PUBLIC SAFETY
STATUS REPORT
November 2021

PROJECT/PROGRAM	STATUS
L.A. COUNTY SHERIFF'S DEPARTMENT	
1. Part 1 Crimes	Part 1 crime are currently up by 10.23% year to date. Auto theft is still leading the way. Currently we are up 56.52% year to date (72 reported thefts compared to 46 last year to date). We completed the process of crime mapping all of the vehicle thefts in order to focus patrol and enforcement in those areas. We identified the Wal-Mart parking lot and the 210/605 corridor as hot spots and deputies will increase their patrols in those areas.
2. Special Assignment Team	Sergeant Fiedler along with Deputies Milano, Gonzales, and Valenzuela, have started working with Outreach Coordinator Hadloc to assist in helping some of our more challenging homeless individuals who suffer from debilitating mental illness or chronic drug and alcohol abuse in an effort to get them help and off of the streets.
MEASURE H and OUTREACH COORDINATION	
1. Measure H Grant	The City of Duarte currently has two Measure H grants we are administering to: The first is a grant in conjunction with four other cities (Azusa, Glendora, Covina, and West Covina) which supplied each of us with a housing navigator from Union Station. Our housing navigator was assigned in April of 2020. They communicate daily with our Outreach Coordinator to provide services to the homeless. **This grant ends on December 31, 2021**. The second grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. Any other barrier that may lead to homelessness can be discussed.

PROJECT/PROGRAM	STATUS
	We are currently in the process of placing one female adult in temporary housing while she works with our Union Station Navigator to find permanent housing.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony's and our Special Assignment Deputies assisted Citynet staff with conducting the city's homeless census. City staff will report out the information to the City Council and the community at a future council meeting.
3. Riverbed Areas	Irwindale PD and LAHSA are currently working on contacting encampments in Irwindale just south of our City Yard in an effort to offer services prior to cleaning that area up.
EMERGENCY PREPAREDNESS	
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.

CITY OF DUARTE

MINUTES OF THE SPECIAL MEETING OF THE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA

ANNUAL BREAKFAST MEETING WITH LOS ANGELES COUNTY SUPERVISOR KATHRYN BARGER

MONDAY, NOVEMBER 8, 2021 – 6:30 P.M.

1. CALL TO ORDER

The meeting was called to order by Mayor Pro-tem Finlay at 9:14 a.m. in the City Hall Council Chamber, 1600 Huntington Drive, Duarte, California 91010.

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong
Councilmembers Absent:	None
Staff Present:	Daniel Jordan, City Manager Kristen Petersen, Assistant City Manager/Director of Administrative Services Craig Hensley, Director of Community Development Brian Villalobos, Director of Public Safety Manuel Enriquez, Director of Parks and Recreation Victoria Rocha, Assistant to the City Manager Annette Juarez, City Clerk

2. PLEDGE TO THE FLAG

The flag salute was led by Supervisor Barger.

3. ORAL COMMUNICATIONS

Steve Hernandez commended Supervisor Barger and her Staff for their support of the City of Duarte.

Lino Paras expressed concerns regarding homelessness and requested that City Council meetings take place in person.

4. TOPICS OF DISCUSSION

The City Council, Supervisor Barger, and Staff discussed the following topics:

- Homelessness – Blue Ribbon Commission/LAHSA Reform

Discussion included homeless services in the City of Duarte, the Tri-City working group, Measure H Funds, and mental health.

- Public Safety – Enforcement under District Attorney George Gascón

Discussion included the closure of Men's Central Jail, community safety, youth engagement and programs, and concerns about the directives of District Attorney George Gascón.

- Potential Multi-Use Facility (Public Safety and Library) in the Civic Center

Discussion included property background, grants and funding, library rehabilitation, and the potential for a mixed-use building.

- General Discussion

Discussion included a COVID-19 update.

5. ADJOURNMENT

The City Council adjourned the meeting at 11:11 a.m.

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Margaret Finlay, Mayor Pro-tem

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Annette Juarez, City Clerk

CITY OF DUARTE

MINUTES OF THE REGULAR JOINT MEETING OF THE CITY COUNCIL, SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY OF THE CITY OF DUARTE, THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

TUESDAY, NOVEMBER 9, 2021 – 7:00 P.M.

NOTE: Due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), Governor Newsom has issued Executive Order N-29-20 in which Section 3 supersedes Paragraph 11 of Executive Order N-25-20 (issued on March 12, 2020) addressing Brown Act regulations. This new order states that the City does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. The Order allows the City to hold City Council meetings via teleconferencing and allows for members of the public to observe and address the meeting electronically.

To follow the new Order issued by the Governor, the City Council meeting was closed to the public. Members of the public were able to view/listen to the live City Council meeting broadcast on the City's website. Public comments were submitted electronically by emailing duarteinfo@accessduarte.com before or during the meeting, prior to the close of public comment. Emailed public comments were announced onto the record.

SPECIAL WORKSHOP

1. CALL TO ORDER

Via teleconference, the Special Workshop was called to order by Mayor Pro-tem Finlay at 6:04 p.m.

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong
Councilmembers Absent:	None
Staff Present:	Daniel Jordan, City Manager Thai Viet Phan, Assistant City Attorney Kristen Peterson, Assistant City Manager / Director of Administrative Services Craig Hensley, Community Development Director Manuel Enriquez, Director of Parks and Recreation Brian Villalobos, Director of Public Safety Services Victoria Rocha, Assistant to the City Manager Annette Juarez, City Clerk

2. SB 1383 SHORT LIVED CLIMATE POLLUTANTS PROGRAM: OBJECTIVES, CURRENT EFFORTS, PLANS AND CITY STAFF IMPLEMENTATION IMPACTS

Richard Nino, Vice President Burrtec Waste Industries, gave a presentation on the implementation of the SB 1383 requirements and implementation.

REGULAR MEETING

1. CALL TO ORDER

Via teleconference, the Regular Session was called to order by Mayor Pro-tem Finlay at 7:00 p.m.

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong
Councilmembers Absent:	None
Staff Present:	Daniel Jordan, City Manager Thai Viet Phan, Assistant City Attorney Kristen Peterson, Assistant City Manager / Director of Administrative Services Craig Hensley, Community Development Director Manuel Enriquez, Director of Parks and Recreation Brian Villalobos, Director of Public Safety Services Victoria Rocha, Assistant to the City Manager Annette Juarez, City Clerk

2. PLEDGE TO THE FLAG

The flag salute was led by Councilmember Kang.

3. ADOPTION OF THE AGENDA

Moved by Councilmember Kang, seconded by Councilmember Lewis and carried by unanimous vote of the Council to approve the adoption of the agenda.

AYES:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong
NOES:	None
ABSTAIN:	None
ABSENT:	None

4. SPECIAL ITEMS

None.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Adam Knight, Duarte Chamber of Commerce announced upcoming events.

Joanna Gee, Duarte Library, announced upcoming library programs and events.

Assistant to the City Manager Rocha announced upcoming City events.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Steve Hernandez expressed concerns regarding the mechanical issues of the busses purchased by the City.

Victor Benavides, City of Hope, expressed condolences to the family of Mayor Bryan Urias.

Len DeVave expressed condolences to the family of Mayor Urias; and expressed concerns regarding the auto repair shops located near Huntington Oaks Village.

7. CONSENT CALENDAR

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

B. Approval of minutes – November 9, 2021. (CC/HA/SA/FA).

C. Approval of warrants – November 11, 2021. (CC/HA/SA/FA)

D. Receive and File Community Development Status Report.

E. Receive and file Parks and Recreation Department Status Report.

F. Adoption of Resolution No. 21-25 Reauthorizing Teleconferenced Public Meetings Pursuant to Assembly Bill 361.

G. Job Description and Salary Schedule for Building Permit Technician.

H. Removed from Consent Calendar for Discussion.

I. City Council/City Manager Conference Attendance and other items suggested by Council.

Moved by Councilmember Paras-Caracci, seconded by Councilmember Truong, and carried by the following vote to approve Items A-G and I of the Consent Calendar.

AYES:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong
NOES:	None
ABSTAIN:	None
ABSENT:	None

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

SB 9's (Atkins) Negative Impact in Very High Fire Hazard Severity Zones

City Manager Jordan and Director of Community Development Hensley provided information about the negative impacts of SB 9.

Moved by Councilmember Truong, seconded by Councilmember Paras-Caracci, and carried by the following vote to approve the SB 9 (Atkins) Negative Impact in Very High Fire Hazard Severity Zones letter.

AYES:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong
NOES:	None
ABSTAIN:	None
ABSENT:	None

9. BUSINESS ITEMS

A. Approval of a First Amendment to the Memorandum of Agreement to Participate in the San Gabriel Valley Council of Governments' Regional Food Recovery Program and Budget Amendment of $20,723.85

Assistant to the City Manager Rocha introduced the Item and provided a brief explanation of the Amendment to the Memorandum of Agreement which was approved on September 28, 2021.

Alexander Fung, San Gabriel Valley Council of Governments, gave a presentation on the Regional Food Recovery Program, SB1383 regulations, and the Inspection Program.

There was discussion regarding the conducting of inspections and participating cities.

Moved by Councilmember Schulz, seconded by Councilmember Lewis, and carried by unanimous vote of the Council to authorize the City Manager to execute a First Amendment to the Memorandum of Agreement for Inspection Services for the San Gabriel Valley Council of Governments' Regional Food Recovery Program through August 1, 2024, in an amount not to exceed $64,014.

AYES:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong
NOES:	None
ABSTAIN:	None
ABSENT:	None

B. Discussion of Amending the Duarte Municipal Code to Change the Beginning and Ending Dates of Commissioner Terms

City Manager Jordan provided an overview of the current Commissioner terms and what an amendment to those terms would do.

There was discussion regarding community engagement, the election cycle, Ordinance timeline, and the process for term extensions.

The City Council provided direction to Staff to create an Ordinance to change the beginning and ending dates of Commissioner terms.

C. Discussion of Options for Filling City Council Vacancy

Assistant City Attorney Phan described the options for filling the City Council vacancy and the term that the new City Councilmember would serve.

There was discussion regarding the length of time for the application period to remain open, and the interview and appointment process.

The Council directed Staff to open the application process from November 10 - November 30. The interviews will be scheduled on either December 7, 2021 or December 14, 2021 depending on the number of applications received.

Moved by Councilmember Truong, seconded by Councilmember Paras-Caracci, and carried by unanimous vote of the Council to fill the City Council vacancy by appointment.

AYES:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong
NOES:	None
ABSTAIN:	None
ABSENT:	None

10. CONTINUATION OF ORAL COMMUNICATIONS

None.

11. APPROVE ABSENCE(S) OF CITY COUNCILMEMBER(S) FROM THE CITY COUNCIL MEETING AS EXCUSED

None.

12. ITEMS FROM CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR

City Attorney Phan wished everyone a Happy Veteran’s Day.

City Manager Jordan stated that the December 14, 2021 City Council meeting will be held in person and requested that the Council consider the format for future Council Meetings.

Councilmember Schulz wished everyone a Happy Veteran’s Day and thanked them for their service.

Councilmember Lewis thanked the veterans for their service; and encouraged everyone to attend the upcoming Los Angeles County redistricting hearing.

Councilmember Kang shared the Los Angeles County redistricting website information.

Councilmember Paras-Caracci commended Staff and the Mayor's Youth Council for the successful Unity March; stated that the meeting with Supervisor Barger went well; congratulated former Councilmember John Fasana on the newly unveiled Fasana Road; requested that a grant to Foothill Unity be considered during the mid-year budget; thanked the veterans for their service; and requested that the November 23, 2021 Council Meeting be adjourned in memory of Quintance Daniels, Dr. Edward Ortell, and her grandmother Perla Mendoza.

Councilmember Truong thanked everyone that donated to Team Duarte and the Walk for Hope; wished his friend Maurice John Abanes a Happy Birthday and Happy Veteran's Day; and thanked Staff for their work.

Mayor Pro-tem Finlay expressed her appreciation of the meeting with Supervisor Kathryn Barger; commended John Fasana for the newly named Fasana Road; wished everyone a Happy Veteran's Day; and announced the Veteran's Day Ceremony at Thorsen Park.

13. ADJOURNMENT

At 8:47 p.m. the City Council adjourned the meeting in memory of Quintance Daniels, Dr. Edward Ortell, and Perla Mendoza.

Margaret Finlay, Mayor Pro-tem

Annette Juarez, City Clerk

Council Warrant Register By Account

City of Duarte

By Fund

Payment Dates 11/11/2021 - 11/24/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1610-7652	EVENT SPECIAL EFFECTS INC	Dais Shields	216801		1,462.47
100-1610-7652	MARCUS LEON BANKS SR	FC/SC Electrical Service Call	216782		125.00
100-1015-7682	BURKE, WILLIAMS & SORENSEN…	Labor Legal 7/2021	1599		3,088.70
100-1015-7686	BURKE, WILLIAMS & SORENSEN…	SA Dissolution Legal 7/2021	1599		180.00
100-1605-7732	CAPITAL ONE	City Picnic Supplies	BD22-0033		77.20
100-1610-7618	MAINTEX INC	Janitorial Supplies	1616		31.64
100-1015-7686	BURKE, WILLIAMS & SORENSEN…	SA Dissolution Legal 8/2021	1599		1,908.00
100-1205-7781	LOS ANGELES COUNTY SHERIFF'…	Sheriff Contract 9/2021	1615	202119-Exp-Tobacco Grant SRO…	18,927.00
100-1205-7781	LOS ANGELES COUNTY SHERIFF'…	Sheriff Contract 9/2021	1615		389,398.22
100-1605-7741	CAPITAL ONE	Sports First Aid Equipment Supplies	BD22-0033		24.67
100-1605-7733	CAPITAL ONE	SC Bins/Storage Organizers	BD22-0033		96.23
100-1605-7730	CAPITAL ONE	Halloween Howl Candy/Decor	BD22-0033		297.86
100-1605-7730	CAPITAL ONE	Pet Costume Contest Prizes	BD22-0033		13.70
100-1805-7965	GOVINVEST INC	FY21 GASB75 Valuation	1605		3,400.00
100-1605-7614	CAPITAL ONE	(4) Storage Bins (July 4th Shirts)	BD22-0033		43.57
100-1605-7730	CAPITAL ONE	Halloween Howl Candy/Snack Giveaways	BD22-0033		641.84
100-1605-7733	CAPITAL ONE	SC Halloween Candy	BD22-0033		156.62
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	1626		65.74
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 9/2021	216815		909.70
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 9/2021	216815		667.70
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 9/2021	216815		57.01
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 9/2021	216815		1,186.39
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 9/2021	216815		5,731.45
100-1205-7782	ALL CITY MANAGEMENT SERVIC…	Crossing Guard Srvcs 10/3/21 - 10/16/21	1596		3,433.56
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 9/2021	1622		36,029.84
100-1015-7686	RUTAN & TUCKER LLP	NPDES Litigation 9/2021	1622		1,950.00
100-1605-7735	CAPITAL ONE	TC Decorations	BD22-0033		66.84
100-1205-7610	U.S. BANK	Homeless Strategy Meeting 10/21/21 (Raffi's)	1595		147.18
100-1205-7610	U.S. BANK	Meeting w/Captain Reyes (Sushi Fire)	1595		64.50
100-1205-7610	U.S. BANK	Public Safety Meeting 10/21/21 (Porto's Bakery)	1595		51.25
100-1205-7610	U.S. BANK	Meeting w/Sargeant Fiedler (Sushi Fire)	1595		49.07
100-1205-7614	U.S. BANK	Office Supplies (Target)	1595		15.29
100-1205-7614	U.S. BANK	Office Supplies (JoAnn's)	1595		38.28
100-1205-7650	U.S. BANK	PS Vehicle Motor Oil (Autozone)	1595		62.26
100-1205-7760	U.S. BANK	TAP Card for Homeless Ooutreach (City of Duarte)	1595	202115-Outreach-Homeless Ser…	35.00
100-1205-7779	U.S. BANK	DART Trip 10/15/21 (Knott's Berry Farm)	1595		1,888.00
100-1205-7779	U.S. BANK	DART Trip FunPix 10/15/21 (Knott's Berry Farm)	1595		21.54
100-1205-7779	U.S. BANK	DART Event 10/1/2021 (Jersey Mike's)	1595		234.00
100-1205-7779	U.S. BANK	Red Ribbon Week March Lunch (Tropicana Mkt)	1595		200.75

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7779	U.S. BANK	Monthly Art Class Supplies (Amazon)	1595		132.24
100-1205-7779	U.S. BANK	DART Trip Parking 10/15/21 (Knott's Berry Farm)	1595		125.99
100-1205-7779	U.S. BANK	DART Trip Dinner 10/15/21 (Knott's Berry Farm)	1595		103.98
100-1205-7779	U.S. BANK	Red Ribbon Week Supplies (Amazon)	1595		79.81
100-1205-7779	U.S. BANK	Red Ribbon Supplies (NIMCO)	1595		76.15
100-1205-7779	U.S. BANK	DART Spikeball (Amazon)	1595		71.65
100-1205-7779	U.S. BANK	DART Trip Soda/Water 10/15/21 (Knott's Berry Farm)	1595		24.24
100-1205-7779	U.S. BANK	Whitnoise In-Office Privacy (Amazon)	1595		24.24
100-1205-7779	U.S. BANK	PS Office Help Lunch 10/15/21 (Sweet Basil Pizza)	1595		31.00
100-1205-7779	U.S. BANK	Cmty Yard Sale Attendees Breakfast (McDonalds)	1595		53.73
100-1205-7779	U.S. BANK	Red Ribbon Wk/DART Events Water/Snacks (Target)	1595		207.17
100-1205-7779	U.S. BANK	TC Tutoring Dinner 10/21/21 (Tropicana Mkt)	1595		32.96
100-1205-7887	U.S. BANK	PS Front Door Chime (Amazon)	1595		22.04
100-1205-7980	U.S. BANK	PS Front Door Chime (Amazon)	1595		15.70
100-1205-7980	U.S. BANK	Adobe Acrobat Pro	1595		14.99
100-1005-7643	U.S. BANK	Refund- CC Truong JPIA Conf Hotel (Catamaran)	1594		-96.46
100-1005-7646	U.S. BANK	Paras-Caracci Chamber Breakfast 10/6/2021	1594		25.00
100-1005-7980	U.S. BANK	Monthly Delivery Charge (DoorDash)	1594		9.99
100-1010-7980	U.S. BANK	TriCities Mtg/Gov Access Workshop 9/29/21 (Panera)	1594		437.42
100-1020-7712	U.S. BANK	Spotify Subscription	1594		9.99
100-1020-7712	U.S. BANK	Hootsuite 10/2/2021 - 11/1/2021	1594		75.00
100-1020-7712	U.S. BANK	Canva Membership	1594		119.40
100-1605-7610	U.S. BANK	Susan Perez CPRS Conference Airfare (Southwest)	1592		167.96
100-1605-7610	U.S. BANK	Kelly Barnes CPRS Conference Registration 3/2022	1592		455.00
100-1605-7610	U.S. BANK	Susan Perez CPRS Conference Registration 3/2022	1592		455.00
100-1605-7610	U.S. BANK	Kelly Barnes CPRS Conference Airfare (Southwest)	1592		167.96
100-1605-7610	U.S. BANK	George Dang CPRS Conference Registration 3/2022	1592		455.00
100-1605-7610	U.S. BANK	George Dang CPRS Conference Airfare (Southwest)	1592		167.96
100-1605-7614	U.S. BANK	Office Supplies (Target)	1592		53.90
100-1605-7693	U.S. BANK	MYC Dinner Meeting 10/4/21 (El Pollo Loco)	1592		116.28
100-1605-7730	U.S. BANK	Halloween Supplies (Amazon)	1592		13.11
100-1605-7730	U.S. BANK	Floating Pumpkins Patch Pumpkins (Grocery Outlet)	1592		79.84
100-1605-7730	U.S. BANK	(3) Halloween Pet Event Gift Certificates (Amazon)	1592		75.00
100-1605-7730	U.S. BANK	Floating Pumpkins Patch Pumpkins (Smart & Final)	1592		71.82
100-1605-7730	U.S. BANK	Halloween Howl Supplies (Amazon)	1592		133.68
100-1605-7730	U.S. BANK	Floating Pumpkins Patch Supplies (Smart & Final)	1592		63.84

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7730	U.S. BANK	Halloween Howl Costumes (Amazon)	1592		146.86
100-1605-7730	U.S. BANK	Hallowen Goody Box for Dogs (Chewy.com)	1592		54.30
100-1605-7730	U.S. BANK	Floating Pumpkins Patch Supplies (Target)	1592		177.05
100-1605-7730	U.S. BANK	Halloween Bags (4imprint)	1592		331.74
100-1605-7730	U.S. BANK	Halloween Howl Supples (Oriental Trading Co)	1592		334.84
100-1605-7730	U.S. BANK	Badge IDs/Clips (Amazon)	1592		33.05
100-1605-7730	U.S. BANK	Portable Restrooms/Sink Rental (Eagle Portables)	1592		585.49
100-1605-7730	U.S. BANK	Halloween Pumpkin Appendages (HearthSong)	1592		35.52
100-1605-7730	U.S. BANK	Halloween Craft Supplies (Michaels)	1592		46.02
100-1605-7730	U.S. BANK	Halloween Floating Pumpkin Supplies (Michaels)	1592		203.44
100-1605-7730	U.S. BANK	Halloween Howl Supplies (Winner Party Inc)	1592		57.31
100-1605-7732	U.S. BANK	TFF Prep-Beer/Wine Garden Health Permit	1592		188.08
100-1605-7732	U.S. BANK	City Picnic TFF Prep-Food Truck Health Permit	1592		188.08
100-1605-7733	U.S. BANK	SC Exercise Equipment (Amazon)	1592		368.48
100-1605-7733	U.S. BANK	USB Cable Adapter (Amazon)	1592		19.83
100-1605-7735	U.S. BANK	TC Thursday Night Football 10/7/21 (Wingstop)	1592		117.72
100-1605-7735	U.S. BANK	Duarte Family Feud AMC Movie Tickets	1592		118.00
100-1605-7735	U.S. BANK	TC Thursday Night Football 10/7/21 (Little Caesar)	1592		112.31
100-1605-7980	U.S. BANK	Manuel Enriquez Meal 10/18/21 (Reimbursed)	1592		18.83
100-1605-7980	U.S. BANK	Staff Recognition Meeting 10/24/21 (Portos Bakery)	1592		107.70
100-1605-7980	U.S. BANK	Plates/Napkins/Etc (Target)	1592		50.62
100-1605-7980	U.S. BANK	Graphic (Silhouette Design Store)	1592		1.00
100-1605-7980	U.S. BANK	Storage Supplies (Lakeshore Learning)	1592		64.53
100-1610-7618	U.S. BANK	Stationary Bike Pedal Straps (Amazon)	1592		38.76
100-1205-7762	CALE AMERICA INC	WTP Fees 10/2021	1600		330.90
100-1610-7618	SMART & FINAL	Janitorial Supplies	1625		202.46
100-1610-7618	MAINTEX INC	Janitorial Supplies	1616		1,130.88
100-1405-7965	ESRI INC	ArcGIS Online Viewer 1/15/2022 - 1/14/2023	216800		1,500.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	216804		408.64
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 8/2021	216815		584.92
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 8/2021	216815		897.89
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 8/2021	216815		299.29
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 8/2021	216815		1,191.23
100-1205-7781	CITY OF MONROVIA	Fuel-Sherif's Dept 8/2021	216815		5,169.71
100-1610-7618	SOUTHEAST CONSTRUCTION P...	Field Chalk (Otis Gordon)	216825		24.48
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1626		99.15
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1626		58.44
100-1610-7652	ORTCO INC	ROP Playground Equipment Installation	216818		1,600.00
100-1410-7887	HOSE-MAN INC	Shop Air Compressor Repair	216806		70.93

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 10/2021	1619		97.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1626		17.75
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1626		6.60
100-1605-7733	SMART & FINAL	SC Smores Social	1625		102.52
100-1810-7980	STERLING HEALTH SERVICES INC	FSA Initial Funding	216826		1,745.83
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1630		1,302.99
100-1610-7652	CALIBER COMMERCIAL POOL S…	Twice a Week Service for Duarte Pools	216788		1,950.00
100-1015-7686	BURKE, WILLIAMS & SORENSEN…	SA Dissolution Legal 9/2021	1599		504.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1626		142.55
100-1605-7733	CURO MANAGED PRINT PRODU…	SC Newsletter 11/2021	216796		102.53
100-1405-7614	STAPLES ADVANTAGE	Credit for Invoice #3490941972	1626		-36.92
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY21 Audit Fieldwork	216816		11,000.00
100-1610-7652	SIMON EQUIPMENT RENTALS	Halloween Howl Light Rental	216824		191.38
100-1810-7673	LIFEWORKS (US) lTD	2022 Random Management Fee	1614		150.00
100-1405-7975	KOSMONT COMPANIES	Hunt/Buena Vista ED Analysis 10/2021	1612		1,268.80
100-1205-7780	SAN GABRIEL VALLEY HUMANE …	Animal Shelter Services 11/2021	216822		5,166.67
100-1020-7716	CARLOS FELIPE PEREZ	DJ Services (Holiday in Park 12/12/21)	216820		575.00
100-1605-7733	LETITIA BELLANTUONI	SC Holiday Event Enterainment	216785		215.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 12/2021	1627		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 12/2021	1627		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 12/2021	1627		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 12/2021	1627		553.00
100-1605-7693	MAX'S MEXICAN CUISINE	TC Mayors Youth Council Dinner	216813		220.50
100-1015-7684	SILVER & WRIGHT LLP	General Code Enforcement Legal 10/2021	1624		276.00
100-1015-7684	SILVER & WRIGHT LLP	1307 Bloomdale Legal 10/2021	1624		316.50
100-1015-7684	SILVER & WRIGHT LLP	Bardakjians v Adams Legal 10/2021	1624		1,250.80
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 10/2021	1624		3,561.30
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786	250016-Oper of Acq Prop-1229 …	41.67
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1630		186.51
100-1405-7614	SMART & FINAL	Misc Supplies	1625		145.24
100-1205-7655	THOMSON REUTERS-WEST PUB…	EOC Software 10/1/21 - 10/31/21	1628		175.22
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Service 11/2021	1608		1,673.09
100-1205-7980	CMC LIVESCAN & NOTARY SERV…	Livescan Services 10/2021	1603	202211-Live Scan & APU Tutors …	23.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV…	Livescan Services 10/2021	1603		46.00
100-1205-7761	DATA TICKET INC	Admin Citation Processing 9/2021	1604		1,070.32
100-1205-7761	DATA TICKET INC	Parking Citation Processing 9/2021	1604		1,847.59
100-1410-7630	SIMON EQUIPMENT RENTALS	Log Splitter Rental	216824		99.81
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1602		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1602		29.50
100-1610-7652	AIR-TRO INC	Public Safety HVAC Service	216780		88.00
100-1605-7733	T & S PIANO TUNING & SERVICE	SC Piano Tuning	216830		140.00
100-1410-7612	CASHIER DEPARTMENT OF PEST…	Sean McBride QAC Renewal FY22	216792		60.00

