling barrel. Burrtec will collect excess holiday trash and recyclables for a 1 week period after Christmas Day. Single-family residences may place excess holiday trash/recyclables in bags alongside their containers on collection day.

Contact Information

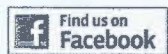
Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Customer Service
(626) 932-1558

Automated Payment Service
(866) 306-9004

Hours of Operation
Monday - Friday
8:00 am to 5:00 pm

Website
Burrtec.com



Happy New Year!

Is your New Year's resolution to clean-out all of your junk? If so, Burrtec offers a 3-yard to 40-yard bin for all of your residential clean-up and special project needs. Contact our Customer Service Department to begin your New Year's Resolution!



Automated Bill Pay



For your convenience, you can make a payment any day, anytime, using our free automated payment service.

Have your account number, billing zip code and payment option (either check or credit card) available. Dial (866) 306-9004 and when prompted enter the requested information. It's that easy!

Paper Recycling

All grades and types of paper and cardboard can be placed in the recycling bin. But are all paper materials the same? Actually, they are not and here are some examples:

- Corrugated and cardboard boxes are made with high-grade fiber to give them strength.
- Milk cartons and juice boxes can be recycled.
- Newspaper goes through a "deinking" process and is turned back into pulp then made into newsprint again.
- Copy paper and junk mail is most commonly recycled.



Holiday Waste Reduction

This holiday season choose to reduce your waste! Donate unwanted and usable toys, clothing, bikes and electronic items to local charities. The Salvation Army and Goodwill are a few of the many local thrift stores and donation stores that are in need of your gently used items. Go to SalvationArmy-SoCal.org or GoodwillSoCal.org for your nearest donation location.



Holiday Schedule

No service on these observed holidays.

- | | |
|--------------------|--------------------|
| • Memorial Day | • Thanksgiving Day |
| • Independence Day | • Christmas Day |
| • Labor Day | • New Year's Day |

When the holiday falls on a weekday, collections for the remainder of the week will be delayed by one day. There is no service interruption or delay when the holiday falls on a Saturday or Sunday.



"Nos Encargaremos De Ello"

Recordatorio! Recolección Residencial de Árboles de Navidad!

Burrtec recogerá sus árboles navideños por 2 semanas a partir de diciembre 26. Simplemente coloque su arbolito en la acera junto a su contenedor el día regular de su recolección. Árboles más de 6 pies deben ser cortados por la mitad. Por favor quite todos los ornamentos y la base del árbol.



Recordatorio! Basura y Reciclaje Adicional de los Días Festivos

Aproximadamente el 80% de la basura de los días festivos es reciclable. Todas las cajas de regalo, papel de envolver, tarjetas de navidad, y embalajes de cartón son artículos que pueden ser colocados en el barril de reciclaje. Burrtec recogerá el exceso de basura y reciclables de los días festivos por un periodo de una semana a partir del 26 de diciembre. Coloque el exceso de basura/reciclables en bolsas junto a los contenedores automatizados en el día de recolección.

Información de Contacto

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Servicio al Cliente
(626) 932-1558

Servicio de Pago Automatizado
(866) 306-9004

Horas de oficina
lunes a viernes
8:00 am a 5:00 pm

Página web
Burrtec.com



¡Feliz Año Nuevo!

¿Es su buen propósito del Año Nuevo limpiar todos sus cachibaches? Si es así, Burrtec ofrece un recipiente de 3 yardas a 40 yardas para todas sus necesidades residenciales de limpieza y de proyectos especiales. Póngase en contacto con nuestro Departamento de Servicio al Cliente para comenzar su ¡Buen Propósito del Año Nuevo!



Pago de Facturas Automatizado



Para su conveniencia, usted puede hacer un pago en cualquier día, en cualquier momento, utilizando nuestro servicio de pago automatizado gratis.

Tenga su número de cuenta, el código postal de facturación y opción de pago (ya sea cheque o tarjeta de crédito) disponible. Marque el (866) 306-9004 y cuando se le pide introduzca la información requerida. ¡Es así de fácil!

Reciclaje de Papel

Todos los grados y tipos de papel y cartón se pueden colocar en el contenedor de reciclaje. ¿Pero son igual todos los materiales de papel? En realidad, no lo son, y aquí están algunos ejemplos:

- Cajas de cartón corrugado y cartón están hechas con fibra de alto grado para darles fuerza.
- Cartones de leche y cajas de bebidas pueden ser reciclados.
- El periódico pasa por un proceso "de destintado" y es convertido de nuevo en pulpa, y luego es hecho de nuevo en papel de periódico.
- El papel de copia y correo basura es el que más comúnmente se recicla.



Reduzca Basura durante Días Festivos!



Done juguetes usables, ropa, bicicletas y artículos electrónicos a las organizaciones benéficas publicas locales. El Salvation Army y Goodwill son algunos de las tiendas que están necesitando sus artículos y ropa usada que este en buenas condiciones. Localice SalvationArmy-SoCal.org o a GoodwillSoCal.org para la ubicación mas cerca a usted.

Horario Festivo

- Año Nuevo
- Día de Acción de Gracias
- Día de los Caídos
- Día de la Independencia
- Día de Navidad
- Día del Trabajo

Quando el día festivo cae en un día entre semana, la semana se retrasa por un día. No hay interrupción de servicio o retraso cuando el día festivo cae en sábado o domingo.



"We'll Take Care Of It"

Mandatory Organics Recycling Requirements - Let Us Help!

Effective January 2017, the State's Mandatory Organic Waste Recycling law (AB 1826) required businesses generating more than four cubic yards of organics (food waste and/or green waste) per week and multifamily residential properties with five dwelling units or more that generate four cubic yards of green waste per week, must arrange organics recycling services. Burrtec offers a food waste and green waste program that assists in complying with the law. The law phases in the requirements on businesses and multifamily residential dwellings over time, based on the following dates by 2019. Additionally, the state law contains a trigger that will increase the scope of affected businesses, if waste reduction targets are not met. Please see the schedule below:

Year	Cubic Yards Generated Weekly
2017	4 Cubic Yards (organic waste)
2019	4 Cubic Yards (commercial solid waste, regardless of amount of organic waste)
2020	2 Cubic Yards (commercial solid waste, if state does not meet goal)

✓ Acceptable items for food waste recycling:



- Dairy products
- Fruits
- Vegetables
- Meat
- Bones
- Seafood
- Poultry
- Breads
- Grains
- Coffee grounds

Assistance in evaluating your overall solid waste needs is also available. Our Recycling Service Coordinators will conduct a free waste assessment and assist to make any necessary service changes. Contact our Customer Service department to assist you with your organic waste needs and obtain a waste assessment.

Contact Information

Burrtec Waste Industries
1017 West Gladstone Street
Azusa, CA 91702

Hours of Operation
Monday - Friday
8:00 am to 5:00 pm

Automated Payment Service
(866) 306-9004

Customer Service
(800) 325-9417

Website
Burrtec.com



Food Waste Fact: Food waste generates 3.3 billions tons of carbon dioxide, which accelerates global climate change.



Holiday Schedule

No service on these observed holidays.

- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day
- New Year's Day

When the holiday falls on a weekday, collections for the remainder of the week will be delayed by one day. There is no service interruption or delay when the holiday falls on a Saturday or Sunday.

Are you in Compliance? —Let Us Help!

Mandatory Commercial Recycling requires businesses and public entities, generating four (4) cubic yards of trash or more and multi-family residential dwellings with five or more units, to establish and maintain recycling service.

Recycling not only conserves our natural resources but can save money by reducing waste disposal costs. Our staff can assist in selecting the appropriate recycling service level, along with the necessary education and outreach to residents and managerial staff. Call our Customer Service department today to schedule a complimentary waste and recycling assessment.

If you already have a recycling program and would like to make additional enhancements, please call our Customer Service department for assistance.

Keep Your Recycling and Community Clean! - Updated Notice of Contaminants

Burrtec is working in partnership with your community to raise awareness of the importance of recycling, increase recycling participation and eliminate contamination from recycling and organics collection containers. This initiative is pertinent to the joint efforts of your community and Burrtec's continued recycling success as the state of California mandates become more critical.

Contaminated containers will be taped shut with a reminder to call our office should contaminants be found. The Notice of Contaminants Tape serves as a courtesy notice and reminder to remove contamination and contact our office. If trash and other contaminants in the recycling, green waste, or food waste collection container(s) cannot be removed this could result in a fee and/or non-collection due to contamination.

Notice of Contaminants Tape Sample

**TRASH OR OTHER CONTAMINATION FOUND IN YOUR
CONTAINER. PLEASE CONTACT CUSTOMER SERVICE.**

800-325-9417



Not sure about what goes in each container? Information is on our website at Burrtec.com or call our Customer Service team at (800) 325-9417 for assistance.

As always, thank you for your continued support and cooperation!

Scavenging is Illegal!

Whether it's called dumpster diving or scavenging, it is the unauthorized removal of solid waste materials. Removal of materials from a bin may increase the cost of collection services. Materials placed in a recycling bin have a value that is used to offset collection and processing costs. When a scavenger breaks the law and removes those materials they are also removing any value associated with the recycling program, which ultimately affects costs. If you see a scavenger, do not approach them! Report illegal activity to local law enforcement. Also, please help us help you. Do not give permission to scavengers to take recyclables.

**Scavenging is
stealing and
punishable by law!**

What is Scavenging?

The unauthorized removal of
materials from this container.



**Hurgar desechos es
robar y castigado
por ley!**

¿Que es hurgar desechos?

Es el llevarse materiales sin
autorización de este recipiente.



April 2018

BURRTEC NEWS

Waste and Recycling Newsletter

Sponsored by the City of Duarte and Burrtec Waste Services

"We'll Take Care Of It"

Household Hazardous Waste E-Waste Collection Event

Date: April 14, 2018, Saturday

Hours: 9AM - 3PM

Where: City of Azusa - Northrop-Grumman Corporation

Located at:

West 3rd St. and Zachary Padilla Ave.
Azusa, CA 91702

Household Hazardous Waste/ E-Waste Collection events are FREE and open to all residents of L.A. County for household waste. There is a transportation limit of 15 gallons or 125 pounds of hazardous waste per trip.

Please visit www.cleanLA.com for more information.

Acceptable Items:

Anti-freeze
Batteries
Compact fluorescent light bulbs (CFLs)
Computer monitors
Expired Medications
Household cleaners
Motor oil and filters
Paints
Pesticides
Solvents
Television sets
Weed killers



Community Clean Up!

• Saturday, April 14 •

Burrtec offers a convenient drop-off location for Duarte's community clean-up. Burrtec will be collecting non-hazardous waste. No tires, commercial waste or hazardous waste will be accepted.

Please bring your Burrtec trash bill for proof of residency.

Drop-Off Locations	Saturday
1) Duarte City Hall 1600 Huntington Drive	8 a.m. - 2 p.m.
2) Beardslee Elementary 1212 Kellwill Way	8 a.m. - 2 p.m.

Items accepted:

Appliances

- Dishwashers
- Refrigerators
- Stoves
- Washers & dryers
- Water heaters

Furniture

- Chairs
- Couches
- Mattresses
- Tables

Others

- Bundles of lumber/ tree branches (48" max length)
- Toys
- Electronic Waste

Shred Event

Protect your identity, shred your personal papers for FREE!
Duarte Residents ONLY

Where: Duarte City Hall 1600 Huntington Drive

Date: April 14, 2018 - Saturday **Time:** 8AM to 2PM

What to bring: old bank statements, old pay stubs, credit card applications, old papers with personal information. No binders please.

For more information please call Burrtec at (626) 932-1558

Sponsored by the City of Duarte and Burrtec

Compost Giveaway Free to Duarte Residents

Where: Duarte City Hall 1600 Huntington Drive

Date: April 14, 2018 - Saturday **Time:** 8AM to 2PM

Benefits of Compost:

- Helps retain moisture to reduce watering
- Controls erosion
- Suppresses weed growth
- Provides beneficial nutrients to improve soil

This is a self serve event so please bring sturdy bags, pails, containers, gloves and a shovel to take and load your compost.

First come, first serve. Please bring a copy of your trash bill.



Contact Information

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Customer Service
(626) 932-1558

Automated Payment Service
(866) 306-9004

Hours of Operation
Monday - Friday
8:00 am to 5:00 pm

Website
Burrtec.com





abril 2018

BURRTEC NEWS

Waste and Recycling Newsletter

Patrocinado por la Ciudad de Duarte y Burrtec Waste Services

"We'll Take Care Of It"

Evento de recolección de desperdicios domésticos peligrosos Electrodomésticos

Fecha: abril 14, 2018, sábado

Horario: 9AM - 3PM

Dónde: City of Azusa - Northrop-Grumman Corporation

Localizado:

West 3rd St. y Zachary Padilla Ave.
Azusa, CA 91702

Los eventos de recolección de desperdicios domésticos peligrosos / electrodomésticos son GRATUITOS y están abiertos para desecho de desperdicios domésticos a todos los residentes del Condado de Los Ángeles.

Los eventos son desde las 9:00 a.m. hasta las 3:00 p.m. Para mas información sírvase visitar www.cleanLA.com

Artículos aceptables:

Aceite y filtros de motor
Anticongelantes
Aparatos de televisión
Baterías
Bombillas fluorescentes compactas
Limpiadores domésticos
Mata malezas
Medicamentos vencidos
Monitores de computadora
Pesticidas
Pinturas
Solventes



¡Limpieza en la comunidad!

• sábado, abril 14 •

Burrtec ofrece lugares convenientes para arrojar los desechos de la limpieza de la comunidad de Duarte. Burrtec hará una recolección de desperdicios no peligrosos. Por favor no llevar llantas, desperdicios comerciales o desperdicios peligrosos.

Sírvase traer su factura de recolección de basura de Burrtec para dar prueba de su residencia.

Lugares para arrojar desechos:	Sábado
1) Duarte City Hall 1600 Huntington Drive	8 a.m. - 2 p.m.
2) Beardslee Elementary 1212 Kellwill Way	8 a.m. - 2 p.m.

Artículos grandes o voluminosos incluyen aceptables:

Electrodomésticos

- Lavaplatos
- Refrigeradoras
- Estufas
- Lavadoras y secadoras
- Calentadores de agua

Muebles

- Sillas
- Sofás
- Colchones
- Mesas

Otros

- Atados de leña/ramas de árboles (Máximo de 48 pulgadas de longitud)
- Juguetes
- Desperdicios electrónicos

Destrucción de documentos

Proteja su identidad, destruya sus documentos personales GRATIS!

Los residentes de Duarte SOLAMENTE

Qué llevar: viejos estados de cuenta, talones de pago de edad, solicitudes de tarjetas de crédito, viejo papeles con información personal. No hay cuadernos por favor.

Dónde: Duarte City Hall 1600 Huntington Drive

Fecha: abril 14, 2018, sábado **Hora:** 8AM - 2PM

Para obtener más información, por favor llame Burrtec al (626) 932-1558.

Patrocinado por la ciudad de Duarte y Burrtec.

Reparto de abono gratis

Gratis para los residentes de Duarte

Dónde: Duarte City Hall 1600 Huntington Drive

Fecha: abril 14, 2018, sábado **Hora:** 8AM - 2PM

Beneficios del Abono:

- Ayuda a retener la humedad para reducir el riego
- Controla la erosión
- Suprime el crecimiento de malezas
- Proporciona nutrientes beneficiosos para mejorar la tierra

Este es un evento de auto-servicio. Por favor traiga bolsas resistentes, cubos, contenedores, guantes y una pala para tomar y cargar su abono.

Se le sirve en orden de llegada. Por favor traiga una copia de su factura de basura.



Información de Contacto

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Servicio al Cliente
(626) 932-1558

Servicio de Pago Automatizado
(866) 306-9004

Horas de oficina
lunes a viernes
8:00 am a 5:00 pm

Página web
Burrtec.com



Citywide Street Sweeping Program Update; Written Warnings Begin in June and Citations Not Issued Until September 4th (Excluding Quadrant 2, enforcement already in effect)

Due to signage installation difficulties, the implementation of the Citywide Street Sweeping Program has been delayed until June 1st. With the exception of Quadrant 2, which is already in effect, written warnings will now begin June 1st and the issuance of \$60 Citations will start September 4th following the Labor Day holiday. Program roll out includes a 90-day grace and education period from June 1st to September 4th to help residents adjust to the new regulations. For additional resident convenience, the Citywide Street Sweeping Program sweeps one side of the street one day and the other side on the next in four different quadrants during three-hour time windows.

For additional information on the Citywide Street Sweeping Program or to find out what quadrant you are located in, contact Duarte Public Safety at 626-357-7938 or visit www.accessduarte.com homepage and click on the street sweeping icon located at the bottom of the page.

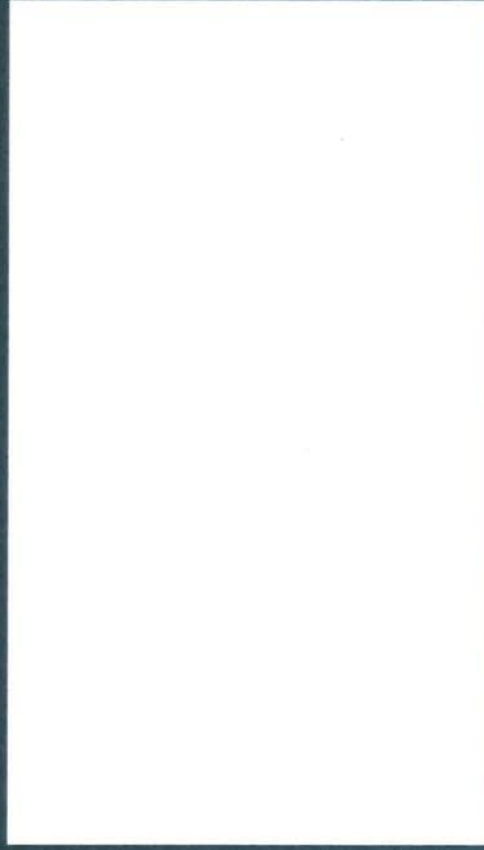


CITY OF DUARTE
1600 HUNTINGTON DRIVE
DUARTE, CA 91010



Standard
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San Bernardino, CA
Permit #2758

IMPORTANT MESSAGE FROM THE CITY OF DUARTE
REGARDING CITYWIDE STREET SWEEPING





"We'll Take Care Of It"

Community Clean-Up

Saturday, September 29 Hours: 8:00 a.m. to 2:00 p.m.

Shred Event

Protect your identity, shred your personal papers for FREE!

**Location: Duarte City Hall, 1600 Huntington Dr.
(Duarte Residents ONLY)**

What to bring: old bank statements, old pay stubs, credit card applications, old papers with personal information. No binders please.

Compost Giveaway

**Location: Duarte City Hall, 1600 Huntington Dr.
(Duarte Residents ONLY)**

This is a self serve event so please bring sturdy bags, pails, containers, gloves and a shovel to take and load your compost. First come, first serve. Compost available while supplies last. Please bring a copy of your trash bill.

Bulky Item Drop-Off

Burrtec offers two convenient drop-off locations for Duarte's community clean-up. Burrtec will be collecting non-hazardous waste. Please NO tires, commercial waste or hazardous waste. Please bring your Burrtec trash bill for proof of residency.

Drop-Off Locations:

- 1) Duarte City Hall, 1600 Huntington Dr.
- 2) Beardslee Elementary 1212 Kellwil Way

Acceptable Items:

Appliances

- Dishwashers
- Refrigerators
- Stoves
- Washers & dryers
- Water heaters

Furniture

- Chairs
- Couches
- Mattresses
- Tables

Others

- Bundles of lumber/
tree branches
(48" max length)
- Electronic Waste
- Toys

Sponsored by the City of Duarte and Burrtec. For more information please call Burrtec at (626) 932-1558.

Recycle Right!

Place these types of materials in your recycling barrel or bin. Make sure all containers are completely empty.

- | | | |
|--|--------------------------|-----------------------|
| ✓ Aerosol cans (must be empty) | ✓ Glass bottles, jars | ✓ Paper tubes |
| ✓ Aluminum cans | ✓ Glass cosmetic bottles | ✓ Phone books |
| ✓ Brochures | ✓ Junk mail | ✓ Plastic containers |
| ✓ Cardboard | ✓ Laundry bottles | ✓ Plastic milk jugs |
| ✓ Cartons | ✓ Magazines/catalogs | ✓ Styrofoam products* |
| ✓ Cereal boxes (remove wax paper lining) | ✓ Milk/juice cartons | ✓ Tin cans |
| ✓ Coupons | ✓ Newspaper | ✓ Tissue boxes |
| ✓ Envelopes | ✓ Paper | ✓ Wrapping paper |



*Not all areas recycle Styrofoam. Please contact customer service for more details.

Contact Information

Burrtec Waste Services

1017 West Gladstone Street
Azusa, CA 91702

Customer Service

(626) 932-1558

Automated Payment Service

(866) 306-9004

Hours of Operation

Monday - Friday

8:00 am to 5:00 pm

Website

Burrtec.com

Follow us on:



Household Hazardous Waste Collection Event

Saturday, September 29, 2018 - from 9 a.m. to 3 p.m.

City Hall parking lot • 1600 Huntington Drive

Household Hazardous Waste Collection events are FREE and open to all residents of L.A. County for household waste. There is a transportation limit of 15 gallons or 125 pounds of hazardous waste per trip.

Acceptable Items:

- Anti-freeze
- Batteries
- Compact fluorescent light bulbs (CFLs)

Computer monitors

- Expired Medications
- Household cleaners
- Motor oil and filters
- Paints

Pesticides

- Solvents
- Television sets
- Weed killers



For additional information, please visit www.CleanLA.com or call (888) CLEAN LA.



Citywide Street Sweeping Program Update;

Warning Begins June 1st;

Citations Not Issued Until September 4th

In response to years of concerns from residents about street cleanliness and litter on City streets, the City of Duarte began rolling out its Mandatory Citywide Street Sweeping Program in April in all quadrants with the exception of Quadrant 2. The three-month grace period will start June 1st where written warning notices only will be issued. At the conclusion of the 90-day grace and education period from June 1st to August 31, 2018, Duarte Public Safety will start issuing \$60 citations September 4th following the Labor Day holiday. It is very important that residents pay close attention to the dates and times stated on the posted signs in their neighborhood to avoid citations!

For resident convenience, the City of Duarte Mandatory Street Sweeping program sweeps one side one day and the other side on the next day in four different quadrants during three-hour time windows.

Generally, quadrant locations and days of the week are as follows:

- **Quadrant 1**, located in the northeast section of the City, will be swept on Mondays and Wednesdays;
- **Quadrant 2**, in the furthest north and central sections of the City, will be swept on Wednesdays and Thursdays;
- **Quadrant 3**, described as the central section of the City will be swept on Thursdays and Fridays;
- **Quadrant 4**, described as the southwest portion of the City will be swept on Mondays and Fridays.

Specifically, street sweeping timeframes are broken down as follows:

- Quadrants 2 and 4 | 7:00 a.m. - 10:00 a.m. • 9:00 a.m. - 12:00 p.m.
- Quadrants 1 and 3 | 11:00 a.m. - 2:00 p.m. • 1:00 p.m. - 4:00 p.m.

As City residents transition to the new program, please be aware of the rules regarding refuse and recycling bins in the public right of way. Generally speaking, bins must be stored out of public view and cannot be placed in the front yard. Additionally, bins are not allowed to be placed on any street, alley or parkway in the City prior to 6 p.m. the day before a resident's regularly scheduled refuse pick-up. On the day of collection, bins need to put away, out of public view prior to 8 p.m. In the Mesa area, only of the City, trash bins containing garbage or refuse, may not be placed on the street or parkway prior to 6 a.m. on the day of the regularly scheduled collection to not encourage any unnecessary wildlife or bear activity.

For additional information on the proposed street sweeping program or to find out what quadrant you are located in, contact **Duarte Public Safety** at 626-357-7938 or visit www.accessduarte.com, homepage and click on the street sweeping icon. Note: Written Warnings begin June 1st and Citations Not Issued Until September 4th. (Excluding Quadrant 2, enforcement already in effect.)



Verano 2018

BURRTEC NEWS

Boletín de Residuos y Reciclaje

Patrocinado por la Ciudad de Duarte y Burrtec Waste Services

"Nos Encargaremos De Ello"

¡Limpieza en la comunidad!

Sábado, 29 de septiembre Horario: 8:00 a.m. - 2:00 p.m.

Destrucción de documentos

Proteja su identidad, destruya sus documentos personales GRATIS!

Donde? Duarte City hall, 1600 Huntington Dr.
(Los residentes de Duarte SOLAMENTE)

Qué llevar: viejos estados de cuenta, talones de pago, solicitudes de tarjetas de crédito, papeles con información personal. No se aceptan cuadernos.

Reparto de abono gratis

Donde? Duarte City hall, 1600 Huntington Dr.
(Los residentes de Duarte SOLAMENTE)

Este es un evento de auto-servicio. Por favor traiga bolsas resistentes, cubos, contenedores, guantes y una pala para tomar y cargar su abono. Se le sirve en orden de llegada. Abono disponible mientras dure el suministro. Por favor traiga una copia de su factura de basura.

Recolección de Artículos Grandes y Voluminosos

Burrtec ofrece dos lugares convenientes para arrojar los desechos de la limpieza de la comunidad de Duarte. Burrtec hará una recolección de desperdicios no peligrosos. Por favor no llevar llantas, desperdicios comerciales o desperdicios peligrosos. Sírvese traer su factura de recolección de basura de Burrtec para dar prueba de su residencia.

Lugares para arrojar desechos:

- 1) Duarte City hall, 1600 Huntington Dr.
- 2) Beardslee Elementary 1212 Kellwil Way

Artículos Aceptables:

Electrodomésticos

- Calentadores de agua
- Estufas
- Lavadoras y secadoras
- Lavaplatos
- Refrigeradoras

Muebles

- Colchones
- Mesas
- Sillas
- Sofás

Otros

- Atados de leña/ramas de árboles (Máximo de 48 pulgadas de longitud)
- Desperdicios electrónicos
- Juguetes

Patrocinado por la ciudad de Duarte y Burrtec. Para obtener más información, por favor llame Burrtec al (626) 932-1558.

¿Que puede usted reciclar?

Coloque estos materiales en su contenedor. Asegúrese que todo los envases estén completamente vacíos.

- | | | |
|--|---|---|
| ✓ Botellas de cosméticos de vidrio | ✓ Directorios telefónicos | ✓ Productos de espuma de estireno |
| ✓ Botellas & frascos de vidrio | ✓ Envases de plástico para leche | ✓ Recipiente de Cartón |
| ✓ Botellas de productos de lavandería | ✓ Folletos | ✓ Recipientes de plástico #1-#7 |
| ✓ Botes de lamina | ✓ Latas | ✓ Revistas/catálogos |
| ✓ Cajas de cereal (quitarles la bolsa de papel encerado) | ✓ Latas de Aerosol (deben estar completamente vacíos) | ✓ Sobres (aun los que tienen ventana de plástico) |
| ✓ Cajas de Pañuelos desechables | ✓ Papel | ✓ Tubos de papel |
| ✓ Cartón | ✓ Papel de envolver (envoltura) | |
| ✓ Correo no deseado (junk) | ✓ Periódicos | |
| ✓ Cupones | ✓ El poliestireno* | |



*No todas las áreas reciclan el poliestireno. Por favor, póngase en contacto con servicio al cliente para más detalles.

Información de Contacto

Burrtec Waste Services

1017 West Gladstone Street
Azusa, CA 91702

Servicio al Cliente

(626) 932-1558

Servicio de Pago Automatizado

(866) 306-9004

Horas de oficina

lunes a viernes
8:00 am a 5:00 pm

Página web

Burrtec.com

Follow us on:



Evento de recolección de desperdicios domésticos peligrosos

Sábado, 29 de septiembre, 2018 Horario: 9 a.m. - 3 p.m.

City Hall parking lot • 1600 Huntington Drive

Los eventos de recolección de desperdicios domésticos peligrosos son GRATUITOS y están abiertos para desecho de desperdicios domésticos a todos los residentes del Condado de Los Ángeles. Existe un límite de transportación de 15 galones o 125 libras de desperdicios peligrosos por viaje.

Los eventos son desde las 9 a.m. hasta las 3 p.m.

- | | | |
|---------------------------|-----------------------------------|------------|
| Artículos aceptables: | Bombillas fluorescentes compactas | Pesticidas |
| Aceite y filtros de motor | Limpiadores domésticos | Pinturas |
| Anticongelantes | Mata malezas | Solventes |
| Aparatos de televisión | Medicamentos vencidos | |
| Baterías | Monitores de computadora | |



Para obtener más información, visite www.CleanLA.com o llame (888) CLEAN LA.



Actualización del programa de barrido de calles en toda la ciudad; Advertencia Comienza el 1 de junio; Citaciones no emitidas hasta el 4 de septiembre

En respuesta a años de inquietudes de los residentes sobre la limpieza de calles y basura en las calles de la ciudad, la ciudad de Duarte comenzó a implementar su programa obligatorio de barrido de calles en toda la ciudad en abril con excepción del cuadrante 2. El período de gracia de tres meses comenzará el 1 de junio, donde solo se emitirán avisos de advertencia por escrito. Al concluir el período de gracia y educación de 90 días desde el 1 de junio hasta el 31 de agosto de 2018, Seguridad Pública de Duarte comenzará a emitir citaciones de \$ 60 el 4 de septiembre después del día festivo del Día del Trabajo. ¡Es muy importante que los residentes presten mucha atención a las fechas y horas indicadas en las señales publicadas en su vecindario para evitar citaciones!

Para conveniencia de los residentes, el programa de barrido obligatorio de la ciudad de Duarte barren un lado un día y el otro lado al día siguiente en cuatro cuadrantes diferentes durante ventanas de tiempo de tres horas.

En general, las ubicaciones de los cuadrantes y los días de la semana son los siguientes:

- **El Cuadrante 1**, ubicado en la sección noreste de la ciudad, será barrido los lunes y miércoles;
- **El Cuadrante 2**, en las secciones más al norte y central de la Ciudad, será barrido los miércoles y jueves;
- **El Cuadrante 3**, descrito como la sección central de la Ciudad se barrerá los jueves y viernes;
- **El Cuadrante 4**, descrito como la porción suroeste de la Ciudad, será barrido los lunes y viernes.

Específicamente, los plazos de barrido de calles serán de la siguiente manera:

- Cuadrantes 2 y 4 | 7:00 a.m. - 10:00 a.m. • 9:00 a.m. - mediodía
- Cuadrantes 1 y 3 | 11:00 a.m. - 2:00 p.m. • 1:00 p.m. - 4:00 p.m.

A medida que los residentes de la ciudad hagan la transición al nuevo programa, tenga en cuenta las reglas sobre contenedores de basura y reciclaje en el derecho de paso público. En términos generales, los contenedores deben almacenarse fuera de la vista del público y no pueden colocarse en el patio delantero. Además, no se permite colocar contenedores en ninguna calle, callejón o avenida de la ciudad antes de las 6 p.m. del día anterior a la recogida regular de basura del residente. El día de la recolección, los contenedores deben guardarse, fuera de la vista del público antes de las 8 p.m. En el área de Mesa, solo en la Ciudad, los contenedores de basura que contengan basura o desperdicios, no se pueden colocar en la calle o estacionamiento antes de las 6 a.m. del día de la recolección programada para no alentar ninguna actividad innecesaria de la vida silvestre o de osos.

Para obtener información adicional sobre el programa de barrido de calles propuesto o para averiguar en qué cuadrante se encuentra, comuníquese con **Seguridad Pública de Duarte** al 626-357-7938 o visite www.accessduarte.com, página de inicio y haga clic en el ícono de barrido de calles. Nota: las advertencias escritas comienzan el 1 de junio y las citaciones no se emiten hasta el 4 de septiembre. (Excluyendo el Cuadrante 2, la aplicación ya está en vigencia).



Organics Recycling Requirements

Effective January 2017, the State's Mandatory Organic Waste Recycling law (AB 1826) requires businesses generating more than four cubic yards of organics per week and multifamily residential properties with five dwelling units or more that generate four cubic yards of green waste per week, to arrange organics recycling services. Burrtec offers a food waste and green waste program that assists in complying with the law. The law phases in the requirements on businesses and multifamily residential dwellings over time, based on the following dates. Additionally, the state law contains a trigger that will increase the scope of affected businesses, if waste reduction targets are not met. Please see schedule below.

<u>Year</u>	<u>Cubic Yards Generated Weekly</u>
2017	4 Cubic Yards (organic waste)
2019	4 Cubic Yards (commercial solid waste, regardless of amount of organic waste)
2020	2 Cubic Yards (commercial solid waste, if state does not meet goal)

Below are the acceptable items for Organics recycling:



- Dairy products
- Fruits
- Vegetables
- Meat
- Bones
- Seafood
- Poultry
- Breads
- Grains
- Coffee grounds
- Plant trimmings



Assistance in evaluating your overall solid waste needs is also available. Burrtec's Waste and Recycling Service Coordinators will conduct a free waste assessment and assist to make any necessary service changes. Contact Burrtec's Customer Service department to assist you with your organic waste needs and obtain a waste assessment.

Contact Information

Burrtec Waste Industries
1017 West Gladstone Street
Azusa, CA 91702

Customer Service
(800) 325-9417

Hours of Operation
Monday - Friday
8:00 am to 5:00 pm

www.burrtec.com

Follow us on:



Food Waste



Fact:

If wasted food was a country, it would be the third largest producer of carbon dioxide in the world, after the United States and China.

Holiday Schedule

No service on these holidays

- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day
- New Year's Day

When the holiday falls on a weekday, collections for the remainder of the week will be delayed by one day. There is no service interruption or delay when the holiday falls on a Saturday or Sunday.

Is Your Business in Compliance?

Mandatory Commercial Recycling (MCR) AB 341 mandates businesses and public entities, generating four (4) cubic yards of trash or more and multi-family residential dwellings with five or more units, to establish and maintain recycling service.

Recycling not only conserves our natural resources but can save money by reducing waste disposal costs. Burrtec's staff can assist in selecting the appropriate recycling service level, along with the necessary education and outreach to residents and managerial staff. Call Burrtec's Customer Service department today to schedule a complimentary waste and recycling assessment.

If you already have a recycling program and would like to make additional enhancements, please call Customer Service office for assistance.

What Can Be Recycled... Place in recycling container

- ✓ Aerosol cans (must be completely empty)
- ✓ Aluminum cans
- ✓ Brochures
- ✓ Cardboard
- ✓ Cereal boxes (remove wax paper lining)
- ✓ Computer paper
- ✓ Coupons
- ✓ Envelopes
- ✓ Glass bottles, jars
- ✓ Glass cosmetic bottles
- ✓ Junk mail
- ✓ Laundry bottles
- ✓ Magazines/catalogs
- ✓ Newspaper
- ✓ Paper
- ✓ Paper tubes
- ✓ Phone books
- ✓ Plastic containers #1- #7
- ✓ Plastic milk jugs
- ✓ Styrofoam products
- ✓ Tin cans
- ✓ Tissue boxes
- ✓ Wrapping paper



What CANNOT be Recycled... Place in trash container

Recycling the correct materials adds to the success of your recycling program. Remember to avoid putting the following materials in the Recycling container.

- ✗ Bag with trash
- ✗ Ceramic dishware
- ✗ Clothes hangers
- ✗ Soiled rags
- ✗ Glass dishware
- ✗ Non-recyclable foam
- ✗ Pizza boxes
- ✗ Plastic film
- ✗ Tarps
- ✗ Wax covered cardboard boxes



SCAVENGING IS ILLEGAL

Removal of garbage and/or recyclables from solid waste containers is punishable by law (DMC 6.09.020)

Report Scavenging Activity!

Please Call:
Los Angeles County
Sheriff's Department
(626) 285-7171



REMEMBER: If you see a scavenger, do not approach them! Get a description of the person and or vehicle with license plate number and their direction of travel.

Penalty for Scavenging

- Impoundment of vehicle
- Fines



BURRTEC
"We'll Take Care Of It"



Developed in conjunction with the City of Duarte and Burrtec Waste Industries, Inc.



Recycling List

Place these items into your blue recycling barrel.

- ✓ Aerosol cans
(must be completely empty)
- ✓ Aluminum cans
- ✓ Brochures
- ✓ Cardboard
- ✓ Cartons
- ✓ Cereal boxes
(remove wax paper lining)
- ✓ Computer paper
- ✓ Coupons
- ✓ Envelopes (includes plastic windows)
- ✓ Glass bottles & jars
- ✓ Glass cosmetic bottles
- ✓ Junk mail
- ✓ Laundry bottles
- ✓ Magazines/catalogs
- ✓ Newspaper
- ✓ Paper
- ✓ Paper tubes
- ✓ Phone books
- ✓ Plastic containers #1-#7
- ✓ Plastic milk jugs
- ✓ Styrofoam*
- ✓ Tin cans
- ✓ Tissue boxes
- ✓ Wrapping paper

**Not all areas recycle Styrofoam. Contact Customer Service for more details.*

The Holidays Are Soon Approaching!

Burrtec will collect and recycle Christmas trees from single-family residences. Please place your tree at curbside after Christmas on your collection day. Burrtec will provide this service for approximately a 2 week period after Christmas Day. Trees 6' and over need to be cut in half. Please take all ornaments, lights, and metal stands off of the tree. Flocked trees will not be recycled. They will be collected as trash. Flocked trees 6' and over need to be cut in half.

Extra Holiday Waste

Approximately 80% of your holiday trash is recyclable. All gift boxes, wrapping paper, greeting cards, and cardboard packaging are items that may be placed in your recycling barrel. Burrtec will collect your excess holiday trash and recyclables. Beginning the day after Christmas for approximately 1 week, place excess holiday trash/recyclables in bags alongside your containers on your collection day.

Temporary Roll-Off Boxes for Special Clean-Ups Available

Burrtec offers large roll off boxes for commercial clean-ups and special projects. Containers are available for 7-day rentals and include delivery and removal. All unwanted materials can be placed directly into the container with the exception of hazardous waste, tires or large amounts of dirt, rock, concrete, or asphalt. Please call our Customer Service Department to order one today!



Automated Bill Pay

For your convenience, you can make a payment any day, anytime, using our **FREE** automated payment service.

Have your account number, billing zip code and payment option (either check or credit card) available. Simply dial (866) 306-9004 and when prompted enter the requested information. It's that easy!



Contact Information

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Customer Service
(800) 325-9417

Automated Payment Service
(866) 306-9004

Hours of Operation
Monday - Friday
8:00 am to 5:00 pm

Website
Burrtec.com

Follow us on:



Holiday Schedule

No service on these holidays

- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day
- New Year's Day

When the holiday falls on a weekday, collections for the remainder of the week will be delayed by one day. There is no service interruption or delay when the holiday falls on a Saturday or Sunday.



¿Que puede usted reciclar?

Abajo hay una lista de reciclables que ayudarán su programa de reciclaje:

- ✓ Botellas & frascos de vidrio
- ✓ Los botes de Aerosol (spray) deben estar completamente vacíos
- ✓ Botellas de cosméticos de vidrio
- ✓ Botellas de productos de lavandería
- ✓ Botes de lamina
- ✓ Cajas de cereal (quitarles la bolsa de papel encerado)
- ✓ Cajas de Pañuelos desechables
- ✓ Cartón
- ✓ Correo no deseado (junk)
- ✓ Cupones
- ✓ Directorios telefónicos
- ✓ Envases de plástico para leche
- ✓ Folletos
- ✓ Latas (no aplastar)
- ✓ Papel
- ✓ Papel de computadora
- ✓ Papel de envolver (envoltura)
- ✓ Periódicos
- ✓ Productos de espuma de estireno*
- ✓ Recepiente de Cartón
- ✓ Recipientes de plástico #1-#7
- ✓ Revistas/catálogos
- ✓ Sobres (aun los que tienen ventana de plástico)
- ✓ Tubos de papel

**No todas las areas reciclan Productos de espuma de estireno. Por favor llame al Departamento de Servicio al Cliente para más detalles.*

Los días festivos se acercan pronto!

Burrtec recogerá sus árboles navideños por aproximadamente 2 semanas después del día de Navidad. Simplemente coloque su arbolito en la acera junto a su contenedor el día regular de su recolección. Árboles más de 6 pies deben ser cortados por la mitad. Por favor quite todos los ornamentos y la base del árbol.