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 10/2021	216829		648.57
100-1610-7618	DARRELL RAY CARROLL	Key Copies	216791		72.77
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1626		55.93
100-1825-7614	STAPLES ADVANTAGE	Office Supplies	1626		41.23
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1626		23.68
100-1205-7980	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 10/2021	1601	202211-Live Scan & APU Tutors ...	32.00
100-1810-7673	OCCUPATIONAL HEALTH CENTE...	Drug Testing 10/19/21 - 11/2/21	216817		186.50
100-1610-7618	MAINTEX INC	Janitorial Supplies	1616		63.26
100-1410-7656	SOUTH COAST AQMD	Violation for Emergency Generator	216776		1,200.00
100-1605-7736	JAVIER DJEU TENNIS	Tennis Instructor (Fall Classes)	1609		465.50
100-1610-7652	POST ALARM SYSTEMS	Yard Alarm Repair	1620		220.59
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1626		8.26
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Srvcs Printer Maint 8/4/21 - 11/3/21	216790		201.90
100-1610-7618	WAXIE SANITARY SUPPLY	Credit Only-Item Damaged (Inv #80412239)	1630		-62.17
100-1205-7980	AZUSA PACIFIC UNIVERSITY	CalVIP CBO 7/1/2021 - 11/4/2021 (Evaluation)	216781	201914-Other Expenses-Cal VIP	1,158.00
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alram Monitoring 12/1/2021 - 12/31/2021	1620		87.56
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	216804		391.33
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1626		45.60
100-1405-7965	BUCKNAM INFRASTRUCTURE G...	GIS Services 10/2021	216787		1,057.50
100-1825-7626	FEDEX	Document Delivery	216803		74.19
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1630		52.18
100-1605-7735	JA EVENT PRODUCTION	Unity March Sound	216808		320.50
100-1605-7733	RANDALL BRIAN TAYLOR	SC Thanksgiving Dinner Entertainment 11/18/21	216777		250.00
100-1205-7779	AIDA TORRES	DART/A-Team Event Expense Reimbursement	1591		756.52
100-1010-7610	SAN GABRIEL VALLEY CITY MAN...	Dan Jordan 11/17/2021 Meeting	216821		35.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Esperanza Aps 10/2021	1597		5,670.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-2137 Hunt Dr 10/2021	1597		135.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Seg 1 Onsite Utilities 10/2021	1597		540.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Pkg Lot G Expansion 10/2021	1597		135.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Village Rd Traffic Signal 10/2021	1597		270.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Village Rd N St Improv 10/2021	1597		5,426.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Postage Machine Connection	1627		120.00
100-1605-7741	J & J SPORTS & TROPHIES	Cross Country Medals/Participation Ribbons	216807		184.66
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 10/1/21 - 10/31/21	BD22-0032		1,008.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	1602		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	1602		8.20
100-1405-7965	LDM ASSOCIATES INC	FY 21/22 Federal Grant Administration 10/2021	1613		400.00
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1630		62.17
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 11/8/21 - 11/14/21	1621		2,835.00
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 10/2021	216828		4,659.00
100-1410-7887	GARVEY EQUIPMENT COMPANY	Equipment Maintenance Repair	216805		224.17
100-4807	CARLOS ORTIZ	FC Memberhip Cancellation	216819		110.18

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1805-7653	SECTRAN SECURITY INC	November 2021 Courier Pick-up	1623		298.63
100-1020-7711	SMART & FINAL	Turkey Feast Supplies	1625		79.10
100-1605-7636	JAG ENDEAVORS LLC	Staff Polo Shirts	216809		47.59
100-1205-7779	AIDA TORRES	Red Ribbon Week Prizes Reimbursement	1629		100.00
100-1805-7076	ROXANNE BRECEDA	Tuition Reimbursement	1598		405.00
100-2023	ROXANNE BRECEDA	City Kitty Separation Gift	1598		150.00
100-1405-8100	KHR ASSOCIATES	PS&E Highland/Hunt TS Upgrades 10/1/21 - 11/10/21	1611	202125-Highland/Huntington T…	3,990.00
100-1020-7716	CURO MANAGED PRINT PRODU…	Veteran's Day Banners	216796		727.65
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program	216812	202211-Live Scan & APU Tutors …	100.00
100-1205-7980	CHI LIN	DUSD Tutoring Program	216811	202211-Live Scan & APU Tutors …	100.00
100-1205-7980	ALESSANDRA EHRIE	DUSD Tutoring Program	216799	202211-Live Scan & APU Tutors …	100.00
100-1205-7980	MARISSA CORDOVA	DUSD Tutoring Program	216794	202211-Live Scan & APU Tutors …	100.00
100-1205-7980	EMILY SHECKLER	DUSD Tutoring Program	216823	202211-Live Scan & APU Tutors …	100.00
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	216802	202211-Live Scan & APU Tutors …	100.00
100-1020-7716	DUARTE RECREATION PETTY CA…	Veteran's Day Event Refreshments	216798		43.20
100-1605-7614	DUARTE RECREATION PETTY CA…	Halloween Decorating Supplies	216798		22.91
100-1605-7730	DUARTE RECREATION PETTY CA…	Halloween Event Fog Liquid	216798		21.90
100-1805-7610	CSMFO	Angelea Chiaromonte SGV Chapter Meeting	216795		30.00
100-1805-7610	CSMFO	Kristen Petersen SGV Chapter Meeting	216795		30.00
100-1805-7610	CSMFO	Angela Chiaromonte CSMFO 2022 Conference	216795		470.00
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1626		62.16
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1626		8.60
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	1626		414.42
100-1825-7613	STAPLES ADVANTAGE	PS Copier Paper	1626		73.84
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	1626		44.64
100-1605-7736	VILLARI'S MARTIAL ARTS	Karate Class Instructor (Fall 2021)	216831		294.00
100-1815-7965	MAXTREME INC	IT Helpdesk 11/2021	1617		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 11/2021	1617		200.00
100-1805-7965	GOVINVEST INC	FY22 Labor/OPEB/Pension Software	1605		14,500.00
100-2120	ELIZABETH CALVO MARTINEZ	ROP Bldg Rent Deposit Refund 11/6/21	216789		150.00
100-2120	ALONDRA BECERIL	CC Rent Deposit Refund 11/6/21	216784		500.00
100-2120	BERNARDINE ADAMS	CC Rent Deposit Refund 11/14/21	216779		500.00
100-1015-7682	BURKE, WILLIAMS & SORENSEN…	Labor Legal 10/2021	1599		773.15
100-2126	MEDINVESTMENT INC	Const/Demo Deposit Refund (Pmt#2019-062)	216814		1,000.00
100-1020-7716	SUNSET CREATIVE PRODUCTIO…	Tree Lighting Entertainment	216827		650.00
100-1815-7632	OKTA INC	Identity Service Provider 10/31/21 - 10/30/22	1618		3,524.40
100-1605-7733	TIFFANY'S CATERING	SC Thanksgiving Dinner	216778		1,792.50
100-1010-7980	CYNTHIA BROOKS DISTINCTIVE …	Bryan Urias Memorial 11/18/2021	216797		1,690.68
				Fund 100 - GENERAL FUND Total:	**604,379.69**

Fund: 220 - GAS TAX FUN

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
220-2225-7980	KOA CORPORATION	Las Posadas Stop Sign Study 9/9/21 - 9/26/21	216810		2,557.60
220-2210-7812	BC TRAFFIC SPECIALIST	Street Striping (New Continental Crosswalk)	216783		1,434.50
220-2210-7813	JCL TRAFFIC SERVICES	Street Name Sign	1610		156.56
220-2225-7980	JCL TRAFFIC SERVICES	Message Board Rental (Halloween Howl Drive-Thru)	1610		530.00

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
220-2210-7813	JCL TRAFFIC SERVICES	Regulatory Parking Signs	1610		1,698.51
220-2225-7980	KOA CORPORATION	Las Posadas Stop Sign Studies 9/27/21 - 10/31/21	216810		3,479.66
				Fund 220 - GAS TAX FUN Total:	**9,856.83**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7888	CONSOLIDATED ELECTRICAL DIS…	Citywide Street Light Supplies	216793		49.38
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	216786		500.00
240-2405-7888	CONSOLIDATED ELECTRICAL DIS…	Citywide Street Light Supplies	216793		49.38
240-2410-7896	BRIGHTVIEW LANDSCAPE SERVI…	Citywide Tree Planting	216786		2,448.43
				Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:	**23,183.26**
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-8061	LDM ASSOCIATES INC	FY21 CDBG City Hall ADA Improvements 10/2021	1613	202102-CDBG ADA Improv	300.00
				Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:	**300.00**
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'…	Sheriff Contract 9/2021	1615		11,650.00
				Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:	**11,650.00**
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	CITY OF MONROVIA	Fuel-Transportation Dept 9/2021	216815		216.73
440-4405-7650	CITY OF MONROVIA	Fuel-Transportation Dept 8/2021	216815		72.32
440-4405-7814	SUPERIOR PROPERTY SERVICES …	Graffiti Removal 10/2021	216829		864.76
				Fund 440 - PROPOSITION A TRANSIT FUND Total:	**1,153.81**
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7814	SUPERIOR PROPERTY SERVICES …	Graffiti Removal 10/2021	216829		648.57
				Fund 460 - PROPOSITION C TRANSIT FUND Total:	**648.57**

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
681-6815-7965	HARRIS & ASSOCIATES	FY21 SB341 Report 10/3/21 - 10/30/21	1606		3,750.00
			Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:		**3,750.00**
				Grand Total:	**654,922.16**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	604,379.69
220 - GAS TAX FUN	9,856.83
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	23,183.26
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	300.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,650.00
440 - PROPOSITION A TRANSIT FUND	1,153.81
460 - PROPOSITION C TRANSIT FUND	648.57
681 - Former RDA Low-Mod Income Housing Asset Fund	3,750.00
Grand Total:	**654,922.16**

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7643	Travel & Exp - Truong	-96.46
100-1005-7646	Travel & Exp - Paras	25.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	35.00
100-1010-7980	Other Expenses	2,128.10
100-1015-7682	Labor Counsel Legal	3,861.85
100-1015-7684	Code Enforcement Legal	5,404.60
100-1015-7686	Other Legal Services	40,571.84
100-1020-7711	Employee Recognition C…	79.10
100-1020-7712	Community Information (…	204.39
100-1020-7716	Special Community Events	1,995.85
100-1020-7724	Post Office Parking	115.00
100-1205-7610	Travel, Mtgs & Conf	312.00
100-1205-7614	Office Supplies	512.63
100-1205-7650	Vehicle Maintenance	2,439.88
100-1205-7655	Emergency Services	175.22
100-1205-7760	Homeless Outreach Progr…	35.00
100-1205-7761	Parking Ticket Collect	7,576.91
100-1205-7762	Parking Pass Kiosk Costs	330.90
100-1205-7779	Youth Programs	4,163.97
100-1205-7780	Animal Control	5,263.67
100-1205-7781	Contract Law Enforcement	419,226.38
100-1205-7782	Crossing Guard Contract …	3,433.56
100-1205-7887	Repairs & Replacements	22.04
100-1205-7980	Other Expenses	1,843.69
100-1405-7614	Office Supplies	488.74
100-1405-7965	Professional Services	2,957.50
100-1405-7967	Public Works Inspections	12,176.00
100-1405-7975	Economic Development E…	1,268.80
100-1405-8100	Other Capital Improvemnts	3,990.00
100-1410-7612	Publications and Dues	60.00
100-1410-7630	Equipment Rentals	99.81
100-1410-7650	Vehicle Maintenance	1,565.59
100-1410-7656	Emergency Generator	1,200.00
100-1410-7814	Graffiti Removal	648.57
100-1410-7887	Repairs & Replacements	295.10
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7610	Travel, Mtgs & Conf	1,868.88
100-1605-7614	Office Supplies	186.12
100-1605-7636	Uniforms	47.59
100-1605-7650	Vehicle Maintenance	356.30
100-1605-7693	Youth Council	336.78
100-1605-7730	Special Events	3,418.21
100-1605-7732	City Picnic	453.36
100-1605-7733	Senior Center	3,243.71

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7735	Teen Center	735.37
100-1605-7736	Youth & Adult Recreation…	759.50
100-1605-7741	Sports/Playground Progr…	209.33
100-1605-7980	Other Expenses	242.68
100-1610-7617	Pool Chemicals	799.97
100-1610-7618	Building Supplies	3,105.93
100-1610-7636	Uniforms	58.16
100-1610-7650	Vehicle Maintenance	1,494.62
100-1610-7652	Building Maint Services	7,435.79
100-1610-7660	Other Services	2,835.00
100-1805-7076	Tuition Reimbursement	405.00
100-1805-7610	Travel, Mtgs & Conf	530.00
100-1805-7614	Office Supplies	148.30
100-1805-7653	Bank Charges	298.63
100-1805-7654	Audit Services	11,000.00
100-1805-7965	Professional Services	17,900.00
100-1810-7660	Other Services	46.00
100-1810-7673	Physical Exams	336.50
100-1810-7980	Other Expenses	1,745.83
100-1815-7632	Software Maintenance	4,532.40
100-1815-7821	Personal Computer Suppo…	553.00
100-1815-7830	Telephones	1,703.50
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	200.00
100-1825-7613	Duplications And Photos	73.84
100-1825-7614	Office Supplies	41.23
100-1825-7626	Postage	74.19
100-1825-7631	Equipment Maintenance	201.90
100-1825-7945	Operation Of Acq Prop	41.67
100-2023	EE City Kitty Contributions	150.00
100-2120	Refundable Deposits	1,150.00
100-2126	Construction and Demolit…	1,000.00
100-4807	Health Membership Fees	110.18
220-2210-7812	Street Striping & Marking	1,434.50
220-2210-7813	Regulatory Signs	1,855.07
220-2225-7980	Other Expenses	6,567.26
240-2405-7888	Repairs-Citywide	98.76
240-2410-7896	Tree Planting-Citywide	2,448.43
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
260-2605-8061	ADA Curb Ramps (Capital)	300.00
290-2905-7781	Contract Law Enforcement	11,650.00
440-4405-7650	Vehicle Maintenance	289.05
440-4405-7814	Graffiti Removal	864.76
460-4605-7814	Graffiti Removal	648.57

Account Summary

Account Number	Account Name	Payment Amount
681-6815-7965	Professional Services	3,750.00
	Grand Total:	654,922.16

Project Account Summary

Project Account Key	Payment Amount
None	629,815.49
201914-Other Expenses-Cal VIP	1,158.00
202102-CDBG ADA Improv	300.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	35.00
202119-Exp-Tobacco Grant SRO/Deputy-DOJ	18,927.00
202125-Highland/Huntington Traffic Signal Improv.	3,990.00
202211-Live Scan & APU Tutors for DUSD FY21-22	655.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	654,922.16

Council Warrant Register By Vendor
By Fund

City of Duarte

Payment Dates 11/11/2021 - 11/24/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6295 - 211 ELECTRONIC SERVICES INC					
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 11/8/21 - 11/14/21	P 7602		2,835.00
				Vendor 6295 - 211 ELECTRONIC SERVICES INC Total:	**2,835.00**
Vendor: 1388 - AIDA TORRES					
100-1205-7779	AIDA TORRES	DART/A-Team Event Expense Reimbursement	10282021		756.52
100-1205-7779	AIDA TORRES	Red Ribbon Week Prizes Reimbursement	11022021		100.00
				Vendor 1388 - AIDA TORRES Total:	**856.52**
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	Public Safety HVAC Service	415817		88.00
				Vendor 2061 - AIR-TRO INC Total:	**88.00**
Vendor: 6323 - ALESSANDRA EHRIE					
100-1205-7980	ALESSANDRA EHRIE	DUSD Tutoring Program	11/2021	202211-Live Scan & APU Tutors ...	100.00
				Vendor 6323 - ALESSANDRA EHRIE Total:	**100.00**
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Srvcs 10/3/21 - 10/16/21	72571		3,433.56
				Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:	**3,433.56**
Vendor: T4435 - ALONDRA BECERIL					
100-2120	ALONDRA BECERIL	CC Rent Deposit Refund 11/6/21	R91402		500.00
				Vendor T4435 - ALONDRA BECERIL Total:	**500.00**
Vendor: 6298 - ANDREW MACMANUS					
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program	11/2021	202211-Live Scan & APU Tutors ...	100.00
				Vendor 6298 - ANDREW MACMANUS Total:	**100.00**
Vendor: 6212 - ARDURRA GROUP INC					
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Pkg Lot G Expansion 10/2021	117852		135.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Village Rd Traffic Signal 10/2021	117852		270.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Seg 1 Onsite Utilities 10/2021	117852		540.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Village Rd N St Improv 10/2021	117852		5,426.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Esperanza Aps 10/2021	117852		5,670.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-2137 Hunt Dr 10/2021	117852		135.00
				Vendor 6212 - ARDURRA GROUP INC Total:	**12,176.00**
Vendor: 6066 - AZUSA PACIFIC UNIVERSITY					
100-1205-7980	AZUSA PACIFIC UNIVERSITY	CalVIP CBO 7/1/2021 - 11/4/2021 (Evaluation)	PGB013-08	201914-Other Expenses-Cal VIP	1,158.00
				Vendor 6066 - AZUSA PACIFIC UNIVERSITY Total:	**1,158.00**
Vendor: T4436 - BERNARDINE ADAMS					
100-2120	BERNARDINE ADAMS	CC Rent Deposit Refund 11/14/21	R91723		500.00
				Vendor T4436 - BERNARDINE ADAMS Total:	**500.00**
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		115.00

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937	250016-Oper of Acq Prop-1229 …	41.67
			Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:		**1,586.67**
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7965	BUCKNAM INFRASTRUCTURE G…	GIS Services 10/2021	352-05.04		1,057.50
			Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:		**1,057.50**
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENSEN…	Labor Legal 7/2021	273073		3,088.70
100-1015-7686	BURKE, WILLIAMS & SORENSEN…	SA Dissolution Legal 7/2021	273475		180.00
100-1015-7686	BURKE, WILLIAMS & SORENSEN…	SA Dissolution Legal 8/2021	274533		1,908.00
100-1015-7686	BURKE, WILLIAMS & SORENSEN…	SA Dissolution Legal 9/2021	276152		504.00
100-1015-7682	BURKE, WILLIAMS & SORENSEN…	Labor Legal 10/2021	276570		773.15
			Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:		**6,453.85**
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 10/2021	166367		330.90
			Vendor 5559 - CALE AMERICA INC Total:		**330.90**
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S…	Twice a Week Service for Duarte Pools	211071002		1,950.00
			Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:		**1,950.00**
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1205-7980	CALIFORNIA STATE DEPARTME…	Fingerprint Apps 10/2021	542153	202211-Live Scan & APU Tutors …	32.00
			Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:		**32.00**
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA I…	Admin Srvcs Printer Maint 8/4/21 - 11/3/21	4037942256		201.90
			Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:		**201.90**
Vendor: 6229 - CAPITAL ONE					
100-1605-7732	CAPITAL ONE	City Picnic Supplies	09623		77.20
100-1605-7741	CAPITAL ONE	Sports First Aid Equipment Supplies	03110		24.67
100-1605-7733	CAPITAL ONE	SC Bins/Storage Organizers	03111		96.23
100-1605-7730	CAPITAL ONE	Halloween Howl Candy/Decor	03112		297.86
100-1605-7730	CAPITAL ONE	Pet Costume Contest Prizes	03113		13.70
100-1605-7614	CAPITAL ONE	(4) Storage Bins (July 4th Shirts)	3853		43.57
100-1605-7730	CAPITAL ONE	Halloween Howl Candy/Snack Giveaways	56186		641.84
100-1605-7733	CAPITAL ONE	SC Halloween Candy	65665		156.62
100-1605-7735	CAPITAL ONE	TC Decorations	06493		66.84
			Vendor 6229 - CAPITAL ONE Total:		**1,418.53**
Vendor: 6313 - CARLOS FELIPE PEREZ					
100-1020-7716	CARLOS FELIPE PEREZ	DJ Services (Holiday in Park 12/12/21)	12/12/2021		575.00
			Vendor 6313 - CARLOS FELIPE PEREZ Total:		**575.00**
Vendor: T4437 - CARLOS ORTIZ					
100-4807	CARLOS ORTIZ	FC Memberhip Cancellation	2001034.002		110.18
			Vendor T4437 - CARLOS ORTIZ Total:		**110.18**
Vendor: 1462 - CASHIER DEPARTMENT OF PESTICIDE REGULATION					
100-1410-7612	CASHIER DEPARTMENT OF PEST…	Sean McBride QAC Renewal FY22	161935QAC-11321		60.00
			Vendor 1462 - CASHIER DEPARTMENT OF PESTICIDE REGULATION Total:		**60.00**
Vendor: 6324 - CHI LIN					
100-1205-7980	CHI LIN	DUSD Tutoring Program	11/2021	202211-Live Scan & APU Tutors …	100.00
			Vendor 6324 - CHI LIN Total:		**100.00**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4100468499		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4100468499		29.50
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4101034117		29.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4101034117		8.20
				Vendor 5140 - CINTAS CORPORATION #693 Total:	**95.86**
Vendor: 0903 - CITY OF MONROVIA					
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 9/2021	2200684		909.70
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 9/2021	2200685		667.70
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 9/2021	2200686		57.01
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 9/2021	2200687		1,186.39
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 9/2021	2200688		5,731.45
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 8/2021	2200677		584.92
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 8/2021	2200678		897.89
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 8/2021	2200679		299.29
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 8/2021	2200680		1,191.23
100-1205-7781	CITY OF MONROVIA	Fuel-Sherif's Dept 8/2021	2200681		5,169.71
				Vendor 0903 - CITY OF MONROVIA Total:	**16,695.29**
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1205-7980	CMC LIVESCAN & NOTARY SERV…	Livescan Services 10/2021	CMC17991	202211-Live Scan & APU Tutors …	23.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV…	Livescan Services 10/2021	CMC17991		46.00
				Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:	**69.00**
Vendor: 4171 - CSMFO					
100-1805-7610	CSMFO	Kristen Petersen SGV Chapter Meeting	200011319		30.00
100-1805-7610	CSMFO	Angelea Chiaromonte SGV Chapter Meeting	200011319		30.00
100-1805-7610	CSMFO	Angela Chiaromonte CSMFO 2022 Conference	200011320		470.00
				Vendor 4171 - CSMFO Total:	**530.00**
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7733	CURO MANAGED PRINT PRODU…	SC Newsletter 11/2021	5089		102.53
100-1020-7716	CURO MANAGED PRINT PRODU…	Veteran's Day Banners	5119		727.65
				Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:	**830.18**
Vendor: 6316 - CYNTHIA BROOKS DISTINCTIVE CATERING					
100-1010-7980	CYNTHIA BROOKS DISTINCTIVE …	Bryan Urias Memorial 11/18/2021	20851		1,690.68
				Vendor 6316 - CYNTHIA BROOKS DISTINCTIVE CATERING Total:	**1,690.68**
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7618	DARRELL RAY CARROLL	Key Copies	24169		72.77
				Vendor 5025 - DARRELL RAY CARROLL Total:	**72.77**
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Admin Citation Processing 9/2021	129738		1,070.32
100-1205-7761	DATA TICKET INC	Parking Citation Processing 9/2021	130362		1,847.59
				Vendor 5501 - DATA TICKET INC Total:	**2,917.91**
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1020-7716	DUARTE RECREATION PETTY CA…	Veteran's Day Event Refreshments	11112021		43.20
100-1605-7614	DUARTE RECREATION PETTY CA…	Halloween Decorating Supplies	11112021		22.91
100-1605-7730	DUARTE RECREATION PETTY CA…	Halloween Event Fog Liquid	11112021		21.90
				Vendor 0311 - DUARTE RECREATION PETTY CASH Total:	**88.01**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T3676 - ELIZABETH CALVO MARTINEZ					
100-2120	ELIZABETH CALVO MARTINEZ	ROP Bldg Rent Deposit Refund 11/6/21	R90786		150.00
				Vendor T3676 - ELIZABETH CALVO MARTINEZ Total:	**150.00**
Vendor: 6325 - EMILY SHECKLER					
100-1205-7980	EMILY SHECKLER	DUSD Tutoring Program	11/2021	202211-Live Scan & APU Tutors ...	100.00
				Vendor 6325 - EMILY SHECKLER Total:	**100.00**
Vendor: 4438 - ESRI INC					
100-1405-7965	ESRI INC	ArcGIS Online Viewer 1/15/2022 - 1/14/2023	94128935		1,500.00
				Vendor 4438 - ESRI INC Total:	**1,500.00**
Vendor: 6319 - EVENT SPECIAL EFFECTS INC					
100-1610-7652	EVENT SPECIAL EFFECTS INC	Dais Shields	2021-2152		1,462.47
				Vendor 6319 - EVENT SPECIAL EFFECTS INC Total:	**1,462.47**
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	7-556-13716		74.19
				Vendor 0087 - FEDEX Total:	**74.19**
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	145136		408.64
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	145203		391.33
				Vendor 4690 - FULLER ENGINEERING INC Total:	**799.97**
Vendor: 4308 - GARVEY EQUIPMENT COMPANY					
100-1410-7887	GARVEY EQUIPMENT COMPANY	Equipment Maintenance Repair	142037		224.17
				Vendor 4308 - GARVEY EQUIPMENT COMPANY Total:	**224.17**
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 10/1/21 - 10/31/21	4009174818		1,008.00
				Vendor 6181 - GOOGLE LLC Total:	**1,008.00**
Vendor: 6150 - GOVINVEST INC					
100-1805-7965	GOVINVEST INC	FY21 GASB75 Valuation	2021-3266		3,400.00
100-1805-7965	GOVINVEST INC	FY22 Labor/OPEB/Pension Software	2021-3321		14,500.00
				Vendor 6150 - GOVINVEST INC Total:	**17,900.00**
Vendor: 0367 - HOSE-MAN INC					
100-1410-7887	HOSE-MAN INC	Shop Air Compressor Repair	2396544-0001-02		70.93
				Vendor 0367 - HOSE-MAN INC Total:	**70.93**
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Service 11/2021	965028		1,673.09
				Vendor 6309 - INX BUILDING MAINTENANCE Total:	**1,673.09**
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1605-7741	J & J SPORTS & TROPHIES	Cross Country Medals/Participation Ribbons	28198		184.66
				Vendor 0594 - J & J SPORTS & TROPHIES Total:	**184.66**
Vendor: 6311 - JA EVENT PRODUCTION					
100-1605-7735	JA EVENT PRODUCTION	Unity March Sound	0000018		320.50
				Vendor 6311 - JA EVENT PRODUCTION Total:	**320.50**
Vendor: 6031 - JAG ENDEAVORS LLC					
100-1605-7636	JAG ENDEAVORS LLC	Staff Polo Shirts	1058		47.59
				Vendor 6031 - JAG ENDEAVORS LLC Total:	**47.59**
Vendor: 6297 - JAMES FABELA					
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	11/2021	202211-Live Scan & APU Tutors ...	100.00
				Vendor 6297 - JAMES FABELA Total:	**100.00**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6271 - JAVIER DJEU TENNIS					
100-1605-7736	JAVIER DJEU TENNIS	Tennis Instructor (Fall Classes)	11042021		465.50
				Vendor 6271 - JAVIER DJEU TENNIS Total:	**465.50**
Vendor: 6206 - KHR ASSOCIATES					
100-1405-8100	KHR ASSOCIATES	PS&E Highland/Hunt TS Upgrades 10/1/21 - 11/10/21	21-10654	202125-Highland/Huntington T…	3,990.00
				Vendor 6206 - KHR ASSOCIATES Total:	**3,990.00**
Vendor: 5256 - KOSMONT COMPANIES					
100-1405-7975	KOSMONT COMPANIES	Hunt/Buena Vista ED Analysis 10/2021	2108.9-003		1,268.80
				Vendor 5256 - KOSMONT COMPANIES Total:	**1,268.80**
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY 21/22 Federal Grant Administration 10/2021	7271		400.00
				Vendor 5438 - LDM ASSOCIATES INC Total:	**400.00**
Vendor: 6320 - LETITIA BELLANTUONI					
100-1605-7733	LETITIA BELLANTUONI	SC Holiday Event Enterainment	12/13/2021		215.00
				Vendor 6320 - LETITIA BELLANTUONI Total:	**215.00**
Vendor: 6129 - LIFEWORKS (US) ITD					
100-1810-7673	LIFEWORKS (US) ITD	2022 Random Management Fee	1501322		150.00
				Vendor 6129 - LIFEWORKS (US) ITD Total:	**150.00**
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIFF'…	Sheriff Contract 9/2021	220619AL	202119-Exp-Tobacco Grant SRO…	18,927.00
100-1205-7781	LOS ANGELES COUNTY SHERIFF'…	Sheriff Contract 9/2021	220619AL		389,398.22
				Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:	**408,325.22**
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Janitorial Supplies	862404-02		31.64
100-1610-7618	MAINTEX INC	Janitorial Supplies	869667-00		1,130.88
100-1610-7618	MAINTEX INC	Janitorial Supplies	869667-01		63.26
				Vendor 5868 - MAINTEX INC Total:	**1,225.78**
Vendor: 5981 - MARCUS LEON BANKS SR					
100-1610-7652	MARCUS LEON BANKS SR	FC/SC Electrical Service Call	000056		125.00
				Vendor 5981 - MARCUS LEON BANKS SR Total:	**125.00**
Vendor: 6322 - MARISSA CORDOVA					
100-1205-7980	MARISSA CORDOVA	DUSD Tutoring Program	11/2021	202211-Live Scan & APU Tutors …	100.00
				Vendor 6322 - MARISSA CORDOVA Total:	**100.00**
Vendor: 5711 - MAX'S MEXICAN CUISINE					
100-1605-7693	MAX'S MEXICAN CUISINE	TC Mayors Youth Council Dinner	200		220.50
				Vendor 5711 - MAX'S MEXICAN CUISINE Total:	**220.50**
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME INC	IT Helpdesk 11/2021	13568		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 11/2021	13568		200.00
				Vendor 4286 - MAXTREME INC Total:	**8,900.00**
Vendor: T4438 - MEDINVESTMENT INC					
100-2126	MEDINVESTMENT INC	Const/Demo Deposit Refund (Pmt#2019-062)	R81106		1,000.00
				Vendor T4438 - MEDINVESTMENT INC Total:	**1,000.00**
Vendor: 5794 - MOSS, LEVY & HARTZHEIM LLP					
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY21 Audit Fieldwork	11754		11,000.00
				Vendor 5794 - MOSS, LEVY & HARTZHEIM LLP Total:	**11,000.00**
Vendor: 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP					
100-1810-7673	OCCUPATIONAL HEALTH CENTE…	Drug Testing 10/19/21 - 11/2/21	73241203		186.50
				Vendor 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA, A MEDICAL CORP Total:	**186.50**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6124 - OKTA INC					
100-1815-7632	OKTA INC	Identity Service Provider 10/31/21 - 10/30/22	Q-505098		3,524.40
				Vendor 6124 - OKTA INC Total:	**3,524.40**
Vendor: 6280 - ONLY CREMATIONS FOR PETS					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 10/2021	2980484		97.00
				Vendor 6280 - ONLY CREMATIONS FOR PETS Total:	**97.00**
Vendor: 4847 - ORTCO INC					
100-1610-7652	ORTCO INC	ROP Playground Equipment Installation	21-283		1,600.00
				Vendor 4847 - ORTCO INC Total:	**1,600.00**
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	Yard Alarm Repair	1418838		220.59
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alram Monitoring 12/1/2021 - 12/31/2021	1419737		87.56
				Vendor 2466 - POST ALARM SYSTEMS Total:	**308.15**
Vendor: 6314 - RANDALL BRIAN TAYLOR					
100-1605-7733	RANDALL BRIAN TAYLOR	SC Thanksgiving Dinner Entertainment 11/18/21	# 1		250.00
				Vendor 6314 - RANDALL BRIAN TAYLOR Total:	**250.00**
Vendor: 4500 - ROXANNE BRECEDA					
100-1805-7076	ROXANNE BRECEDA	Tuition Reimbursement	11102021		405.00
100-2023	ROXANNE BRECEDA	City Kitty Separation Gift	11282021		150.00
				Vendor 4500 - ROXANNE BRECEDA Total:	**555.00**
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation 9/2021	910409		36,029.84
100-1015-7686	RUTAN & TUCKER LLP	NPDES Litigation 9/2021	910411		1,950.00
				Vendor 0196 - RUTAN & TUCKER LLP Total:	**37,979.84**
Vendor: 3115 - SAN GABRIEL VALLEY CITY MANAGERS' ASSOCIATION					
100-1010-7610	SAN GABRIEL VALLEY CITY MAN…	Dan Jordan 11/17/2021 Meeting	11082021		35.00
				Vendor 3115 - SAN GABRIEL VALLEY CITY MANAGERS' ASSOCIATION Total:	**35.00**
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE …	Animal Shelter Services 11/2021	11-2021D		5,166.67
				Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:	**5,166.67**
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	November 2021 Courier Pick-up	21110537		298.63
				Vendor 6277 - SECTRAN SECURITY INC Total:	**298.63**
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	General Code Enforcement Legal 10/2021	28552		276.00
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 10/2021	28552		3,561.30
100-1015-7684	SILVER & WRIGHT LLP	Bardakjians v Adams Legal 10/2021	28552		1,250.80
100-1015-7684	SILVER & WRIGHT LLP	1307 Bloomdale Legal 10/2021	28552		316.50
				Vendor 5441 - SILVER & WRIGHT LLP Total:	**5,404.60**
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7652	SIMON EQUIPMENT RENTALS	Halloween Howl Light Rental	132968		191.38
100-1410-7630	SIMON EQUIPMENT RENTALS	Log Splitter Rental	133208		99.81
				Vendor 0206 - SIMON EQUIPMENT RENTALS Total:	**291.19**
Vendor: 0209 - SMART & FINAL					
100-1610-7618	SMART & FINAL	Janitorial Supplies	451333		202.46
100-1605-7733	SMART & FINAL	SC Smores Social	387599		102.52
100-1405-7614	SMART & FINAL	Misc Supplies	838599		145.24