Basura y Reciclaje Adicional de los Dias Festivos

Aproximadamente el 80% de la basura de los días festivos es reciclable. Todas las cajas de regalo, papel de envolver, tarjetas de navidad, y embalajes de cartón son artículos que pueden ser colocados en el barril de reciclaje. Burrtec recogerá el exceso de basura y reciclables de los días festivos por aproximadamente 1 semana después del día de Navidad. Coloque el exceso de basura/ reciclables en bolsas junto a los contenedores automatizados en el día de recolección.

Cajas de roll-off temporales para Especial limpiezas Disponible

Burrtec ofrece gran rollo de cajas para limpiezas comerciales y proyectos especiales. Los contenedores están disponibles para alquileres de 7 días e incluyen la entrega y retirada. Todos los materiales no deseados se pueden colocar directamente en el contenedor con la excepción de los residuos peligrosos, neumáticos o grandes cantidades de tierra, rocas, concreto o asfalto. Por favor llame a nuestro Departamento de Servicio al Cliente para pedir uno hoy!



Pago de Facturas Automatizado

Para su conveniencia, usted puede hacer un pago en cualquier día, en cualquier momento, utilizando nuestro servicio de pago automatizado **GRATIS**.

Tenga su número de cuenta, el código postal de facturación y opción de pago (ya sea cheque o tarjeta de crédito) disponible. Marque el (866) 306-9004 y cuando se le pide introduzca la información requerida. ¡Es así de fácil!



Horario Festivo

- | | |
|----------------------------|---------------------------|
| • Año Nuevo | • Día de la Independencia |
| • Día de Acción de Gracias | • Día de Navidad |
| • Día de los Caídos | • Día del Trabajo |

Cuando un día feriado caiga durante la semana, las recolección del servicio para el resto de la semana será retrasado por un día. No hay interrupción o demora en el servicio cuando el día feriado cae en un sábado o domingo.

Información de Contacto

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Servicio al Cliente
(800) 325-9417

Servicio de Pago Automatizado
(866) 306-9004

Horas de oficina
lunes a viernes
8:00 am a 5:00 pm

Página web
Burrtec.com

Follow us on:





Winter 2019

BURRTEC NEWS

Waste and Recycling Newsletter

"We'll Take Care Of It"

Sponsored by the City of Duarte and Burrtec Waste Services

Christmas Tree Collection

Burrtec will collect and recycle Christmas trees from single-family residences. Please place your tree at curbside during a 2 week period after Christmas Day on your collection day. Trees 6' and over need to be cut in half. Please take all ornaments, lights, and metal stands off of the tree. Flocked trees will not be recycled. They will be collected as trash. Flocked trees 6' and over need to be cut in half.

Got Holiday Waste?

Approximately 80% of holiday trash is recyclable. All gift boxes, wrapping paper, greeting cards, and cardboard packaging are items that may be placed in the recycling barrel. Burrtec will collect excess holiday trash and recyclables for a 1 week period after Christmas Day. Single-family residences may place excess holiday trash/recyclables in bags alongside their containers on collection day.



Contact Information

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Hours of Operation
Monday - Friday
8:00 am to 5:00 pm

Automated Payment Service
(866) 306-9004

Customer Service
(626) 932-1558

Website
Burrtec.com

Follow us on



Happy New Year!

Is your New Year's resolution to clean-out all of your junk? If so, Burrtec offers a 3-yard to 40-yard bin for all of your residential clean-up and special project needs. Contact our Customer Service Department to begin your New Year's Resolution!



Automated Bill Pay



For your convenience, you can make a payment any day, anytime, using our **FREE** automated payment service.

Have your account number, billing zip code and payment option (either check or credit card) available. Dial (866) 306-9004 and when prompted enter the requested information. It's that easy!

Paper Recycling

All grades and types of paper and cardboard can be placed in the recycling bin. But are all paper materials the same? Actually, they are not and here are some examples:

- Corrugated and cardboard boxes are made with high-grade fiber to give them strength.
- Milk cartons and juice boxes can be recycled.
- Newspaper goes through a "deinking" process and is turned back into pulp then made into newsprint again.
- Copy paper and junk mail is most commonly recycled.



Holiday Waste Reduction

This holiday season choose to reduce your waste! Donate unwanted and usable toys, clothing, bikes and electronic items to local charities. The Salvation Army and Goodwill are a few of the many local thrift stores and donation stores that are in need of your gently used items. Go to SalvationArmy-SoCal.org or GoodwillSoCal.org for your nearest donation location.



Recycling Fact

Recycling an aluminium can helps to save a great deal of energy, in fact, enough to run your home television for about three hours!



Holiday Schedule

No service on these holidays

- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day
- New Year's Day

When the holiday falls on a weekday, collections for the remainder of the week will be delayed by one day. There is no service interruption or delay when the holiday falls on a Saturday or Sunday.



BURRTEC NEWS
Información de Desechos y Reciclaje
 Patrocinado por la Ciudad de Duarte y Burrtec Waste Services

"Nosotros Nos Encargaremos De Ello"

Invierno 2019

Residencial Recolección de Árboles de Navidad

Burrtec recogerá sus árboles navideños por 2 semanas a partir de diciembre 26. Simplemente coloque su arbolito en la acera junto a su contenedor el día regular de su recolección. Árboles más de 6 pies deben ser cortados por la mitad. Por favor quite todos los ornamentos y la base del árbol.

Tiene Basura de Los Días Festivos?

Aproximadamente el 80% de la basura de los días festivos es reciclable. Todas las cajas de regalo, papel de envolver, tarjetas de navidad, y embalajes de cartón son artículos que pueden ser colocados en el barril de reciclaje. Burrtec recogerá el exceso de basura y reciclables de los días festivos por un periodo de una semana a partir del 26 de diciembre. Coloque el exceso de basura/reciclables en bolsas junto a los contenedores automatizados en el día de recolección.



Información de Contacto

Burrtec Waste Services
 1017 West Gladstone Street
 Azusa, CA 91702

Horas de oficina
 lunes a viernes
 8:00 am a 5:00 pm

Servicio de Pago Automatizado
 (866) 306-9004

Servicio al Cliente
 (626) 932-1558

Página web
 Burrtec.com

Síguenos en



¡Feliz Año Nuevo!

¿Es su buen propósito del Año Nuevo limpiar todos sus cachibaches? Si es así, Burrtec ofrece un recipiente de 3 yardas a 40 yardas para todas sus necesidades residenciales de limpieza y de proyectos especiales. Póngase en contacto con nuestro Departamento de Servicio al Cliente para comenzar su ¡Buen Propósito del Año Nuevo!



Pago de Facturas Automatizado

Para su conveniencia, usted puede hacer un pago en cualquier día, en cualquier momento, utilizando nuestro servicio de pago automatizado **GRATIS**.

Tenga su número de cuenta, el código postal de facturación y opción de pago (ya sea cheque o tarjeta de crédito) disponible. Marque el (866) 306-9004 y cuando se le pide introduzca la información requerida. ¡Es así de fácil!



Reciclaje de Papel

Todos los grados y tipos de papel y cartón se pueden colocar en el contenedor de reciclaje. ¿Pero son igual todos los materiales de papel? En realidad, no lo son, y aquí están algunos ejemplos:

- Cajas de cartón corrugado y cartón están hechas con fibra de alto grado para darles fuerza.
- Cartones de leche y cajas de bebidas pueden ser reciclados.
- El periódico pasa por un proceso "de destintado" y es convertido de nuevo en pulpa, y luego es hecho de nuevo en papel de periódico.
- El papel de copia y correo basura es el que más comúnmente se recicla.



Reduzca Basura durante Días Festivos!



Done juguetes usables, ropa, bicicletas y artículos electrónicos a las organizaciones benéficas publicas locales. El Salvation Army y Goodwill son algunos de las tiendas que están necesitando sus artículos y ropa usada que este en buenas condiciones. Localice SalvationArmy-SoCal.org o a GoodwillSoCal.org para la ubicación mas cerca a usted.

¿Sabía Usted?

Reciclando una lata de aluminio puede ayudar a salvar un gran cantidad de energía, de hecho, suficiente para correr su televisión casera durante aproximadamente tres horas!



Horario Festivo

El servicio será retrasado por un día si cae su colección el día o después del:

- | | |
|----------------------------|---------------------------|
| • Año Nuevo | • Día de la Independencia |
| • Día de Acción de Gracias | • Día de Navidad |
| • Día de los Caídos | • Día del Trabajo |

Cuando el día festivo cae en un día entre semana, la semana se retrasa por un día. No hay interrupción de servicio o retraso cuando el día festivo cae en sábado o domingo.

2018 City of Duarte Mandatory Commercial Recycling and Organics Compliance Form

Form to be completed by any business or property management company that received a non-compliance letter and/or generates recyclables materials, food waste and/or landscape organics. Multifamily dwellings organics diversion is specific to green waste only (not food waste).

Deadline: Return completed form by September 24, 2018 to avoid enforcement action. The Commercial Recycling and Organics Compliance Form can be returned by mail, email or fax. The form is also available for completion at Burrtec.com/Duarte located in the Commercial section of the webpage. Then select the link titled Mandatory Commercial Recycling and Organics Compliance Form

Mail: Burrtec Waste Industries, P.O.Box 1026, Duarte, CA 91702
Attn: Commercial Organics
Email: bws@burrtec.com
Fax: 626-932-1578

BUSINESS/ORGANIZATION INFORMATION:

Business Name: _____

Business Type: _____ # of Employees _____

Business Address: _____

Business Mailing Address (if different): _____

Contact Person (Name/Title): _____

Phone Number: _____ Email Address: _____

FOOD WASTE INFORMATION (*Multifamily Dwellings - move forward to Landscape/Green Waste Information) :

1. Does your business generate food waste? ____ Yes ____ No

**If the answer is no, please move forward to item 11.*

2. Do you currently separate your food waste? ____ Yes ____ No

3. Do you recycle or donate your food waste? ____ Yes ____ No

(Check all that apply)

____ Food waste (Backhauled)

(Return unused product to distribution center)

____ Food waste recycled by Burrtec Waste

____ Food waste recycled by another company

____ Edible food donated

How much was donated? (tons/lbs/gallons/bags) _____

____ Other: _____

4. If you use backhaul or another company, please provide the following information:

Company Name: _____ Phone number: _____

5. Types of food recycled. (Check all that apply)

____ Fruit ____ Meats ____ Seafood ____ Vegetables ____ Dairy Products

____ Canned Goods ____ Soups ____ Baked Goods ____ Other: _____

6. Approximately how much food is recycled per week? (tons/lbs/gallons/bags, etc.) _____

7. Where does the backhaul company or food waste recycler take the food waste to be recycled?

8. Do you donate your edible food to charity? ____ Yes ____ No

If yes, please provide Charity Name: _____

How much was donated? (tons/lbs/gallons/bags) _____

Type of food donated? (Check all that apply)

____ Fruit ____ Meats ____ Seafood ____ Vegetables ____ Dairy Products

____ Canned Goods ____ Soups ____ Baked Goods

____ Other: _____

9. If you do not recycle or donate your food, what do you do with the food waste generated? _____

10. Is there any additional information you would like to provide?

LANDSCAPE/GREEN WASTE INFORMATION :

Green waste means leaves, grass clippings, plant and tree trimmings.

11. Does your business or multifamily dwelling generate green waste?
____ Yes ____ No **If the answer is no, please move forward to Item 14*

11a. Approximately how much green waste is generated per week?
(tons/lbs/gallons/bags, etc.)

12. Do you currently separate your green waste from your trash?
____ Yes ____ No

13. Do you recycle your green waste? ____ Yes ____ No
(Check all that apply)

____ Landscape Waste Removed by landscaper and recycled at composting
facility: **Provide Landscape Company**

Name: _____

Phone number: _____

Name and Address of Recycling/Composting Facility Used by

Landscaper _____

____ Landscape Waste is recycled on site by (check all that applies):

____ Grass cycling turf ____ on-site mulching ____ on-site composting

____ Other _____

RECYCLING PROGRAM INFORMATION:

14. Approximately how much recycling is generated per week?
(tons/lbs/gallons/bags, etc.)

15. Do you currently separate your recycling? ____ Yes ____ No

16. Do you self-haul the separated recyclables? ____ Yes ____ No

17. If you use another recycling company/service please provide the
following information:

Company Name:

Phone Number:

18. Would you like a waste assessment conducted at your business or organization? ____ Yes ____ No

**If the answer is yes, please move forward with completing the rest of the items below.*

**If no, please complete items 20, 21, and then return completed form per the directions at the top of the form.*

Contact Information: _____

Phone Number: _____

Email Address: _____

19. What is the best time of day to contact you? Day: _____ Time: _____

20. Print name and title of person filling out this form:

Name _____ Title _____

21. Signature: _____ Date: _____

Internal Use Only
Account: «Account Number»
EE Name:
R Code:
Div Code/Billing Group:
Sales Ticket: Y / N

Internal Use Only
Account: «Account Number»
EE Name:
F/G Code:
Div Code/Billing Group:
Sales Ticket: Y / N

LOS ANGELES COUNTY HAULER PERMIT



COUNTY OF LOS ANGELES

Public Health

THIS PERMIT MUST BE CONSPICUOUSLY DISPLAYED ON THE PREMISES

**Public Health Permit
Valid Until 12/31/2019**

PR Number:

PR0157413

Program ID:

COMMERCIAL

Description:

SWF - WASTE COLLECTOR YARD FEE

Facility Owner - Mail Address

BURRTEC WASTE SERVICES

9890 CHERRY AVE

FONTANA, CA 92335-5202

Facility Location

BURRTEC WASTE INDUSTRIES,

INC

1017 W GLADSTONE ST

AZUSA, CA 91702

SWA



BWS

PERFORMANCE BOND

This bond replaces and supersedes the prior bond # 0153513-05. The penal sum contained herein is not cumulative with prior bonds.

BOND NUMBER: 0153513-06

PREMIUM: \$3,443.00

FRANCHISE BOND

KNOW ALL MEN BY THESE PRESENTS, that we Burrtec Waste Service, LLC as Principal, and Berkley Insurance Company a Corporation organized under the laws of the State of Delaware, and duly authorized to transact business under the law of the State of California, as Surety, are held and firmly bound unto the City of Duarte State of California, as Obligee, in the just and full sum of Two Hundred Seventy-Five Thousand Four Hundred and 00/100 Dollars (\$275,400.00) for payment whereof well and truly to be made, and Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION of the foregoing obligation is such, that whereas, the above bounden Principal has entered into a Franchise Contract dated September 9, 1998 with the said Obligee for the collection, transportation and disposal of refuse from the area described in said Franchise Contract for the term commencing February 16, 2019 and ending on February 16, 2020 as will more fully appear from said Franchise Contract reference to which is hereby made.

NOW, THEREFORE, if the above bounden Principal, his or its heirs, executors, administrators, successors or assigns shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and agreements in the said Franchise Contract on his part to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the said Obligee, its officers and agents, as therein stipulated, then this obligation shall become null and void; otherwise it shall be and remain in full force and virtue.

This bond is executed subject to the following express conditions, the fulfillment of which being precedent to any right of recovery hereunder.

No. 1. This bond shall be considered as one of suretyship only and the right of action is given to no one other than the Obligee named herein.

No. 2. Irrespective of the terms of the agreement mentioned above, it is agreed by all parties to this bond (the Principal, the Surety, and the Obligee) that this bond will be effective only for a period of one year from February 16, 2019 and is renewable by continuation certificates for additional periods of one year, such continuation certificates to be issued at the option of the Surety. Surety agrees to give thirty (30) days notice in writing to the Obligee of either cancellation or its intent not to renew, as provided for in this bond.

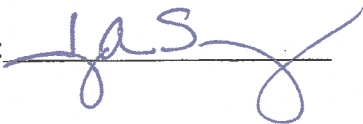
No. 3. Notice of any claim hereunder must be given to the Surety at its office at 4 Hutton Centre Dr., Ste. 640 – Santa Ana, CA 92707, as soon as possible and in any event within fifteen (15) days after anything shall come to the notice of the Obligee or any of its officers indicating the possibility to claim hereunder.

No. 4. Any action to recover loss hereunder shall be commenced by the Obligee in a court of competent jurisdiction within one year after giving notice of possible claim as provided in Condition No. 3 and the Principal shall be made a party to such action if he can with reasonable diligence be served with process therein.

IN WITNESS WHEREOF, we have hereunto set our hands and seal this 23rd day of January, 2019.

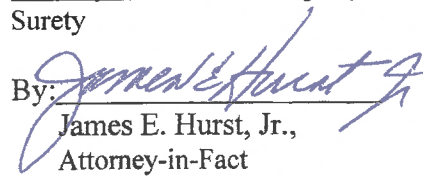
Burrtec Waste Services, LLC
Principal

By: _____



Berkley Insurance Company
Surety

By: _____



James E. Hurst, Jr.,
Attorney-in-Fact

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Orange)

On January 23rd, 2019 before me, Deborah Priest-McGinn

Date

Here Insert Name and Title of the Officer

personally appeared James E. Hurst, Jr.

Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature

Deborah Priest-McGinn

Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

☐ Corporate Officer — Title(s): _____

☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer Is Representing: _____

Signer's Name: _____

☐ Corporate Officer — Title(s): _____

☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer Is Representing: _____

POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: Matthew F. Schafnitz; James E. Hurst, Jr.; or Victoria M. Riedl of Acrisure of California, LLC dba Brakke-Schafnitz Insurance Brokers, LLC of Laguna Niguel, CA its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed **Fifty Million and 00/100 U.S. Dollars (U.S.\$50,000,000.00)**, to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

RESOLVED, that, with respect to the Surety business written by Berkley Surety, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 28th day of March, 2018.

Attest:

Berkley Insurance Company

(Seal)

By

By

Ira S. Lederman

Jeffrey M. Hafter

Executive Vice President & Secretary

Senior Vice President

WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.

STATE OF CONNECTICUT)

) ss:

COUNTY OF FAIRFIELD)

Sworn to before me, a Notary Public in the State of Connecticut, this 28th day of March, 2018, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA C. RUNDBAKEN
NOTARY PUBLIC
MY COMMISSION EXPIRES
APRIL 30, 2019

Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 23rd day of January, 2019.

(Seal)

Vincent P. Forte

WARNING - Any unauthorized reproduction or alteration of this document is prohibited. This power of attorney is void unless seals are readable and the certification seal at the bottom is embossed. The background imprint, warning and verification instructions (on reverse) must be in blue ink.

INSURANCE CERTIFICATE

ACORD™**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

3/02/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC Marsh & McLennan Ins. Agency LLC PO Box 85638 San Diego, CA 92186	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: constructioncerts@marshmma.com ADDRESS:		FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Burrtec Waste Group, Inc. 9890 Cherry Avenue Fontana, CA 92335	INSURER A: Lexington Insurance Company		19437
	INSURER B: American Zurich Insurance Company		40142
	INSURER C: Zurich American Ins Co of Illinois		27855
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ BI/PD Ded:25000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X		023627374	03/01/2019	03/01/2020	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$EXCLUDED PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			BAP014157402	03/01/2019	03/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$			021391622	03/01/2019	03/01/2020	EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC014157302	03/01/2019	03/01/2020	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Duarte is included as additional insured with respects to General Liability per the attached endorsement(s).

CERTIFICATE HOLDER

City of Duarte
 City Clerk
 1600 Huntington Drive
 Duarte, CA 91010-0000

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Vanessa Turner

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ADDITIONAL REMARKS SCHEDULE

Page 1 of 2

AGENCY Marsh & McLennan Insurance Agency LLC		NAMED INSURED Burrtec Waste Group, Inc.
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Named Insured Schedule

Burrtec Waste Group, Inc.
Burrtec Waste Industries, Inc.
Agua Mansa MRF, LLC
AVCO Disposal, Inc.
Burr Girls, LLC
Burr Group, LP
Burr Group, Inc
Burr Properties, LLC
Burr Properties, G.P.
Burrline, LLC
Burrtec Environmental, LLC
Burrtec Recovery & Transfer, LLC
Burrtec Waste & Recycling Services, LLC
Burrtec Retirement Savings Plan
Burrtec Waste Industries, Inc. (formerly PSP Waste Services, Inc.)
Burrtec Waste Industries, Inc. DBA: Burbank Recycling
Burrtec Waste Industries, Inc. DBA: Agua Mansa Recycling & Transfer Co.
Burrtec Waste Industries, Inc. DBA: Burrtec Recycling & Transfer Co.
Burrtec Waste Industries, Inc. DBA: Burrtec Recycling Center
Burrtec Waste Industries, Inc. DBA Coachella Valley Compost
Burrtec Waste Industries, Inc. DBA Coachella Valley Transfer Station
Burrtec Waste Industries, Inc. DBA Desert Disposal
Burrtec Waste Industries, Inc. DBA: East Valley Recycling & Transfer
Burrtec Waste Industries, Inc. DBA: Inland Empire Recycling
Burrtec Waste Industries, Inc. DBA: Marks Disposal
Burrtec Waste Industries, Inc. DBA: Tri-Co
Burrtec Waste Industries, Inc. DBA: Tri-County Disposal
Burrtec Waste Industries, Inc. DBA: Trico Disposal
Burrtec Waste Services, LLC
Crestline Disposal
Currans Rubbish Disposal, Inc.
E. Cole Burr, individually
E. Cole Burr, Trustee of the Burr Family Trust
EDCO Disposal
Edward G. Burr
Sandra L. Burr
Cole Burr
Tracy A. Burr
Burr Properties
Empire Disposal, LLC
Fontana Rubbish Collectors, Inc.



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Marsh & McLennan Insurance Agency LLC		NAMED INSURED Burrtec Waste Group, Inc.
CARRIER	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Named Insured Schedule

Inland BioEnergy, LLC
Jack's Disposal, Inc. DBA Yukon Disposal
Jack's Disposal, Inc.
Kaiser Recycling Corporation
KGB Properties, LLC (formerly Burr Girls, LLC)
Lake Arrowhead Disposal
Lucerne Valley Disposal
Monte Vista Disposal, Inc.
Mountain Disposal Services, Inc.
Rancho Disposal Service, Inc.
Rialto Services, Inc.
Running Springs Disposal
TECMEC Maintenance Enterprise, Inc.
Tracey A. Burr, individually
Tracey A. Burr, Trustee
Tri-County Disposal, Inc.
Tri-County Disposal, Inc. DBA: Gary's Disposal
Victorville Disposal, Inc.
West Valley MRF, LLC
West Valley Recycling and Transfer, Inc.
Yucaipa Disposal, Inc.
Desert Properties, LLC
Burr Family Trust
Yukon Disposal
Cal Disposal Co., Inc.
Universal Waste Systems, Inc.

INSURED: Burrtec Waste Group, Inc.

POLICY #: 023627374

POLICY PERIOD: 03/01/2019

TO 03/01/2020

PRIMARY/NON CONTRIBUTORY ENDORSEMENT

This endorsement modifies insurance provided by the policy:

Notwithstanding any other provision of the policy to the contrary, the insurance afforded by this policy for the benefit of the Additional Insured shall be primary insurance, but only with respect to any claim, loss or liability arising out of the Named Insured's operations; and any insurance maintained by the Additional Insured shall be non-contributing.

All other terms and conditions of the policy remain the same.

ENDORSEMENT

LEXINGTON INSURANCE COMPANY

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS-PERSON OR ORGANIZATION

(Based on CG2010 04/13)

This endorsement modifies insurance provided by the following:

COMMERCIAL GENERAL LIABILITY POLICY

SCHEDULE

**Name of Additional Insured Person(s)
or Organization(s)**

Location of Covered Operations

As required by written contract executed by both parties prior to loss

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions or
 2. The acts or omissions of those acting on your behalf;
- in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable Limits of Insurance shown in the Declarations;
- whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

All other terms and conditions of the policy remain the same.



Authorized Representative

INSURED: Burrtec Waste Group, Inc.

POLICY#: 023627374

POLICY PERIOD: 03/01/2019

TO: 03/01/2020

ENDORSEMENT

LEXINGTON INSURANCE COMPANY

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS- COMPLETED OPERATIONS

(Based on CG2037 04/13)

This endorsement modifies insurance provided by the following:

COMMERCIAL GENERAL LIABILITY POLICY

SCHEDULE

Name of Additional Insured Person(s)
or Organization(s)

Location of Completed Operations

As required by written contract executed by both parties prior to loss.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

A. Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

All other terms and conditions of the policy remain the same.



Authorized Representative

ENDORSEMENT

LEXINGTON INSURANCE COMPANY

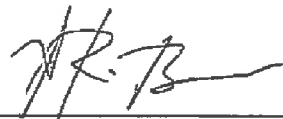
THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED REQUIRED BY WRITTEN CONTRACT

- A. **Section II - Who Is An Insured** is amended to include any person or organization you are required to include as an additional insured on this policy by a written contract or written agreement in effect during this policy period and executed prior to the "occurrence" of the "bodily injury" or "property damage."
- B. The insurance provided to the above described additional insured under this endorsement is limited as follows:
1. **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE** (Section I - Coverages) only.
 2. The person or organization is only an additional insured with respect to liability arising out of "your work" or "your product" for that additional insured.
 3. In the event that the Limits of Insurance provided by this policy exceed the Limits of Insurance required by the written contract or written agreement, the insurance provided by this endorsement shall be limited to the Limits of Insurance required by the written contract or written agreement. This endorsement shall not increase the Limits of Insurance stated in the Declarations under Item 3. Limits of Insurance pertaining to the coverage provided herein.
 4. The insurance provided to such an additional insured does not apply to "bodily injury" or "property damage" arising out of an architect's, engineer's or surveyor's rendering of or failure to render any professional services including:
 - i The preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders, or drawings and specifications; and
 - ii Supervisory, inspection, architectural or engineering activities.
 5. This insurance does not apply to "bodily injury" or "property damage" arising out of "your work" or "your product" included in the "products-completed operations hazard" unless you are required to provide such coverage by written contract or written agreement and then only for the period of time required by the written contract or written agreement and in no event beyond the expiration date of the policy.

6. Any coverage provided by this endorsement to an additional insured shall be excess over any other valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis unless a written contract or written agreement specifically requires that this insurance apply on a primary or non-contributory basis.
- C. Subparagraph (1)(a) of the Pollution exclusion paragraph 2.f., Exclusions of COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY (Section I - Coverages) does not apply to you if the "bodily injury" or "property damage" arises out of "your work" or "your product" performed on premises which are owned or rented by the additional insured at the time "your work" or "your product" is performed.

- D. In accordance with the terms and conditions of the policy and as more fully explained in the policy, as soon as practicable, each additional insured must give us prompt notice of any "occurrence" which may result in a claim, forward all legal papers to us, cooperate in the defense of any actions, and otherwise comply with all of the policy's terms and conditions.



Authorized Representative OR
Countersignature (In states where applicable)

ENDORSEMENT

LEXINGTON INSURANCE COMPANY

**AGGREGATE LIMITS OF INSURANCE - PER LOCATION AMENDMENT AND
OVERALL GENERAL AGGREGATE LIMIT**

This endorsement modifies insurance provided under the policy:

Subject to the Overall General Aggregate Limit stated in Item 3 of the Declarations, the General Aggregate Limit under LIMITS OF INSURANCE (Section III) applies separately to each of your "locations".

It is further understood and agreed that the following changes are made to the policy:

- (1) Item 3, Limits of Insurance in the Declarations is amended by the addition thereto of the following Limit:

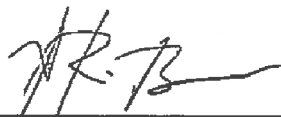
Overall General Aggregate Limit - \$5,000,000

- (2) SECTION III-LIMITS OF INSURANCE is amended by the addition thereto of the following paragraph under paragraph 6.

7. The Overall General Aggregate Limit is the most we will pay under Coverages A and B for the sum of all Limits of Insurance as provided in this SECTION III regardless of the number of your "locations"; except for damages because of "bodily injury" and "property damage" included in the "products-completed operations hazard".

For the purpose of this endorsement, "locations" means premises involving the same lot, or connecting lots or premises whose connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad.

All other terms and conditions remain unchanged.



Authorized Representative OR
Countersignature (In states where applicable)

WASTE GENERATION AND DIVERSION REPORT

Waste Generation and Diversion Report

December 2018

Diverted Tonnage		Total Tonnage			Residue		Net Tonnage	
		Diverted	Residue %	Tons	Diverted	Residue %	Diverted	
Residential Recycling - WM	122.86				122.86	21.40%	96.57	
Special Collections - Bulky					1.75	0.00%	1.75	
Christmas Trees	0.50				0.50	0.00%	0.50	
Residential Food					1.79	0.00%	1.79	
Residential Greenwaste					176.80	0.00%	176.80	
Multi-Family Recy - WM	11.67				11.67	21.40%	9.17	
Multi-Family Greenwaste					3.05	0.00%	3.05	
Commercial Recycling - WM	28.15				28.15	21.40%	22.13	
Commercial Greenwaste					7.44	0.00%	7.44	
Commercial Food					0.39	0.00%	0.39	
Rolloff C&D					18.98	22.89%	14.64	
Rolloff-Other Recycling					13.24	0.00%	13.24	
Total Diverted Tonnage		163.18	0.56	0.05	1.14	39.15	347.47	
Refuse		Recycling	200.53	Special Waste - 4000 Series	7000 Series	All Programs Total		
CIWMB Program		composting-3000 Series	(c)		(e)			
CIWMB Program-Code		Gross Diversion		Net Diversion				
		Residential		Residential				
		Multi-Family		Multi-Family				
		Commercial		Commercial				
		Rolloff		Rolloff				
		24.61%		22.12%				
		42.25%		38.59%				
		6.81%		5.65%				
		9.62%		8.01%				
		12.33%		10.67%				

Reconciliation of Tonnage to CIWMB Report:			
Total refuse generated	1,184.09	(a)	
Total residue	39.15	(b)	
Total Refuse	1,223.24		
Net Diverted Tonnage	347.47	(e)	
Total Reported	1,570.71		
Total special waste	15.83	(c)	
Commercial MRF credit for diversion only		(d)	

BURRTEC WASTE SERVICES CITY OF DUARTE

Program Code	Description	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Y-T-D
Refuse														
	Residential Refuse	454.12	358.70	412.57	402.04	489.19	440.33	416.47	458.48	368.52	429.25	425.57	399.92	5,055.16
	Residential Bulky Items	19.88	8.22	13.24	13.32	10.88	19.15	13.70	18.78	11.30	14.50	16.71	15.21	174.89
	Residential Refuse (residue)	28.29	20.63	23.72	19.70	23.67	22.58	22.42	25.79	20.72	24.42	26.23	26.29	284.46
	Clean Up	0.00	0.00	0.00	28.77	0.00	0.00	0.00	0.00	43.90	0.00	0.00	0.00	72.67
	Government Refuse													0.00
	School Refuse													0.00
	Residential Bin Refuse	6.81	5.57	7.07	6.58	6.95	6.87	3.94	4.16	3.56	4.20	3.86	3.99	63.56
	Residential Bin Refuse (residue)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Multi-Family Refuse	175.79	143.65	182.66	169.70	178.99	177.40	183.66	190.47	168.69	209.22	186.76	201.56	2,158.55
	Multi-Family Refuse (residue)	2.32	2.09	2.06	2.01	2.26	1.90	2.01	2.04	1.74	2.29	2.33	2.50	25.55
	Commercial Refuse	292.54	240.55	303.65	286.06	301.82	297.51	301.98	313.82	262.26	347.39	311.04	334.22	3,592.84
	Roll-off Refuse	243.57	239.37	287.56	282.68	251.00	225.01	231.32	227.57	202.44	246.47	185.17	229.19	2,851.35
	Commercial Refuse (residue)	5.45	4.92	4.84	4.62	5.20	4.35	4.89	4.96	4.22	5.52	5.61	6.02	60.60
	Roll-off Refuse (residue)	18.71	16.43	11.84	10.77	5.26	11.29	6.53	4.85	4.18	7.84	10.28	4.34	112.32
	Refuse Totals	1,247.48	1,040.13	1,249.21	1,226.25	1,275.22	1,206.39	1,186.92	1,250.92	1,081.53	1,291.10	1,173.56	1,223.24	14,451.95
Source Reduction														
	1000-SR-XGC Xeriscaping, Grasscycling													0.00
	1010-SR-BCM Backyard Composting													0.00
	1020-SR-BWR Business Source Reduction													0.00
	1030-SR-PMT Procurement													0.00
	1040-SR-SCH School Source Reduction													0.00
	1050-SR-GOV Government Source Reduction													0.00
	1060-SR-MTE Material Exchange, Thrift Shops													0.00
	1070-SR-OTH Other Source Reduction													0.00
Source Reduction Totals		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recycling (Net of Residue)														
	2000-RC-CRB Residential Curbside Recycling	111.09	81.00	93.11	75.92	91.24	87.03	82.83	95.27	76.57	89.70	96.33	96.57	1,076.66
	2010-RC-DRP Residential Drop-Off Recycling													0.00
	2020-RC-BYB Residential Buy-Back Centers													0.00
	2030-RC-OSP Commercial On-Site Pickup	32.03	28.88	27.07	25.55	28.74	24.08	25.51	25.87	22.03	30.67	29.19	31.30	330.92
	2040-RC-SFC Commercial Self-Haul Recycling													0.00
	2050-RC-SCH School Recycling													0.00
	2060-RC-GOV Government Recycling													0.00
	2070-RC-SNL Special Collection - Seasonal	10.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	11.05
	2080-RC-SPE Special Collection - Events				2.14					3.66	0.00	0.00	0.00	5.80
	2090-RC-OTH Other Recycling-Pre Sorted Roll-off	0.00	1.73	0.00	0.00	0.00	0.00	0.00	3.58	0.00	0.00	1.18	0.00	6.49
	Recycling Totals	153.67	111.61	120.18	103.61	119.98	111.11	108.34	124.72	102.26	120.37	126.70	128.37	1,430.92
Composting														
	3000-CM-RCG Residential Curbside Greenwaste	174.07	154.25	203.04	231.27	255.56	215.49	238.74	241.38	180.59	273.99	204.28	176.80	2,549.46
	3010-CM-RSG Residential Self-Haul Greenwaste													0.00
	3020-CM-COG Commercial On-Site Greenwaste	21.39	14.88	19.75	18.83	19.66	4.96	3.23	5.77	4.78	12.85	16.74	23.73	166.57
	3030-CM-CSG Commercial Self-Haul Greenwaste													0.00
	3040-CM-FWC Food Waste Composting							3.32	3.98	2.90	3.25	2.69	2.18	18.32
	3050-CM-SCH School Composting													0.00
	3060-CM-GOV Government Composting													0.00
	3070-CM-OTH Other Composting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Composting Totals	195.46	169.13	222.79	250.10	275.22	220.45	245.29	251.13	188.27	290.09	223.70	202.71	2,734.34
Special Waste														
	4000-SP-ASH Ash													0.00
	4010-SP-SLG Sludge (sewage industrial)													0.00
	4020-SP-TRS Tires	0.00	0.00	0.05	0.02	0.00	0.00	0.06	0.01	0.00	0.20	0.00	0.05	0.39
	4030-SP-WHG White Goods	1.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.54
	4040-SP-SCM Scrap Metal	1.34	0.62	0.84	16.43	0.54	0.89	0.90	1.06	6.04	0.46	0.40	1.14	30.66
	4050-SP-WDW Wood Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	4060-SP-CAR Concrete/Asphalt/Rubble	20.00	15.23	48.59	13.04	28.52	89.95	70.93	84.99	3.23	5.34	10.42	0.00	390.24
	4070-SP-DSB Disaster Debris													0.00
	4080-SP-SGL Shingles													0.00
	4090-SP-RND Rendering													0.00
	4100-SP-OTH Other Special Waste	66.60	53.86	39.87	36.27	17.74	38.03	22.01	13.07	14.07	26.41	33.54	14.64	376.11
	Special Waste Totals	89.48	69.71	89.35	65.76	46.80	128.87	93.90	99.13	23.34	32.41	44.36	15.83	798.94

**BURRTEC WASTE SERVICES
CITY OF DUARTE**

Program Code	Description	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Y-T-D
Public Education & Outreach														
5000-ED-ELC	Electronic (radio, TV, WWW, Hotlines)													0.00
5010-ED-PRN	Printed Media													0.00
5020-ED-OUT	Outreach (workshops, fairs, field trips)													0.00
5030-ED-SCH														0.00
5040-ED-OTH	Other Public Education													0.00
Public Education & Outreach Totals		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Policy Incentives														
6000-PI-PLB	Product & Landfill Bans													0.00
6010-PI-EIN	Economic Incentives													0.00
6020-PI-ORD	Ordinances													0.00
6030-PI-OTH	Other Policy Incentives													0.00
Public Education Totals		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facility Recovery														
7000-FR-MRF	Material Recovery Facility													0.00
7010-FR-LAN	Landfill													0.00
7020-FR-TST	Transfer Station													0.00
7030-FR-CMF	Composting Facility													0.00
7040-FR-ADC	Alternate Daily Cover													0.00
7050-FR-OTH	Other Facility Recovery													0.00
Facility Recovery Totals		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transformation														
8000-TR-WTE	Waste-to-Energy													0.00
8010-TR-WDW	Biomass (wood waste)													0.00
8020-TR-TRS	Tires													0.00
8030-TR-OTH	Other Transformation													0.00
Transformation Totals		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Household Hazardous Waste														
9000-HH-PMF	Permanent Facility													0.00
9010-HH-MPC	Mobile/Periodic Facility													0.00
9020-HH-CSC	Curbside Collection													0.00
9030-HH-WSE	Waste Exchange													0.00
9040-HH-EDP	Educational Programs													0.00
9045-HH-EWA	Electronic Waste	0.94	0.34	1.10	0.72	0.79	0.53	0.34	0.82	0.53	0.51	0.76	0.56	7.94
9050-HH-OTH	Other Household Hazardous Waste	0.01	0.00	0.00	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.03
HHW Totals		0.95	0.34	1.10	0.74	0.79	0.53	0.34	0.82	0.53	0.51	0.76	0.56	7.97
All Programs Total		439.56	350.79	433.42	420.21	442.79	460.96	447.87	475.80	314.40	443.38	395.52	347.47	4,972.17
Total Refuse		1,247.48	1,040.13	1,249.21	1,226.25	1,275.22	1,206.39	1,186.92	1,250.92	1,081.53	1,291.10	1,173.56	1,223.24	14,451.95
Total Tonages Generated		1,687.04	1,390.92	1,682.63	1,646.46	1,718.01	1,667.35	1,634.79	1,726.72	1,396.93	1,734.48	1,569.08	1,570.71	19,424.12
Multi Family Net Diverted Tonnage														
2030-RC-OSP	Multi Family Recycling	9.12	8.22	8.09	7.75	8.72	7.30	7.45	7.56	6.42	8.43	8.57	9.17	96.80
3020-CM-COG	Multi Family Greenwaste	6.51	4.53	6.01	5.49	5.73	1.45	1.13	2.02	1.34	3.73	4.86	3.05	45.95

OSHA FORM 300A
SUMMARY OF WORK-RELATED INJURIES & ILLNESSES

Summary of Work-Related Injuries and Illnesses



All establishments covered by CCR Title 8 Section 14300 must complete this Annual Summary, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."

Employees, former employees, and their representatives have the right to review the Cal/OSHA Form 300 in its entirety. They also have limited access to the Cal/OSHA Form 301 or its equivalent. See CCR Title 8 Section 14300.35, in Cal/OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0 (G)	1 (H)	0 (I)	0 (J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
1 (K)	0 (L)

Injury and Illness Types

Total number of ... (M)	(1) Injuries	(2) Skin Disorders	(3) Respiratory Conditions	(4) Poisonings	(5) Hearing loss	(6) All other illnesses
	1	0	0	0	0	0

Post this Annual Summary from February 1 to April 30 of the year following the year covered by the form.