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1020-7711	SMART & FINAL	Turkey Feast Supplies	343799		79.10
				Vendor 0209 - SMART & FINAL Total:	**529.32**
Vendor: 4575 - SOUTH COAST AQMD					
100-1410-7656	SOUTH COAST AQMD	Violation for Emergency Generator	P66564		1,200.00
				Vendor 4575 - SOUTH COAST AQMD Total:	**1,200.00**
Vendor: 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC					
100-1610-7618	SOUTHEAST CONSTRUCTION P…	Field Chalk (Otis Gordon)	2110-020422		24.48
				Vendor 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC Total:	**24.48**
Vendor: 2688 - STAPLES ADVANTAGE					
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3490268757		65.74
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3490941972		99.15
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3490941973		58.44
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3491033406		17.75
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3491033407		6.60
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3491102883		142.55
100-1405-7614	STAPLES ADVANTAGE	Credit for Invoice #3490941972	3491477440		-36.92
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3491946092		55.93
100-1825-7614	STAPLES ADVANTAGE	Office Supplies	3491946093		41.23
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3491946094		23.68
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3492017998		8.26
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3492089482		45.60
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3492488910		62.16
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3492488911		8.60
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	3492488912		414.42
100-1825-7613	STAPLES ADVANTAGE	PS Copier Paper	3492488912		73.84
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	3492732955		44.64
				Vendor 2688 - STAPLES ADVANTAGE Total:	**1,131.67**
Vendor: 6318 - STERLING HEALTH SERVICES INC					
100-1810-7980	STERLING HEALTH SERVICES INC	FSA Initial Funding	592368		1,745.83
				Vendor 6318 - STERLING HEALTH SERVICES INC Total:	**1,745.83**
Vendor: 6326 - SUNSET CREATIVE PRODUCTIONS LLC					
100-1020-7716	SUNSET CREATIVE PRODUCTIO…	Tree Lighting Entertainment	12/1/2021		650.00
				Vendor 6326 - SUNSET CREATIVE PRODUCTIONS LLC Total:	**650.00**
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS…	Citation Revenue Tax 10/2021	11092021		4,659.00
				Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:	**4,659.00**
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICES …	Graffiti Removal 10/2021	17007		648.57
				Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:	**648.57**
Vendor: 4516 - T & S PIANO TUNING & SERVICE					
100-1605-7733	T & S PIANO TUNING & SERVICE	SC Piano Tuning	110321		140.00
				Vendor 4516 - T & S PIANO TUNING & SERVICE Total:	**140.00**
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 12/2021	17454		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 12/2021	17455		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 12/2021	17456		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 12/2021	17457		553.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Postage Machine Connection	17522		120.00
				Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:	**2,256.50**
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB…	EOC Software 10/1/21 - 10/31/21	845273464		175.22
				Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:	**175.22**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6310 - TIFFANY'S CATERING					
100-1605-7733	TIFFANY'S CATERING	SC Thanksgiving Dinner	11242021		1,792.50
				Vendor 6310 - TIFFANY'S CATERING Total:	**1,792.50**
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Meeting w/Captain Reyes (Sushi Fire)	10252021BV		64.50
100-1205-7610	U.S. BANK	Public Safety Meeting 10/21/21 (Porto's Bakery)	10252021BV		51.25
100-1205-7610	U.S. BANK	Meeting w/Sargeant Fiedler (Sushi Fire)	10252021BV		49.07
100-1205-7610	U.S. BANK	Homeless Strategy Meeting 10/21/21 (Raffi's)	10252021BV		147.18
100-1205-7614	U.S. BANK	Office Supplies (Target)	10252021BV		15.29
100-1205-7614	U.S. BANK	Office Supplies (JoAnn's)	10252021BV		38.28
100-1205-7650	U.S. BANK	PS Vehicle Motor Oil (Autozone)	10252021BV		62.26
100-1205-7760	U.S. BANK	TAP Card for Homeless Ooutreach (City of Duarte)	10252021BV	202115-Outreach-Homeless Ser…	35.00
100-1205-7779	U.S. BANK	TC Tutoring Dinner 10/21/21 (Tropicana Mkt)	10252021BV		32.96
100-1205-7779	U.S. BANK	PS Office Help Lunch 10/15/21 (Sweet Basil Pizza)	10252021BV		31.00
100-1205-7779	U.S. BANK	DART Trip Parking 10/15/21 (Knott's Berry Farm)	10252021BV		125.99
100-1205-7779	U.S. BANK	DART Spikeball (Amazon)	10252021BV		71.65
100-1205-7779	U.S. BANK	Red Ribbon Supplies (NIMCO)	10252021BV		76.15
100-1205-7779	U.S. BANK	Red Ribbon Week Supplies (Amazon)	10252021BV		79.81
100-1205-7779	U.S. BANK	DART Trip Dinner 10/15/21 (Knott's Berry Farm)	10252021BV		103.98
100-1205-7779	U.S. BANK	Whitnoise In-Office Privacy (Amazon)	10252021BV		24.24
100-1205-7779	U.S. BANK	Red Ribbon Week March Lunch (Tropicana Mkt)	10252021BV		200.75
100-1205-7779	U.S. BANK	Red Ribbon Wk/DART Events Water/Snacks (Target)	10252021BV		207.17
100-1205-7779	U.S. BANK	DART Event 10/1/2021 (Jersey Mike's)	10252021BV		234.00
100-1205-7779	U.S. BANK	DART Trip 10/15/21 (Knott's Berry Farm)	10252021BV		1,888.00
100-1205-7779	U.S. BANK	Cmty Yard Sale Attendees Breakfast (McDonalds)	10252021BV		53.73
100-1205-7779	U.S. BANK	DART Trip Soda/Water 10/15/21 (Knott's Berry Farm)	10252021BV		24.24
100-1205-7779	U.S. BANK	Monthly Art Class Supplies (Amazon)	10252021BV		132.24
100-1205-7779	U.S. BANK	DART Trip FunPix 10/15/21 (Knott's Berry Farm)	10252021BV		21.54
100-1205-7887	U.S. BANK	PS Front Door Chime (Amazon)	10252021BV		22.04
100-1205-7980	U.S. BANK	Adobe Acrobat Pro	10252021BV		14.99
100-1205-7980	U.S. BANK	PS Front Door Chime (Amazon)	10252021BV		15.70
100-1005-7643	U.S. BANK	Refund- CC Truong JPIA Conf Hotel (Catamaran)	10252021DJ		-96.46
100-1005-7646	U.S. BANK	Paras-Caracci Chamber Breakfast 10/6/2021	10252021DJ		25.00
100-1005-7980	U.S. BANK	Monthly Delivery Charge (DoorDash)	10252021DJ		9.99
100-1010-7980	U.S. BANK	TriCities Mtg/Gov Access Workshop 9/29/21 (Panera)	10252021DJ		437.42
100-1020-7712	U.S. BANK	Hootsuite 10/2/2021 - 11/1/2021	10252021DJ		75.00
100-1020-7712	U.S. BANK	Spotify Subscription	10252021DJ		9.99
100-1020-7712	U.S. BANK	Canva Membership	10252021DJ		119.40

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7610	U.S. BANK	George Dang CPRS Conference Registration 3/2022	10252021ME		455.00
100-1605-7610	U.S. BANK	Susan Perez CPRS Conference Registration 3/2022	10252021ME		455.00
100-1605-7610	U.S. BANK	Kelly Barnes CPRS Conference Registration 3/2022	10252021ME		455.00
100-1605-7610	U.S. BANK	George Dang CPRS Conference Airfare (Southwest)	10252021ME		167.96
100-1605-7610	U.S. BANK	Susan Perez CPRS Conference Airfare (Southwest)	10252021ME		167.96
100-1605-7610	U.S. BANK	Kelly Barnes CPRS Conference Airfare (Southwest)	10252021ME		167.96
100-1605-7614	U.S. BANK	Office Supplies (Target)	10252021ME		53.90
100-1605-7693	U.S. BANK	MYC Dinner Meeting 10/4/21 (El Pollo Loco)	10252021ME		116.28
100-1605-7730	U.S. BANK	Floating Pumpkins Patch Pumpkins (Smart & Final)	10252021ME		71.82
100-1605-7730	U.S. BANK	Floating Pumpkins Patch Supplies (Smart & Final)	10252021ME		63.84
100-1605-7730	U.S. BANK	Halloween Craft Supplies (Michaels)	10252021ME		46.02
100-1605-7730	U.S. BANK	Halloween Howl Supplies (Amazon)	10252021ME		133.68
100-1605-7730	U.S. BANK	Halloween Howl Costumes (Amazon)	10252021ME		146.86
100-1605-7730	U.S. BANK	Floating Pumpkins Patch Supplies (Target)	10252021ME		177.05
100-1605-7730	U.S. BANK	Halloween Floating Pumpkin Supplies (Michaels)	10252021ME		203.44
100-1605-7730	U.S. BANK	Halloween Bags (4imprint)	10252021ME		331.74
100-1605-7730	U.S. BANK	Halloween Howl Supples (Oriental Trading Co)	10252021ME		334.84
100-1605-7730	U.S. BANK	Halloween Howl Supplies (Winner Party Inc)	10252021ME		57.31
100-1605-7730	U.S. BANK	Hallowen Goody Box for Dogs (Chewy.com)	10252021ME		54.30
100-1605-7730	U.S. BANK	Portable Restrooms/Sink Rental (Eagle Portables)	10252021ME		585.49
100-1605-7730	U.S. BANK	Floating Pumpkins Patch Pumpkins (Grocery Outlet)	10252021ME		79.84
100-1605-7730	U.S. BANK	Halloween Pumpkin Appendages (HearthSong)	10252021ME		35.52
100-1605-7730	U.S. BANK	(3) Halloween Pet Event Gift Certificates (Amazon)	10252021ME		75.00
100-1605-7730	U.S. BANK	Badge IDs/Clips (Amazon)	10252021ME		33.05
100-1605-7730	U.S. BANK	Halloween Supplies (Amazon)	10252021ME		13.11
100-1605-7732	U.S. BANK	City Picnic TFF Prep-Food Truck Health Permit	10252021ME		188.08
100-1605-7732	U.S. BANK	TFF Prep-Beer/Wine Garden Health Permit	10252021ME		188.08
100-1605-7733	U.S. BANK	USB Cable Adapter (Amazon)	10252021ME		19.83
100-1605-7733	U.S. BANK	SC Exercise Equipment (Amazon)	10252021ME		368.48
100-1605-7735	U.S. BANK	Duarte Family Feud AMC Movie Tickets	10252021ME		118.00
100-1605-7735	U.S. BANK	TC Thursday Night Football 10/7/21 (Wingstop)	10252021ME		117.72
100-1605-7735	U.S. BANK	TC Thursday Night Football 10/7/21 (Little Caesar)	10252021ME		112.31
100-1605-7980	U.S. BANK	Staff Recognition Meeting 10/24/21 (Portos Bakery)	10252021ME		107.70
100-1605-7980	U.S. BANK	Storage Supplies (Lakeshore Learning)	10252021ME		64.53

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7980	U.S. BANK	Graphic (Silhouette Design Store)	10252021ME		1.00
100-1605-7980	U.S. BANK	Manuel Enriquez Meal 10/18/21 (Reimbursed)	10252021ME		18.83
100-1605-7980	U.S. BANK	Plates/Napkins/Etc (Target)	10252021ME		50.62
100-1610-7618	U.S. BANK	Stationary Bike Pedal Straps (Amazon)	10252021ME		38.76
				Vendor 4484 - U.S. BANK Total:	**10,279.26**
Vendor: 6321 - VILLARI'S MARTIAL ARTS					
100-1605-7736	VILLARI'S MARTIAL ARTS	Karate Class Instructor (Fall 2021)	11152021		294.00
				Vendor 6321 - VILLARI'S MARTIAL ARTS Total:	**294.00**
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80412239		1,302.99
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80419071-Inv		186.51
100-1610-7618	WAXIE SANITARY SUPPLY	Credit Only-Item Damaged (Inv #80412239)	80419071		-62.17
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80434225		52.18
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80437990		62.17
				Vendor 0237 - WAXIE SANITARY SUPPLY Total:	**1,541.68**
				Fund 100 - GENERAL FUND Total:	**604,379.69**
Fund: 220 - GAS TAX FUN					
Vendor: 5190 - BC TRAFFIC SPECIALIST					
220-2210-7812	BC TRAFFIC SPECIALIST	Street Striping (New Continental Crosswalk)	514513		1,434.50
				Vendor 5190 - BC TRAFFIC SPECIALIST Total:	**1,434.50**
Vendor: 3957 - JCL TRAFFIC SERVICES					
220-2210-7813	JCL TRAFFIC SERVICES	Street Name Sign	111913		156.56
220-2225-7980	JCL TRAFFIC SERVICES	Message Board Rental (Halloween Howl Drive-Thru)	111925		530.00
220-2210-7813	JCL TRAFFIC SERVICES	Regulatory Parking Signs	112036		1,698.51
				Vendor 3957 - JCL TRAFFIC SERVICES Total:	**2,385.07**
Vendor: 6009 - KOA CORPORATION					
220-2225-7980	KOA CORPORATION	Las Posadas Stop Sign Study 9/9/21 - 9/26/21	JC11129 - 1		2,557.60
220-2225-7980	KOA CORPORATION	Las Posadas Stop Sign Studies 9/27/21 - 10/31/21	JC11129 - 2		3,479.66
				Vendor 6009 - KOA CORPORATION Total:	**6,037.26**
				Fund 220 - GAS TAX FUN Total:	**9,856.83**
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		485.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		4,845.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 11/2021	7594937		400.00

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI…	Landscape Maintenance 11/2021	7594937		500.00
240-2410-7896	BRIGHTVIEW LANDSCAPE SERVI…	Citywide Tree Planting	7631646		2,448.43
				Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:	**23,084.50**
Vendor: 4686 - CONSOLIDATED ELECTRICAL DISTRIBUTORS INC					
240-2405-7888	CONSOLIDATED ELECTRICAL DIS…	Citywide Street Light Supplies	3301-1004637		49.38
240-2405-7888	CONSOLIDATED ELECTRICAL DIS…	Citywide Street Light Supplies	3301-1004686		49.38
				Vendor 4686 - CONSOLIDATED ELECTRICAL DISTRIBUTORS INC Total:	**98.76**
				Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:	**23,183.26**
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-8061	LDM ASSOCIATES INC	FY21 CDBG City Hall ADA Improvements 10/2021	7272	202102-CDBG ADA Improv	300.00
				Vendor 5438 - LDM ASSOCIATES INC Total:	**300.00**
				Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:	**300.00**
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'…	Sheriff Contract 9/2021	220619AL		11,650.00
				Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:	**11,650.00**
				Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:	**11,650.00**
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 0903 - CITY OF MONROVIA					
440-4405-7650	CITY OF MONROVIA	Fuel-Transportation Dept 9/2021	2200689		216.73
440-4405-7650	CITY OF MONROVIA	Fuel-Transportation Dept 8/2021	2200691		72.32
				Vendor 0903 - CITY OF MONROVIA Total:	**289.05**
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICES …	Graffiti Removal 10/2021	17007		864.76
				Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:	**864.76**
				Fund 440 - PROPOSITION A TRANSIT FUND Total:	**1,153.81**
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICES …	Graffiti Removal 10/2021	17007		648.57
				Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:	**648.57**
				Fund 460 - PROPOSITION C TRANSIT FUND Total:	**648.57**
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
Vendor: 6175 - HARRIS & ASSOCIATES					
681-6815-7965	HARRIS & ASSOCIATES	FY21 SB341 Report 10/3/21 - 10/30/21	50423		3,750.00
				Vendor 6175 - HARRIS & ASSOCIATES Total:	**3,750.00**
				Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:	**3,750.00**
				Grand Total:	**654,922.16**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	604,379.69
220 - GAS TAX FUN	9,856.83
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	23,183.26
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	300.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,650.00
440 - PROPOSITION A TRANSIT FUND	1,153.81
460 - PROPOSITION C TRANSIT FUND	648.57
681 - Former RDA Low-Mod Income Housing Asset Fund	3,750.00
Grand Total:	**654,922.16**

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7643	Travel & Exp - Truong	-96.46
100-1005-7646	Travel & Exp - Paras	25.00
100-1005-7980	Other Expenses	9.99
100-1010-7610	Travel, Mtgs & Conf	35.00
100-1010-7980	Other Expenses	2,128.10
100-1015-7682	Labor Counsel Legal	3,861.85
100-1015-7684	Code Enforcement Legal	5,404.60
100-1015-7686	Other Legal Services	40,571.84
100-1020-7711	Employee Recognition C…	79.10
100-1020-7712	Community Information (…	204.39
100-1020-7716	Special Community Events	1,995.85
100-1020-7724	Post Office Parking	115.00
100-1205-7610	Travel, Mtgs & Conf	312.00
100-1205-7614	Office Supplies	512.63
100-1205-7650	Vehicle Maintenance	2,439.88
100-1205-7655	Emergency Services	175.22
100-1205-7760	Homeless Outreach Progr…	35.00
100-1205-7761	Parking Ticket Collect	7,576.91
100-1205-7762	Parking Pass Kiosk Costs	330.90
100-1205-7779	Youth Programs	4,163.97
100-1205-7780	Animal Control	5,263.67
100-1205-7781	Contract Law Enforcement	419,226.38
100-1205-7782	Crossing Guard Contract …	3,433.56
100-1205-7887	Repairs & Replacements	22.04
100-1205-7980	Other Expenses	1,843.69
100-1405-7614	Office Supplies	488.74
100-1405-7965	Professional Services	2,957.50
100-1405-7967	Public Works Inspections	12,176.00
100-1405-7975	Economic Development E…	1,268.80
100-1405-8100	Other Capital Improvemnts	3,990.00
100-1410-7612	Publications and Dues	60.00
100-1410-7630	Equipment Rentals	99.81
100-1410-7650	Vehicle Maintenance	1,565.59
100-1410-7656	Emergency Generator	1,200.00
100-1410-7814	Graffiti Removal	648.57
100-1410-7887	Repairs & Replacements	295.10
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7610	Travel, Mtgs & Conf	1,868.88
100-1605-7614	Office Supplies	186.12
100-1605-7636	Uniforms	47.59
100-1605-7650	Vehicle Maintenance	356.30
100-1605-7693	Youth Council	336.78
100-1605-7730	Special Events	3,418.21
100-1605-7732	City Picnic	453.36
100-1605-7733	Senior Center	3,243.71

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7735	Teen Center	735.37
100-1605-7736	Youth & Adult Recreation…	759.50
100-1605-7741	Sports/Playground Progr…	209.33
100-1605-7980	Other Expenses	242.68
100-1610-7617	Pool Chemicals	799.97
100-1610-7618	Building Supplies	3,105.93
100-1610-7636	Uniforms	58.16
100-1610-7650	Vehicle Maintenance	1,494.62
100-1610-7652	Building Maint Services	7,435.79
100-1610-7660	Other Services	2,835.00
100-1805-7076	Tuition Reimbursement	405.00
100-1805-7610	Travel, Mtgs & Conf	530.00
100-1805-7614	Office Supplies	148.30
100-1805-7653	Bank Charges	298.63
100-1805-7654	Audit Services	11,000.00
100-1805-7965	Professional Services	17,900.00
100-1810-7660	Other Services	46.00
100-1810-7673	Physical Exams	336.50
100-1810-7980	Other Expenses	1,745.83
100-1815-7632	Software Maintenance	4,532.40
100-1815-7821	Personal Computer Suppo…	553.00
100-1815-7830	Telephones	1,703.50
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	200.00
100-1825-7613	Duplications And Photos	73.84
100-1825-7614	Office Supplies	41.23
100-1825-7626	Postage	74.19
100-1825-7631	Equipment Maintenance	201.90
100-1825-7945	Operation Of Acq Prop	41.67
100-2023	EE City Kitty Contributions	150.00
100-2120	Refundable Deposits	1,150.00
100-2126	Construction and Demolit…	1,000.00
100-4807	Health Membership Fees	110.18
220-2210-7812	Street Striping & Marking	1,434.50
220-2210-7813	Regulatory Signs	1,855.07
220-2225-7980	Other Expenses	6,567.26
240-2405-7888	Repairs-Citywide	98.76
240-2410-7896	Tree Planting-Citywide	2,448.43
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
260-2605-8061	ADA Curb Ramps (Capital)	300.00
290-2905-7781	Contract Law Enforcement	11,650.00
440-4405-7650	Vehicle Maintenance	289.05
440-4405-7814	Graffiti Removal	864.76
460-4605-7814	Graffiti Removal	648.57

Account Summary

Account Number	Account Name	Payment Amount
681-6815-7965	Professional Services	3,750.00
	Grand Total:	**654,922.16**

Project Account Summary

Project Account Key	Payment Amount
None	629,815.49
201914-Other Expenses-Cal VIP	1,158.00
202102-CDBG ADA Improv	300.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	35.00
202119-Exp-Tobacco Grant SRO/Deputy-DOJ	18,927.00
202125-Highland/Huntington Traffic Signal Improv.	3,990.00
202211-Live Scan & APU Tutors for DUSD FY21-22	655.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	**654,922.16**

PUBLIC SAFETY
STATUS REPORT
November 2021

PROJECT/PROGRAM	STATUS
L.A. COUNTY SHERIFF'S DEPARTMENT	
1. Part 1 Crimes	Part 1 crime are currently up by 10.23% year to date. Auto theft is still leading the way. Currently we are up 56.52% year to date (72 reported thefts compared to 46 last year to date). We completed the process of crime mapping all of the vehicle thefts in order to focus patrol and enforcement in those areas. We identified the Wal-Mart parking lot and the 210/605 corridor as hot spots and deputies will increase their patrols in those areas.
2. Special Assignment Team	Sergeant Fiedler along with Deputies Milano, Gonzales, and Valenzuela, have started working with Outreach Coordinator Hadloc to assist in helping some of our more challenging homeless individuals who suffer from debilitating mental illness or chronic drug and alcohol abuse in an effort to get them help and off of the streets.
MEASURE H and OUTREACH COORDINATION	
1. Measure H Grant	The City of Duarte currently has two Measure H grants we are administering to: The first is a grant in conjunction with four other cities (Azusa, Glendora, Covina, and West Covina) which supplied each of us with a housing navigator from Union Station. Our housing navigator was assigned in April of 2020. They communicate daily with our Outreach Coordinator to provide services to the homeless. **This grant ends on December 31, 2021**. The second grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. Any other barrier that may lead to homelessness can be discussed.