Year: 2018

Facility Information

Establishment name: Burtec Waste Services

Street 1017 W. Gladstone St

City Azusa

State CA

ZIP 91702

Industry description: Waste & Recycling Haulers

Standard Industrial Classification (SIC)

If known (e.g., SIC 3715) 4953

Employment Information

(If you don't have these figures, use the optional Worksheet to estimate)

Annual average number of employees 50

Total hours worked by all employees last year 113782.13

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

Octavio Camacho

Company executive

Division Manager

Title

800 - 325-5346

Phone

1/1/2018

Date

MOTOR CARRIER SAFETY COMPLIANCE REPORT /
CHP TERMINAL RECORD UPDATE

**SAFETY COMPLIANCE REPORT/
TERMINAL RECORD UPDATE**

CHP 343 (Rev 12-17) OP1 062

Page 1 of 12 pages

NEW TERMINAL INFORMATION ☒ Yes ☐ No		CA NUMBER 194413	FILE CODE NUMBER 301160	COUNTY CODE 19	BED
TERMINAL TYPE ☒ Truck ☐ Bus ☐ Mod Limo		CODE 1	OTHER PROGRAM(S)	LOCATION CODE 525	SUBAREA S34

CARRIER LEGAL NAME Burrtec Waste Industries Inc	TERMINAL NAME (IF DIFFERENT)	TELEPHONE NUMBER (W/AREA CODE) (909) 851-7734
--	------------------------------	--

TERMINAL STREET ADDRESS (NUMBER, STREET, CITY, ZIP CODE)
1017 W Gladstone St Azusa, CA 91702

MAILING ADDRESS (NUMBER, STREET, CITY, STATE, ZIP CODE) (IF DIFFERENT FROM ABOVE) 9890 Cherry Ave Fontana, CA 92335
INSPECTION LOCATION (NUMBER, STREET, CITY OR COUNTY)

LICENSE, FLEET AND TERMINAL INFORMATION

HM LIC. NO. 134238	HWT. REG. NO.	IMS LIC. NO.	TRUCKS AND TYPES 17S	TRAILERS AND TYPES	PASS VEH BY TYPE I II Mod Limo	DRIVERS 10	BIT FLEET SIZE Powered 17 Towed 0
EXP. DATE 10/31/19	EXP. DATE	EXP. DATE	REG. CT	HW VEH.	HW CONT.	PPB / CSAT ☐ Yes ☒ No ☐ N/A	
TERMINALS IDENTIFIED IN SECTION 34515(b) CVC ☐ Yes ☒ No			FILE CODE NUMBERS OF TERMINALS INCLUDED IN INSPECTION AS A RESULT OF SECTION 34515(b) CVC				

EMERGENCY CONTACTS (In Calling Order of Preference)

EMERGENCY CONTACT (NAME) Octavio Camacho	DAY TELEPHONE NO. (W/AREA CODE) (626) 327-5346	NIGHT TELEPHONE NO. (W/AREA CODE)
EMERGENCY CONTACT (NAME) Jim McClain	DAY TELEPHONE NO. (W/AREA CODE) (951) 317-6339	NIGHT TELEPHONE NO. (W/AREA CODE)

ESTIMATED CALIFORNIA MILEAGE FOR THIS TERMINAL LAST YEAR [2018]

A ☐ UNDER 15,000	B ☐ 15,001 — 50,000	C ☐ 50,001 — 100,000	D ☐ 100,001 — 500,000	E ☒ 500,001 — 1,000,000	F ☐ 1,000,001 — 2,000,000	G ☐ 2,000,001 — 5,000,000	H ☐ 5,000,001 — 10,000,000	I ☐ MORE THAN 10,000,000
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OPERATING AUTHORITIES OR PERMITS

PUC ☐ T	☐ TCP	☐ PSC	MOTOR CARRIER OF PROPERTY PERMIT ACTIVE ☒ Yes ☐ No ☐ N/A	IMS FITNESS EVALUATION ☐ Yes ☐ No
USDOT 1003451	☐ MC	☐ MX	REASON FOR INSPECTION Priority	

INSPECTION FINDINGS INSPECTION RATINGS: S = Satisfactory U = Unsatisfactory C = Conditional UR = Unrated N/A = Not Applicable

REQUIREMENTS	VIOL	MAINTENANCE PROGRAM	DRIVER RECORDS	REG. EQUIPMENT	HAZARDOUS MATERIALS	TERMINAL
MAINTENANCE PROGRAM		1 UR 2 S 3 S 4	1 UR 2 S 3 S 4	1 UR 2 S 3 S 4	1 2 3 4	1 UR 2 S 3 S 4
DRIVER RECORDS		No. 6 Time 3.0	No. 10 Time 5.0	No. 4 Time 4.0	TIME	TOTAL TIME 12.0
DRIVER HOURS		HAZARDOUS MATERIALS ☒ No H/M Transported ☐ No H/M violations noted		CONTAINERS/TANKS No. Time	VEHICLES PLACED OUT-OF-SERVICE Vehicles 0 Units	
BRAKES	5	REMARKS				
LAMPS & SIGNALS						
CONNECTING DEVICES						
STEERING & SUSPENSION						
TIRES & WHEELS						
EQUIPMENT REQUIREMENTS	4					
CONTAINERS & TANKS						
HAZARDOUS MATERIALS						

INSPECTION TYPE ☒ I ☐ R	NON-BIT ☐	CPSS ☐ Yes ☒ No	CHP 345 ☐	CHP 1000 COL 2	INSPECTION DATE(S) 05/09/19 & 05/21/19	TIME IN 0700	TIME OUT 1300
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INSPECTED BY (NAME(S))

MCS I Ernie Mercado

ID NUMBER(S)

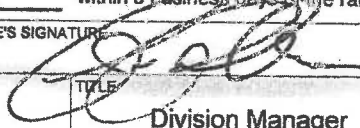
A15760

SUSPENSE DATE

☒ Auto ☐ None

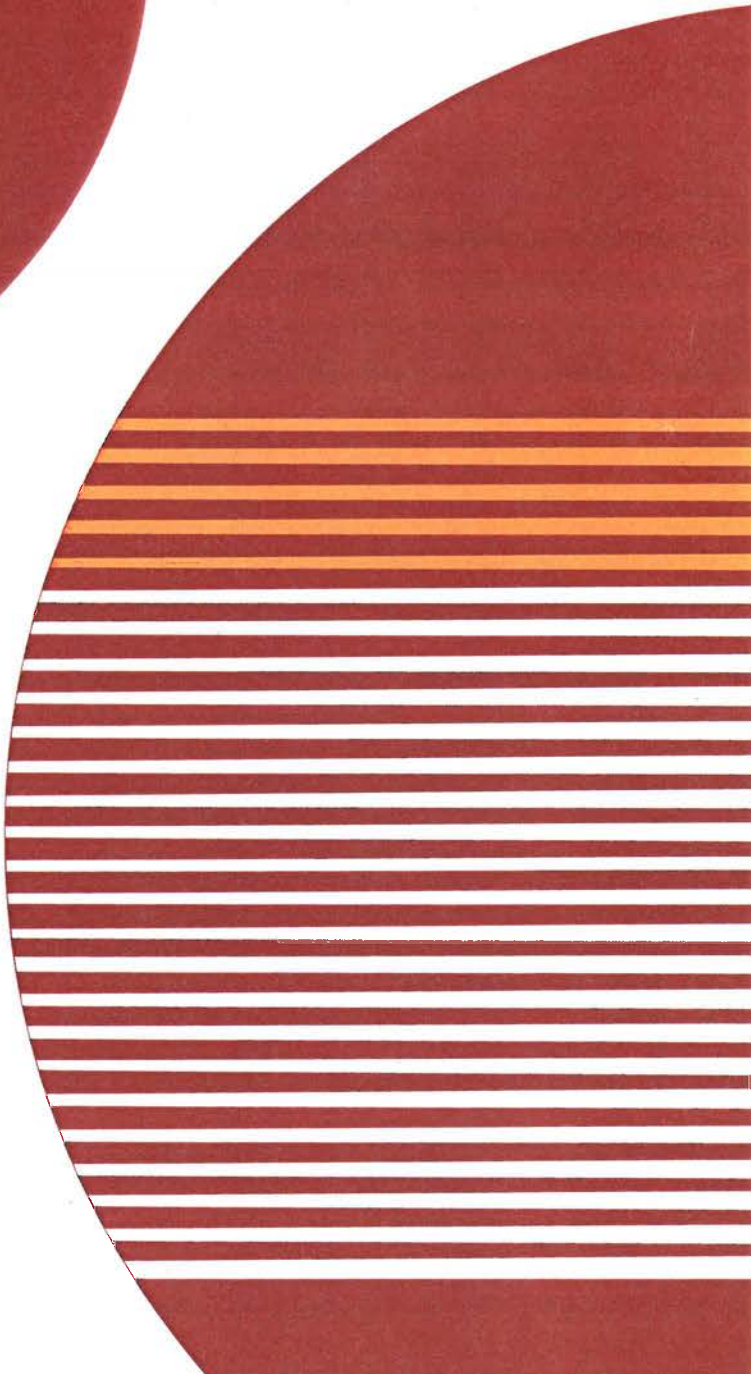
MOTOR CARRIER CERTIFICATION

I hereby certify that all violations described hereon and recorded on the attached pages (2 through 12), will be corrected in accordance with applicable provisions of the California Vehicle Code and the California Code of Regulations. I understand that I may request a review of an unsatisfactory rating by contacting the Motor Carrier Safety Unit Supervisor at (323) 644-9557 within 5 business days of the rating.

CURRENT TERMINAL RATING SATISFACTORY	CARRIER REPRESENTATIVE'S SIGNATURE 	DATE 05/21/19
CARRIER REPRESENTATIVE'S PRINTED NAME Octavio Camacho	TITLE Division Manager	DRIVER LICENSE NUMBER / STATE

Destroy Previous Editions

COMMUNITY CLEAN-UPS



‘We’ll Take Care of It’

BURRTEC WASTE SERVICES, LLC

9890 Cherry Ave., Fontana, CA 92335
(909) 429-4200



City of Duarte
Burrtec Waste Services
Annual Refuse Collection and Recycling Rate Adjustment
Effective January 1, 2020

	Current Rates	Proposed New Rates	Change
<u>Residential Service:</u>			
90/60/60	\$23.89	\$26.71	11.8%
60/60/60	\$20.75	\$23.20	11.8%
40/60/60	\$19.12	\$21.38	11.8%
40/60/60 - Senior and/or handicapped	\$18.09	\$20.22	11.8%
Additional 90 gallon refuse container	\$7.56 each	\$7.81 each	3.30%
Additional 60 gallon refuse container	\$5.89 each	\$6.08 each	3.23%
Additional recycling container - one	no charge	no charge	0.00%
Additional recycling containers - two or more	\$1.36 each	\$1.40 each	2.94%
Additional green waste container	\$1.40 each	\$1.45 each	3.57%
Wildlife deterrent barrel	\$7.32 + base fee	\$7.56 + base fee	3.28%

Residential Special Services			
Extra refuse container collection/service	\$7.69 each	\$7.94 each	3.25%
Container exchange (1 free/year)	\$20.47 each	\$21.15 each	3.32%
Additional bulky waste pickup including CRT (2 free)	\$25.62 each	\$26.47 each	3.32%

Backyard collection:			
Resident requested convenience	\$22.13 + base fee	\$22.86 + base fee	3.30%
Manual collection	\$28.39 + base fee	\$29.33 + base fee	3.31%
Senior and/or handicapped	base fee only	base fee only	0.00%

Residential Street Sweeping Service	\$1.84	\$1.90	3.26%
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Commercial Service:

Refuse bin collection:

<u>Bin Size</u>	<u>Times per Week</u>			
1	1	\$108.84	\$112.95	3.78%
1.5	1	\$124.64	\$129.60	3.98%
1.5	2	\$210.51	\$219.21	4.13%
2	1	\$158.25	\$164.61	4.02%
2	2	\$260.32	\$271.28	4.21%
3	1	\$182.78	\$190.61	4.28%
3	2	\$301.36	\$315.02	4.53%
3	3	\$443.11	\$463.31	4.56%
3	4	\$573.19	\$599.59	4.61%
3	5	\$703.22	\$735.79	4.63%
3	6	\$833.33	\$872.08	4.65%
4	1	\$243.84	\$254.28	4.28%
4	2	\$398.16	\$416.27	4.55%
4	3	\$552.46	\$578.20	4.66%
4	4	\$706.74	\$740.13	4.72%
4	5	\$861.04	\$902.07	4.77%
4	6	\$1,015.31	\$1,063.98	4.79%
6	1	\$365.86	\$381.54	4.29%
6	2	\$566.65	\$592.84	4.62%
6	3	\$767.39	\$804.08	4.78%
6	4	\$968.20	\$1,015.39	4.87%
6	5	\$1,169.01	\$1,226.72	4.94%
6	6	\$1,369.79	\$1,438.00	4.98%

Food waste bin collection

<u>Bin Size</u>	<u>Times per Week</u>			
2	1	\$158.25	\$164.61	4.02%
2	2	\$260.32	\$271.28	4.21%
2	3	\$358.20	\$373.64	4.31%
2	4	\$450.20	\$469.93	4.38%
2	5	\$542.21	\$566.20	4.42%
2	6	\$634.24	\$662.51	4.46%

<u>Barrel</u>				
65g	1	\$43.41	\$45.13	3.96%
65g	2	\$70.67	\$73.64	4.20%
65g	3	\$102.64	\$106.98	4.23%
65g	4	\$132.25	\$137.91	4.28%
65g	5	\$161.89	\$168.85	4.30%
65g	6	\$191.52	\$199.80	4.32%

Recycling bin collection:

Times				
<u>Bin Size</u>	<u>per Week</u>			
1.5	1	\$79.20	\$94.94	19.87%
1.5	2	\$110.20	\$140.18	27.21%
1.5	3	\$159.13	\$203.90	28.13%
2	1	\$99.25	\$120.05	20.96%
2	2	\$137.27	\$176.93	28.89%
2	3	\$198.19	\$257.45	29.90%
2	4	\$296.07	\$376.12	27.04%
3	1	\$121.22	\$151.55	25.02%
3	2	\$178.15	\$236.78	32.91%
3	3	\$258.27	\$345.93	33.94%
3	4	\$326.84	\$443.15	35.59%
3	5	\$395.35	\$540.35	36.68%
3	6	\$463.87	\$637.53	37.44%
<u>Barrel</u>				
90/65 Gal	1	\$13.12	\$16.25	23.86%

MulitFamily split bin collection

Times				
<u>Bin Size</u>	<u>per Week</u>			
3	1	\$207.12	\$226.99	9.59%
3	2	\$312.34	\$348.92	11.71%
3	3	\$454.39	\$508.80	11.97%
3	4	\$577.85	\$649.54	12.41%
3	5	\$701.28	\$790.26	12.69%
3	6	\$824.84	\$931.08	12.88%

Green waste bin collection:

Times				
<u>Bin Size</u>	<u>per Week</u>			
1.5	1	\$79.68	\$81.51	2.30%
2	1	\$111.49	\$114.08	2.32%
2	2	\$222.94	\$228.13	2.33%
3	1	\$154.56	\$158.05	2.26%
3	2	\$248.69	\$253.78	2.05%
3	3	\$362.69	\$370.00	2.02%
3	4	\$466.68	\$475.89	1.97%
3	5	\$570.68	\$581.80	1.95%
3	6	\$674.78	\$687.80	1.93%
<u>Barrel</u>				
90/65 Gal	1	\$16.71	\$17.12	2.45%

Bin push rates

Times				
<u>Distance</u>	<u>per Week</u>			
0'-25'	1	\$0.00	\$0.00	0
0'-25'	2	\$0.00	\$0.00	0
0'-25'	3	\$0.00	\$0.00	0
26'-50'	1	\$6.48	\$6.69	3.24%
26'-50'	2	\$12.95	\$13.38	3.32%
26'-50'	3	\$19.45	\$20.09	3.29%
51'-75'	1	\$9.71	\$10.03	3.30%
51'-75'	2	\$19.45	\$20.09	3.29%
51'-75'	3	\$29.14	\$30.10	3.29%
76'-100'	1	\$12.95	\$13.38	3.32%
76'-100'	2	\$25.91	\$26.77	3.32%
76'-100'	3	\$36.14	\$37.33	3.29%
101'-125'	1	\$16.20	\$16.73	3.27%

101'-125'	2	\$32.40	\$33.47	3.30%
101'-125'	3	\$48.60	\$50.20	3.29%
126'-150'	1	\$19.45	\$20.09	3.29%
126'-150'	2	\$38.88	\$40.16	3.29%
126'-150'	3	\$58.32	\$60.24	3.29%
151'-175'	1	\$22.68	\$23.43	3.31%
151'-175'	2	\$45.35	\$46.85	3.31%
151'-175'	3	\$68.03	\$70.27	3.29%
176'-200'	1	\$25.91	\$26.77	3.32%
176'-200'	2	\$52.10	\$53.82	3.30%
176'-200'	3	\$77.75	\$80.32	3.31%
200'+	1	\$0.14/foot	\$0.14/foot	0.00%
200'+	2	\$0.26/foot	\$0.27/foot	3.85%
200'+	3	\$0.39/foot	\$0.40/foot	2.56%

Refuse rolloff containers

<u>Size</u>	<u>Tonnage</u>			
20	5	\$515.31	\$533.66	3.56%
30	5	\$515.31	\$533.66	3.56%
40	5	\$515.31	\$533.66	3.56%
Compactor	5	\$578.33	\$598.65	3.51%

Green waste rolloff containers

<u>Size</u>	<u>Tonnage</u>			
40	5	\$507.79	\$515.35	1.49%

Recycling rolloff containers

<u>Size</u>	<u>Tonnage</u>			
40	5	\$230.72	\$237.95	3.13%
Compactor	5	\$293.74	\$302.94	3.13%

Inerts rolloff containers

10	10	\$242.08	\$249.65	3.13%
20/40	10	\$242.08	\$249.65	3.13%

Construction & Demolition containers

<u>Size</u>	<u>Tonnage</u>			
20/40	5	\$633.15	\$658.66	4.03%

Extra Bin Services:

Extra refuse bin collection/service	\$47.14	\$48.70	3.31%
Lock installed	\$5.21	\$5.38	3.26%
Lock removed - damaged by customer	\$28.66	\$29.61	3.31%
Recycling contamination (1 grace per year)	\$47.14	\$48.70	3.31%
Steam Clean	\$103.83	\$107.26	3.30%
Tilthopper	\$40.96	\$43.31	5.74%
Food waste contamination (1 grace per year)	\$51.73	\$53.44	3.31%
Cleaning			
- All barrels		\$58.51	
- All bins		\$68.51	

Temporary Bin Services:

3 Cubic Yd (7 day use)	\$142.73	\$147.44	3.30%
Dump & Return	\$142.73	\$147.44	3.30%

Commercial Street Sweeping Service	\$3.54	\$3.66	3.39%
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Commercial Barrels

Extra pickup			
- Barrel trash	\$7.69	\$7.78	1.17%
- Barrel food waste	\$15.19	\$15.37	1.18%

Other

Permanent boxes			
- Weekly rent fee	\$165.98	\$171.46	3.30%
Temporary boxes			
- Daily rent fee	\$23.71	\$24.49	3.29%

Attachment C

**AMENDMENT NO. 11 TO AGREEMENT BETWEEN
THE CITY OF DUARTE AND BURRTEC WASTE SERVICES, LLC**

This **Amendment No. 11 To the Agreement Between the City Of Duarte And Burrtec Waste Services LLC For Municipal Solid Waste, Recyclables, And Green Waste Collection, Transportation, Disposal, Composting, And Processing** ("Amendment No. 11) is made and entered into as of _____ ("Effective Date"), by and between the **CITY OF DUARTE**, a municipal corporation ("City"), and **BURRTEC WASTE SERVICES, LLC**, a California limited liability company ("Contractor"). City and Contractor are sometimes referred to herein individually as a "Party" and collective as the "Parties."

RECITALS:

A. City and Contractor entered into that certain agreement titled "Agreement Between the City of Duarte and Burrtec Waste Service [sic], LLC for Municipal Solid Waste, Recyclables, and Green Waste Collection, Transportation, Disposal, Composting, and Processing dated on or about September 18, 1996, also referred to as "Agreement Between The City of Duarte And Burrtec Waste Services[sic], LLC For Solid Waste Collection, Processing and Disposal Services, September 18, 1996 (the "Original Agreement"), as amended by that certain Amendment No. 1 thereto dated on or about March 8, 2004 ("Amendment No. 1"), by that certain Amendment No. 2 thereto dated on or about November 13, 2007 ("Amendment No. 2"), by that certain Amendment No. 3 thereto dated on or about February 24, 2009 ("Amendment No. 3"), by that certain Amendment No. 4 thereto dated on or about June 22, 2010 ("Amendment No. 4"), and by that certain Amendment No. 5 thereto dated on or about December 10, 2013 ("Amendment No. 5") and by that certain Amendment No. 6 dated on or about December 15, 2014 ("Amendment No. 6") by that certain Amendment No. 7 dated on or about December 23, 2015 ("Amendment No. 7") by that certain Amendment No. 8 dated on or about December 13, 2016 ("Amendment No. 8") and by certain Amendment No. 9 dated on or about December 12, 2017 ("Amendment No. 9"), and by certain Amendment No. 10 dated on or about December 20, 2018 ("Amendment No. 10"). The Original Agreement as amended by Amendment No. 1, Amendment No. 2, Amendment No. 3, Amendment No. 4, Amendment No. 5, Amendment No. 6, Amendment No. 7, Amendment No. 8, Amendment No. 9 and Amendment No. 10 is hereinafter referred to collectively as the "Agreement."