PROJECT/PROGRAM	STATUS
	We are currently in the process of placing one female adult in temporary housing while she works with our Union Station Navigator to find permanent housing.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony's and our Special Assignment Deputies assisted Citynet staff with conducting the city's homeless census. City staff will report out the information to the City Council and the community at a future council meeting.
3. Riverbed Areas	Irwindale PD and LAHSA are currently working on contacting encampments in Irwindale just south of our City Yard in an effort to offer services prior to cleaning that area up.
EMERGENCY PREPAREDNESS	
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations.

Agenda Item: 5E
CM Review:
Fiscal Review:

AGENDA REPORT

MEETING DATE:	November 23, 2021
TO:	Mayor and Members of the City Council
FROM:	Kristen Petersen, Assistant City Manager/Admin. Serv. Director
BY:	Michelle Brown, Human Resources Specialist
SUBJECT:	Salary Increase Adjusting the Hourly Rate Schedule for Compliance with New Minimum Wage Requirements
RECOMMENDATION:	It is recommended that the City Council approve a revised Citywide Salary and Pay Schedule that is attached as Exhibit A and adopt Resolution No. 21-26
FISCAL IMPACT:	There is no fiscal impact

BACKGROUND

In May 2016, the California legislature passed an unprecedented statewide minimum wage hike plan that would take place over a six year span for employers with 26 or more employees and a seven year span for employers with 25 employees or less. By 2023, the minimum wage across California will be $15.00 per hour.

DISCUSSION/ANALYSIS

As the final step of the progression of wage hikes, as of January 1, 2022, the minimum wage will increase to $15.00 per hour. Thus, thirteen of the City's existing part time positions (Aerobics Instructor, Assistant Boxing Trainer, Boxing Trainer, Certified Aerobics Instructor, College Intern, Computer Lab Technician, Custodian, Lifeguard, Lifeguard/Instructor, Pool Manager, Recreation Leader, Recreation Specialist, and Trail Maintenance Crew) are in need of salary adjustments. All part time salaries were surveyed by staff and adjusted as needed to meet minimum wage regulations, internally align and remain competitive in the surrounding job market.

Attached please find Resolution No. 21-26 adjusting the hourly rate schedule for thirteen part time positions on the City-Wide Salary and Pay Schedule.

RECOMMENDATION

It is recommended that the City Council approve the attached Resolution No. 21-26, adjusting the hourly rate schedule for compliance with the new minimum wage requirements as shown on the attached City-Wide Salary and Pay Schedule. The new schedule would go into effect on January 1, 2022.

FISCAL IMPACT

There is no fiscal impact.

ATTACHMENTS

Resolution No. 21-26 and Exhibit A – Salary Schedule Effective January 1, 2022.

RESOLUTION NO. 21-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, ADJUSTING THE HOURLY RATE SCHEDULE FOR COMPLIANCE WITH THE NEW MINIMUM WAGE REQUIREMENTS

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

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

Section 2. In May 2016, the California legislature passed a statewide minimum wage hike. As of January 1, 2022, the minimum wage will increase to $15.00 per hour. Thus, thirteen of the City's existing part time positions (Aerobics Instructor, Assistant Boxing Trainer, Boxing Trainer, Certified Aerobics Instructor, College Intern, Computer Lab Technician, Custodian, Lifeguard, Lifeguard/Instructor, Pool Manager, Recreation Leader, Recreation Specialist, and Trail Maintenance Crew) wage ranges and steps are hereby adjusted on the attached Citywide Salary and Pay Schedule as Exhibit A.

Section 3. All resolutions, or portions thereof, previously adopted by the City Council and found to be in conflict with the provisions of this resolution are hereby repealed.

Section 4. This resolution will become effective January 1, 2022. The Mayor Pro-tem shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED, AND ADOPTED this 23rd day of November 2021.

____
Margaret Finlay
Mayor Pro-tem

APPROVED AS TO FORM:

____
Thai Viet Phan
Assistant City Attorney

ATTEST:

____
Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 21-26 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 23rd day of November 2021, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

____
Annette Juarez
City Clerk

Exhibit A

CITY OF DUARTE CITY-WIDE SALARY AND PAY SCHEDULE

Effective January 1, 2022 unless otherwise stated

EXECUTIVE

POSITION	Hourly	Monthly	Annually
City Councilmember		$ 550.00	$ 6,600
City Manager	$ 102.98	$ 17,850	$ 214,197

DEPARTMENT HEAD / DIVISION MANAGER - UNREPRESENTED

	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
POSITION	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Assistant City Manager	$ 76.56	$ 13,271	$ 79.29	$ 13,744	$ 82.02	$ 14,217	$ 84.73	$ 14,686	$ 87.43	$ 15,155	$ 90.15	$ 15,626	$ 92.87	$ 16,098
Human Resources Manager	$ 42.07	$ 7,293	$ 43.65	$ 7,567	$ 45.22	$ 7,839	$ 46.78	$ 8,109	$ 48.37	$ 8,383	$ 49.92	$ 8,654	$ 51.51	$ 8,928

MANAGEMENT & PROFESSIONAL EMPLOYEES - SEIU LOCAL 721

	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
POSITION	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Assistant Civil Engineer	$ 38.80	$ 6,725	$ 40.04	$ 6,940	$ 41.26	$ 7,152	$ 42.49	$ 7,366	$ 43.71	$ 7,577	$ 44.96	$ 7,794	$ 46.19	$ 8,006
Assistant to the City Manager	$ 50.16	$ 8,695	$ 51.63	$ 8,950	$ 53.09	$ 9,203	$ 54.57	$ 9,459	$ 56.05	$ 9,715	$ 57.53	$ 9,971	$ 59.02	$ 10,230
Associate Civil Engineer	$ 44.35	$ 7,687	$ 45.97	$ 7,969	$ 47.59	$ 8,250	$ 49.23	$ 8,533	$ 50.84	$ 8,812	$ 52.48	$ 9,096	$ 54.10	$ 9,378
Associate Planner	$ 39.73	$ 6,887	$ 41.07	$ 7,119	$ 42.42	$ 7,352	$ 43.77	$ 7,587	$ 45.12	$ 7,820	$ 46.47	$ 8,055	$ 47.83	$ 8,291
City Clerk	$ 47.70	$ 8,268	$ 49.09	$ 8,508	$ 50.46	$ 8,747	$ 51.85	$ 8,988	$ 53.22	$ 9,224	$ 54.62	$ 9,467	$ 56.00	$ 9,707
Deputy City Manager	$ 55.18	$ 9,564	$ 56.80	$ 9,846	$ 58.41	$ 10,124	$ 60.04	$ 10,407	$ 61.65	$ 10,686	$ 63.28	$ 10,969	$ 64.92	$ 11,253
Director of Community Development	$ 71.01	$ 12,308	$ 73.76	$ 12,785	$ 76.49	$ 13,259	$ 79.24	$ 13,735	$ 81.99	$ 14,211	$ 84.72	$ 14,685	$ 87.47	$ 15,162
Director of Parks & Recreation	$ 67.30	$ 11,665	$ 69.49	$ 12,044	$ 71.67	$ 12,424	$ 73.86	$ 12,803	$ 76.05	$ 13,182	$ 78.24	$ 13,562	$ 80.43	$ 13,941
Director of Public Safety Services	$ 67.30	$ 11,665	$ 69.49	$ 12,044	$ 71.67	$ 12,424	$ 73.86	$ 12,803	$ 76.05	$ 13,182	$ 78.24	$ 13,562	$ 80.43	$ 13,941
Facilities Maintenance Supervisor	$ 35.47	$ 6,147	$ 36.83	$ 6,383	$ 38.19	$ 6,620	$ 39.55	$ 6,855	$ 40.91	$ 7,091	$ 42.28	$ 7,328	$ 43.63	$ 7,563
Field Services Manager	$ 52.90	$ 9,169	$ 54.70	$ 9,481	$ 56.49	$ 9,791	$ 58.29	$ 10,104	$ 60.08	$ 10,414	$ 61.88	$ 10,726	$ 63.69	$ 11,040
Financial Services Manager	$ 50.70	$ 8,788	$ 52.27	$ 9,060	$ 53.89	$ 9,340	$ 55.55	$ 9,629	$ 57.27	$ 9,927	$ 59.04	$ 10,234	$ 60.86	$ 10,550
Planning Manager	$ 56.68	$ 9,824	$ 58.48	$ 10,137	$ 60.28	$ 10,448	$ 62.08	$ 10,760	$ 63.89	$ 11,074	$ 65.68	$ 11,385	$ 67.49	$ 11,698
Public Safety Manager	$ 56.68	$ 9,824	$ 58.48	$ 10,137	$ 60.28	$ 10,448	$ 62.08	$ 10,760	$ 63.89	$ 11,074	$ 65.68	$ 11,385	$ 67.49	$ 11,698
Public Works Manager	$ 53.53	$ 9,279	$ 55.22	$ 9,571	$ 56.90	$ 9,863	$ 58.60	$ 10,157	$ 60.28	$ 10,449	$ 61.98	$ 10,743	$ 63.68	$ 11,037
Recreation Superintendent	$ 47.02	$ 8,150	$ 48.67	$ 8,437	$ 50.33	$ 8,724	$ 51.98	$ 9,011	$ 53.64	$ 9,298	$ 55.30	$ 9,586	$ 56.96	$ 9,874
Recreation Supervisor	$ 35.47	$ 6,147	$ 36.83	$ 6,383	$ 38.19	$ 6,620	$ 39.55	$ 6,855	$ 40.92	$ 7,092	$ 42.28	$ 7,328	$ 43.64	$ 7,564
Senior Planner	$ 49.56	$ 8,590	$ 51.12	$ 8,861	$ 52.69	$ 9,133	$ 54.26	$ 9,406	$ 55.82	$ 9,676	$ 57.39	$ 9,948	$ 58.96	$ 10,220
Transportation Supervisor	$ 38.65	$ 6,699	$ 40.18	$ 6,964	$ 41.74	$ 7,234	$ 43.27	$ 7,501	$ 44.82	$ 7,768	$ 46.37	$ 8,038	$ 47.92	$ 8,306

GENERAL EMPLOYEES - SEIU LOCAL 721

	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
POSITION	**Hourly**	**Monthly**	**Hourly**	**Monthly**	**Hourly**	**Monthly**	**Hourly**	**Monthly**	**Hourly**	**Monthly**	**Hourly**	**Monthly**	**Hourly**	**Monthly**
Accountant	$ 33.56	$ 5,817	$ 34.60	$ 5,998	$ 35.67	$ 6,183	$ 36.77	$ 6,374	$ 37.91	$ 6,572	$ 39.09	$ 6,775	$ 40.29	$ 6,984
Accounting Specialist	$ 28.92	$ 5,014	$ 29.91	$ 5,184	$ 30.91	$ 5,357	$ 31.90	$ 5,530	$ 32.89	$ 5,701	$ 33.89	$ 5,874	$ 34.87	$ 6,044
Administrative Secretary	$ 26.26	$ 4,552	$ 27.27	$ 4,727	$ 28.28	$ 4,902	$ 29.29	$ 5,077	$ 30.30	$ 5,252	$ 31.30	$ 5,425	$ 32.31	$ 5,600
Assistant Planner	$ 31.62	$ 5,482	$ 32.85	$ 5,694	$ 34.09	$ 5,909	$ 35.33	$ 6,124	$ 36.56	$ 6,337	$ 37.79	$ 6,550	$ 39.03	$ 6,765
Building Permit Technician	$ 26.26	$ 4,552	$ 27.27	$ 4,727	$ 28.28	$ 4,902	$ 29.29	$ 5,077	$ 30.30	$ 5,252	$ 31.30	$ 5,425	$ 32.31	$ 5,600
Civil Engineering Technician	$ 28.46	$ 4,934	$ 29.65	$ 5,140	$ 30.85	$ 5,347	$ 32.03	$ 5,551	$ 33.23	$ 5,760	$ 34.42	$ 5,966	$ 35.61	$ 6,173
Clerk/Typist Receptionist	$ 21.65	$ 3,753	$ 22.44	$ 3,890	$ 23.22	$ 4,025	$ 24.00	$ 4,160	$ 24.79	$ 4,297	$ 25.58	$ 4,434	$ 26.38	$ 4,573
Code Compliance / Animal Control Officer	$ 30.75	$ 5,330	$ 32.04	$ 5,553	$ 33.31	$ 5,774	$ 34.60	$ 5,998	$ 35.88	$ 6,219	$ 37.17	$ 6,443	$ 38.45	$ 6,664
Community Development Technician	$ 25.92	$ 4,494	$ 26.86	$ 4,655	$ 27.78	$ 4,815	$ 28.71	$ 4,976	$ 29.63	$ 5,136	$ 30.56	$ 5,298	$ 31.48	$ 5,457
Council Aide - City Manager's Office	$ 22.17	$ 3,842	$ 22.77	$ 3,947	$ 23.68	$ 4,105	$ 24.60	$ 4,263	$ 25.51	$ 4,421	$ 26.42	$ 4,579	$ 27.33	$ 4,737
Crime Prevention Specialist	$ 31.87	$ 5,524	$ 33.03	$ 5,726	$ 34.24	$ 5,935	$ 35.47	$ 6,147	$ 36.68	$ 6,358	$ 37.91	$ 6,571	$ 39.13	$ 6,782
Custodian	$ 21.75	$ 3,770	$ 22.58	$ 3,914	$ 23.41	$ 4,057	$ 24.26	$ 4,204	$ 25.08	$ 4,348	$ 25.93	$ 4,495	$ 26.76	$ 4,639
Field Services Supervisor	$ 34.07	$ 5,905	$ 35.76	$ 6,198	$ 37.46	$ 6,493	$ 39.16	$ 6,788	$ 40.86	$ 7,083	$ 42.58	$ 7,380	$ 44.28	$ 7,675
Human Resources Specialist	$ 29.96	$ 5,193	$ 31.21	$ 5,410	$ 32.46	$ 5,627	$ 33.72	$ 5,844	$ 34.96	$ 6,059	$ 36.21	$ 6,276	$ 37.46	$ 6,493
Maintenance Technician	$ 22.25	$ 3,857	$ 23.18	$ 4,019	$ 24.10	$ 4,178	$ 25.04	$ 4,340	$ 25.96	$ 4,499	$ 26.89	$ 4,661	$ 27.81	$ 4,821
Management Aide	$ 28.89	$ 5,008	$ 29.79	$ 5,163	$ 30.71	$ 5,323	$ 31.66	$ 5,488	$ 32.64	$ 5,658	$ 33.65	$ 5,832	$ 34.69	$ 6,013
Management Analyst - City Manager's Office	$ 31.81	$ 5,514	$ 33.14	$ 5,744	$ 34.52	$ 5,983	$ 35.96	$ 6,232	$ 37.46	$ 6,492	$ 39.02	$ 6,763	$ 40.64	$ 7,044
Outreach Coordinator - Public Safety	$ 25.69	$ 4,453	$ 26.66	$ 4,622	$ 27.64	$ 4,790	$ 28.61	$ 4,959	$ 29.59	$ 5,130	$ 30.57	$ 5,298	$ 31.55	$ 5,469
Recreation Coordinator	$ 25.69	$ 4,453	$ 26.66	$ 4,622	$ 27.64	$ 4,790	$ 28.61	$ 4,959	$ 29.59	$ 5,130	$ 30.57	$ 5,298	$ 31.55	$ 5,469
Senior Code Compliance / Animal Control Officer	$ 33.48	$ 5,804	$ 34.87	$ 6,044	$ 36.26	$ 6,284	$ 37.65	$ 6,527	$ 39.07	$ 6,771	$ 40.46	$ 7,014	$ 41.85	$ 7,254
Senior Custodian	$ 26.40	$ 4,575	$ 27.42	$ 4,752	$ 28.44	$ 4,929	$ 29.46	$ 5,106	$ 30.49	$ 5,286	$ 31.51	$ 5,463	$ 32.55	$ 5,642
Senior Maintenance Technician	$ 26.10	$ 4,525	$ 27.10	$ 4,698	$ 28.10	$ 4,870	$ 29.10	$ 5,043	$ 30.10	$ 5,218	$ 31.11	$ 5,393	$ 32.10	$ 5,564

PART-TIME HOURLY EMPLOYEES

	Hourly Pay Rate						
POSITION	**Step A**	**Step B**	**Step C**	**Step D**	**Step E**	**Step F**	**Step G**
Aerobics Instructor	$ 15.00	$ 15.42	$ 17.32	$ 19.23	$ 21.16	$ 23.08	$ 24.97
Animal Control Officer	$ 16.45	$ 17.09	$ 17.72	$ 18.35	$ 18.99	$ 19.62	$ 20.27
Assistant Boxing Trainer	$ 15.00	$ 15.30	$ 15.18	$ 15.76	$ 16.14	$ 16.90	$ 17.29
Boxing Trainer	$ 21.13	$ 21.55	$ 21.44	$ 22.37	$ 22.98	$ 24.21	$ 24.83
Certified Aerobics Instructor	$ 25.03	$ 26.28	$ 27.76	$ 29.24	$ 30.72	$ 32.21	$ 33.69
College Intern	$ 15.00	$ 15.29	$ 16.36	$ 17.99	$ 19.80	$ 21.78	$ 23.95
Community Services Officer	$ 16.45	$ 17.09	$ 17.72	$ 18.35	$ 18.99	$ 19.62	$ 20.27
Computer Lab Technician	$ 15.00	$ 15.12	$ 15.56	$ 15.99	$ 16.43	$ 16.86	$ 17.30
Custodian	$ 18.17	$ 18.88	$ 19.57	$ 20.27	$ 20.97	$ 21.67	$ 22.36
Fee and Charge Instructor	70% of Registration Fees						
Lifeguard	$ 15.00	$ 15.30	$ 15.61	$ 15.92	$ 16.24	$ 16.56	$ 16.89
Lifeguard/Instructor	$ 16.00	$ 16.32	$ 16.65	$ 16.98	$ 17.32	$ 17.67	$ 18.02
Pool Manager	$ 18.66	$ 19.51	$ 20.36	$ 21.20	$ 22.06	$ 22.90	$ 23.76
Recreation Leader	$ 15.00	$ 15.30	$ 15.61	$ 15.92	$ 15.77	$ 16.34	$ 16.90
Recreation Specialist	$ 17.34	$ 17.69	$ 18.04	$ 18.40	$ 18.77	$ 19.14	$ 19.53
Senior Custodian	$ 26.40	$ 27.42	$ 28.44	$ 29.46	$ 30.49	$ 31.51	$ 32.55
Trail Maintenance Crew	$ 15.00	$ 15.79	$ 17.37	$ 19.11	$ 21.02	$ 23.13	$ 25.44

Agenda Item: 5F

CM Review:
Fiscal Review:

City of Duarte

AGENDA REPORT

MEETING DATE:	November 23, 2021
TO:	Mayor and Members of the City Council
FROM:	Kristen Petersen, Assistant City Manager/Admin. Serv. Director
BY:	Angela Chiaromonte, Financial Services Manager
SUBJECT:	Receive and File Duarte Housing Successor Annual Report for Fiscal Year 2020-21
RECOMMENDATION:	It is recommended that the City Council receive and file the Duarte Housing Successor Annual Report regarding the Low- and Moderate-Income Asset Fund pursuant to California Health and Safety Code Section 34176.1 (f).
FISCAL IMPACT:	None

BACKGROUND

The Housing Successor Annual Report ("Report") is a State Requirement for Housing Successors to Redevelopment Agencies. This Report provides the governing body of the Duarte Housing Authority ("Housing Authority"), in its role as Housing Successor for the Duarte Redevelopment Agency ("Housing Successor"), a comprehensive representation of the Housing Successor's housing assets and activities. The Report is to be submitted to the California Department of Housing and Community Development ("HCD") every December 31st and posted on the City of Duarte's ("City") website.

The Report must provide the Housing Successor's Low- and Moderate-Income Housing Asset Fund's ("Housing Asset Fund") balance, deposits, expenditures, transfers, current projects, acquisitions, obligations, income test, senior housing test, and excess surplus test. The Housing Asset Fund replaced the former Agency's Low- and Moderate-Income Housing Fund.

DISCUSSION/ANALYSIS

The Report for Fiscal Year 2020-21 reflects the following findings:

- A total of $332,713 was deposited into the Housing Asset Fund; the majority of the deposits originated from a land sale at 1305 Huntington Drive.
- There were no Housing Asset Fund Expenditures during FY 2020-21.
- A total of $4,055,054 in assets owned by the Housing Successor was reported, assets consist of cash and land held for resale.

- The Housing Asset Fund has an excess surplus of $862,897 in FY 2020-21. The Housing Successor must encumber any excess surplus amount within three fiscal years. The Housing Successor is working to encumber the funds for affordable housing before the end of the three-year period. Although the Housing Successor has not chosen a housing project to encumber the existing excess surplus to, it has identified several possibilities and does plan to encumber the funds by the end of FY 2022-23.

The Report will be submitted to HCD to comply with California Health and Safety Code Section 34176.1(f).

RECOMMENDATION

It is recommended that the City Council receive and file the Duarte Housing Successor Agency Annual Report regarding the Housing Asset Fund pursuant to California Health and Safety Code Section 34176.1 (f).

FISCAL IMPACT

None

ATTACHMENTS

Attachment 1- Duarte Housing Successor Annual Report FY 2020-21

2020-21 Housing Successor Agency Annual Report

DUARTE HOUSING AUTHORITY

Housing Successor Agency to the Former Duarte Redevelopment Agency

December 31, 2021

Prepared for:

CITY OF DUARTE

Prepared by:

Harris & Associates

22 Executive Park, Suite 200
Irvine, California 92614
(949) 655-3900

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Section 1 Introduction

This Fiscal Year ("FY") 2020-21 Housing Successor Annual Report ("Report") has been prepared pursuant to the California Health and Safety Code ("HSC") Section 34176.1(f) and sets forth certain details of the Duarte Housing Authority ("Housing Authority" or "Housing Successor") as the Housing Successor of the Duarte Redevelopment Agency ("Agency"). The Duarte Housing Authority was activated by the City Council in March 2011 by Resolution 11-08 for the purpose of implementing the City of Duarte ("City") and former Agency's affordable housing efforts. The Housing Authority was designated as the Housing Successor in January 2012 by Resolution 12-04.

The purpose of this Report is to provide the governing body of the Housing Successor an annual report on the housing assets and activities of the Housing Successor under Part 1.85, Division 24 of the HSC – In particular, Sections 34176 and 34176.1 ("Dissolution Law"). The Report is due to the California Department of Housing and Community Development ("HCD") by December 31st each year.

1.1 Reporting Requirements

Senate Bill ("SB") 341 (2013-14) established that all former redevelopment agency housing assets must be maintained in a separate fund called the Low and Moderate Income Housing Asset Fund ("Housing Asset Fund"). HSC Section 34176.1(f) contains a series of annual reporting requirements for housing successor agencies regarding Housing Asset Funds. These requirements are presented below:

- **Revenues and Expenditures**
  - Total amount deposited for the fiscal year.
  - Statement of balance at the close of the fiscal year.
  - Description of expenditures for the fiscal year, broken out as follows:
    - Rapid rehousing for homelessness prevention;
    - Administrative expenses;
    - Monitoring expenses (included as an administrative expense);
    - All other expenditures must be reported as spent for each income group as defined by SB 341.
  - Description of any transfers to another housing successor agency for a joint project.

- **Other Assets and Active Projects**
  - Description of any housing project(s) still funded through the Recognized Obligation Payment Schedule ("ROPS").

- Update on property disposition or development for any property owned by the housing successor.
- Other "portfolio" balances, including the statutory value of any real property transferred from the former Agency or purchased by the Housing Asset Fund, and the value of loans and grants receivable.
- Inventory of homeownership units assisted by the former Agency or the Housing Authority, subject to covenants, restrictions, or an adopted program that protects the former Agency's investment of monies from the Low and Moderate Income Housing Fund.

- **Obligations & Proportionality**
  - Description of any outstanding production obligations of the former Agency that are inherited by the Housing Authority.
  - Compliance with proportionality requirements (income group targets), which must be upheld on a five-year cycle.
  - Percentage of deed-restricted rental housing restricted to seniors and assisted by the entity assuming housing functions, the former Agency, or the county within the past ten years compared to the total number of units assisted by any of those three agencies.

SB 341 also mandates that housing successor agencies conduct an independent financial audit of the Housing Asset Fund within six months of the end of each fiscal year. This financial audit may be included in the independent financial audit of the host jurisdiction. The City's audited financials for FY 2020-21, available on the City's website, will be completed in December 2021, and include an audit of the Housing Asset Fund. This Report presents the activities of the Housing Successor for FY 2020-21.

1.2 Expenditure Requirements

The HSC provides the following guidelines for expenditures from the Housing Asset Fund:

1. Administrative costs, including housing monitoring, are capped at the greater of $200,000 adjusted annually for inflation or 5% of the statutory value of any land owned by the housing successor agency and of loans and grants receivable.

   a. ***In the Housing Authority's case, the greater of 5% of $1,031,753 or $223,400.***

2. If the former Agency did not have outstanding housing production requirements, the housing successor agency is authorized to spend up to $250,000 per year on homeless prevention and rapid rehousing services to individuals and families who are homeless or would be homeless without this assistance.

    a. ***According to the FY 2009-14 Implementation Plan for the former Agency, no Section 33413(B) Inclusionary/Production Housing obligations were transferred to the Housing Successor. Therefore, the Housing Authority is allowed to make this expenditure if it chooses and funding is available for such expenditures.***

3. Remaining allowable expenditures must be spent to improve housing options affordable to households in the following income groups:

    a. Extremely low income (households earning 30% or less of the Area Median Income ("AMI")) – ***Minimum of 30% spent on housing options must be spent in this category.***
    b. Very low income (households earning 31% to 60% of the AMI) – ***No requirements.***
    c. Low income (households earning 61% to 80% of the AMI) – ***Maximum of 20% spent on housing options may be spent in this category.***
    d. No funding may be spent on moderate income households (earning 81% to 120% of the AMI), as was previously authorized by redevelopment law.

Failure to comply with the extremely low income requirement in any five-year compliance period will result in the Housing Authority having to ensure that 50% of remaining funds be spent on extremely low income rental units until in compliance. Exceeding the expenditure limit for lower income households in any five-year reporting period will result in the Housing Authority not being able to expend any funds on that income category until in compliance.

Housing successor agencies must report expenditures by category each year, but compliance with expenditure limitations is reported at the end of each five-year compliance period. For instance, a housing successor agency could spend all of its funds in a single year on lower income households, as long as it was 20% or less of the total expenditures during the five-year compliance period.

The first five-year compliance period ended on June 30, 2019 and the Housing Successor complied with all of the requirements. Currently, the Housing Successor is on its second five-year compliance period (July 1, 2019 through June 30, 2024) and will continue to ensure it complies with the expenditure requirements.

1.3 Assets Transferred to the Housing Successor Agency

The City prepared the required Housing Asset Transfer Form ("HAT") in 2012 that provided an inventory of all housing-related assets transferred from the former Agency to the Housing Authority following the dissolution of redevelopment. The HAT was approved by the California Department of Finance ("DOF) on August 1, 2013 and included:

- Real properties;
- Low-Mod Encumbrances; and
- Loans/Grants Receivables;

Section 2 Low and Moderate Income Housing Asset Fund

The Housing Asset Fund replaced the former Agency's Low and Moderate Income Housing Fund. It includes all assets transferred from the Agency to the Housing Authority via the HAT.

2.1 Housing Asset Fund Deposits and Ending Balance

As shown on Table 1 below, the Housing Authority deposited $332,713 into the Housing Asset Fund during FY 2020-21. Revenues were generated from interest earnings and a silent second note payment.

Table 1. Fiscal Year 2020-21 Housing Asset Fund Deposits

Revenue Source		Amount
Interest Earnings	$	11,221
Total	**$**	**11,221**

Source: City of Duarte, Fund 681 Trial Balance

As shown on Table 2 below, the Housing Asset Fund closed FY 2020-21 with $4 million in assets[1] - None of which is held to pay for enforceable obligations on the ROPS.

Table 2. Fiscal Year 2020-21 Housing Asset Fund Ending Balance

Balance Type [1]		Amount
Cash	$	3,173,302
Land Held for Resale		881,753
Total	**$**	**4,055,054**

[1] Excludes balance of Silent Second loans receivable, as it is not a part of the audited financials Asset Balance.

Source: City of Duarte, Fund 681 Trial Balance

[1] Excludes the balance of Silent Second loans receivable, as it is not part of the audited financial Asset Balance. The balance of the loans receivable was recorded as an allowance for doubtful accounts, as they are all forgivable and it is unknown if they will be paid.

2.2 Expenditure Limitations

Table 3 summarizes Housing Asset fund expenditures on administrative costs and homeless prevention in FY 2020-21, and affordable housing activities by income level from July 1, 2019 through June 30, 2024.

Table 3. Fiscal Year 2020-21 Housing Asset Fund Expenditures

	Annual Limits 2020-21		Five-Year Limits July 1, 2019 - June 30, 2024		
	Admin/ Monitoring	*Rapid Rehousing*	*Ext. Low <30% AMI*	*Very Low 31-60% AMI*	*Low 61-80% AMI*
FY 2019-20	$0	$0	$0	$0	$0
FY 2020-21	$0	$0	$0	$0	$0
FY 2021-22					
FY 2022-23					
FY 2023-24					
Total Expenditures	**$0**	**$0**	**$0**	**$0**	**$0**
SB 341 Limitation	*$223,400*	*$250,000*	*>30%*	*N/A*	*<20%*
Compliant (Yes/No)	**Yes**	**Yes**	**Yes**	**Yes**	**Yes**

Source: City of Duarte, Fund 681 Trial Balance

There were no Housing Asset Fund expenditures during FY 2020-21. The Housing Authority expenditures meet proportionality requirements for the July 1, 2019 through June 30, 2024 five-year period.

2.3 Statutory Value of Real Properties and Loan Receivables

The Housing Authority inherited 7 properties, 1 loan, and 1 low-mod encumbrance from the former Agency when it dissolved on February 1, 2012. Table 4 below shows the total value of real properties and loans receivable. The Housing Asset Transfer Form in Appendix A shows more detailed information about each property and loan receivable.

Table 4. Fiscal Year 2020-21 Real Properties & Receivables

Asset		Amount
Real Properties		
2400 Huntington Drive (Royal Mkt. Liquor)	$	875,687
Parking Lot Area (Rite-Aid)		6,065
Subtotal	**$**	**881,753**
Loan Receivables		
Silent Second Notes Receivable (10 loans)	$	150,000
Subtotal	**$**	**150,000**
Total	**$**	**1,031,753**

Source: City of Duarte, Duarte Housing Asset Transfer Form

The total statutory value of real properties is $881,753 and outstanding loan receivables total is $150,000, for a combined value of $1,031,753.

Section 3 Property Development & Disposition

HSC Section 34176(e) requires that all real properties acquired by the Agency prior to February 1, 2012 and transferred to the Housing Authority be developed for affordable housing purposes or disposed of within five years from the date DOF approved the HAT, or August 1, 2018. However, the law allows for a five-year extension via adoption of a resolution - The Housing Authority will be adopting a resolution to allow for a five-year extension. With the extension, the Housing Authority would have to sell or develop the remaining properties by August 1, 2023.

Of the 7 real properties transferred from the Agency to the Housing Authority (pursuant to the HAT), 2 have been sold and developed into affordable housing, 3 were sold and are in the process of being developed, and 2 are in the process of being sold. The properties are described below.

- **1660 & 1700 Huntington Drive**

  Both properties were sold in 2013 to Southern California Presbyterian Homes ("SCPH"), an experienced non-profit housing developer that has been providing housing and healthcare services to seniors for over 50 years. The property was developed as the Andres Duarte Terrace II, a 42-unit affordable senior housing development for very low-income seniors.

- **2400 Huntington Drive**

  This 20,345 square foot property was acquired with the intent of to assemble a group of properties to the east for a comprehensive residential development between the Elks Club and Las Brisas homes. The site was recently included in the 2021-2029 Housing Element as part of a new Affordable Housing Overlay (AHO) zone, and will provide an incentive for higher densities for affordable housing. According to the Housing Element, the AHO will be complete by 2023, indicating that the property may not develop by August 1, 2023.

- **1305, 1423, & 1437 Huntington Drive & Rite Aid Parking Lot Area**

  These four properties were acquired over time with the goal of creating a larger mixed-use town center area. The Successor Agency to the former Agency also owns a property in this area (1415 Huntington) and maintains the same goal. The general idea is to develop the eastern portion of the site with approximately 100-140 residential units (35-50 units/acre) and redevelop the existing commercial center by removal of some buildings and façade enhancement of others and focusing on tying the entire project together. 1423 and 1437 Huntington Drive were sold on October 15, 2018 and the proceeds of the sale were transferred to the Housing Asset Fund. 1305 Huntington Drive was sold in 2017, but the journal entry was completed and the proceeds transferred to the Housing Asset Fund in April of 2020 – The sale is reflected on this Report. The Rite Aid Parking Lot Area remains to be sold.

Section 4 Outstanding Inclusionary & Replacement Housing

According to the FY 2009-2014 Implementation Plan for the former Agency, no Section 33413(b) replacement or inclusionary/production housing obligations were transferred to the Housing Successor. Therefore, there are no outstanding inclusionary or replacement housing obligations of the former Agency to be fulfilled by the Housing Authority.

Section 5 Senior Housing Expenditure Proportionality

This Report must include an accounting of deed-restricted senior rental units that were produced over the last 10 years. The Housing Authority may use Housing Asset Funds to assist no more than 50% of the aggregate total number of senior housing units produced by either the Housing Authority or former Agency during the past 10 years. Exceeding this limitation will prohibit the use of Housing Asset Funds to subsidize any senior rental units in the future.

As shown in Table 5 below, the Housing Authority and former Agency assisted 1 property in the last ten years where 100% of the units are restricted to seniors. The Housing Authority may not spend any additional funds to subsidize senior rental units in the future until it can ensure that no more than 50% of the total aggregate number of rental units at all affordability levels produced within the preceding 10 years are restricted to seniors. The Housing Authority would have to subsidize at least 42 non-senior, affordable units to meet the required limitations to have the ability to subsidize additional senior units in the future. When the Housing Authority is back in compliance, it will need to consider these proportionality requirements and subsidize units in a way that keeps the proportions in compliance.

Table 5. Deed-Restricted Rental Units Assisted Since Fiscal Year 2010-11

Property Address	# Restricted Units	# Senior Restricted Units	Acquired/ Assisted	Covenant Expires
1700 Huntington Dr.	42	42	2015	2060
Total	**42**	**42**		
% Senior Units		**100%**		

Source: City of Duarte

Section 6 Excess Surplus

Excess surplus calculations were once performed by redevelopment agencies on an annual basis and are intended to ensure that funds are expended to benefit low-income households in an expeditious manner - funds should be encumbered within four years of receipt. SB 341 reinstates this calculation for housing successor agencies. HSC Section 34176.1(d) defines excess surplus as "an unencumbered amount in the account that exceeds the greater of one million dollars, or the aggregate amount deposited into the account during the housing successor agency's preceding four fiscal years, whichever is greater."

As shown in Table 6 below, the Housing Asset Fund has an excess surplus of $862,897 in the Housing Asset Fund for FY 2020-21. The Housing Authority must encumber any excess surplus amount within three fiscal years, or the funds must be transferred to HCD for its Multifamily Housing Program or Joe Serna Jr. Farmworkers Housing Grant Program. The Housing Authority will be working to encumber the funds for affordable housing before the end of the three-year period in FY 2022-23. Although the Housing Successor has not chosen a housing project to encumber the existing excess surplus to, it has identified several possibilities and does plan to encumber the funds by the end of FY 2022-23.

Table 6. Excess Surplus Projections

FY	Deposits	Unencumbered Cash Balance[1]	Greater of 4 Yrs of Deposits or $1M[2]	Projected Excess Surplus[3]
FY 2015-16	-	862,897		
FY 2016-17	70,932	862,897	1,000,000	-
FY 2017-18	-	933,829	1,000,000	-
FY 2018-19	1,895,539	933,829	1,000,000	-
FY 2019-20	332,713	2,829,368	1,966,471	862,897
FY 2020-21	11,221	3,162,081	2,299,184	862,897

[1] Represents the ending balance of the prior fiscal year or the beginning balance of the current fiscal year.

[2] Excess surplus is an unencumbered amount that exceeds the greater of $1 million or the aggregate amount deposited during the preceding four years. Assumes the first year of Housing Asset Fund deposits is FY 2012-13, when redevelopment agencies dissolved effective 2/1/2012.

[3] Projected excess surplus based on most current interpretation of the excess surplus calculation methodology. The Agency must encumber any excess surplus amount within three fiscal years, or the funds must be transferred to HCD for its Multifamily Housing Program or Joe Serna, Jr. Farmworker Housing Grant Program. Projected excess surplus is subject to change, as deposits for past reports are to be reviewed.

Source: City of Duarte, Fund 681 Trial Balance

Section 7 Inventory of Homeownership Units

AB 1793 requires this report to include an inventory of homeownership units assisted by the former Agency or the Housing Successor Agency that are subject to covenants or restrictions or to an adopted program that protects the former Agency's investment of moneys from the Low and Moderate Income Housing Fund. As shown in Table 7 below, there are 23 homeownership properties assisted by the former Agency that are still subject to homeownership affordability covenants. It is important to note that all but one unit will have affordability covenants that expire by 2023.

Table 7. Homeownership Units Assisted by Former RDA

Address	Assisted Units	Covenant Recorded	Covenant Expires
2310 Huntington Drive	**1**	**3/7/1996**	**3/7/2021**
2314 Huntington Drive	**1**	**4/11/1996**	**4/11/2021**
2318 Huntington Drive	**1**	**2/28/1996**	**2/28/2021**
2322 Huntington Drive	**1**	**5/7/1996**	**5/7/2021**
2342 Huntington Drive	**1**	**2/8/1996**	**2/8/2021**
1237 Pacific Court	**1**	**12/18/1995**	**12/18/2020**
1231 Pacific Court	**1**	**12/04/1995**	**12/4/2020**
1236 Sierra Court	**1**	**12/22/1995**	**12/22/2020**
1229 Sierra Court	**1**	**12/22/1995**	**12/22/2020**
1221 Mission Place	**1**	**4/9/1999**	**4/9//2021**
1240 Las Brisas Drive	**1**	**2/27/1996**	**2/27/2021**
1244 Las Brisas Drive	**1**	**3/7/1996**	**3/7/2021**
1517 Las Posadas Drive	1	12/16/1997	12/16/2022
1218 Monterey Court	1	4/18/1997	4/18/2022
1226 Monterey Court	1	4/15/1997	4/15/2022
1231 Monterey Court	1	4/25/1997	4/25/2022
1232 Carmel Court	1	5/16/1997	5/16/2022
1236 Carmel Court	1	5/1/2000	5/1/2025
1240 Carmel Court	1	5/23/1997	5/23/2022
1237 Carmel Court	1	9/19/1997	9/19/2022
1220 Laguna Court	1	4/10/1998	4/10/2023
1246 Cotter Avenue	1	6/2/1998	6/2//2023
Total	**22**		

Note: Bolded rows include covenants that expired during the current fiscal year.

Source: City of Duarte

Section 8 Deposits from City to Agency Loan Repayments

HSC Section 34191.4(b)(3)(C) requires that 20 percent of any loan repayment made from a redevelopment successor agency to a city, for a loan that a city made to a former redevelopment agency, be deducted from the loan repayment amount and transferred to the Housing Asset Fund.

The Housing Authority does not have any loans made from the former Agency to the City or Housing Authority that require a 20 percent set aside. However, the Housing Asset Fund was receiving payments for a Supplemental Education Revenue Augmentation Fund ("SERAF"). The SERAF loan was repaid and is no longer receivable.

APPENDIX A – Housing Asset Transfer Form

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DEPARTMENT OF FINANCE
HOUSING ASSETS LIST
ASSEMBLY BILL X1 26 AND ASSEMBLY BILL 1484
(Health and Safety Code Section 34176)

Former Redevelopment Agency:	Duarte Redevelopment Agency
Successor Agency to the Former Redevelopment Agency:	City of Duarte
Entity Assuming the Housing Functions of the former Redevelopment Agency:	Duarte Housing Authority

Entity Assuming the Housing Functions Contact Name:	Kristen Petersen	Title	Assistant City Manager	Phone	626/357-7931 x212	E-Mail Address	petersenk@accessduarte.com
Entity Assuming the Housing Functions Contact Name:		Title		Phone		E-Mail Address	

All assets transferred to the entity assuming the housing functions between February 1, 2012 and the date the exhibits were created are included in this housing assets list.
The following Exhibits noted with an X in the box are included as part of this inventory of housing assets:

Exhibit A - Real Property	X
Exhibit B- Personal Property	
Exhibit C - Low-Mod Encumbrances	X
Exhibit D - Loans/Grants Receivables	X
Exhibit E - Rents/Operations	
Exhibit F- Rents	
Exhibit G - Deferrals	

Prepared By: **Roger A. Cathey**

Date Prepared: **7/26/2012**

City of Duarte
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Type of Asset a/	Legal Title and Description	Carrying Value of Asset	Total square footage	Square footage reserved for low-mod housing	property encumbered by a low-mod housing covenant?	Source of low-mod housing covenant b/	transfer to Housing Successor Agency	Construction or acquisition cost funded with Low-Mod Housing Fund monies	on or acquisition costs funded with other RDA funds	on or acquisition costs funded with non-RDA funds	Date of construction or acquisition by the former RDA	Interest in real property (option to purchase, easement, etc.)
1		**Former Affordable Housing Fund**											
2	Land	1660 Huntington Drive (VFW Hall) APN 8530023913 Legal Desc. TR=13185 LOT 29 , null	522,742	6,980	6,980	no	Note 1	2/1/2012	522,742	$0	$0	5/14/2003	yes
3	Land	2400-2404 Huntington Drive (Royal Mkt Liquor)APN 8604012910, 8604012911 Legal Desc. TR=13436 LOT 13, Null: TR=13436 LOT 14, Null;	875,687	20,000	20,000	no	Note 1	2/1/2012	875,687	$0	$0	12/19/2003	yes
4	Land	1305 Huntington Drive (Western Dental) APN 8530004903 Legal Desc. PM 96-80-81 LOT 2	707,210	18,030	18,030	no	Note 1	2/1/2012	707,210	$0	$0	4/2/2009	yes
5	Land	Parking Lot Area - Rite Aid (Dunn Property)APN 8530-004-902 Legal Desc. PM 37-43 FOR DESC SEE ASSESSOR'S MAPS, POR OF LOT 1	6,065	254	254	no	Note 1	2/1/2012	6,065	$0	$0	1/18/2006	yes
6	Land	30 T1N R10W	218,055	9,890	9,890	no	Note 1	2/1/2012	218,055	$0	$0	4/3/2003	yes
7		**Housing Authority Fund**											
8	Land	T1N R10W	624,979	26,136	26,136	no	Note 1	2/1/2012	624,979	$0	$0	4/8/1999	yes
9	Land	30 T1N R10W	646,555	29,621	29,621	no	Note 1	2/1/2012	646,555	$0	$0	1/12/2001	yes
10	Land	LOT 63 TR NO 29062	1,388,040	26,136	26,136	no	Note 1	2/1/2012	1,388,040	$0	-	10/5/2011	yes
11													
12													

Note: To the extent that DOF may determine any asset listed in this Exhibit A should be listed on another Exhibit, the Duarte Housing Successor Entity hereby incorporates those assets into that Exhibit.

a/ Asset types may include low-mod housing, mixed-income housing, low-mod housing with commercial space, mixed-income housing with commercial space.

b/ May include California Redevelopment Law, tax credits, state bond indentures, and federal funds requirements.

Note 1 - Authorized by Health and Safety Code section 33334.2, 33334.3 and other appliccble housing-related provisions fo the California Redevelopment Law and Hosuing Authority Law.

Exhibit B - Personal Property

City of Duarte
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Type of Asset a/	Description	Carrying Value of Asset	Date of transfer to Housing Successor Agency	Acquisition cost funded with Low-Mod Housing Fund monies	Acquisition costs funded with other RDA funds	Acquisition costs funded with non-RDA funds	Date of acquisition by the former RDA
1	None							
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3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

Note: To the extent that DOF may determine any asset listed in this Exhibit B should be listed on another Exhibit, the Duarte Housing Successor Entity hereby incorporates those assets into that Exhibit.

a/ Asset types any personal property provided in residences, including furniture and appliances, all housing-related files and loan documents, office supplies, software licenses, and mapping programs, that were acquired for low and moderate income housing purposes, either by purchase or through a loan, in whole or in part, with any source of funds.

City of Duarte
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Type of housing built or acquired with enforceably obligated funds a/	Date contract for Enforceable Obligation was executed	Contractual counterparty	Total amount currently owed for the Enforceable Obligation	Is the property encumbered by a low-mod housing covenant?	Source of low-mod housing covenant b/	Current owner of the property	Construction or acquisition cost funded with Low-Mod Housing Fund monies	Construction or acquisition costs funded with other RDA funds	Construction or acquisition costs funded with non-RDA funds	Date of construction or acquisition of the property
1	43 units of Senior Affordable Housing	7/27/2010	Southern California Presbyterian Homes	$1,200,000	yes, pursuant to OA/DDA	Note 1	Former RDA, SA	$1,200,000		$8,000,000	4/3/2003, 5/14/2003
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Note: To the extent that DOF may determine any asset listed in this Exhibit C should be listed on another Exhibit, the Duarte Housing Successor Entity hereby incorporates those assets into that Exhibit.

a/ May include low-mod housing, mixed-income housing, low-mod housing with commercial space, mixed-income housing with commercial space.

b/ May include California Redevelopment Law, tax credits, state bond indentures, and federal funds requirements.

Exhibit D - Loans/Grants Receivables

City of Duarte
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Was the Low-Mod Housing Fund amount issued for a loan or a grant?	Amount of the loan or grant	Date the loan or grant was issued	Person or entity to whom the loan or grant was issued	Purpose for which the funds were loaned or granted	Are there contractual requirements specifying the purposes for which the funds may be used?	Repayment date, if the funds are for a loan	Interest rate of loan	Current outstanding loan balance
1	yes	12,000	03/07/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	12,000
2	yes	12,500	04/11/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	12,500
3	yes	12,000	02/28/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	12,000
4	yes	11,000	05/07/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	11,000
5	yes	10,000	02/02/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	10,000
6	yes	13,000	02/08/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	13,000
7	yes	7,500	12/26/95	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	7,500
8	yes	10,000	02/29/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	10,000
9	yes	15,000	12/18/95	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
10	yes	15,000	12/04/95	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
11	yes	15,000	12/22/95	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
12	yes	15,000	05/01/00	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
13	yes	15,000	12/22/95	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
14	yes	15,000	04/09/99	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
15	yes	15,000	02/27/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
16	yes	12,500	03/07/96	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	12,500
17	yes	15,000	12/16/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
18	yes	15,000	04/18/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
19	yes	15,000	04/15/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
20	yes	15,000	04/26/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
21	yes	15,000	06/10/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
22	yes	15,000	04/25/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
23	yes	15,000	05/16/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
24	yes	15,000	05/23/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
25	yes	15,000	09/19/97	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
26	yes	15,000	04/10/98	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000
27	yes	15,000	06/02/98	Homeowner	Housing Assistance, silent second	Yes	be required before that date, based on certain circumstances	Note 1	15,000

Note 1 - interest, if any, is calculated based on sale price of property and other factors, if the property is sold before date of forgiveness.

Note 2 - To the extent that DOF may determine any asset listed in this Exhibit D should be listed on another Exhibit, the Duarte Housing Successor Entity hereby incorporates those assets into that Exhibit.

City of Duarte
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Type of payment a/	Type of property with which they payments are associated b/	Property owner	Entity that collects the payments	Entity to which the collected payments are ultimately remitted	Purpose for which the payments are used	Is the property encumbered by a low-mod housing covenant?	Source of low-mod housing covenant c/	Item # from Exhibit A the rent/operation is associated with (if applicable)
1	None								
2									
3									
4									
5									
6									
7									
8									
9									
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20									

Note: To the extent that DOF may determine any asset listed in this Exhibit E should be listed on another Exhibit, the Duarte Housing Successor Entity hereby incorporates those assets into that Exhibit.

a/ May include revenues from rents, operation of properties, residual receipt payments from developers, conditional grant repayments, costs savings and proceeds from refinancing, and principal and interest payments from homebuyers subject to enforceable income limits.

b/ May include low-mod housing, mixed-income housing, low-mod housing with commercial space, mixed-income housing with commercial space.

c/ May include California Redevelopment Law, tax credits, state bond indentures, and federal funds requirements.

Exhibit F - Rents

City of Duarte
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Type of payment a/	Type of property with which the payments are associated b/	Property owner	Entity that collects the payments	Entity to which the collected payments are ultimately remitted	Purpose for which the payments are used	Is the property encumbered by a low-mod housing covenant?	Source of low-mod housing covenant c/	Item # from Exhibit A the rent is associated with (if applicable)
1	None								
2									
3									
4									
5									
6									
7									
8									
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18									
19									
20									

Note: To the extent that DOF may determine any asset listed in this Exhibit F should be listed on another Exhibit, the Duarte Housing Successor Entity hereby incorporates those assets into that Exhibit.

a/ May include rents or home loan payments.

b/ May include low-mod housing, mixed-income housing, low-mod housing with commercial space, mixed-income housing with commercial space.

c/ May include California Redevelopment Law, tax credits, state bond indentures, and federal funds requirements.

Exhibit G - Deferrals

City of Duarte
Inventory of Assets Received Pursuant to Health and Safety Code section 34176 (a) (2)

Item #	Purpose for which funds were deferred	Fiscal year in which funds were deferred	Amount deferred	Interest rate at which funds were to be repaid	Current amount owed	Date upon which funds were to be repaid
1	None					
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
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16						
17						
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19						
20						

Note: To the extent that DOF may determine any asset listed in this Exhibit G should be listed on another Exhibit, the Duarte Housing Successor Entity hereby incorporates those assets into that Exhibit.

Agenda Item: 5G

CM Review:

Fiscal Review:

City of Duarte

AGENDA REPORT

MEETING DATE:	November 23, 2021
TO:	Mayor and Members of the City Council
FROM:	Craig Hensley, Community Development Director
SUBJECT:	Town Center Median Landscape Redesign
RECOMMENDATION:	Authorize the City Manager to sign a Professional Services Agreement with Architerra for landscape design of medians in the Town Center Specific Plan Area and approve a General Fund budget amendment to fund the work
FISCAL IMPACT:	The proposed contract amount is $29,350. This will be funded by the General Fund. A budget amendment to the 2021-2022 Fiscal Year Budget is included in the requested Council Action

BACKGROUND

One of the capital improvement projects for 2021-2022 is the upgrade to the traffic signal at Highland Avenue and Huntington Drive. Intersection upgrades include adding a left turn lane and traffic signal arrow to northbound and southbound Highland Avenue. This project has been in the works for several years. The MBK development at the Duarte Station area was required to partially fund the signal upgrades. The traffic signal upgrade project is currently out for bid and Staff anticipates an award of contract at a January City Council meeting.

DISCUSSION/ANALYSIS

When the traffic signal upgrades are made, there will be the need to make changes to the landscape medians along Huntington Drive to the east and west of Highland Avenue. The median to the east will change because the turn lane needs to be extended. The median to the west needs to change because there is an unnecessary westbound left turn pocket and the eastbound left turn lane also needs to change. These changes require a relandscape of the median in this area.

One of the expressed goals at the Council goal setting session earlier this year was beautification. Since median changes are necessary for the intersection process, this is a good time to start to address median improvements on a broader scale. Staff suggests the implementation of median beautification in the Town Center area be done in association with the Highland-Huntington intersection upgrade. The Town Center area is between Santo Domingo Avenue to just west of Buena Vista Street.

The proposed median upgrade will be the first step in several "greening" upgrades in the Town

Center area. The Specific Plan and Town Center Greening Plan also call for landscaped curb extensions and pedestrian lighting along the Huntington Drive corridor. So the proposed median upgrades are part of a larger plan for the Town Center area. It has also been a long term goal to complete citywide median upgrades and this goal is included in the capital improvement program (CIP). So the proposed project is also a step in the completion of median improvements citywide.

As was mentioned, the proposed Town Center median upgrades is in response to the goal of general city beautification that was set by City Council in the this year's goal setting session. This is one of several citywide beautification projects that are already in process as part of ATP Cycle 4 and Measure M grants the City has received, including: Highland Promenade; pedestrian improvements on south side of Duarte Road from Cinco Robles to the city boundary; Highland underpass light art; and Evergreen Street pedestrian upgrades.

Architerra has worked for the City before and done excellent work. They understand the importance of designing medians that are uniform, colorful, water efficient and maintainable.

RECOMMENDATION

That the Council authorize the City Manager to sign a Professional Services Agreement with Architerra for landscape design of medians in the Town Center Specific Plan Area and approve a General Fund budget amendment to fund the work.

FISCAL IMPACT

The proposed contract amount is $29,350. This will be funded by the General Fund. A budget amendment to the 2021-2022 Fiscal Year Budget is included in the requested Council Action.

ATTACHMENTS

Processional Services Agreement - Architerra

CITY OF DUARTE
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is made and effective as of **November 23, 2020** ("Effective Date"), by and between the **CITY OF DUARTE**, ("City") and **Architerra, Inc.**, a California corporation ("Consultant"). City and Consultant may sometimes herein be referred to individually as a "party" and collectively as the "parties." In consideration of the mutual covenants and conditions set forth herein, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties agree as follows:

1. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until June 30, 2022 or until the tasks listed in the Scope of Work are completed, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the parties.

2. SERVICES AND PERFORMANCE

A. In compliance with all terms and conditions of this Agreement, the Consultant shall provide landscape architectural design services for redesign of Town Center area medians, which services may be referred to herein as the "services" or "work" hereunder. The Scope of Service may also include additional tasks described in Consultant's letter attached hereto as Exhibit "A." In the event of any inconsistency between the terms of Consultant's letter and this Agreement, the terms of this Agreement shall govern.

B. As a material inducement to the City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first class work and services and Consultant is experienced in performing the work and services contemplated herein and, in light of such status and experience, Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder.

C. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City's sole and absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or in part the services required hereunder, or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) this Agreement.

D. Consultant shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement.

E. Consultant shall provide all services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction in effect at the time service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

3. MANAGEMENT

The City's Community Development Director shall represent City in all matters pursuant to the administration of this Agreement, review and approval of the services performed by Consultant, and the City Manager shall have the authority, subject to the limitations set forth in Section 4, to enlarge the Scope of Services or increase the compensation due to Consultant. Consultant's official representative in the administration of this Agreement shall be James Ross, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

4. COMPENSATION

A. City agrees to pay Consultant an amount not to exceed $29,350, based on the scope of services and hourly rates set forth in Consultant's letter attached hereto as Exhibit A.

B. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given.