B. City and Contractor desire to enter into this Amendment No. 11 to, among other things, amend, extend and restate the Term of the Agreement.

C. Except as otherwise set forth in this Amendment No. 11, the defined terms used herein shall have the same meanings as used in the Agreement.

AMENDMENT:

NOW, THEREFORE, in consideration of the foregoing Recitals and the covenants and promises hereinafter contained, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties hereto agree as follows:

1. **RECITALS INCORPORATED.** The foregoing Recitals are true and correct and are incorporated herein and made a part hereof.
2. **AMENDMENTS** The Agreement is amended as follows:
 - A. **Section 3.01 (Term) of the Agreement is hereby amended in its entirety to read as follows:**

3.01 Term. The Term of this Agreement shall expire effective December 31, 2029, subject to subsection (c) below

(c) The Agreement Term may be extended one (1) additional year each year from and after December 31, 2020, so as to continually maintain a ten (10) year period as the remaining Term of the Agreement. Such extension may be granted by City with or without cause, pursuant to the Annual Performance Review procedures and schedule as laid forth in the Agreement.
3. **NO OTHER AMENDMENT.** Except as set forth in this Amendment No. 11, the Agreement shall remain in full force and effect according to its terms.
4. **COUNTERPARTS.** This Amendment No. 11 may be executed in counterparts, each of which, when this Amendment No. 11 has been signed by both of the Parties, shall constitute one and the same instrument.
5. **EFFECTIVE DATE.** The Effective Date of this Amendment No. 11 shall be the latest of the dates set next to the signatures of the Parties, which latest date shall be inserted into the Preamble to this Amendment No. 11.

[end—signature page follows]

IN WITNESS WHEREOF, the Parties have executed and entered into this Amendment No. 11 as of the Effective Date.

“CITY”

CITY OF DUARTE

Date: _____

By: _____
Tzeitel Paras-Caracci, Mayor

ATTEST:

Marla Akana, City Clerk

APPROVED AS TO FORM:
Rutan & Tucker, LLP

David Cosgrove, City Attorney

“CONTRACTOR”

BURRTEC WASTE SERVICES, LLC

Date: _____

By: _____

Printed Name: _____

Its: _____



MEMORANDUM

TO: Mayor and City Council
FROM: Manuel Enriquez, Interim Successor City Manager
DATE: November 21, 2019
SUBJECT: Timing for City Council Appointment of Officers

BACKGROUND:

Traditionally, City Council enacts one-year appointments of the offices of Mayor and Mayor Pro Tem. Previously, this occurred at the second meeting of November, but in fixing City Council terms by ordinance in April 2018 (in response to the shift we made to even-year elections, pursuant to State Law), we shifted that to December, to allow more time for the County's final canvass of election returns. The current Mayor and Mayor Pro Tem were appointed to one-year terms in December 2018.

The question has arisen whether the appointment of officers could be moved from December 2019 to January of 2020, effectively extending the terms of the existing office holders by one month.

The answer is yes. The terms of appointed mayors, and mayors pro tem, is not fixed by statute. As the California Attorney General made clear in 67 Ops. Cal. Atty. Gen. 405, 408, the terms of a Mayor and Mayor Pro Tem selected from elected members of a general law city council have "no fixed and definite time." With no fixed term established by law, the Mayor and Mayor Pro Tem serve at the pleasure of the city council that appointed them. [See, Government Code section 1301: "Every office, the term of which is not fixed by law, is held at the pleasure of the appointing power."]

Therefore, City Council has the discretion to move the meeting for selection of the new Mayor, and Mayor Pro Tem, to a meeting in January.

RECOMMENDATION:

It is recommended that City Council discuss and approve whether to make subsequent selections of Mayor and Mayor Pro Tem in the month of January 2020.



MEMORANDUM

TO: Mayor and City Council

FROM: Craig Hensley, Community Development Director 

DATE: November 26, 2019

SUBJECT: SB 2 Grant

In 2017, Governor Brown signed several bills enacting legislation to address the State's housing crisis. One of these bills was Senate Bill 2, which established a recording fee on real estate transactions to provide a funding source for housing planning and affordable housing production. The California State Department of Housing and Community Development (HCD) is providing initial grants to cities and counties to fund planning activities to accelerate housing production. The requirements of the SB 2 grants are as following:

- City has an HCD-compliant housing element;
- City has submitted a recent annual progress report on the Housing Element; and
- City's SB 2 application must show how proposed programs/projects are consistent with State Planning Priorities (as defined in Government Code Section 65041.1) or show a nexus between project/program and the acceleration of housing production.

This grant is not technically competitive - HCD has published possible grant amounts for every city and county in the State. However, the amount granted to each community is based on how HCD believes the proposed program/project aligns to State Planning Priorities and how effective the program/project will be at accelerating housing production.

Duarte has been very active in accelerating housing production with the adoption of the Town Center and Duarte Station Specific Plans and the rezoning of property for the Third Street Townhomes and the Oliva Townhome project. So, the approach to looking for other opportunities is a bit more difficult. The idea for this grant is to develop a program that will focus on significant physical upgrades to existing residential projects and creating new affordable housing in the City. This method was typical in the Redevelopment era and is a benefit because it not only can increase the affordable housing stock but also repair deteriorating residential projects.

The grant amount requested is \$90,300 which will fund the development of an Acquisition and Substantial Rehabilitation Program for the preservation and acceleration of affordable units.

The proposed Acquisition and Substantial Rehabilitation Program will include the following:

1. Draft Financial Feasibility Analysis - the City (with the help of an economic consultant) will first conduct a financial and economic feasibility analysis related to acquiring and substantially rehabilitating existing housing projects for at least two (2) prototype affordable housing projects. This analysis will mirror that in which a developer would prepare to evaluate a project.
2. Developer Outreach - City staff and consultants will then conduct outreach with the development community to provide education on the City's existing processes, obtain information on market conditions, research recent and local affordable housing projects that have been approved for details on deal points (including funding sources used).
3. Final Financial Feasibility Analysis – the information obtained during the outreach will be incorporated into a final version of financial feasibility analysis (in memo form).
4. Program Development – the memo referenced above will be utilized to prepare and a report on the Acquisition and Substantial Rehabilitation Program. The report will include program goals and objectives and requirements (including affordability guidelines), feasible developer incentives, the process for developers to apply for the program (including the application), the evaluation criteria, a list of developer resources and frequently asked questions to provide efficiencies. A request for proposals ("RFP") will also be developed that contains all Program Elements.
5. Upgrade Website Platform - the City's Housing website will be upgraded to include a description of the Program, links to the RFP and application and resource links for residents in affordable units.
6. Program Marketing - City staff will market the program to the development community to raise awareness in the development community about the opportunities for housing developers in Duarte.

The grant requires that the City Council approve a Resolution to authorize the grant request. Resolution 19-R-30 is attached.

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE AUTHORIZING SUBMITTAL OF AN APPLICATION FOR AND RECEIPT OF SB2 PLANNING GRANT PROGRAM FUNDS**

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 28, 2019, for its Planning Grants Program (PGP); and

WHEREAS, the Duarte City Council desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code Section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

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

Section 1. The City Council is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application released March 28, 2019 in the amount of \$90,300.

Section 2. In connection with the PGP grant, if the application is approved by the Department, the Community Development Director is authorized to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) for the amount of \$90,000 and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the City's obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

Section 3. The City shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The City Council hereby agrees to use the funds for eligible uses in the manner presented in the

application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

Section 4. The Community Development Director or designee is authorized to execute the City of Duarte Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the City is required by the Department for receipt of the PGP Grant.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2019.

Mayor Tzeitel Paras-Caracci

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution 19-R-30 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the _____ day of _____, 2019, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

SB 2 Planning Grants Program Application



**State of California
Governor Gavin Newsom**

**Alexis Podesta, Secretary
Business, Consumer Services and Housing Agency**

**Ben Metcalf, Director
Department of Housing and Community Development**

2020 West El Camino, Suite 500
Sacramento, CA 95833

Website: <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>

Email: sb2planninggrant@hcd.ca.gov

March 28, 2019

Revised July 10, 2019

SB 2 Planning Grants Application

Planning Grants Program Application Packaging Instructions

The applicant is applying to the Department of Housing and Community Development (Department) for a grant authorized underneath the Planning Grants Program (PGP) provisions of SB 2 (Chapter 364, Statutes of 2017). The PGP program is intended for the preparation, adoption, and implementation of plans that streamline housing approvals and accelerate housing production. Please refer to the SB 2 Planning Grants Program Guidelines and Notice of Funding Availability (NOFA) for detailed information on eligible activities, applicants, and awards. If you have questions regarding this application or the PGP, email sb2planninggrant@hcd.ca.gov.

If approved for funding, this grant application will be a part of your Standard Agreement with the Department. In order to be considered for funding, all sections of this application, including attachments and exhibits if required, must be complete and accurate.

Pursuant to Section X of the NOFA, all applicants must submit a complete, signed, original application package and an electronic copy on CD or USB flash drive containing the following documentation, in the order listed below, to the Department by the specified due date in the Notice of Funding Availability (NOFA) in order to be considered for award:

- 1) A complete, signed, original application (the Department will only accept this **fillable pdf** as the application) with the following attachments:
 - a. **Attachment 1: State and Other Planning Priorities** (All applicants must submit this form to self-certify compliance)
 - b. **Attachment 2: Nexus to Accelerating Housing Production - NOTE:** if the applicant is proposing only Priority Policy Areas (PPA), as defined in section VIII, subsection (3) of the NOFA, do not fill out Attachment 2. However, if the applicant is proposing to fund PPAs AND other activities that are not considered PPAs, the application must demonstrate how these other activities have a nexus to accelerating housing production by filling out Attachment 2 of this application.
- 2) A fully executed resolution authorizing application for, and receipt of, PGP funds (see Attachment 3: Sample Resolution).
- 3) A fully executed Government Agency Taxpayer ID Form (available as a download from the SB 2 Planning Grants webpage at <http://www.hcd.ca.gov/grants-funding/active-funding/planning-grants.shtml>).
- 4) If the applicant is partnering with another local government or other entity pursuant to Article II, Section 200 of the SB 2 Planning Grant Program Guidelines (the "Guidelines"), include a copy of the legally binding agreement.
- 5) Other documentation (e.g., letters of support, scope of work, etc.) if needed.

NOTE: All local governments must submit a separate, signed application package, notwithstanding whether it will partner with another form of government or entity. Only one application per locality will be accepted by the Department. Joint applications are not allowed.

SB 2 Planning Grants Application

A. Applicant Information

Pursuant to Article II, Section 200 of the Guidelines, local governments may partner through legally binding agreements with other forms of governments or entities. However, all local governments must submit separate, signed application packages that identify their respective responsibilities and deliverables, even if partnering with other entities.

Is the applicant partnering with another eligible local government entity?		
☐	*Yes	*If Yes, the application package must include a fully executed copy of the legally binding agreement. Provide the partners' name(s) and type(s) below for reference only.
☒	No	

Complete the following Applicant information			
Applicant's Name		City of Duarte	
Applicant's Agency Type		Local government	
Applicant's Mailing Address		1600 Huntington Drive	
City		Duarte	
State	California	Zip Code	91010
County		Los Angeles	
Website		https://www.accessduarte.com/	
Authorized Representative Name		Craig Hensley	
Authorized Representative Title		Community Development Director	
Phone	(626) 357-7931	Fax	(626) 358-0018
Email	chensley@accessduarte.com		
Contact Person Name		Craig Hensley	
Contact Person Title		Community Development Director	
Phone	See above	Fax	See above
Email	See above		
Partner(s) Name (if applicable)		N/A	
Partner Agency Type		N/A	
Partner(s) Name (if applicable)		N/A	
Partner Agency Type		N/A	
Proposed Grant Amount	\$	90,300	

B. Applicant Certification

As the official designated by the governing body, I hereby certify that if approved by HCD for funding through the Planning Grants Program (PGP), the _____ City of Duarte _____ assumes the responsibilities specified in the 2019 Notice of Funding Availability and PGP guidelines, and certifies that the information, statements, and other contents contained in this application are true and correct.

Signature: Craig Hensley Name: Craig Hensley

Date: 11/26/19 Title: Community Development Director

SB 2 Planning Grants Application

C. Threshold Requirements

Pursuant to Section 201(a) through (d) of the Guidelines, all applicants must meet the following threshold criteria in items 1-4 below to be eligible for an award.

1. Does the applicant have an adopted housing element found to be in substantial compliance by the Department on or before the date of the applicant's submission of their SB 2 Planning Grant application?		
☒	Yes	Date of HCD Review Letter: 3/28/14
☐	No	
☐	The Applicant requests HCD to consider housing element compliance threshold as met due to significant progress achieved in meeting housing element requirements.	

2. Has the applicant submitted to the Department the Annual Progress Report (APR) for the current or prior year on or before the date of submission of their SB 2 Planning Grant application?			
☒	Yes	APR	Date Submitted
☐		2017 CY Report	3/28/18
☐		2018 CY Report	3/28/19
☐	No		

3. Is the applicant utilizing one of the Priority Policy Areas listed below (as defined in section VIII, subsection (3) of the NOFA)?							
☐	*Yes	*If the applicant is proposing only Priority Policy Areas, <u>do not fill out Attachment 2</u> . However, if the applicant is proposing to fund PPAs AND other activities that are not considered PPAs, the application must demonstrate how these other activities have a nexus to accelerating housing production by filling out Attachment 2 of this application.					
		Rezone to permit by-right	Objective design and development standards	Specific Plans or form based codes coupled with CEQA streamlining	Accessory Dwelling Units or other low-cost building strategies	Expedited processing	Housing related infrastructure financing and fee reduction strategies
		☐	☐	☐	☐	☐	☐
☒	No	If an applicant is not proposing Priority Policy Areas, the application must include an explanation and document the plans or processes' nexus and impact on accelerating housing production based on a reasonable and verifiable methodology and must submit Attachment 2 in the Application pursuant to section VIII, subsection (3) of the NOFA.					
☐	The applicant is proposing PPAs and other activities not considered PPAs and is demonstrating how these activities have a nexus to accelerating housing production by submitting Attachment 2.						

4. Does the applicant demonstrate that the locality is consistent with State Planning or Other Priorities, as certified in Attachment 1?	Yes	☒	*No	☐
*If No, consistency may be demonstrated through activities (not necessarily proposed for SB 2 funding) that were completed within the last five years, as certified in Attachment 1.				

5. Is a completed and signed resolution included with the application package? See Attachment 3, "Sample Resolution"	Yes	☒	No	☐
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SB 2 Planning Grants Application

D. Proposed Activities Checklist (Section VI, items (1) through (17) of the NOFA)

Check all activities the locality is undertaking for their PGP efforts below. Activities must match **Section E. Project Description**, and **Section F. Timeline and Budget**.

1	☐	updates to general plans, community plans, specific plans, local planning related to implementation of sustainable communities strategies, or local coastal plans
2	☐	updates to zoning ordinances
3	☐	environmental analyses that eliminate the need for project-specific review
4	☐	local process improvements that improve and expedite local planning
5	☐	a smaller geography with a significant impact on housing production including an overlay district, project level specific plan or development standards modifications proposed for significant areas of a locality, such as corridors, downtown or priority growth areas
6	☐	the creation or enhancement of a housing sustainability district pursuant to AB 73 (Chapter 371, Statutes of 2017)
7	☐	workforce housing opportunity zone pursuant to SB 540 (Chapter 369, Statutes of 2017)
8	☐	zoning for by-right supportive housing, pursuant to Government Code section 65651 (Chapter 753, Statutes of 2018)
9	☐	zoning incentives for housing for persons with special needs, including persons with developmental disabilities
10	☐	rezoning to meet requirements pursuant to Government Code Section 65583.2(c) and other rezoning efforts to facilitate supply and affordability
11	☐	rezoning for multifamily housing in high resource areas (according to Tax Credit Allocation Committee/Housing Community Development Opportunity Area Maps)
12	☐	pre-approved architectural and site plans
13	☐	regional housing trust fund plans
14	☐	funding plans for SB 2 Year 2 going forward
15	☐	infrastructure financing plans
16	☒	environmental hazard assessments; data collection on permit tracking; feasibility studies, site analysis, or other background studies that are ancillary and part of a proposed activity with a nexus to accelerating housing production
17	☒	Other activities demonstrating a nexus to accelerating housing production

SB 2 Planning Grants Application

E. Project Description

*Provide a description of the project and the scope of work to be performed below. Use Appendix A for additional information if necessary. **Note:** If partnering with another local government or entity, be sure to clarify the responsibilities and deliverables of your locality pursuant to such partnership.*

The City wishes to develop and implement an Acquisition and Substantial Rehabilitation Program to preserve existing affordable units and create additional affordable housing units. The program will accelerate housing production by demonstrating project feasibility, creating an efficient process with incentives for developers to preserve and create approximately 150 affordable housing units. The program includes process improvements by providing an economic and feasibility analysis and a program "package," including affordability guidelines, incentives, application material, and evaluation criteria. These materials will standardize the process, creating efficiencies with respect to application timing, costs, and approvals. The City will market the program to developers, promoting the feasibility and opportunities to preserve and create affordable housing. The scope of work is described below.

The City (with the help of an economic consultant) will first conduct a financial and economic feasibility analysis related to acquiring and substantially rehabilitating existing housing projects for at least two (2) prototype affordable housing projects. This analysis will mirror that in which a developer would prepare to evaluate a project. City staff and consultants will then conduct outreach with the development community to provide education on the City's existing processes, obtain information on market conditions, research recent and local affordable housing projects that have been approved for details on deal points (including funding sources used). This information will be memorialized in a memo along with the financial feasibility analysis which will be utilized to prepare and a report on the Acquisition and Substantial Rehabilitation Program. The report will include program goals and objectives and requirements (including affordability guidelines), feasible developer incentives, the process for developers to apply for the program (including the application), the evaluation criteria, a list of developer resources and frequently asked questions to provide efficiencies. A request for proposals ("RFP") will also be developed that contains all Program Elements. The City's Housing website will be upgraded to include a description of the Program, links to the RFP and application and resource links for residents in affordable units. Lastly, City staff will market the program to the development community to raise awareness in the development community about the opportunities for housing developers in Duarte.

Plans for Adoption and Implementation: The primary responsible party for the implementation and adoption of this program will be the City's Community Development Director. The Director will utilize staff resources as well as consultants as needed in order to develop and carry out the program. The City anticipates that the program and related documents, such as the RFP and application, will be completed by the end of fiscal year 2020-21. The reason for this timing is that after the grant funding is approved, the amount of funding will need to be budgeted. The next possible budget cycle for the City is fiscal year 2020-21. Once established and implemented, the City anticipates keeping the program active on an as-needed basis as staffing resources allow.

Anticipated Outcomes: The City expects that the 100 units of affordable housing currently at risk will be preserved by the deadline of 2022 and anticipates that two (2) additional projects with at least 25 units each will be completed by 2024. In total, it is expected that at least 150 units of affordable housing will be preserved and created.