C. Consultant shall be paid on a monthly basis and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual services performed. Consultant shall be paid on the next regular council warrant after all required paperwork is submitted. If the City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly report stating the basis for such dispute.

5. SUSPENSION OR TERMINATION OF AGREEMENT

A. City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving written notice upon Consultant.

Upon receipt of said notice, Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this subparagraph (a), Consultant shall submit a final report to the City pursuant to Section 4, and City shall be entitled to receive a return of the fee paid to Consultant, or portion thereof, if the reason for the termination is failure by Consultant to have timely performed the services set forth in Exhibit "A." In City's sole and absolute discretion, prior to effecting a suspension or termination pursuant to this subparagraph (a), the City may first serve upon the Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct, or remedy the default. In the event that the Consultant fails to cure the default within the specified period of time, the City shall have the right to immediately terminate this Agreement pursuant to subparagraph (a). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (a) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Consultant may terminate this Agreement only due to a material breach by City, and only upon not less than thirty (30) days' prior written notice to the City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy of such default.

6. RECORDS AND OWNERSHIP OF DOCUMENTS

A. Consultant shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to produce an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment

B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. Consultant shall provide such items to City promptly upon completion of the

Agreement. Any use of such documents for other projects by the City shall be without liability to Consultant.

C. Any information gained by Consultant in the performance of this Agreement shall be considered confidential and such information and the reports, records, documents and other materials prepared by Consultant in the performance of services under this Agreement shall not be released publicly or to any other client of Consultant without the prior written approval of the City Manager.

7. INDEMNIFICATION

Consultant shall defend, indemnify and hold harmless the City from and against all damages and liability caused by the negligent actions or willful misconduct of the Consultant or its employees, agents, or representatives. Consultant shall not be responsible for any damages or liability to the extent caused by the negligence or willful misconduct of the City or any of its employees, agents, or representatives acting in an official capacity.

8. INSURANCE

Without limiting Consultant's indemnification obligations as set forth in this Agreement, the Consultant shall procure and maintain, at its sole cost and expense, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

A. Commercial General Liability insurance written on a per occurrence basis in an amount not less than $1,000,000 per occurrence.

B. Business Auto Coverage written on a per accident basis in an amount not less than $1,000,000 per accident. If Consultant or Consultant’s employees use personal autos in connection with the performance of work under this Agreement, Consultant shall provide evidence of personal auto liability coverage for each such person.

C. Worker’s Compensation providing statutory benefits as required by California law.

D. Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors or omissions of the Consultant and “Covered Professional Services” as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than $1,000,000 per claim and in the aggregate.

E.All of the insurance policies required hereunder, except the worker’s compensation insurance, shall comply with the following requirements:

(1) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Bests rating of B++ or better and

a minimum financial size VII.

(2) The policies shall be endorsed to name the City and its officers, officials, employees, agents, and volunteers as additional insureds.

(3) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of the Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability; and (vi) shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured.

(4) The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change.

F. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from the Consultant's operations pursuant to this Agreement. Termination of this obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.

G. No work or services under this Agreement shall commence until the Consultant has provided the City with Certificates of Insurance evidencing the above insurance coverages and said Certificates of Insurance are reasonably approved by the City. Certificates are to reflect that the insurer will provide 30 days written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or cancelled for any reason, the Consultant shall, prior to the cancellation date, submit new evidence of insurance, in conformance with this Paragraph 8.

H. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials and agents.

I. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

9. INDEPENDENT CONSULTANT

A. Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

B. No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

10. NO UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City shall receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement.

11. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to the Agreement during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the services performed under this Agreement.

12. COVENANT AGAINST DISCRIMINATION

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, marital status, sexual orientation, national origin, or ancestry.

13. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

No officer, official, employee, agent, representative, or volunteer of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

14. NOTICES

Any notices which either party may desire to give or may be required to give to the other party under this Agreement must be in writing and may be given either by (a) personal service, or (b) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (c) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

If to City:	City of Duarte Community Development Department 1600 Huntington Drive Duarte, California 91010
If to Consultant:	Architerra Attn: Richard Krumwiede 10221–A Trademark Street Rancho Cucamonga, CA 91730

15. GOVERNING LAW; ATTORNEY'S FEES; LITIGATION MATTERS

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing party shall be entitled to recover all reasonable costs incurred, including staff time, court costs, attorney fees, expert witness fees, and other related expenses. The Municipal and Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the parties hereto concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

16. RIGHTS AND REMEDIES ARE CUMULATIVE; AND WAIVER

A. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

B. No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

17. SEVERABILITY

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

18. INTERPRETATION; ENTIRE AGREEMENT

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect.

19. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the parties hereto represent and warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

20. EFFECTIVE DATE

The Effective Date of this Agreement shall be the date set next to the signature of the City Manager below, which date shall be inserted into the preamble of this Agreement.

[end –signature page follows]

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Agreement as of the Effective Date.

CITY OF DUARTE	**CONSULTANT** CAA
By_______________________________ Dan Jordan, City Manager	By__________________________________ Ron Grider
	Its: _________________________________
Date:_____________________________	Date:________________________________

EXHIBIT “A”

CONSULTANT’S LETTER

[SEE FOLLOWING PAGES]

ARCHITERRA DESIGN GROUP
LANDSCAPE ARCHITECTURE AND PLANNING

October 7th, 2021

Mr. Craig Hensley
Community Development Director
City of Duarte
1600 Huntington Drive
Duarte, CA 91010

RE: LANDSCAPE ARCHITECTURAL SERVICES PROPOSAL, HUNTINGTON DRIVE RETROFIT, DUARTE, CA

Dear Mr. Hensley,

We are pleased to submit this proposal for Landscape Architectural Services in connection with the project referenced above. This agreement is by and between Architerra Design Group, Inc. (ADG) and the City of Duarte (Client).

PROJECT OVERVIEW

ADG shall provide professional services on the project referenced above, the extent of our services may be generally described as the preparation of a conceptual landscape master plan for the landscape retrofit of the Huntington Drive median islands, extending from Buena Vista Avenue east to Santo Domingo Avenue.

The City desires turf removal within the specified area, along with the retrofit and redesign of the median as outlined, to be replaced with attractive water saving landscape designs.

As discussed with the Client, the final conceptual landscape planting designs will reflect an overall master plan graphic, plus two "typical condition" median island enlargement plans at a scale large enough to illustrate proposed planting and decorative paving design solutions. As an optional service, we have included a fee for 6 digitally rendered 3-D perspectives (2 birds-eye aerials, and 4 car level views of the islands) to help convey the design intent and character of the redesign to City Staff and Council Members.

Our understanding from City Staff is that design elements for the streetscape/median island redesign include:

- Retaining existing street trees
- Reducing Water Usage.

- Replace existing turf by integrating native low water use California and adapted Mediterranean climate plants and groundcover.
- Addition of colorful and interesting plants.
- Design that is economical and that can be installed in phases.
- An assumption that City staff will retrofit existing irrigation valves for separate drip irrigation systems to both trees and shrubs.
- Inclusion of existing plants already installed in front of sign.
- Changing decorative paving in the median island noses from colored/stamped concrete to grouted native granite cobblestones
- Modify changes in signs, as required.

This proposal is for "typical" conceptual median island planting plans only. Construction plans for demolition, construction, irrigation, and planting are not included.

SCOPE OF SERVICES

ADG agrees to perform professional services for the Client as set forth below for the Basic Fee as indicated:

A. Huntington Drive Median Conceptual Design Phase to Include:

1. Project kick-off meeting with City Staff to discuss the project design goals, schedules and deliverables.
2. CAD Base Sheet Development utilizing existing client provided, as-builts of the existing median islands (extending from Buena Vista Avenue east to Santo Domingo Avenue), as well as information from site visit. Two bases will be prepared:
   a) One overall 30"x42" base sheet at 40 scale to cover the project area from Buena Vista Avenue east to Santo Domingo Avenue.
   b) One 20 scale 30x42" base sheet for typical median island design alternative plans.
3. Site Visit/Field Inventory to review existing site conditions, opportunities, and constraints.
4. Design Program Development for turf eradication zones, hardscape replacement, planting and irrigation retrofits.
5. Preparation of tissue design sketches of proposed "typical" median island shrub and ground cover design solutions for review and comment by Client. We anticipate providing two design alternatives for two "typical" conditions as follows:
   a) One typical condition would be a standard median island with hardscaped/planted turn lanes at each end and a planted main body with maintenance access routes, such as the existing median island between Cotter Avenue and Calle Andres.

b) The second typical median would be a narrow hardscape focused median island with limited landscape areas such as the existing median island between Brycedale Avenue and Cotter Avenue.

6. Preparation of two proposed planting palettes with selections for groundcovers, shrubs, accent planting and trees for Client review and selection of a preferred plant palette. Deliverable will include plant lists with representative plant photos.
7. Meet with City Staff to review the four median island design alternatives and two proposed plant palettes/photo boards.
8. Based on Client's feedback from #7 above, ADG will prepare a "typical" Conceptual median island planting plan, outlining plant choices (botanical name, common name and container sizes).
9. Review conceptual median island planting plans with Client for input.
10. Revise Typical median island planting plans per Client's review comments.
11. Prepare a formal overall Conceptual Landscape Master Plan, 30"x42" @ 40-scale with feature legend, notes and plant palette.
12. Prepare two formal conceptual median island "typical" enlargement plans at 20 scale illustrating the final hardscape and planting solutions
13. Color render the 40 scale Formal Conceptual Landscape Master Plan and 20 scale "Typical" median island enlargement plans.
14. Preparation of Project Theme and Materials Board. Board to include photos of proposed site amenities, plant materials, hardscape and finishes.
15. Preparation of Cost Estimate.
16. Present final conceptual plans to City staff for comment/approval.
17. Provide final revisions, as needed based on final staff review.
18. Prepare a Power Point presentation of the final plans and exhibits for City Staff's use at City Council meeting.
19. Attend City Council meeting and Present final plans for approval.

B. "Optional" Huntington Drive Median 3-D renderings (3DIKON):

1. Rendering services support to complete a total of two (2) Overall Aerial daytime views + four (4) eyelevel exterior daytime views per points of view and design information to be provided by the client. Renderings to be provided by our sub-consultant, 3DIKON.

If the Scope of the Project as outlined above is changed materially, the Basic Fee shall be changed in the same proportion.

FEES AND TERMS

Services described above shall be provided for in accordance with the terms and conditions in Appendix A attached hereto and which is incorporated and made a part of this Agreement by reference. We estimate the following fee breakdown by Phase:

A.	Huntington Drive Conceptual Design:	$22,000.00
B.	"Optional" 3D Modeling:	$7,350.00
Professional Fee Total (with optional items):		**$29,350.00**
Estimated Reimbursable Expenses*		$750.00

**We estimate that the cost of Reimbursable Expenses, as identified in Appendix A, will be billed as needed. Reimbursable Expenses incurred are based on the demands/needs of the Client.*

GENERAL WORK PROGRAM AND TIMETABLE

Architerra Design Group proposes the following timetable for completion of this Project after receipt of all necessary information from Client or Client's Consultants as listed under "Owners/Architects Responsibility".

TASK	PHASE	WEEKS
A.	Conceptual Design Phase	3-4

ADG shall render its services as expeditiously as is consistent with professional skill and care. ADG shall not be responsible for delays that may occur due to causes beyond ADG's reasonable control.

DESIGN APPROVAL

Mr. Craig Hensley is designated as the person responsible for design direction to ADG for this Project and has the authority for design approval. In the event that the design, as approved by Mr. Hensley is rejected by others, and redesign is required, such redesign shall be compensated as Additional Services.

DESIGN ALTERNATIVES

ADG will limit the number of design alternatives provided under this contract to two, with the development of a preferred alternative into a final conceptual plan.

MEETINGS AND SITE VISITS

This Agreement includes Professional Service time for up to three meetings for coordination with Client, agencies, or consultants.

Additional meetings shall be billed as Additional Services. Travel expenses shall be billed as Reimbursable Expenses.

OWNER'S/ARCHITECT'S RESPONSIBILITY

Client shall provide the following information, documents, or services as required for performance of the work. ADG is entitled to rely upon the accuracy and completeness of such information, documents, and services, and shall not be liable for errors or omissions therein. Should ADG be required to provide services in obtaining or coordinating compilation of any such information, drawings, or services shall be charged as Additional Services.

1. Topography and boundary surveys.
2. Architectural plans and elevations of any proposed structures.
3. Engineered site plan with building footprints, streets, curbs, and property lines.
4. Rough and precise grading plan for project site.
5. Soils testing and/or engineering.
6. Existing site engineering and utility base information.
7. Overhead aerial photographs at controlled scale.
8. Engineering other than that provided within the Scope of Services.
9. Agency processing of completed plans.

We would be pleased to answer any questions you may have to clarify the various points above. If the proposal meets with your approval, please sign below where indicated and return one copy for our files. I look forward to working with you on this project.

Sincerely Yours,

Architerra Design Group,

Richard Krumwiede
President
CA RLA #2834

Accepted: City of Duarte

By:____________________

Title:____________________

Date:____________________

APPENDIX A

Attached to and part of Agreement for Professional Services between Architerra Design Group, Inc. (ADG), and the City of Duarte dated October 7th, 2021.

FEES FOR PROFESSIONAL SERVICES

Services outlined under the Scope of Services shall be provided for the fixed sum stipulated in the Agreement for Landscape Architectural Services.

REIMBURSABLE EXPENSES

The following costs shall be reimbursed at cost plus 10% and are not included in the Basic Fee for Services:

- Expense of reproductions for generation of original drawings, plan check submittals and construction bidding, including printing, plotting, Xerox copying, photo reproductions.
- All automobile mileage shall be paid at the standard rate for business automobile use as set forth by the Internal Revenue Service.
- Cost of postage and shipping expenses other than first class mail.
- Photographic services, film and processing.
- Cost of models, special rendered exhibits, promotional photography, special process printing, special equipment, special printed reports or publications maps and documents approved in advance by Client.
- Agency Processing and fees paid for securing approval of agencies having jurisdiction over the Project. (Plan check fees, variance applications, etc.).
- Fees for additional special consultants retained with the approval of Client.

ADDITIONAL SERVICES

ADG may incur expenses and costs, which are not included in the Basic Fee for Services. If authorized by the Client and confirmed by ADG, ADG will perform said Additional Services on a time and material basis, according to the following schedule:

Principal	$165.00/Hour
Director of Design	$140.00/Hour
Project Manager	$110.00/Hour
Landscape Designer	$90.00/Hour
CAD Draftsman	$85.00/Hour
Clerical	$55.00/Hour

Additional Services Include but are not limited to:

1. Making planning surveys, feasibility studies, and special analyses of Client's needs to clarify requirements for project programming.

2. Revisions and changes in approved drawings and the preparation alternatives or deductive change orders requested by Client.
3. Services with respect to replacement of any work damaged during construction.
4. Services required as a result of the default or insolvency of the contractor.
5. Preparation of record drawings or of measured drawings of existing conditions.
6. Providing prolonged construction observation should the construction time be substantially extended through no fault of ADG.
7. Agency processing of completed plans if requested by Client.

If the duration of the Project continues past one year from the date of signing this Agreement, ADG shall have the right to increase the hourly rate for Additional Services.

OVERTIME REQUESTS

It is ADG's responsibility to schedule the Project's completion under normal conditions without the use of the staff on an overtime basis. If the Client adjusts the deadline or requests that the work be completed earlier than originally scheduled, requiring overtime, the fees shall be adjusted to cover the increased costs incurred by ADG. The hourly rates for overtime will be one and one-half (1-1/2) times the hourly rates listed above.

Billing Procedures

A. All billing shall be done on a monthly basis. Invoices shall include charges for Basic Services rendered to date of invoice and Reimbursable Expenses supported by an itemized description.

B. Retainer: ADG shall be compensated an amount equal to 10% of the total fee at the time of acceptance of the proposal.

C. Invoices for Additional Services shall be submitted on a monthly basis, supported by an itemized description.

D. All invoices are due and payable upon receipt. Whenever the account is delinquent (30 days past due), ADG may suspend without any resulting liability, any further services called for this Agreement until said account is made current. Notwithstanding this provision, ADG may continue work beyond the time which ADG could have suspended the work without waiving it's right hereunder.

E. If the Client fails to pay an invoice within seven days of the date payment is due, ADG shall be entitled, upon three days' notice, to suspend further services until all accounts due have been paid.

LATE PAYMENT PENALTY

Client agrees to pay a monthly late payment penalty of one and one-half percent (1-1/2%) per month, which will be applied to any unpaid balance commencing thirty (30) days from invoice date.

OPINIONS OF PROBABLE CONSTRUCTION COSTS

ADG has no control over the cost of labor, materials, or equipment, or over the Contractor's method of determining prices, or over competitive bidding or market conditions. Any Construction Cost estimates provided for herein are to be made on the basis of ADG's experience and qualifications. These opinions represent ADG's best judgment due to our familiarity with the construction industry. However, ADG cannot and does not guarantee that proposals, bids, or the construction cost will not vary from estimates prepared by ADG. If the Client wishes greater assurance as to the construction cost, the Client shall employ an independent cost estimator.

OWNERSHIP AND COPYRIGHT OF DOCUMENTS

All drawings and documents produced under terms of this agreement are the property of Architerra Design Group, and cannot be used for any reason other than to bid and construct the above-named project. The Client shall be granted a revocable license to use the drawings and documents for the purpose of constructing, maintaining, and operating the project, and shall not use such documents for any other purpose without ADG's consent. The Client shall indemnify and defend ADG from any claim, loss or damage arising out of the Client's failure to abide by the terms hereof.

INDEMNIFICATION

Architerra Design Group agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by Architerra design Group's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of his or her sub-consultants or anyone for whom Architerra Design Group is legally liable. This indemnification expressly excludes the duty of Architerra Design Group to defend the Client. However, the absence of the duty to defend shall not preclude the Client from seeking its reasonable attorneys' fees as part of its damages where and to the extent such fees are caused by Architerra Design Group's negligence.

The Client agrees, to the fullest extent permitted by Law, to indemnify and hold Architerra Design Group harmless from any damage, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the Client's negligent acts, errors or omissions and those of his or her contractors, sub-consultants or consultants or anyone for whom the Client is legally liable, and arising from the project that is the subject of this agreement.

Architerra Design Group is not obligated to indemnify the Client in any manner whatsoever for the Client's own negligence.

CERTIFICATIONS

The Client shall indemnify ADG from claims arising out of any certifications, which are required to be signed on behalf of the Client during the course of the project.

DISPUTE RESOLUTION

Client and ADG agree to mediate claims or disputes arising out of or relating to this Agreement before initiating litigation. The mediation shall be conducted by a mediation service acceptable to the parties. A party shall make a demand for mediation within a reasonable time after a claim or dispute arises, and the parties agree to mediate in good faith. In no event, shall any demand for mediation be made after such claim or dispute would be barred by applicable law. Mediation fees shall be shared equally.

PROJECT PROMOTION

ADG has the right to photograph the above-named project and to use the photos in the promotion of the professional practice through advertising, public relations, brochures or other marketing materials. Should additional photos be needed in the future, the Client agrees to provide reasonable access to the facility. The Client also agrees to city the name of Architerra Design Group as the designer in all publicity, presentations, and public relations activities, which mention the name of or depict the facility.

HAZARDOUS WASTE

Client shall indemnify and hold harmless ADG and its consultants, agents, and employees from and against all claims, damages, losses and expenses, direct and indirect, or consequential damages, including but not limited to fees and charges of attorneys and court and arbitration costs, arising out of or resulting from the performance of the work by ADG, or claims against ADG arising from the work of others, related to hazardous waste.

The above indemnification provision extends to claims against ADG which arise out of, are related to, or are based upon, the dispersal, discharge, escape, release or saturation of smoke, vapors, soot, fumes, acids, alkalis, toxic-chemicals, liquids, gasses or any other material, irritant contaminant or pollutant in or into the atmosphere, or on, onto, upon, in or into the surface or subsurface soil, water or watercourses, objects, or any tangible or intangible matter, whether sudden or not.

LIMITATION OF LIABILITY

The Client understands and acknowledges that the design and construction process for this project poses certain risks to both ADG and the Client. The Client further understands and acknowledges that the amount of risk that ADG can accept is tied, in part, to the amount of compensation received for services rendered. ADG's fee for the services offered is based on the Client's agreement to limit the ADG's liability as described below. The Client further acknowledges that were it not for this promise to limit ADG's liability, ADG's compensation would need to increase to address the risks posed by the project. The Client, therefore acknowledging its right to discuss this provision with legal counsel experienced in the design and construction process, as well as other design professionals, voluntarily agrees that, to the fullest extent permitted by law, ADG's total liability to the

Client for any and all injuries, claims, liabilities, losses, costs, expenses or damages whatsoever arising out of or in any way related to the project or this Agreement for any cause or causes including, but not limited to, ADG's negligence, errors, omissions or breach of contract, shall not exceed the total amount of compensation received under this Agreement. This limitation of liability shall apply to the Client's claims for damages as well as the Client's Claims for contribution and indemnity with respect to third party claims.

MEANS AND METHODS

ADG shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility under the Contract for Construction. ADG shall not be responsible for the Contractor's schedules for failure to carry out the Work in accordance with the Contract Documents. ADG shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons performing portions of the Work.

LAW

This Agreement shall be interpreted and enforced according to the laws of the State of California.

TERMINATION

It is understood that these services may be terminated upon 10 days' written notice for cause by either party. In this event, ADG shall be compensated for all work-performed prior to date of termination at the rates set forth above.

REVOCATION

This proposal shall be considered revoked if acceptance is not received within 60 days of the date hereof.

STATE REGULATIONS

Landscape architects are licensed by the State of California.

MISCELLANEOUS PROVISIONS

This agreement is the entire and integrated agreement between Client and ADG and supersedes all prior negotiations, statements or agreements, either written or oral. The parties may amend this Agreement only by a written instrument signed by both Client and ADG.

In the event that any term or provision of this Agreement is found to be unenforceable or invalid for any reason, the remainder of this Agreement shall continue in full force and effect, and the parties agree that any unenforceable or invalid term or provision shall be amended to the minimum extent required to make such term or provision enforceable and valid.

Neither Client nor ADG shall assign this agreement without the written consent of the other.

Nothing in this Agreement shall create a contractual relationship for the benefit of any third party.

END

City of Duarte

City of Duarte

1600 Huntington Drive, Duarte, CA 91010 | Tel (626) 357-7931 | Fax (626) 358-0018 | accessduarte.com

November 23, 2021

Honorable Chair Solis and Metro Board of Directors
One Gateway Plaza
Los Angeles, CA 90012

RE: <u>Opposition to the Removal of Uniformed Law Enforcement Presence from Metro's Rail Lines and Platforms</u>

Honorable Chair Solis and Metro Board of Directors,

The purpose of this letter is to express our serious concern and strong opposition to the recent recommendation made by the Public Safety Advisory Committee (PSAC) to shift away from maintaining the presence of uniformed law enforcement officers from Metro rail lines and platforms. While we recognize and appreciate the need for a comprehensive, multi-faceted approach to addressing existing social inequities and the needs of our at-risk populations, local municipalities would face deep consequences if Metro were to reduce its strong law enforcement presence along its light rail network. As a city along the Gold Line with a station, we in particular believe that the safety of light-rail users, our residents and business community would be severely compromised.

The Duarte Gold Line Station is adjacent to the City of Hope, the area's largest employer. A safe Gold Line is essential to enable City of Hope employees to commute via light rail to the campus. Moreover, the first phase of the Duarte Station Specific Plan is in construction, which includes 636 residential units in a high quality transit oriented development. This Duarte Station development has the potential to soon grow to as many as 1,400 units, some of which will be targeted for affordable housing. In addition to this, the City will soon begin construction of the Highland Promenade, a linear plaza along Highland Avenue adjacent to the Gold Line Station. It is essential to the success of the Duarte Station area plan to have a safe Gold Line. Without a strong law enforcement presence along Metro's corridors and infrastructure, we fear these areas will see an uptick in public safety issues and decrease in response times.

Duarte's limited law enforcement resources cannot be tasked with patrolling platforms or responding to incidents on trains and parking structures without additional personnel, training and resources. Expecting smaller agencies to pick up the slack places the safety of riders and our very own officers in jeopardy. While we support creative solutions toward addressing homelessness and ensuring equity, law enforcement is a fundamental need for which there is no substitute.

We respectfully ask that you reject the recommendation and continue contracting with appropriate law enforcement agencies to patrol and help keep the light-rail system safe for all to use.

Sincerely,

Margaret Finlay
Mayor Pro Tem
City of Duarte

Agenda Item:	7A
CM Review:	
Fiscal Review:	

City of Duarte

AGENDA REPORT

MEETING DATE:	November 23, 2021
TO:	Mayor and Members of the City Council
FROM:	Kristen Petersen, Assistant City Manager/Admin. Serv. Director
SUBJECT:	Audited Financial Statements for Fiscal Year 2020/21
RECOMMENDATION:	It is recommended that the City Council receive and file the Audited Financial Statement for Fiscal Year 2020/21
FISCAL IMPACT:	None

BACKGROUND

After the end of each fiscal year, an independent accounting firm is used to conduct a financial audit of the City of Duarte, the Housing Authority and the Successor Agency of the former Redevelopment Agency. On March 14, 2017, the City Council selected the auditing firm of Moss Levy and Hartzheim and this is their fifth year of conducting our independent audit.

DISCUSSION/ANALYSIS

Copies of the City financial statements for the fiscal year ended June 30, 2021 are attached. The auditor found them to be prepared in accordance with generally accepted accounting principles and to fairly present the financial position of the City. There were no major findings or deficiencies.

The original 2020/21 General Fund budget was adopted in August 2020 with a $1.7 million deficit in the midst of the uncertainty surrounding the pandemic. At the mid-year review in February 2021, we had seen some preliminary steps towards ending the pandemic and promising signs of recovery in the economy. At that time we projected that fiscal year 2020/21 would end with a surplus of $53,200 and an unrestricted cash fund balance of $12 million. Since that time, fiscal year 2020/21 sales tax revenue came in $684,000 higher, property tax came in $204,000 higher due to additional residual taxes and construction-related revenues related to new construction at the Esperanza and City of Hope developments brought in $1.3 million more than projected at mid year. With these substantial increases in revenue, the City's General Fund actually ended the fiscal year with $14.6 million in unrestricted cash, $73,000 that is restricted for the remaining Infrastructure Modernization Project expenses, $2.1 million restricted specifically for improvements in the Town Center Specific Plan area, $73,000 for vehicle replacement and $174,000 for storm drain improvements and pension costs.

Please note that staff will be bringing the 2021/22 midyear budget before City Council in February. We will discuss and analyze the fund balance more at that time, because the 2020/21 ending fund balance will serve as a part of the 2021/22 mid-year analysis.

RECOMMENDATION

It is recommended that the City Council receive and file the audited financial statements for the fiscal year ended June 30, 2021.

FISCAL IMPACT

None.

ATTACHMENTS

Audited Financial Statements for Fiscal Year 2020/21

CITY OF DUARTE

MANAGEMENT REPORT
AND
AUDITOR'S COMMUNICATION LETTER

June 30, 2021

CITY OF DUARTE
June 30, 2021

TABLE OF CONTENTS

MOSS, LEVY & HARTZHEIM LLP
CERTIFIED PUBLIC ACCOUNTANTS

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CRAIG A HARTZHEIM, CPA
HADLEY Y HUI, CPA
ALEXANDER C HOM, CPA
ADAM V GUISE, CPA
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November 10, 2021

To the City Council and City Manager
City of Duarte
1600 Huntington Drive
Duarte, California 91010

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Duarte (City) as of and for the fiscal year ended June 30, 2021. Professional standards require that we provide you with the information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit which we have previously communicated to you. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 of the notes to the basic financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the fiscal year ended June 30, 2021. We noted no transactions entered into by the City during the fiscal year for which there is a lack of authoritative guidance or consensus. With the exception of the prior period adjustment for a transfer between the funds as detailed in Note 1 section 18, all significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

> Management's estimates of the funding progress and net pension liability of CalPERS, the estimated historical cost and useful lives of capital assets, and the assumptions used for estimating the other postemployment benefits liability. These estimates are based on CalPERS' actuarial estimates, historical data and industry guidelines for capital assets, and actuarial valuations by actuaries hired by the City. We evaluated the key factors and assumptions used to develop the estimates above in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 10, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis, the Budgetary Comparison Schedule of the General Fund, the Budgetary Comparison Schedule of the Low and Moderate Housing Special Revenue Fund, the Schedule of the City's Proportionate Share of the Net Pension Liability, the Schedule of Pension Contributions, the Schedule of Changes in the Net OPEB Liability and Related Ratios, and the Schedule of OPEB Contributions, which are required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual nonmajor fund financial statements and schedules which accompanies the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the City Council of the City and management of the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Moss, Levy & Hartzheim

MOSS, LEVY & HARTZHEIM, LLP
Culver City, CA

MOSS, LEVY & HARTZHEIM LLP
CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the City Council and City Manager
City of Duarte
1600 Huntington Drive
Duarte, California 91010

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information for the City of Duarte (City) as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 10, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City's internal control. Accordingly, we do not express an opinion on the effectiveness of City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Very truly yours,

MOSS, LEVY & HARTZHEIM, LLP
Culver City, CA
November 10, 2021

CURRENT YEAR RECOMMENDATIONS

NONE

STATUS OF PRIOR YEAR RECOMMENDATIONS

NONE

CITY OF DUARTE, CALIFORNIA

FINANCIAL STATEMENTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2021

Prepared by:

Finance Department

CITY OF DUARTE
For the Fiscal Year Ended June 30, 2021

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and City Council
City of Duarte, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Duarte, California (City), as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City, as of June 30, 2021, and the changes in financial position thereof for the fiscal year then ending in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the budgetary comparison information for the General Fund, the budgetary comparison information for the Low and Moderate Housing Special Revenue Fund, the Schedule of Proportionate Share of the Net Pension Liability, the Schedule of Pension Contributions, the Schedule of Changes in Net OPEB Liability and Related Ratios, and the Schedule of OPEB Contributions on pages 4 through 8 and 51 through 57, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual nonmajor fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual non-major fund financial statements and schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 10, 2021, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Moss, Levy & Hartzheim, LLP
Culver City, California
November 10, 2021

City of Duarte
Management's Discussion and Analysis
Fiscal Year Ended June 30, 2021

This discussion and analysis is intended to provide readers with a narrative overview of the City of Duarte's (City's) financial activities for the fiscal year ended June 30, 2021. This information should be considered in conjunction with the accompanying financial statements and the notes to those statements.

Financial Highlights

- At the close of the fiscal year, the City's assets exceeded its liabilities by $67,517,801 (net position). A significant part of assets is the estimated value of infrastructure, which has been capitalized in accordance with the requirements of GASB 34.

- During the fiscal year, City program revenues exceeded expenses and the City's net position reflects an increase of $3,665,398.

- The City's governmental funds had ending fund balances of $32,826,845, which is an increase of $3,445,285 over the prior year fund balance of $29,381,560.

- This fiscal year, the City's General Fund experienced a net change in Fund Balance of $2,555,222. This was primarily due to the increase in revenues such as sales tax and one-time development fees.

- The City's debt decreased by $333,521 during the fiscal year to $3,871,052 due to the normal scheduled repayments.

- At June 30, 2021, the City reported a net pension liability of $15,108,868 and related deferred outflows of $2,416,091 and deferred inflows of $107,763. See Note #10 for further details.

- At June 30, 2021, the City reported an OPEB liability of $6,709,340 and related deferred outflows of $2,416,460 and deferred inflows of $1,121,703. See Note #11 for further details.

Overview of the Basic Financial Statements

The City's basic financial statements consist of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. In addition, required supplementary information is provided relating to the City's budgets for major funds.

Government-wide Financial Statements

The government-wide financial statements are found on pages 9 and 10 of this report. They are designed to give readers an overview of the City's financial position. These statements include all of the City's assets and liabilities, using the full accrual basis of accounting, which is similar to accounting methods used by most private sector companies. All of a fiscal year's revenues and expenses are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. As a result, assets, liabilities, and expenses are reported in these statements for some transactions that will result in cash flow in future fiscal periods.

The "Statement of Net Position" presents all of the City's assets and liabilities, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator for determining whether the financial position of the City is improving or deteriorating.

The "Statement of Activities" presents information showing the City's revenues and expenses for the fiscal year. Functional activities are identified in this statement; whereby direct and indirect functional costs are shown net of related program revenue. This statement shows the extent to which the various functions depend on general taxes and non-program revenues for support.

The government-wide financial statements encompass the activities of four different legal entities: the City of Duarte, the Duarte Housing Authority, the Duarte Community Facilities Financing Authority and the Duarte Public Financing Authority. This is in keeping with generally accepted accounting principles, as the City's elected officials have a continuing oversight responsibility for all four entities.

The City of Duarte provides an array of services to the public similar to those of other municipal governments. These include police protection, parks and recreation, planning and development, public works, code enforcement, animal control, transit services, and refuse collection. The Housing Authority is responsible for promoting the development of low and moderate-income housing. The function of both Financing Authorities is to facilitate the issuance of debt by both the City and the Housing Authority.

Fund Financial Statements

The fund financial statements can be found on pages 11 and 13 of this report. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to demonstrate compliance with finance related legal requirements. All of the funds of the City of Duarte can be divided into two categories: governmental funds and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as "governmental activities" in the government-wide financial statements. Unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on the balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the City's near-term financing requirements.

The City maintains twenty individual governmental funds. Twp of these funds are considered "major" and, according to generally accepted accounting principles, are reported separately in the fund financial statements. The remaining eighteen funds are reported on a consolidated basis.

Because the focus of fund financial statements is narrower than that of the government-wide financial statements, it can be useful to compare the two. Comparisons may give readers a better understanding of the long-term impact of the City's near-term financial decisions. On pages 12 and 14 of this report, statements are provided reconciling the "Governmental Fund Balance Sheet" and the "Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances" to the government-wide financial statements.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statement because the resources of those funds are not available to support the City of Duarte's own programs. The Successor Agency Fund is a fiduciary fund; the City budgets for this fund to reflect the operations of the Successor Agency. Trust funds are set up to account for the resources held for bond payments and for recording transactions performed by appointed trustees. The City does not budget for the trustee activities.

Notes to the Basic Financial Statements

This report includes notes to the basic financial statements. They provide additional information that is important to a complete understanding of the data contained in the government-wide and fund financial statements. The notes can be found on pages 17 through 50 of the report.

Government-wide Financial Analysis

The government-wide financial analysis focuses on net position and changes in net position for the City's governmental activities. A summary of net position as of June 30, 2021 is as follows:

Net Position

	Governmental Activities	
	2020	2021
Current and other assets	$ 32,432,648	$ 36,185,855
Capital assets	55,118,010	56,619,785
Total assets	$ 87,550,658	$ 92,805,640
Deferred Outflows of Resources	$ 5,265,939	$ 4,832,551
Current and other liabilities	$ 2,753,825	$ 3,201,664
Long-term debt outstanding	24,965,543	25,689,260
Total liabilities	$ 27,719,368	$ 28,890,924
Deferred Inflows of Resources	$ 1,244,826	$ 1,229,466
Net assets (liabilities):		
Net Investment in capital assets	$ 53,902,758	$ 53,790,063
Restricted	14,378,304	15,510,188
Unrestricted	(4,428,659)	(1,782,450)
Total net position	$ 63,852,403	$ 67,517,801

As discussed earlier in this analysis, net position may serve as an indicator of the City's financial position. At the end of the fiscal year 2021, assets exceeded liabilities by $67,517,801.

The City's primary assets were cash - $29,627,106, land held for resale - $3,620,451 and capital assets - $56,619,785. A significant portion of the City's cash is comprised by reserves and special funds for restricted uses and therefore is unavailable to pay for current general activities. Land held for resale represents the value of properties held by the City and the Housing Authority for future development purposes. The capital assets figure is the estimated value of all the equipment, land, buildings, and infrastructure owned by the City. It conforms to accounting rules requiring such assets be inventoried, valued, and depreciated.

The City's primary liabilities are its net pension liability - $15,108,868, its OPEB liability - $6,709,340 and its long-term bonded indebtedness - $3,871,052.

A summary of the changes in the City's net position for the fiscal year ended June 30, 2021 is as follows:

Changes in Net Position

	Governmental Activities	
	2020	2021
Revenues :		
Program revenues :		
Charges for services	$6,105,779	$ 6,279,584
Operating grants	2,283,589	3,031,076
Capital grants	882,933	1,194,469
General revenues:		
Taxes	8,987,866	13,696,738
Use of money and property	580,743	271,147
Intergovernmental	2,377,832	2,456,468
Miscellaneous	817,366	417,603
Total revenues	22,036,108	27,347,085
Expenses:		
General government	5,319,244	5,732,985
Safety	6,745,363	6,537,795
Development	5,373,244	5,594,497
Recreation and culture	3,965,564	3,047,396
Transportation	2,536,947	2,695,310
Interest expense	64,480	73,704
Total expenses	24,004,842	23,681,687
Change in net position	(1,968,734)	3,665,398
Net position - beginning of fiscal year	66,287,378	63,852,403
Prior period adjustments	(466,241)	
Net position – beginning of fiscal year, restated	65,821,137	63,852,403
Net position - end of fiscal year	$63,852,403	$67,517,801

At fiscal year-end, the City's net position had increased by $3,665,398.

City Fund Financial Analysis

The City fund analysis focuses on governmental fund balances and on any restrictions or commitments that limit the availability of fund balances for future use.

As of June 30, 2021, the City's governmental funds had a total ending fund balance of $32,826,845. This amount represents an increase of $3,445,285, or 11.7% as compared to the prior fiscal year fund balance of $29,381,560.

As discussed earlier, the increase in the General Fund was largely due to the increased sales tax revenue. While most of the Special Revenue Funds had minor changes in fund balance, the exceptions are noted as follows. The State Gas Tax, PEG, Measure W and SB1/RMRA Funds spent less on project expenditures and as a result contributed to the respective fund balances. The Housing Authority Fund had a positive net change in fund balance due to the $671,307 low-income housing transfer from the SA loan repayment. The Prop A Fund had a positive net change in fund balance due to the transfer of $110,000 from the AQMD Fund for the one-time rebate on the purchase of electric buses. The Lighting and Landscape, Prop C and Measure R Funds spent more on project expenditures and as a result their respective fund balances had a negative change in fund balance.

Capital Asset and Debt Administration

Capital Assets

At fiscal year-end, the City had $56.6 million invested in a broad range of capital assets including buildings, parks, streets, sidewalks, traffic signals, sewers, storm drains, curbs and gutters, streetlights, vehicles, medians, and other assets. This amount represents an overall increase (including additions, deductions and depreciation) of $1,501,775 as compared to the prior fiscal year. Additional information can be found in Note 5.

Debt Administration

At the end of the fiscal year, the City had both bonded and other long-term debt totaling $3,871,052. A summary of the City's debt activity for the fiscal year ended is as follows:

Outstanding Debt at Year-end

	2020	2021	Increase (Decrease)
Certificates of participation	$ 366,453	$ 222,067	$(144,386)
US Bancorp Infrastructure Lease	2,750,427	2,596,150	(154,277)
CA Energy Comm Loan	101,806	84,513	(17,293)
Accrued vacation & sick leave	985,887	968,322	(17,565)
Total debt	$ 4,204,573	$ 3,871,052	($333,521)

Additional information about the City's debt may be found in Note 7 to the basic financial statements.

Economic Factors and Next Year's Budget

The General Fund cash balance will end fiscal year 2020/21 with $17 million, which includes $2.1 million in funds that are specifically restricted for improvements in the Town Center Specific Plan area, $320,660 in restricted funds for storm drain, pension, infrastructure modernization, and vehicle replacement expenses.

While this is a $5.8 million increase in General Fund cash balance, a good portion of the positive change in fund balance is the result of one-time revenues, such as development related fees and loan repayments. We know that ongoing expenses continue to increase, and these cannot be supported in the long term by one-time revenues. The good news is that ongoing revenues such as sales tax grew this year, and this is an important economic indicator of an improving economy. The City is constantly working towards balancing operating expenses with revenues and as a result, this year's increased ongoing revenues are a positive sign that we are moving towards a more balanced sustainable budget.

Requests for Information

These financial statements are designed to provide citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate accountability for the money it receives. If there are questions, or a need for more information, please contact the City of Duarte, 1600 Huntington Drive, Duarte, California, 91010, or call (626) 357-7931.

CITY OF DUARTE

STATEMENT OF NET POSITION
JUNE 30, 2021

		Governmental Activities
Assets:		
Cash and investments	$	29,627,106
Receivables:		
Accounts		160,878
Taxes		2,304,230
Accrued interest		12,603
Grants		305,042
Land held for resale		3,620,451
Restricted assets:		
Cash and investments with fiscal agent		155,545
Capital assets not being depreciated		24,729,845
Capital assets, net of depreciation		31,889,940
Total Assets		**92,805,640**
Deferred Outflows of Resources:		
Deferred OPEB related items		2,416,460
Deferred pension related items		2,416,091
Total Deferred Outflows of Resources		**4,832,551**
Liabilities:		
Accounts payable		1,990,929
Accrued liabilities		162,510
Accrued interest		49,401
Unearned revenue		349,269
Retention payable		160,491
Deposits payable		489,064
Noncurrent liabilities:		
Due within one year		361,861
Due in more than one year		3,509,191
Net OPEB liability		6,709,340
Net pension liability		15,108,868
Total Liabilities		**28,890,924**
Deferred Inflows of Resources:		
Deferred OPEB related items		1,121,703
Deferred pension related items		107,763
Total Deferred Inflows of Resources		**1,229,466**
Net Position:		
Net investment in capital assets		53,790,063
Restricted for:		
Development projects		9,672,393
Debt service		213,895
Storm drains		93,704
Transportation		5,277,799
Pensions		111,856
Recreation and cultural		67,533
Infrastructure modernization project		73,008
Unrestricted		(1,782,450)
Total Net Position	**$**	**67,517,801**

See Accompanying Notes to Financial Statements.

CITY OF DUARTE

STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

Functions/Programs Primary Government:	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expense) Revenue and Change in Net Position, Primary Government: Governmental Activities
Governmental activities:					
General government	$ 5,732,985	$ 106,056	$ 405,951	$ -	$ (5,220,978)
Safety	6,537,795	306,874	142,740	-	(6,088,181)
Development	5,594,497	5,765,316	249,799	-	420,618
Recreation and cultural	3,047,396	101,338	-	-	(2,946,058)
Transportation	2,695,310	-	2,232,586	1,194,469	731,745
Interest on long-term debt	73,704	-	-	-	(73,704)
Total Governmental Activities	**23,681,687**	**6,279,584**	**3,031,076**	**1,194,469**	**(13,176,558)**
Total Primary Government	**$ 23,681,687**	**$ 6,279,584**	**$ 3,031,076**	**$ 1,194,469**	**(13,176,558)**

General revenues:	
Taxes:	
Property taxes, levied for general purposes	2,594,790
Transient occupancy tax	106,614
Sales taxes	9,528,922
Franchise taxes	1,159,501
Business license taxes	306,911
Motor vehicle in lieu - unrestricted	2,456,468
Use of money and property	271,147
Other	417,603
Total general revenue	**16,841,956**
Change in net position	3,665,398
Net position, beginning of fiscal year	63,852,403
Net position, end of fiscal year	**$ 67,517,801**

CITY OF DUARTE

BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2021

	General	Special Revenue Fund Former RDA Low and Moderate Housing	Other Governmental Funds	Total Governmental Funds
Assets:				
Pooled cash and investments	$ 17,091,760	$ 3,173,302	$ 9,362,044	$ 29,627,106
Receivables:				
Accounts	160,878	-	-	160,878
Taxes	2,289,836	-	14,394	2,304,230
Notes and loans	-	-	-	-
Accrued interest	12,603	-	-	12,603
Grants	129,799	-	175,243	305,042
Due from other funds	1,014	-	-	1,014
Land held for resale	2,738,698	881,753	-	3,620,451
Restricted assets:				
Cash and investments - fiscal agents	153,661	-	1,884	155,545
Total assets	**$ 22,578,249**	**$ 4,055,055**	**$ 9,553,565**	**$ 36,186,869**
Liabilities:				
Accounts payable	$ 1,610,094	$ -	$ 380,835	$ 1,990,929
Accrued liabilities	159,308	-	3,202	162,510
Unearned revenue	324,569	-	24,700	349,269
Retention payable	140,917	-	19,574	160,491
Deposits payable	489,064	-	-	489,064
Due to other funds	-	-	1,014	1,014
Total liabilities	**2,723,952**	**-**	**429,325**	**3,153,277**
Deferred inflows of resources:				
Unavailable revenues	120,190	-	86,557	206,747
Total deferred inflows of resources	**120,190**	**-**	**86,557**	**206,747**
Fund balances:				
Nonspendable:				
Land held for resale	2,738,698	-	-	2,738,698
Restricted for:				
Development projects	2,101,690	4,055,055	3,515,648	9,672,393
Recreation and culture	-	-	67,533	67,533
Transportation	-	-	5,191,242	5,191,242
Storm drains	93,704	-	-	93,704
Pensions	80,653	-	-	80,653
Debt service	-	-	263,296	263,296
Infrastructure modernization project	73,008	-	-	73,008
Committed to:				
Vehicle replacement	73,295	-	-	73,295
Unassigned	14,573,059	-	(36)	14,573,023
Total fund balances	**19,734,107**	**4,055,055**	**9,037,683**	**32,826,845**
Total liabilities, deferred inflows of resources, and fund balances	**$ 22,578,249**	**$ 4,055,055**	**$ 9,553,565**	**$ 36,186,869**

See Accompanying Notes to Financial Statements.

CITY OF DUARTE

RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET POSITION
JUNE 30, 2021

Fund balances of governmental funds		$ 32,826,845
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets net of depreciation have not been included as financial resources in governmental fund activity.		56,619,785
Long-term debt and compensated absences that have not been included in the governmental fund activity:		
Bonds payable	$ (222,067)	
U.S. Bancorp lease	(2,596,150)	
CA Energy Commission loan	(84,513)	
Compensated absences	(968,322)	(3,871,052)
Other post employment related debt applicable to the City governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. Deferred outflows of resources and deferred inflows of resources related to OPEB are only reported in the statement of net position as changes to these amounts only effect the government wide statements for governmental activities.		
Deferred outflows of resources	2,416,460	
Deferred inflows of resources	(1,121,703)	
Net OPEB liability	(6,709,340)	(5,414,583)
Accrued interest payable for the current portion of interest due on bonds has not been reported in the governmental funds.		(49,401)
Revenues reported as unavailable revenue in the governmental funds and recognized in the statement of activities. These are included in the intergovernmental revenues in the governmental fund activity.		206,747
Governmental funds report all pension contributions as expenditures; however, in the statement of net position, the excess of the total pension liability over the plan fiduciary net position is reported as a net pension liability.		(15,108,868)
Deferred inflows related to pensions		(107,763)
Deferred outflows related to pensions		2,416,091
Net position of governmental activities		**$ 67,517,801**

CITY OF DUARTE

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	General	Special Revenue Fund Former RDA Low and Moderate Housing	Other Governmental Funds	Total Governmental Funds
Revenues:				
Taxes	$ 13,696,737	$ -	$ -	$ 13,696,737
Assessments	-	-	984,414	984,414
Licenses and permits	4,759,135	-	-	4,759,135
Intergovernmental	2,991,742	-	3,100,221	6,091,963
Charges for services	179,834	-	32,483	212,317
Use of money and property	226,698	11,221	33,370	271,289
Fines and forfeitures	323,718	-	-	323,718
Miscellaneous	416,086	-	1,374	417,460
Total revenues	**22,593,950**	**11,221**	**4,151,862**	**26,757,033**
Expenditures:				
Current:				
General government	5,334,427	-	-	5,334,427
Safety	6,103,422	-	156,769	6,260,191
Development	3,539,228	-	1,485,053	5,024,281
Recreation and cultural	2,316,828	-	-	2,316,828
Transportation	-	-	1,290,390	1,290,390
Capital outlay	1,918,122	-	773,773	2,691,895
Debt service:				
Principal retirement	17,293	-	298,663	315,956
Interest and fiscal charges	2,926	-	74,854	77,780
Total expenditures	**19,232,246**	**-**	**4,079,502**	**23,311,748**
Excess (deficiency) of revenues over (under) expenditures	3,361,704	11,221	72,360	3,445,285
Other financing sources (uses):				
Transfers in	701,605	-	1,618,087	2,319,692
Transfers out	(1,508,087)	-	(811,605)	(2,319,692)
Total other financing sources (uses)	(806,482)	-	806,482	-
Net change in fund balances	2,555,222	11,221	878,842	3,445,285
Fund balances, beginning of fiscal year, as originally stated	17,271,064	4,043,834	8,066,662	29,381,560
Prior period adjustment	(92,179)	-	92,179	-
Fund balances, beginning of fiscal, year, as restated	17,178,885	4,043,834	8,158,841	29,381,560
Fund balances, end of fiscal year	**$ 19,734,107**	**$ 4,055,055**	**$ 9,037,683**	**$ 32,826,845**

See Accompanying Notes to Financial Statements.

CITY OF DUARTE

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE FISCAL YEAR ENDED JUNE 30, 2021

Net change in fund balances - total governmental funds		$ 3,445,285
Amounts reported for governmental activities in the statement of activities are different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the costs of those assets are allocated over their estimated useful lives and reported as depreciation expense. The amount by which depreciation exceeded capital outlays in the current period.		
Capital outlay	$ 2,691,895	
Donation of traffic signals	600,000	
Donation of streets	134,045	
Capital outlays determined to be repairs and not capitalized	(154,856)	
Depreciation	(1,769,309)	1,501,775
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position		
Principal repayments		315,956
Accrued interest for long-term liabilities. This is the net change in accrued interest for the current period.		4,076
Compensated absence expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. This is the net change for the current period.		17,565
Other post employment benefits reported in the governmental funds includes cash payments made into the trust fund and payments on behalf of retirees. In the statement of activities, OPEB expense includes the change in the net OPEB liability, and related change in OPEB amounts for deferred outflows of resources and deferred inflows of resources.		(422,325)
Revenues reported as unavailable revenue in the governmental funds and recognized in the statement of activities. These are included in the intergovernmental revenues in the governmental activities.		(143,993)
Pension obligation expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.		(1,052,941)
Change in net position of governmental activities		**$ 3,665,398**

CITY OF DUARTE

STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
JUNE 30, 2021

		Private-Purpose Trust Fund
		Successor Agency of the Former RDA
Assets:		
Cash	$	55,311
Receivables:		
Notes and loans		1,200,000
Total Assets		**1,255,311**
Net Position:		
Net position held in trust for other purposes		1,255,311
Total Net Position	**$**	**1,255,311**

See Accompanying Notes to Financial Statements.

CITY OF DUARTE

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUNDS
FOR FISCAL YEAR ENDED JUNE 30, 2021

	Private-Purpose Trust Fund Successor Agency of the Former RDA
Additions:	
Taxes	$ -
Interest	-
Total Additions	**-**
Deductions:	
Administrative expenses	-
Interest expense	-
Total Deductions	**-**
Changes in Net Position	-
Net Position - Beginning of Fiscal Year	1,255,311
Net Position - End of Fiscal Year	**$ 1,255,311**

See Accompanying Notes to Financial Statements.

Note 1: Summary of Significant Accounting Policies

The City of Duarte, California (the City) was incorporated August 22, 1957. The City operates under a Council-Manager form of government. The City's major operations include police, code enforcement, animal control, parks and recreation, planning and development, public works, transit services, refuse collection, and general administrative services.

The basic financial statements of the City have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental agencies. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

a. Reporting Entity

The reporting entity, "City of Duarte", is comprised of the various funds of the City of Duarte (City), the Duarte Public Finance Authority (Finance Authority), the Duarte Housing Authority (Housing Authority), and the Duarte Community Facilities Financing Authority (DCFFA). As required by generally accepted accounting principles in the United States of America, these financial statements present the City of Duarte (the primary government) and its component units. The component units discussed below are included in the City's reporting entity because of the significance of their operational or financial relationship with the City. These entities are legally separate from each other. However, the City of Duarte elected officials have a continuing oversight responsibility over the Finance Authority and Housing Authority.

An organization is fiscally dependent on the primary government if it is unable to adopt its budget, levy taxes or set rates or charges, or issue bond debt without approval by the primary government. In a blended presentation, a component unit's balances and transactions are reported in a manner similar to the balances and transactions of the City. Component unites are presented on a blended basis when the component unit's governing body is substantially the same as the City's or the component unit provides services almost entirely to the City.

Blended Component Units

The Duarte Public Financing Authority (the Authority) was organized in 1988 for the specific purpose of facilitating the issuance of debt instruments. It has no separate existence and has acted as a conduit between the issuer (the City) and the underwriters. Separate financial statements of the Public Financing Authority were not prepared.

The Duarte Housing Authority (the Housing Authority) was established pursuant to California Housing Authorities Law (Health and Safety Code Sections 34200 et seq.) on March 22, 2011. The purpose of the Housing Authority is to provide safe and sanitary housing opportunities for Duarte residents. Although the Housing Authority is legally separate, it is reported as if it were part of the City because the City Council also serves as the governing board of the Housing Authority. Separate financial statements of the Housing Authority were not prepared.

Note 1: Summary of Significant Accounting Policies (Continued)

The Duarte Community Facilities Financing Authority was established on February 1, 2013 between the City and the Housing Authority for the specific purpose of facilitating the issuance of debt instruments. It has no separate existence and has acted as a conduit between the issuer (the City) and the underwriters. Separate financial statements of the DCFFA Public were not prepared.

Organizations Other Than Component Units:

Other governmental agencies, such as the County of Los Angeles, the Duarte Unified School District, etc. provide services within the City. However, each of these agencies is governed by an independently elected governing board. Accordingly, their financial information is not included within the scope of this financial report, because the City Council does not have a continuing oversight responsibility over them, nor are their financial operation closely related thereto.

b. Government-wide and Fund Financial Statements

The City's government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government and its component units. All fiduciary activities are reported only in the fund financial statements. The City does not have any business-type activities; therefore, only governmental activities are reported.

These basic financial statements are presented on an "economic resources" measurement focus and the accrual basis of accounting. Accordingly, all of the City's assets and liabilities, including capital assets and long-term liabilities, are included in the accompanying Statement of Net Position. The Statement of Activities present changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability is incurred. Certain types of transactions are reported as program revenues for the City in three categories: (1) charges for services, (2) operating grant and contributions and (3) capital grants and contributions. Certain eliminations have been made as prescribed by GASB Statement No. 34 in regard to interfund activities, payables, and receivables. All internal balances in the Statement of Net Position have been eliminated.

c. Government-wide and Fund Financial Statements

The City uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. These statements provide information about the government's funds, including its fiduciary funds and blended component units. Separate statements for each fund category- governmental and fiduciary- are presented.

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with separate self-balancing accounts that comprise its assets, deferred outflows, liabilities, deferred inflows, fund equity, revenues, and expenditures/expenses.

Note 1: Summary of Significant Accounting Policies (Continued)

Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The minimum number of funds is maintained consistent with legal and managerial requirements.

d. Funds

The focus of the governmental funds' measurement is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income.

The City reports the following major governmental funds:

General Fund - The General Fund is the general operating fund of the City which accounts for all or most of the City's general activities and financial resources except those that are required to be accounted for in another fund.