SB 2 Planning Grants Application

F. Project Timeline and Budget

Project Name							
Objective	Responsible Party	Est. Cost	Begin	End	Deliverable	*PPA	Notes
Economic/Financial Feasibility Study (Draft)	Applicant	\$ 25,000	7/1/20	10/1/20	Financial feasibility report (draft)	No	See project description/SOW for more information
Outreach to Development Community	Applicant	\$ 5,000	10/7/20	11/15/20	Memo memorializing market conditions and developer incentives	No	See project description/SOW for more information
Finalize Feasibility Study	Applicant	\$ 10,000	11/20/20	1/20/21	Final financial feasibility report, with incentive strategies	No	See project description/SOW for more information
Program Development	Applicant	\$30,000	2/1/21	4/30/21	Program package (RFP, application and strategy)	No	See project description/SOW for more information
Upgrade Website Platform	Applicant	\$ 8,000	6/1/21	7/30/21	Published website with program package and resources	No	See project description/SOW for more information
Program Marketing	Applicant	\$ 8,000	9/1/21	6/30/22	Affordable housing conference attendance, printed materials, etc.	No	See project description/SOW for more information
Project Management/Admin	Applicant	\$ 4,300	7/1/20	6/30/22	Project management	N/A	Project management
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Other					N/A	
	Total Est. Cost \$	90300					

*Priority Policy Area (PPA)

SB 2 Planning Grants Application

G. Legislative Information

District	#	Legislator Name
Federal Congressional District	32	Grace Napolitano
State Assembly District	48	Blanca E. Rubio
State Senate District	25	Anthony J. Portantino

Applicants can find their respective State Senate representatives at <https://www.senate.ca.gov/>, and their respective State Assembly representatives at <https://www.assembly.ca.gov/>.

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 1 of 3)

Pursuant to Section 201(d) of the Guidelines, all applicants must demonstrate that the locality is consistent with State Planning or Other Planning Priorities by certifying that at least one activity was completed in 1) State Planning Priorities (i.e., Infill and Equity, Resource Protection, Efficient Development Patterns) or 2) Other Planning Priorities (i.e., Affordability, Conservation, or Climate Change). Consistency may be demonstrated through activities (not necessarily proposed for SB 2 funding) that were completed within the last five years.

Complete the following self-certification by selecting one or more of the policy areas in the following tables by inserting the date completed for each applicable action, briefly describing the action taken, and certifying.

State Planning Priorities

Date Completed	Brief Description of the Action Taken
Promote Infill and Equity	
<i>Rehabilitating, maintaining, and improving existing infrastructure that supports infill development and appropriate reuse and redevelopment of previously developed, underutilized land that is presently served by transit, streets, water, sewer, and other essential services, particularly in underserved areas.</i>	
11/12/19	Duarte Station Specific Plan Amendment - adds 1,400 units in TOD. Two prelim. apps. received for 619 units to date. Town Center Specific Plan added 800 units (9/30/16).
<i>Seek or utilize funding or support strategies to facilitate opportunities for infill development.</i>	
<i>Other (describe how this meets subarea objective)</i>	
9/30/19	Third Street Townhouses: rezoned former City Hall property to medium density that resulted in construction of over 18 market rate townhomes.
Promote Resource Protection	
<i>Protecting, preserving, and enhancing the state's most valuable natural resources, including working landscapes such as farm, range, and forest lands; natural lands such as wetlands, watersheds, wildlife habitats, and other wildlands; recreation lands such as parks, trails, greenbelts, and other open space; and landscapes with locally unique features and areas identified by the state as deserving special protection.</i>	
<i>Actively seek a variety of funding opportunities to promote resource protection in underserved communities.</i>	
<i>Other (describe how this meets subarea objective)</i>	
Encourage Efficient Development Patterns	
<i>Ensuring that any infrastructure associated with development, other than infill development, supports new development that does the following:</i>	
<i>(1) Uses land efficiently.</i>	

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 2 of 3)

<i>(2) Is built adjacent to existing developed areas to the extent consistent with environmental protection.</i>	
<i>(3) Is located in an area appropriately planned for growth.</i>	
<i>(4) Is served by adequate transportation and other essential utilities and services.</i>	
11/12/19	Duarte Specific Plan Amendment - 1,400 units on 19 acre TOD area near Metro Gold Line Duarte/City of Hope Station.
<i>(5) Minimizes ongoing costs to taxpayers.</i>	
<i>Other (describe how this meets subarea objective)</i>	

Other Planning Priorities

Affordability and Housing Choices	
<i>Incentives and other mechanisms beyond State Density Bonus Law to encourage housing with affordability terms.</i>	
<i>Efforts beyond state law to promote accessory dwelling units or other strategies to intensify single-family neighborhoods with more housing choices and affordability.</i>	
<i>Upzoning or other zoning modifications to promote a variety of housing choices and densities.</i>	
11/12/19	Duarte Station/Town Center Specific Plans - 2,200 higher density units including affordable.
<i>Utilizing surplus lands to promote affordable housing choices.</i>	
<i>Efforts to address infrastructure deficiencies in disadvantaged communities pursuant to Government Code Section 65302.10.</i>	
<i>Other (describe how this meets subarea objective)</i>	

SB 2 Planning Grants Application

Attachment 1: State and Other Planning Priorities Certification (Page 3 of 3)

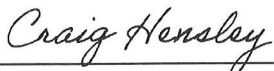
Conservation of Existing Affordable Housing Stock	
<i>Policies, programs or ordinances to conserve stock such as an at-risk preservation ordinance, mobilehome park overlay zone, condominium conversion ordinance and acquisition and rehabilitation of market rate housing programs.</i>	
<i>Policies, programs and ordinances to protect and support tenants such as rent stabilization, anti-displacement strategies, first right of refusal policies, resources to assist tenant organization and education and "just cause" eviction policies.</i>	
<i>Other (describe how this meets subarea objective)</i>	
Climate Adaptation	
<i>Building standards, zoning and site planning requirements that address flood and fire safety, climate adaptation and hazard mitigation.</i>	
<i>Long-term planning that addresses wildfire, land use for disadvantaged communities, and flood and local hazard mitigation.</i>	
<i>Community engagement that provides information and consultation through a variety of methods such as meetings, workshops, and surveys and that focuses on vulnerable populations (e.g., seniors, people with disabilities, homeless, etc.).</i>	
<i>Other (describe how this meets subarea objective)</i>	

State and Other Planning Priorities Certification

I certify under penalty of perjury that all of the information contained in this PGP State Planning and Other Planning Priorities certification form (pages 9, 10, and 11 of this application) is true and correct.

Certifying Officials Name: Craig Hensley

Certifying Official's Title: Community Development Director

Certifying Official's Signature: 

Certification Date: 11/26/19

SB 2 Planning Grants Application

Attachment 2: Application Nexus to Accelerating Housing Production

Fill out Attachment 2 only if the applicant answered “No” to item 3 in Section C or is utilizing Policy Priority Areas AND other activities not designated as such. Applicants answering “Yes” to question 3 in Section C and utilizing ONLY Priority Policy Areas are automatically deemed to demonstrate a nexus to accelerating housing production, and do not need to complete this form.

Pursuant to section VIII, subsection (4) of the NOFA, applicants shall demonstrate how the application includes a nexus to accelerating housing production. Please complete the following chart by providing information about the current conditions and expected outcomes with respect to the planned activity and housing production. Please attach documentation as necessary and see the NOFA for additional details.

Quantify how the activity accelerates production below and use Appendix B to explain the activity and its nexus to accelerating housing production if necessary.

Type (Select at least one)	*Baseline	**Projected	***Difference	Notes
Timing (e.g., reduced number of processing days)				
Development cost (e.g., land, fees, financing, construction costs per unit)				
Approval certainty and reduction in discretionary review (e.g., prior versus proposed standard and level of discretion)				
Entitlement streamlining (e.g., number of approvals)				
Feasibility of development	Infeasible	Feasible		
Infrastructure capacity (e.g., number of units)				
Impact on housing supply and affordability (e.g., number of units)	-100	+150	150	Preserves 100 at-risk units and creates 50 additional

**** Baseline – Current conditions in the jurisdiction
(e.g. 6-month development application review, or existing number of units in a planning area)***

*****Projected – Expected conditions in the jurisdiction because of the planning grant actions
(e.g. 2-month development application review)***

******Difference – Potential change resulting from the planning grant actions
(e.g., 4-month acceleration in permitting, creating a more expedient development process)***

SB 2 Planning Grants Application

Attachment 3: Sample Resolution

RESOLUTION NO. 2019-XX
A RESOLUTION OF THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF
_____[CITY, COUNTY NAME]____
AUTHORIZING APPLICATION FOR, AND RECEIPT OF,
SB 2 PLANNING GRANTS PROGRAM FUNDS

WHEREAS, the State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability (NOFA) dated March 28, 2019, for its Planning Grants Program (PGP); and

WHEREAS, the [City Council/County Board of Supervisors] of _____ (City/County) desires to submit a project application for the PGP program to accelerate the production of housing and will submit a 2019 PGP grant application as described in the Planning Grants Program NOFA and SB 2 Planning Grants Program Guidelines released by the Department for the PGP Program; and

WHEREAS, the Department is authorized to provide up to \$123 million under the SB 2 Planning Grants Program from the Building Homes and Jobs Trust Fund for assistance to Counties (as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)) related to the PGP Program.

NOW, THEREFORE, THE [CITY COUNCIL/COUNTY BOARD OF SUPERVISORS] OF _____
RESOLVES AS FOLLOWS:

SECTION 1. The [City Council/County Board of Supervisors] is hereby authorized and directed to apply for and submit to the Department the 2019 Planning Grants Program application released March 28, 2019 in the amount of \$_____.

SECTION 2. In connection with the PGP grant, if the application is approved by the Department, the [insert designee title, e.g. City Manager, Executive Office, etc.] is authorized to enter into, execute, and deliver a State of California Agreement (Standard Agreement) for the amount of \$_____, and any and all other documents required or deemed necessary or appropriate to evidence and secure the PGP grant, the [City/County's] obligations related thereto, and all amendments thereto (collectively, the "PGP Grant Documents").

SECTION 3. The [City/County] shall be subject to the terms and conditions as specified in the Standard Agreement, the SB 2 Planning Grants Program Guidelines, and any applicable PGP guidelines published by the Department. Funds are to be used for allowable expenditures as specifically identified in the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application will be enforceable through the executed Standard Agreement. The [City Council/County Board of Supervisors] hereby agrees to use the funds for eligible uses in the manner presented in the application as approved by the Department and in accordance with the Planning Grants NOFA, the Planning Grants Program Guidelines, and 2019 Planning Grants Program Application.

SECTION 4. The [insert the title of City Council/County Board of Supervisors Executive or designee] is authorized to execute the [City/County] of _____ Planning Grants Program application, the PGP Grant Documents, and any amendments thereto, on behalf of the [City/County] as required by the Department for receipt of the PGP Grant.

ADOPTED _____, 2019, by the [City/County] Board of Supervisors of the County of _____
by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

County Executive

ATTEST: APPROVED AS TO FORM:

County Clerk County Attorney

SB 2 Planning Grants Application

Appendix A

Use this area for additional information if necessary.

Background Information and Additional Information about Consistency with State Planning Priorities

The City of Duarte is a bedroom community located 22 miles northeast of the City of Los Angeles and has a population of approximately 21,000. The City's last RHNA allocation was 337 units for the 2013-2021 housing element cycle. According to the 2018 Annual Progress Report on the City's Housing Element, 71 units have been built as of December 2018, leaving 266 left to be constructed by 2021 within the following income levels: Very Low – 45; Low – 46; Moderate – 52; Above Moderate – 123.

However, as of the date of this application, 186 market rate (above moderate) units are approved and currently under construction in the City which will fulfill and exceed the remaining requirements for above moderate unit development through 2021. The City of Duarte has adopted and is implementing several housing policies and projects in recent years to help in meeting these requirements, including the Duarte Station and Town Center specific plans that allow for higher density residential units, as well as rezoning City-owned property to facilitate the development of a townhome project. These activities will result in the development of 2,200 units over the next several years. Details on rezoning to higher densities residential uses that have occurred since 2016 are provided below.

Duarte Town Center Specific Plan – the City rezoned a key central portion of the City to mixed use and high density with up to 800 residential units. The first project in this area is already underway - a 161-unit market rate mixed use project. The Specific Plan received the LA APA "Best Comprehensive Plan for a Small Jurisdiction" award. The plan was recognized for its innovative and transformational planning techniques to enhance connections to the recently opened Metro Gold Line station.

Duarte Station Specific Plan Amendment– the City rezoned area around the Duarte Gold Line transit stop to 90 units per acre, with additional office and retail space. The EIR prepared in connection with this specific plan analyzed a total of 1,400 residential units that could be developed in the area.

Third Street Townhouses – the City rezoned the former City Hall property to medium density. A total of 18 market rate townhouses recently completed.

Olivia Townhouses - Rezoned a former redevelopment property that was commercial to medium density. A total of 25 market rate townhouses now under construction.

However, 143 very low, low and moderate income units remain to be developed per the RHNA allocation. The City would like to develop a program to provide information, assistance and support to developers to acquire property, substantially rehabilitate the property, and preserve or create affordable income-restricted housing units.

SB 2 Planning Grants Application

Appendix B

Use this page to explain the nexus to accelerating housing production or for project description.

The City is seeking funding to develop and implement an Acquisition and Substantial Rehabilitation Program to preserve existing affordable units and create additional affordable housing units in the City. The program will accelerate housing production by creating an efficient process with feasible incentives for developers to preserve and create approximately 150 affordable units. The program includes process improvements by providing upfront an economic and feasibility analysis and a program "package," including affordability guidelines, incentives, application material, and evaluation criteria. These materials will help standardize the process and create efficiencies with respect to application timing, costs, and approvals. The City will market the program to developers, promoting the feasibility and opportunities to preserve and create affordable housing in Duarte.

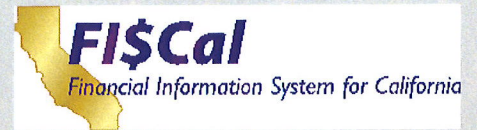
The preservation and production of affordable units will be further accelerated by the City's existing streamlining. The City has a history of streamlining development and increasing density. In 2010, the development code was updated to provide a density bonus for affordable senior housing, expedite processing, and increase approval certainty. As a result, applications for 619 units in the Duarte Station Specific Plan were processed within 13 months. Additionally, the City has up zoned property in key specific plan areas 3 times over the last 9 years. The proposed program will conform with the existing streamlining mechanisms.

Per Duarte's RHNA allocation, 143 very low, low and moderate income units remain to be developed in the city. Developing the required affordable units will be challenging due the financial subsidies required to make these projects feasible. While funding sources such as low income housing tax credits (LIHTC) are available, layering funding sources is a complex and time consuming process for developers. The City would like to develop a program to provide information, assistance and support to developers to acquire property, substantially rehabilitate the property and preserve or create affordable income-restricted housing units.

This is of particular importance now as 100 existing affordable units are currently at risk in the City. In total, there are currently six (6) publicly-assisted, rent restricted housing projects in Duarte. One of these projects, Duarte Park Apartments is at risk of losing its affordable status and converting to market-rate housing within the next 2 years. The project is a 100 unit very low income senior project built in 1992 using HUD Section 236 funds with affordability entirely tied to the Section 8 Housing Assistance Plan (HAP) contract subject to renewal in 2022.

The City wishes to preserve and expand the supply of affordable housing in the community. However, due to complex nature of identifying, qualifying and layering funding sources for the development of affordable housing, it is not anticipated that new affordable units will be created and existing affordable units will be converted to market rate without a program to preserve and create new affordable units. Pursuant to the City's current APR, only 9 affordable units (6 low and 3 very low) have been created in the last 4 years.

In order to preserve and increase the supply of affordable housing, the City would like to establish and implement an acquisition and rehabilitation program to encourage the redevelopment of properties into affordable housing projects.



The principal purpose of the information provided is to establish the unique identification of the government entity.

Instructions: You may submit one form for the principal government agency and all subsidiaries sharing the same TIN. Subsidiaries with a different TIN must submit a separate form. Fields bordered in red are required. Hover over fields to view help information. Please print the form to sign prior to submittal. You may email the form to: vendors@fiscal.ca.gov, or fax it to (916) 576-5200, or mail it to the address above.

Principal Government Agency Name	City of Duarte		
Remit-To Address (Street or PO Box)	1600 Huntington Drive		
City	Duarte	State	CA
		Zip Code+4	91010
Government Type:	☒ City	☐ County	Federal Employer Identification Number (FEIN)
	☐ Special District	☐ Federal	95-6005921
	☐ Other (Specify)		

List other subsidiary Departments, Divisions or Units under your principal agency's jurisdiction who share the same FEIN and receives payment from the State of California.

Dept/Division/Unit Name	Community Development Department	Complete Address	1600 Huntington Drive, Duarte CA 91010
Dept/Division/Unit Name		Complete Address	
Dept/Division/Unit Name		Complete Address	
Dept/Division/Unit Name		Complete Address	

Contact Person	Craig Hensley	Title	Community Development Director
Phone number	(626) 357-7931	E-mail address	chensley@accessduarte.com
Signature	Craig Hensley		Date
			11/18/2019

From: [Greg F. Smith](#)
To: chensley@accessduarte.com
Cc: [Hitta Mosesman](#)
Subject: [External]SB 2 Application
Date: Thursday, November 14, 2019 5:42:19 PM
Attachments: [image296960.png](#)

Dear Mr. Hensley,

SRHT Real Estate LLC has reviewed the City's SB 2 application and would like to provide an email verifying that the nexus plan for the proposed Acquisition and Substantial Rehabilitation Program to preserve and create affordable housing units in the City is based on a reasonable and verifiable methodology.

Affordable housing is challenging because it costs more to develop than the resulting rents/revenues support. Piecing together financing and funding for these projects is complex and time consuming. Our staff has significant experience with acquisition and substantial rehabilitation projects involving affordable housing units and we believe that the steps the City proposes in terms of analyzing the financial feasibility of prototype projects (which includes developer outreach), identifying funding sources and incentives, creating an RFP package and marketing the program will demonstrate to the development community that these types of projects can be done in Duarte.

We believe several developers will be interested in working with the City on this program and that the preservation and creation of affordable units is reasonable and feasible.

Sincerely,

Greg F. Smith | SRHT Real Estate LLC

Director of Finance

e. greg.smith@skidrow.org

t. (949) 929-0890

a. 1317 E. 7th St., Los Angeles, CA 90021

www.skidrow.org

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MEMORANDUM

TO: Mayor and City Council
FROM: Manuel Enriquez, Interim City Manager
DATE: November 20, 2019
SUBJECT: Calling for a Special Election on Tuesday, March 3, 2020, to Consider a General Transactions and Use Tax, and Requesting Consolidation of that Election with the Statewide Primary Election of That Same Date

RECOMMENDATION:

Staff recommends that the City Council:

- 1) Approve Resolution 19-R-31 Calling for a Special Election on March 3, 2020, to consider a general transactions and use tax, and requesting consolidation of that election with the statewide primary election of that same date.
- 2) Authorize one of its members to submit a ballot argument in favor of the measure pursuant to Elections Code Section 9282.

BACKGROUND & ANALYSIS

Like many California cities, the City of Duarte is at a critical juncture. Duarte's key sources of revenue, such as sales and property taxes, are not keeping pace with the rising costs of maintaining service levels that keep Duarte the vibrant community residents all cherish.

At the beginning of the 2019-20 fiscal year, the City's approved budget included a structural deficit of \$1.2 million, currently sustained by its General Fund reserve. Recognizing that a new long-term revenue solution is needed soon, the Duarte City Council voted unanimously back on June 25th to declare a fiscal emergency in order to explore long-term solutions to maintain essential city services including:

- Sufficient law enforcement levels to ensure there are enough on-duty Sheriff's deputies patrolling streets, parks and neighborhoods to prevent crime and respond quickly to 911 calls
- Well-maintained and secure parks and recreation facilities
- Plentiful youth and senior programs
- Routinely repaired and upgraded streets and sidewalks, and reliable transportation infrastructure to improve pedestrian safety and traffic congestion

Given the factors, City Council took preventative action to minimizing deficit spending and ultimately deferred \$1.5 million in capital projects. Furthermore, City Council assembled a 16-

member citizen's Ad Hoc Finance Committee to evaluate Duarte's long-term financial future. At the October 22nd Duarte City Council meeting, the Committee presented their final report to City Council, which recommended seven revenue enhancements and/or cost containment ideas. From the entire list of ideas, the majority of committee members expressed their support for a general sales tax revenue measure by ranking it as the number one idea for generating the revenue needed to cover the expenses associated with essential city services.

Given the Ad Hoc Committee's recommendations, City Council entered into a professional contractual agreement with FM3 Research, to conduct a community survey utilizing a dual model approach, online and by telephone, from October 28th – November 7th. The survey explored budget and community priorities and a possible revenue measure. The key findings of the survey, which were presented to City Council on November 18th, revealed that support for a tax measure reaches 70 percent after potential voters hear educational statements and after hearing all information, support for the measure remains at two-thirds. Ultimately, the evidence shows that with ongoing education the proposed measure appears to be viable in March of 2020.

Should City Council decide to place the measure to maintain Duarte Public Safety/Essential Services on the March 3, 2020 election ballot, the following resolution must be approved:

- Resolution No. 19-R-31 Calling for a Special Election on March 3, 2020, to consider a general transactions and use tax, and requesting consolidation of that election with the statewide primary election of that same date.

The proposed text included in the Resolution for the Measure is as follows:

City of Duarte - Duarte Public Safety/Essential Services Measure	
Shall the measure to maintain general City services such as 911 emergency response times, sheriff's neighborhood and school patrols; prevent thefts and burglaries; prepare for future wildfires and mud flows; protect local drinking water sources; repair streets and potholes; address homelessness; maintain senior, youth and afterschool programs; approving an ordinance establishing a 3/4¢ sales tax providing approximately \$2,600,000 annually until ended by voters; requiring independent audits and all funds benefiting Duarte residents, be adopted?	YES
	NO

If approved by Duarte voters, the 3/4¢ sales tax would provide approximately \$2,600,000 annually, taking the City's existing sales tax from the current rate of 9.5% to 10.25%. Moreover, the City of Duarte residents would join neighboring cities including Arcadia, El Monte, Glendora, Monrovia and Pasadena who have all voted to approve similar measures to raise revenues and protect public safety and community programs.

FISCAL IMPACT

The proposed measure to maintain Duarte Public Safety/Essential Services would generate an estimated \$2,600,000 annually in additional sales tax revenues for the City of Duarte.

CONCLUSION

Staff recommends that the City Council call for a Special Election on Tuesday, March 3, 2020, to submit for voter consideration a measure to maintain Duarte Public Safety/Essential Services and institute a 3/4¢ sales tax.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
CALLING A SPECIAL ELECTION ON MARCH 3, 2020, TO CONSIDER
A GENERAL TRANSACTIONS AND USE TAX, AND REQUESTING
CONSOLIDATION OF THAT ELECTION WITH THE STATEWIDE
PRIMARY ELECTION OF THAT SAME DATE, AND OTHER
RELATED MATTERS**

WHEREAS, the City Council of the City of Duarte desires to hold a special municipal election on March 5, 2020 (the "Election"); and

WHEREAS, the City Council desires to submit to the voters at the Election an ordinance imposing a general transactions and use tax (the "Ordinance"); and

WHEREAS, the City Council previous declared a fiscal emergency to permit a general tax to be considered at a special election; and

WHEREAS, the Ordinance imposes a general tax ("Tax"), the revenues from which can fund police, fire, streets, sidewalk maintenance and repair, and park improvement and recreation services, or any lawful purpose of the City; and

WHEREAS, consolidation of the Election with the statewide primary election to be held that same date will avoid confusion of voters and lower the cost to administer the Election; and

WHEREAS, the City Council requests services from the Los Angeles County Clerk for the conduct of that election.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUARTE AS FOLLOWS:

- 1. CALL OF SPECIAL MUNICIPAL ELECTION.** Pursuant to the laws of the State of California applicable to general law cities, the City Council of the City of Duarte hereby calls and notices a Special Municipal Election to be held on March 3, 2020 to submit the following measure:

Duarte Public Safety/Essential Services Measure: Shall the measure to maintain general City services such as 911 emergency response times, sheriff's neighborhood and school patrols; prevent thefts and burglaries; prepare for future wildfires and mud flows; protect local drinking water sources; repair streets and potholes; address homelessness; maintain senior, youth and afterschool programs; approving an ordinance establishing a 3/4¢ sales tax providing approximately \$2,600,000 annually until ended by voters; requiring independent audits and all funds benefiting Duarte residents, be adopted?	Yes ☐
	No ☐

This question requires the approval of a simple majority (50% plus 1) of those voting and the referenced Ordinance is attached hereto as Exhibit 1 and incorporated into this Resolution by this reference.

2. REQUEST TO CONSOLIDATE, CONDUCT ELECTION AND CANVASS RETURNS. The Los Angeles County Board of Supervisors is hereby requested to authorize the Los Angeles County Registrar of Voters to render services necessary for the conduct of the Special Municipal Election called by this Resolution. Pursuant to Elections Code section 10403, the City Council hereby requests that the Los Angeles County Board of Supervisors consolidate the Special Municipal Election with the Statewide Primary Election to be held on March 3, 2020 and order the Special Municipal Election to be conducted by the Los Angeles County Registrar of Voters. The City Council acknowledges and requests that the consolidated election be held and conducted in the manner prescribed in Elections Code section 10418. The ballots to be used in the election shall be in form and content as required by law.

The City Clerk is authorized and directed to work with the Los Angeles County Registrar of Voters and to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia as needed to properly and lawfully conduct the election. In all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections. Pursuant to Elections Code section 10002, the City will reimburse Los Angeles County for the actual cost incurred in conducting the election upon receipt of a bill stating the amount due.

The notice of the time and place of holding the election is hereby given, and the City Clerk and Los Angeles County Registrar of Voters are authorized to give further notice of the election, as required by law, and the City Clerk shall forward a certified copy of this resolution to the Clerk of the Los Angeles County Board of Supervisors not later than 88 days before March 3, 2020.

3. IMPLEMENTATION. The City Clerk is directed to file with the Los Angeles County Board of Supervisors certified copies of this Resolution, with a copy to the Los Angeles County Registrar of Voters, pursuant to Elections Code section 10403. The City Clerk is further authorized and directed to perform all other acts necessary or required by law to implement this Resolution and related to the election.

4. IMPARTIAL ANALYSIS. The City Clerk is directed to transmit copies of the measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the measure showing the effect of the measure on the existing law and the operation of the measure. The impartial analysis shall be filed by 12:00 Noon on December 9, 2019.

5. ARGUMENTS AND REBUTTALS. Pursuant to Elections Code section 9285, the City Council authorizes the following member(s) of its body to file a written argument not exceeding 300 words regarding the City measure as specified above, which shall be submitted to the City Clerk no later than 12:00 Noon on December 9, 2019, and shall be accompanied by the Los Angeles County "Argument and Rebuttal Form" and "Declaration by Author(s)," provided by the City Clerk:

Name(s)

Pursuant to Elections Code section 9285, the City Council authorizes the filing of rebuttal arguments for and against measures in the election. Rebuttal arguments concerning this measure shall be submitted to the City Clerk no later than 12:00 Noon on December 18, 2019, and shall be accompanied by the Los Angeles County "Argument and Rebuttal Form" and "Declaration by Author(s)," provided by the City Clerk. In the event the author chooses to authorize another person to sign the rebuttal argument, the "Authorization For Another Person to Sign Rebuttal Argument" form, provided by the City Clerk, must also be submitted with the rebuttal argument. This paragraph 5 shall expire with the election, and shall not authorize rebuttal arguments as to measures presented at any future election.

6. CEQA. The adoption of this Resolution is exempt from the California Environmental Quality Act (Public Resources Code §§ 21000 et seq. ("CEQA") and 14 Cal. Code Reg. §§ 15000 et seq. ("CEQA Guidelines"). The calling and noticing of a Municipal Election is not a project within the meaning of CEQA Guidelines section 15378, subsection (b)(3).

7. CERTIFICATION. The City Clerk shall certify to the passage and adoption of this Resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

8. SEVERABILITY. If any section, subsection, sentence, clause, phrase or portion of this Resolution or its application to any person or circumstance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution or its application to other persons and circumstances. The City Council of the City of Duarte hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional and, to that end, the provisions hereof are hereby declared to be severable.

9. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption as a measure affecting an election.

PASSED AND ADOPTED by a two-thirds vote of all members of the City Council of the City of Duarte as required by Revenue & Taxation Code section 7285.9, on this 26th day of November, 2019.

Mayor Tzeitel Paras-Caracci

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

I, Marla Akana, 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. 19-31 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of November, 2019, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

ORDINANCE NO. [REDACTED]

**AN ORDINANCE OF THE CITY OF DUARTE
IMPOSING A GENERAL TRANSACTIONS AND USE TAX TO BE
ADMINISTERED BY THE CALIFORNIA DEPARTMENT OF TAX AND FEE
ADMINISTRATION**

Section 1. Chapter 3.06 is hereby added to Title 3 the Duarte Municipal Code with the following provisions

3.06.010. TITLE. This ordinance shall be known as the Duarte General Transactions and Use Tax Ordinance. The city of Duarte hereinafter shall be called “City.” This ordinance shall be applicable in the incorporated territory of the City.

3.06.020. OPERATIVE DATE. “Operative Date” means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

3.06.030. PURPOSE. This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax increase in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax increase at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax increase and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

3.06.040. CONTRACT WITH STATE. Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

3.06.050. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 0.75% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

3.06.060. PLACE OF SALE. For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

3.06.070. USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of 0.75% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

3.06.080. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

3.06.090. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word “State” is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word “City” shall be substituted for the word “State” in the phrase “retailer engaged in business in this State” in Section 6203 and in the definition of that phrase in Section 6203.

1. “A retailer engaged in business in the District” shall also include any retailer that, in the preceding calendar year or the current calendar year, has total combined sales of tangible personal property in this state or for delivery in the State by the retailer and all persons related to the retailer that exceeds five hundred thousand dollars (\$500,000). For purposes of this section, a person is related to another person if both persons are related to each other pursuant to Section 267(b) of Title 26 of the United States Code and the regulations thereunder.

3.06.100. PERMIT NOT REQUIRED. If a seller’s permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor’s permit shall not be required by this ordinance.

3.06.110. EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.
 2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:
 - a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and
 - b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.
 3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.
 4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.
 5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.
- C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:
1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.
 2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this

State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. “A retailer engaged in business in the City” shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Section 2 AMENDMENTS. All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

Section 3. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 4. SEVERABILITY. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 5. EFFECTIVE DATE. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately.

Section 6. INDEPENDENT AUDITS. The City shall at least annually retain an auditor intendent of the City to audit the accounting of the receipt and expenditures of the proceeds of the tax imposed by this Ordinance to ensure compliance with its requirements. The City Council shall discuss the auditor's report at a regular Council meeting and the report shall be posted to the City's website.

PASSED AND ADOPTED by the City Council of the City of Duarte, State of California, on [date], by the following vote:

AYES:

NOES:

ABSENT:

Tzeitel Paras-Caracci, Mayor

Attest: _____
Marla Akana, City Clerk

MEMORANDUM

TO: Manuel Enriquez, Interim City Manager
FROM: Michelle Brown, Human Resources Specialist
DATE: November 21, 2019
SUBJECT: **APPROVAL OF RESOLUTIONS 19-R-32 AND 19-R-33 IMPLEMENTING
THE CITY'S 2020 MEDICAL INSURANCE CONTRIBUTION**

Recommendation

It is recommended that the City Council adopt Resolutions 19-R-32 and 19-R-33 and direct staff to submit a certified copy of the resolution to the Board of Administration of the Public Employees' Retirement System.

Background

The City of Duarte has two employee bargaining units: the general employees and the management & professional employees. Both of these units are represented by the Service Employees International Union, Local 721 (SEIU 721). Pursuant to the terms of the Memorandums of Understanding ("MOUs"), the City will contribute toward the cost of medical insurance indexed to the cost of CalPERS Kaiser premiums. Healthcare premiums will change as of January 1, 2020, and as a result, the contribution needs to be adjusted. Please note that contributions have adjusted up by 5% from last year's employer contribution rates, as premiums have increased approximately 7.5% and the negotiated rates allow for up to a 5% increase from the prior contributions. The same healthcare contribution will also apply to the City Council, the City Manager, and the Assistant City Manager. While the new employer contribution amounts are the same for everyone, CalPERS requires a separate resolution for Council members versus employees.

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR
EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL
AND HOSPITAL CARE ACT
PERS All Employees**

WHEREAS, Government Code Section 22922(a) provides the benefits of the Public Employees' Medical and Hospital Care Act to employees, retirees, and survivors of local agencies contracting with the Public Employees' Retirement System on proper application by a local agency; and

WHEREAS, Section 22892(a) of the Act provides that a local contracting agency shall fix the amount of the employer's contribution; and

WHEREAS, Government Code Section 22920(b) defines any Special District as a contracting agency, and

WHEREAS, a Special District is hereby defined as a non-profit, self-governed public agency within the State of California, and comprised solely of public employees performing a governmental rather than proprietary function, and

WHEREAS, the City of Duarte, hereinafter referred to as Special District, is an entity meeting the above definition; and

WHEREAS, the Special District desires to obtain for its employees, retirees, and survivors the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations;

NOW, THEREFORE, the City Council of the City of Duarte, California, does hereby resolve as follows:

1. That the Special District elects, and it does hereby elect, to be subject to the provisions of the Act.
2. That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$649.57 per month with respect to employee, retiree or survivor enrolled for self alone, \$1,299.14 per month for employee, retiree, or survivor enrolled for self and one family member, and \$1,688.88 per month for employee, retiree, or survivor enrolled for self and two or more family members, plus administrative fees and Contingency Reserve Fund assessments.
3. That the City of Duarte has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

4. That the participation of the employees, retirees, and survivors of the City of Duarte shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that the City of Duarte would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
5. That the executive body appoint and direct, and it does hereby appoint and direct, the Assistant City Manager to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Special District all functions required of it under the Act and Regulations of the Board of Administration.
6. That coverage under the Act become effective on January 1, 2020.

PASSED, APPROVED, AND ADOPTED this 26th day of November 2019.

Mayor Tzeitel Paras Caracci

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

I, Marla Akana, 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. 19-32 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of November 2019, by the following vote:

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

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR
EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL
AND HOSPITAL CARE ACT
Non PERS City Council**

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WHEREAS, a Special District is hereby defined as a non-profit, self-governed public agency within the State of California, and comprised solely of public employees performing a governmental rather than proprietary function, and

WHEREAS, the City of Duarte, hereinafter referred to as Special District, is an entity meeting the above definition; and

WHEREAS, the Special District desires to obtain for its employees, retirees, and survivors the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations;

NOW, THEREFORE, the City Council of the City of Duarte, California, does hereby resolve as follows:

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2. That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$649.57 per month with respect to employee, retiree or survivor enrolled for self alone, \$1,299.14 per month for employee, retiree, or survivor enrolled for self and one family member, and \$1,688.88 per month for employee, retiree, or survivor enrolled for self and two or more family members, plus administrative fees and Contingency Reserve Fund assessments.
3. That the City of Duarte has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

4. That the participation of the employees, retirees, and survivors of the City of Duarte shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that the City of Duarte would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
5. That the executive body appoint and direct, and it does hereby appoint and direct, the Assistant City Manager to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Special District all functions required of it under the Act and Regulations of the Board of Administration.
6. That coverage under the Act become effective on January 1, 2020.

PASSED, APPROVED, AND ADOPTED this 26th day of November, 2019.

Mayor Tzeitel Paras Caracci

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

I, Marla Akana, 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. 19-33 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of November, 2019, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

MEMORANDUM

TO: Manuel Enriquez, Interim City Manager
FROM: Michelle Brown, Human Resources Specialist
DATE: November 21, 2019
SUBJECT: **APPROVAL OF RESOLUTIONS 19-R-32 AND 19-R-33 IMPLEMENTING
THE CITY'S 2020 MEDICAL INSURANCE CONTRIBUTION**

Recommendation

It is recommended that the City Council adopt Resolutions 19-R-32 and 19-R-33 and direct staff to submit a certified copy of the resolution to the Board of Administration of the Public Employees' Retirement System.

Background

The City of Duarte has two employee bargaining units: the general employees and the management & professional employees. Both of these units are represented by the Service Employees International Union, Local 721 (SEIU 721). Pursuant to the terms of the Memorandums of Understanding ("MOUs"), the City will contribute toward the cost of medical insurance indexed to the cost of CalPERS Kaiser premiums. Healthcare premiums will change as of January 1, 2020, and as a result, the contribution needs to be adjusted. Please note that contributions have adjusted up by 5% from last year's employer contribution rates, as premiums have increased approximately 7.5% and the negotiated rates allow for up to a 5% increase from the prior contributions. The same healthcare contribution will also apply to the City Council, the City Manager, and the Assistant City Manager. While the new employer contribution amounts are the same for everyone, CalPERS requires a separate resolution for Council members versus employees.

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
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EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL
AND HOSPITAL CARE ACT
PERS All Employees**

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WHEREAS, Section 22892(a) of the Act provides that a local contracting agency shall fix the amount of the employer's contribution; and

WHEREAS, Government Code Section 22920(b) defines any Special District as a contracting agency, and

WHEREAS, a Special District is hereby defined as a non-profit, self-governed public agency within the State of California, and comprised solely of public employees performing a governmental rather than proprietary function, and

WHEREAS, the City of Duarte, hereinafter referred to as Special District, is an entity meeting the above definition; and

WHEREAS, the Special District desires to obtain for its employees, retirees, and survivors the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations;

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3. That the City of Duarte has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

4. That the participation of the employees, retirees, and survivors of the City of Duarte shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that the City of Duarte would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
5. That the executive body appoint and direct, and it does hereby appoint and direct, the Assistant City Manager to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Special District all functions required of it under the Act and Regulations of the Board of Administration.
6. That coverage under the Act become effective on January 1, 2020.

PASSED, APPROVED, AND ADOPTED this 26th day of November 2019.

Mayor Tzeitel Paras Caracci

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

I, Marla Akana, 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. 19-32 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of November 2019, by the following vote:

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

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR
EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL
AND HOSPITAL CARE ACT
Non PERS City Council**

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WHEREAS, the City of Duarte, hereinafter referred to as Special District, is an entity meeting the above definition; and

WHEREAS, the Special District desires to obtain for its employees, retirees, and survivors the benefit of the Act and to accept the liabilities and obligations of an employer under the Act and Regulations;

NOW, THEREFORE, the City Council of the City of Duarte, California, does hereby resolve as follows:

1. That the Special District elects, and it does hereby elect, to be subject to the provisions of the Act.
2. That the employer's contribution for each employee, retiree, or survivor shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$649.57 per month with respect to employee, retiree or survivor enrolled for self alone, \$1,299.14 per month for employee, retiree, or survivor enrolled for self and one family member, and \$1,688.88 per month for employee, retiree, or survivor enrolled for self and two or more family members, plus administrative fees and Contingency Reserve Fund assessments.
3. That the City of Duarte has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above.

4. That the participation of the employees, retirees, and survivors of the City of Duarte shall be subject to determination of its status as an “agency or instrumentality of the state or political subdivision of a State” that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that the City of Duarte would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
5. That the executive body appoint and direct, and it does hereby appoint and direct, the Assistant City Manager to file with the Board of Administration of the Public Employees' Retirement System a verified copy of this Resolution, and to perform on behalf of said Special District all functions required of it under the Act and Regulations of the Board of Administration.
6. That coverage under the Act become effective on January 1, 2020.

PASSED, APPROVED, AND ADOPTED this 26th day of November, 2019.

Mayor Tzeitel Paras Caracci

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

I, Marla Akana, 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. 19-33 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of November, 2019, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

Duarte City Councilmember Meeting Attendance Report

Per Government Code Section 53232.3 (d): Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

City Council Agenda dated November 26, 2019

COUNCILMEMBER NAME	EVENT DESCRIPTION	DATE OF EVENT	PURPOSE/VALUE
Tzeitel Paras-Caracci	None reported as of November 20, 2019		
Sam Kang	None reported as of November 20, 2019		
John Fasana	None reported as of November 20, 2019		
Liz Reilly	None reported as of November 20, 2019		
Margaret Finlay	None reported as of November 20, 2019		
Bryan Urias	None reported as of November 20, 2019		
Toney Lewis	None reported as of November 20, 2019		

Meetings attended that did not require financial support from the City.

COUNCILMEMBER NAME	EVENT DESCRIPTION	DATE OF EVENT	PURPOSE/VALUE
Tzeitel Paras-Caracci	None reported as of November 20, 2019		
Sam Kang	None reported as of November 20, 2019		
John Fasana	None reported as of November 20, 2019		
Liz Reilly	None reported as of November 20, 2019		
Margaret Finlay	None reported as of November 20, 2019		
Bryan Urias	None reported as of November 20, 2019		
Toney Lewis	None reported as of November 20, 2019		