Former RDA Low and Moderate Income Housing Fund – This fund accounts for resources received from the Redevelopment Property Tax Trust Fund for the implementation, administration and monitoring of the Low and Moderate income housing affordability and other reporting requirements of the State Housing and Redevelopment.

Additionally, the City reports the following fund types:

Special Revenue Funds – Special Revenue Funds are used to account for the revenues derived from specific revenue sources, which are restricted by law or administrative regulation for specified purposes.

Capital Projects Funds – Capital project funds are used to account for financial resources to be used for the acquisition and construction of capital assets.

Debt Service Funds – Debt Service Funds are used to account for the accumulation of resources for the periodic payment of principal and interest on long-term debt.

Private-purpose Trust Funds – The Private-purpose trust funds are used to account for the assets and liabilities of the former redevelopment agency and is allocated revenue to pay estimated installment payments of enforceable obligations until obligations of the former redevelopment agency are paid in full and assets have been liquidated.

Governmental fund financial statements include a Balance Sheet and a Statement of Revenues, Expenditures, and Changes in Fund Balances for all major governmental funds. An accompanying schedule is presented to reconcile and explain the differences in net position as presented in these statements to the net position presented in the government-wide financial statements. The City has presented all major funds that met those qualifications.

Note 1: Summary of Significant Accounting Policies (Continued)

All governmental funds are accounted for on a spending or *current financial resources* measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the Balance Sheet. The Statement of Revenues, Expenditures, and Changes in Fund Balance presents increases (revenue and other financing sources) and decreases (expenditures and other financing uses) in net current assets. The Reconciliations of the Fund Financial Statements to the Government-Wide Financial Statements if provided to explain the differences created by the integrated approach of GASB Statement No. 34.

The private-purpose trust funds are reported using the *economic resources measurement focus* and the *accrual basis of accounting.*

e. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Non-exchange transactions, in which the City gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements and donations is recognized in the fiscal year for which all eligibility requirements have been satisfied.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, except for principal and interest on long-term liabilities, claims and judgments and employee leave benefits, which are recognized as expenditures when they are due and payable.

Property taxes, franchise taxes, licenses, intergovernmental revenue, charges for services, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Amounts reported as program revenues include 1) charges to members, customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes. When both restricted and unrestricted resources are available for use, it is the City’s policy to use restricted resources first, and then use unrestricted resources as needed.

Note 1: Summary of Significant Accounting Policies (Continued)

f. Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position or Equity

1. Cash and Cash Equivalents

The City has defined cash and cash equivalents to include cash on hand, demand deposits, as well as cash with fiscal agents. Additionally, each fund's equity in the City's investment pool is treated as a cash equivalent because the funds can deposit or effectively withdraw cash at any time without prior notice or penalty.

2. Investments

Investments are stated at fair value, (generally quoted market prices). The City's policy is to hold investments until maturity or until market values equal or exceed cost.

3. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

4. Land Held for Resale

Land Held for Resale is an inventory of land purchased, which will be sold. The land is recorded at the lower of the acquisition cost or market.

5. Capital Assets

Capital assets, which include land, intangible assets (e.g., easements and rights of way), buildings, improvements, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the government-wide financial statements. Capital assets are defined by the City as assets with a purchase cost of over $5,000 and have a useful life of two years or more. Assets are recorded at actual historical cost or estimated historical cost. Donated capital assets are recorded at fair value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Capital assets of the primary government are depreciated using the straight line method over the following estimated useful lives:

Buildings	60 years
Sewer System	60 years
Machinery & Equipment	5 – 35 years
Improvements	10 – 20 years
Other infrastructure	10 – 50 years

GASB Statement No. 34 requires the City to report and depreciate new infrastructure assets. Infrastructure assets include roads, bridges, underground pipe (other than related to utilities), traffic signals, etc. These infrastructure assets are the largest asset class of the City.

Note 1: Summary of Significant Accounting Policies (Continued)

6. Deferred Inflows and Outflows of Resources

In addition to assets, the Statement of Financial Position and Governmental Fund Balance Sheet will sometimes report a separate section for deferred outflows of resources. Deferred outflows of resources represent a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The government has two items that qualifies for reporting in this category. They are deferred outflows relating to the net pension obligation and the net OPEB obligation reported in the government-wide statement of net position. These outflows are the results of contributions made after the measurement period, which are expensed in the following year, and of adjustments due to difference in proportions which are deferred and amortized over the expected average remaining service lifetime.

In addition to liabilities, the Statement of Financial Position and Governmental Fund Balance Sheet will sometimes report separate section for deferred inflows of resources. The separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The government has one item, which arises only under a modified accrual basis of accounting, which qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported in the governmental funds balance sheet. The governmental funds report unavailable revenues from two sources: sales taxes and grant revenues. These amounts are deferred and recognized as an inflow of resources in the period that amounts become available. In addition, the government has two items that qualifies for reporting in this category which are deferred inflows in relation to the net pension obligation and the net OPEB obligation reported in the government-wide statements of net position. These inflows are the results of the net difference between projected and actual earnings on pension plan investments, difference between actual contributions and plan's share of contributions, and adjustment due to differences in proportions. These amounts are deferred and amortized over the expected remaining service life.

7. Property Tax Revenues

In general, property taxes in California are levied in accordance with Article 13B of the State Constitution at 1% of county-wide assessed valuations. This one percent is allocated pursuant to State law to the appropriate units of local government, including the City.

Property taxes are levied during July of each fiscal year and are due on November 1 and February 1. Property taxes become delinquent after December 10 and April 10 for the first and second installments, respectively. The lien date is January 1. The City accrues property tax received within 60 days after fiscal year- end in the fund financial statements.

8. Net Position Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g. restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the Government-Wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

Note 1: Summary of Significant Accounting Policies (Continued)

9. Fund Balance Flow Assumptions

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted sources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the Governmental Fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

10. Pension Plan

For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position have been determined on the same basis as they are reported by the CalPERS' Financial Office. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value. CalPERS' audited financial statements are publicly available reports that can be obtained at CalPERS' website under Forms and Publications.

11. Other Postemployement Benefits (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's plan (OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis. For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

12. Compensated Absences

The City accrues accumulated unpaid vacation, sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee. The amount estimated to be used in subsequent fiscal years for governmental funds is maintained separately and represents a reconciling item between the fund and government-wide presentations.

13. Interfund Activities

Interfund activity is reported as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as reimbursement. All other interfund transactions are treated as transfers.

Note 1: Summary of Significant Accounting Policies (Continued)

14. Net Position and Fund Balances

In the government-wide financial statements, net position is classified in the following categories:

Net Investment in Capital Assets: This component of net position consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted Net Position: This component of net position represents external restrictions imposed by creditors, grantors, contributors, or laws or regulations of other governments and restrictions imposed by law through constitutional provisions or enabling legislation.

Unrestricted Net Position: This component of net position represents the net position that does not meet the definition of "restricted" or "net investment in capital assets."

In the fund financial statements, governmental funds are classified in the following categories:

Nonspendable Fund Balance – includes amounts that are (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example: inventories, prepaid amounts, and long-term notes receivable.

Restricted Fund Balance – includes amounts that are restricted for specific purposes stipulated by external resources providers, constitutionally or through enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

Committed Fund Balance – includes amounts that can only be used for the specific purposes determined by a formal action of the City's highest level of decision-making authority, the City Council. Commitments may be changed or lifted only by the City taking the same formal action that imposed the constraint originally (for example: resolution).

Assigned Fund Balance – includes amounts intended to be used by the City for specific purposes that are neither restricted nor committed. Intent is expressed by (a) City Council or (b) a body (a budget, finance committee, or management (City Wide Leadership team, which consists of City Manager and Executive Department Heads)) to which the assigned amounts are to be used for specific purposes. Assigned amounts also include all residual amounts in governmental funds (except negative amounts) other than the General Fund that are not classified as nonspendable, restricted, or committed.

Unassigned Fund Balance – the residual classification for the General Fund and includes all amounts not contained in the other classifications. Governmental funds report residual negative balances as unassigned fund balance.

Note 1: Summary of Significant Accounting Policies (Continued)

15. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, revenues, and expenses. Actual results could differ from those estimates.

16. Deficit Fund Balances or Net Position

The following funds have a deficit at June 30, 2021:

Nonmajor Fund - Community Development Block Grant Special Revenue	$ 36

The City expects to eliminate these deficits with anticipated future revenues from grants, deferred payments, and reimbursements.

17. Budgets

The following Nonmajor special revenue funds exceeded appropriation at the fund level and by amount of excess: Lighting and Landscaping fund $112,681, Measure M Fund $736, Proposition A Transit fund $26,692, and Proposition C Transit $29,223.

18. Prior Period Adjustment Net Position and Fund Balance

The City recorded accounts payable for services provided to the City by LA County in the Lighting and Landscaping Fund as of June 30, 2020. While the costs were appropriately recorded in the fund, the expenditures of the fund during the fiscal year 2019 – 2020 exceeded the revenues of the fund. The City's General Fund transfers in amounts needed to cover any expenditures beyond the revenues and the City did not record that transfer in the fiscal year 2019 – 2020. Accordingly, the City has corrected the opening fund balance for the General Fund and the Lighting and Landscaping Fund by $92,179.

	General Fund	Lighting and Landscaping Special Revenue Fund
Fund balance, beginning of fiscal year, as originally stated	$ 17,271,064	$ 53,159
Transfer from General Fund to cover operating costs	(92,179)	92,179
Fund balance, end of fiscal year, as restated	$ 17,178,885	$ 145,338

Note 1: Summary of Significant Accounting Policies (Continued)

19. Future Accounting Pronouncements

GASB Statements listed below will be implemented in future financial statements.

The provisions of Statement Number 87 "*Leases*" are effective for fiscal years beginning after June 15, 2021,

The provisions for Statement Number 89 "*Accounting for Interest Cost Incurred before the End of a Construction Period*" are effective for fiscal years beginning after December 15, 2020.

The provisions for Statement Number 91 "*Conduit Debt Obligations*" are effective for fiscal years beginning after December 15, 2021.

The provisions for Statement Number 92 "*Omnibus 2020*" are effective for fiscal years beginning after June 15, 2021.

The provisions for Statement Number 93 "*Replacement of Interbank Offered Rates*" are effective for fiscal years beginning after June 15, 2021.

The provisions for Statement Number 94 "*Public-Private and Public-Public Partnerships and Availability Payment Arrangements*" are effective for fiscal years beginning after June 15, 2022.

The provisions for Statement Number 96 "*Subscription-Based Information Technology Arrangements*" are effective for fiscal years beginning after June 15, 2022.

The provisions for Statement Number 97 "*Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*" are effective for fiscal years beginning after June 15, 2021.

The provisions for Statement Number 98 "*The Annual Comprehensive Financial Report*" are effective for years ending after December 15, 2021.

Note 2: Cash and Investments

a. *Cash and Investments*

Cash and investments as of June 30, 2021 are classified in the accompanying financial statements as follows:

Statement of Net Position:		
Cash on hand	$	2,975
Demand deposits		14,187,658
Investments		15,436,473
Restricted:		
Cash and investments with fiscal agents		155,545
Total cash and investments Governmental Activities	$	29,782,651
Statement of Fiduciary Net Position:		
Demand deposits	$	55,311
Total cash and investments Fiduciary	$	55,311

b. *Deposits*

At June 30, 2021, the carrying amount of the City's deposits was $14,187,658 and the bank balance was $14,182,574. The $5,084 difference represents the outstanding checks and outstanding deposits. At June 30, 2021, the carrying amount of the Fiduciary trust's deposits and bank balance was $55,311.

The California Government Code requires California banks and savings and loans associations to secure the City's deposits by pledging government securities with a fair value of 110% of the City's deposits. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes have a fair value of 150% of the City's total deposits. The City Treasurer may waive the collateral requirement for deposits which are fully insured up to $250,000 by the FDIC. The collateral for deposits in federal and state chartered banks is held in safekeeping by an authorized Agent of Depository recognized by the State of California Department of Banking. The collateral of deposits with savings and loan associations is generally held in safekeeping by the Federal Home Loan Bank in San Francisco, California as an Agent of Depository. These securities are physically held in an undivided pool for all California public agency depositors. Under Government Code Section 53655, the placement of securities by a bank or savings and loan association with an "Agent of Depository" has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by California Agents of Depository are considered to be held or, and in the name of, the local government agency.

c. Investments

Investments Authorized by the California Government Code and the City's Investment Policy

Note 2: Cash and Investments (Continued)

The City's Investment Policy is reviewed and adopted by the City Council each fiscal year. The investment policy does not address investment of debt proceeds held by a bond trustee investments of debt proceeds held by a bond trustee are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the City's investment policy. All investments held by a bond trustee are invested in U.S. Treasury Money Market Funds. The table below identifies the allowable investment types authorized by the California Government Code and the City's adopted Investment Policy (the "Investment Policy"). The table also identifies certain restrictions related to interest rate risk and concentration of credit risk. The Investment Policy restricts the Treasurer to invest in only the types of investments listed herein, which is more restrictive than the Government Code

Investment Types Authorized Investment By State Law	Authorized by Investment Policy	Maximum Maturity		Maximum Percentages of Portfolio		Maximum Investment	
		CGC	City	CGC	City	CGC	City
California State Bonds	Yes	5 years	5 years	None	None	None	None
Federal Agency and U.S-Government Sponsored Enterprise Obligations	Yes	5 years	5 years	None	None	None	None
U.S. Treasury Securities	Yes	5 years	5 years	None	None	None	None
Certificates of Deposit	Yes	5 years	5 years	30%	30%	None	None
Time Deposits	Yes	5 years	5 years	None	None	None	None
Local Agency Investment Fund (LAIF)	Yes	N/A	N/A	None	None	75 million	75 million

Information about the sensitivity of the fair values of the City's restricted money market investments to market interest rate fluctuations for is provided by the following table that shows the distribution of the city's investments by maturity:

Investment Type	Remaining Maturity (in months) 6 Months or Less
Restricted Cash with fiscal agents:	
U.S. Bank Money Market Mutual Fund	$ 155,545

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The City's LAIF investment of $15,436,473 does not have a rating provided by a nationally recognized statistical rating organization. The City's restricted cash of $155,545 held in U.S. Bank Money Market Mutual Fund does not have a rating by a nationally recognized statistical rating organization.

Concentration of Credit Risk

The entire investment balance of the City is invested in the LAIF external investment pool.

Note 2: Cash and Investments (Continued)

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another a party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision to deposits: The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a fair value of 150% of the secured public deposits.

As of June 30, 2021, $13,932,574 of the City's deposits with financial institutions in excess of federal depository insurance limits was held in collateralized accounts. As of June 30, 2021, the Fiduciary trust fund's deposits with financial institutions were not in excess of federal depository insurance limits.

Fair Value Measurements

Investments are stated as fair value and are valued on a yearly basis. The City categorizes its fair value measurement within the fair value hierarchy established by generally accepted accounting principles. Securities classified in Level 1 of the fair value hierarchy are valued using prices quoted in active markets for those securities. Securities classified in Level 2 of the fair value hierarchy are valued using other observable inputs such as matrix pricing techniques or based on quoted prices for assets in markets that are not active. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices. Level 3 are valued using the income approach such as discounted cash flow techniques. Investment in an external government pool is not subject to reporting within the level hierarchy. The entire balance of investments is in an external government pool. Please see additional information in "Investment in State Investment Pool".

Investment in State Investment Pool

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the City's investment in this pool is reported in the accompanying financial statements at amounts based upon the City's pro rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis. The City's LAIF balance at June 30, 2021 was $15,436,473.

Note 2: Cash and Investments (Continued)

The total amount invested by all public agencies in LAIF as of June 30, 2020 was $37.1 billion. LAIF is part of the California Pooled Money Investment Account (PMIA), which at June 30, 2021 has a balance of $175.8 billion (70.21% was invested in government securities). The average maturity of PMIA investments was 291 days as of June 30, 2021.

Note 3: Interfund Receivables, Payables, and Transfers

The composition of interfund balances as of June 30, 2021, is as follows:

Due to/Due from other funds:

	Due From Other Funds	Due To Other Funds
Major Funds:		
General	$ 1,014	$ -
Nonmajor Debt Service Fund:		
Infrastructure Debt Service Fund	-	688
Nonmajor Special Revenue Fund:		
Community Development Block Grant	-	326
Total	$ 1,014	$ 1,014

The purpose of Due to/Due from is to eliminate negative cash balances at fiscal year-end in various funds.

Transfers In/Transfers Out:

	(Transfers Out)		
Transfers In	General Fund	Nonmajor Funds	Total
General Fund	$ -	$ 1,508,087	$ 1,508,087
Nonmajor Funds	701,605	110,000	811,605
Total	$ 701,605	$ 1,618,087	$ 2,319,692

Transfers out of the amount of $1,508,087 were made out of the General Fund into the Lighting and Landscaping Fund ($611,207), the Housing Authority Fund ($671,307), and the Air Quality Management Fund ($4,736) for capital and administrative costs, and the Infrastructure Debt Service fund ($220,837) for debt payment costs. Transfers In of $701,605 were made to reimburse the General Fund for expenditures paid on behalf of the Gas Tax Fund ($57,731), Proposition A Fund ($74,146), the Proposition C Fund ($60,665), the Measure M Fund ($52,147), the SB1/RMRA Fund ($46,000), Landscaping and Lighting Fund ($343,200), and the Measure R Fund ($67,716). Transfer In of $110,000 were made into the Proposition A Fund from the Air Quality Management Fund to reimburse for the purchase of capital costs.

Note 4: Notes Receivable

Notes and loans receivables as of June 30, 2021, are comprised of the following:

Affordable Housing

As part of development agreements with certain builders and in order to assist those individuals and families who are the most in need, the Housing Authority of the City of Duarte provides loans to low-and-moderate-income level residents for the acquisition and rehabilitation of residences. As a part of the agreement, the Housing Authority accepted second trust deeds from eligible buyers so that they could purchase the property. The second trust deeds are cancelable after 25 years should the buyers remain in the housing. If the property is sold, the Housing Authority recovers its second trust deed and interest to be calculated within certain limits. Since the amount, if any, the Housing Authority will receive is unknown, the City has recorded an allowance for doubtful accounts for the full amount of the receivables. The City will record income if the property is sold. The balance of the notes and loans receivable at June 30, 2021 is $150,000 with an allowance for doubtful accounts of $150,000 for a net notes and loans receivable of $0 as of June 30, 2021.

Note 5: Capital Assets

A summary of changes in capital asset activity for the fiscal year ended June 30, 2021 is as follows:

	Balance July 1, 2020	Increases	Decreases	Transfers	Balance June 30, 2021
Governmental activities:					
Capital assets, not being depreciated:					
Land	$ 21,737,333	$ -	$ -	$ -	$ 21,737,333
Construction in progress	1,327,991	2,417,507	-	752,986	2,992,512
Total capital assets, not being depreciated	23,065,324	2,417,507	-	752,986	24,729,845
Capital assets, being depreciated:					
Structures and improvements	8,465,037	103,990	-	-	8,569,027
Machinery and equipment	3,404,019	36,589	159,780	-	3,280,828
Infrastructure	61,591,640	712,998	-	752,986	63,057,624
Total capital assets, being depreciated	73,460,696	853,577	159,780	752,986	74,907,479
Less accumulated depreciation:					
Structures and improvements	3,943,151	142,817	-	-	4,085,968
Machinery and equipment	1,384,768	210,542	159,780	-	1,435,530
Infrastructure	36,080,091	1,415,950	-	-	37,496,041
Total accumulated depreciation	41,408,010	1,769,309	159,780	-	43,017,539
Total capital assets, being depreciated, net	32,052,686	(915,732)	-	752,986	31,889,940
Governmental activities capital assets, net	$ 55,118,010	$ 1,501,775	$ -	$ -	$ 56,619,785

Note 5: Capital Assets (Continued)

Depreciation expense was charged to functions of the primary government as follows:

Governmental activities:	
General government	$ 57,456
Safety	7,310
Recreation and culture	326,516
Transportation	1,378,027
Total	$ 1,769,309

Note 6: Deferred Inflows/Outflows of Resources

Unavailable revenues are deferred in accordance with GASB Statements No. 23 and No. 65. The City has unavailable revenues of intergovernmental receivables. The balance of unavailable revenues reported as deferred inflows of resources at June 30, 2021, was $206,747. For information about deferred inflows and outflows related to pensions, see note 10. For information about deferred inflows and outflows related to OPEB, see note 11.

Note 7: Long-Term Liabilities

The following is a summary of changes in long-term liabilities for the fiscal year ended June 30, 2021:

	Balance July 1, 2020	Additions	Deletions	Balance June 30, 2021	Due Within One Year
Governmental Activities					
General Obligation Bond					
2013 COP	$ 366,453	$ -	$ 144,386	$ 222,067	$ 147,303
U.S. Bancorp Infrastructure					
Lease	2,750,427	-	154,277	2,596,150	158,010
CA Energy Commission Loan	101,806	-	17,293	84,513	17,815
Total direct placement and					
direct borrowings	3,218,686	-	315,956	2,902,730	323,128
Compensated Absences	985,887	553,175	570,740	968,322	38,733
Total Long term debt	$ 4,204,573	$ 553,175	$ 886,696	$ 3,871,052	$ 361,861

Note 7: Long-Term Liabilities (Continued)

Debt service payments for direct placement and direct borrowings come due as follows:

Fiscal year ending June 30,	Principal	Interest
2022	$ 323,128	$ 68,957
2023	254,952	61,619
2024	184,655	56,400
2025	189,242	51,814
2026	183,829	47,117
2027 - 2031	934,538	169,647
2032 - 2035	832,386	50,962
Totals	$ 2,902,730	$ 506,516

a. Certificates of Participation

2013 Certificates of Participation (2001 Refunding)

In April 2013, the City of Duarte issued $1,337,750 in Certificates of Participation (Series A) with an interest rate of 2.01%. The City issued the bonds to refund $1,245,000 2001 Certificates of Participation on a current basis and pay for issuance costs. The City pledged as collateral property consisting of the Duarte Civic Center Complex and a Senior Citizens/Community Center. The Civic Center consists of the City Hall, the Community Center, the Fitness Center, two swimming pools and a pool service building, totaling 28,600 square feet. The Senior Center is also located at the Civic Center Complex, and contains approximately 12,000 square feet, with multi-purpose rooms for classes meetings, recreational uses, and meals, and office space for on-site staff, and storage area. The Series A Certificates of Participation mature on August 1, 2022, and bear interest at 2.01% per annum. Interest on the bonds is payable semi-annually every August 1 and February 1.

Fiscal year ending	2013 Certificates of Participation- (2001 Refunding)	
June 30,	Principal	Interest
2022	$ 147,303	$ 3,727
2023	74,764	751
Totals	$ 222,067	$ 4,478

b. U.S. Bancorp Infrastructure Lease

The City of Duarte entered into a lease/purchase agreement with U.S. Bancorp Government Leasing and Finance, Inc. on September 27, 2019 to fund a project to upgrade lighting systems, HVAC system installation and control upgrades and to install a Solar PV system in various City buildings and structures for $2,750,427. The City pledged as collateral property

Note 7: Long-Term Liabilities (Continued)

consisting of the Duarte Civic Center Complex and a Senior Citizens/Community Center. The Civic Center consists of the City Hall, the Community Center, the Fitness Center, two swimming pools and a pool service building, totaling 28,600 square feet. The Senior Center is also located at the Civic Center Complex, and contains approximately 12,000 square feet, with multi-purpose rooms for classes meetings, recreational uses, and meals, and office space for on-site staff, and storage area. Lease payments are to be unconditional. In the event of a default, the City must provide the leased property back to the U.S. Bancorp or continue to make the lease payments until the property is provided to U.S. Bancorp. The lease matures on September 27, 2034 and bears interest at 2.95% per annum. Interest and principal are due annually every September 27.

Fisacl year ending June 30,	U.S. Bankcorp Infrastructure Lease Principal	U.S. Bankcorp Infrastructure Lease Interest
2022	$ 158,010	$ 62,827
2023	161,834	59,003
2024	165,750	55,087
2025	169,762	51,075
2026	173,870	46,967
20267 - 2031	934,538	169,647
2032 - 2035	832,386	50,962
Totals	$ 2,596,150	$ 495,568

c. California Energy Resources Conservation and Development Commission Loan

The State of California Energy Resources Conservation and Development Commission issued a loan to the City for an Energy Efficiency project to be completed in July 2011. The Loan was issued in October 2011 in the amount of $218,847. The liability as of June 30, 2021 is $84,513.

The loan matures on December 22, 2025, and bear interest at 3% per annum. Principal and Interest on the loan is payable semi-annually every December 22 and June 22.

Fiscal year ending June 30,	CA Energy Commission Loan Principal	CA Energy Commission Loan Interest
2022	$ 17,815	$ 2,403
2023	18,354	1,865
2024	18,905	1,313
2025	19,480	739
2026	9,959	150
Totals	$ 84,513	$ 6,470

Note 7: Long-Term Liabilities (Continued)

d. Compensated Absences

The City accrues accumulated unpaid vacation, sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee as described in Note 1. The City at June 30, 2021, had an outstanding accrued balance of unpaid vacation, sick leave, and associated employee related costs of $968,322 that will be liquidated from various funding sources in future years.

Note 8: Liability, Worker's Compensation, and Purchased Insurance

a. Description of Self-Insurance Pool Pursuant to Joint Powers Agreement

The City of Duarte is a member of the CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (Authority). The Authority is composed of 123 California public entities and is organized under a joint powers' agreement pursuant to California Government Code §6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other lines of coverage. The California JPIA began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a nine-member Executive Committee.

b. Primary Self-Insurance Programs of the Authority

Each member pays an annual contribution at the beginning of the coverage period. A retrospective adjustment is then conducted annually thereafter, for coverage years 2012-13 and prior. Coverage years 2013-14 and forward are not subject to routine annual retrospective adjustment. The total funding requirement for primary self-insurance programs is based on an actuarial analysis. Costs are allocated to individual agencies based on payroll and claims history, relative to other members of the risk-sharing pool.

Primary Liability Program
Claims are pooled separately between police and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to $100,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from $100,000 to $500,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from $500,000 to $50 million, are distributed based on the outcome of cost allocation within the first and second loss layers.

The overall coverage limit for each member, including all layers of coverage, is $50 million per occurrence. Subsidence losses have a sub-limit of $50 million per occurrence. The coverage is composed of a combination of pooled self-insurance, reinsurance, and excess insurance. Additional concerning the coverage structure is available on the Authority's website: https://cjpia.org/coverage/risk-sharing-pools.

Note 8: Liability, Worker's Compensation, and Purchased Insurance (Continued)

Workers' Compensation Program

Claims are pooled separately between public safety (police and fire) and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to $75,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from $75,000 to $200,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from $200,000 to statutory limits are distributed based on the outcome of cost allocation within the first and second loss layers.

For 2020-21 the Authority's pooled retention is $1 million per occurrence, with reinsurance to statutory limits under California Workers' Compensation Law. Employer's Liability losses are pooled among members to $1 million. Coverage from $1 million to $5 million is purchased through reinsurance policies, and Employer's Liability losses from $5 million to $10 million are pooled among members.

c. Purchased Insurance

Pollution Legal Liability Insurance

The City participates in the pollution legal liability insurance program which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the City. Coverage is on a claims-made basis. There is a $250,000 deductible. The Authority has an aggregate limit of $20 million.

Property Insurance

The City participates in the all-risk property protection program of the Authority. This insurance protection is underwritten by several insurance companies. City property is currently insured according to a schedule of covered property submitted by the City to the Authority. City property currently has all-risk property insurance protection in the amount of $25,231,541. There is a $10,000 deductible per occurrence except for non-emergency vehicle insurance which has a $2,500 deductible.

Earthquake and Flood Insurance

The City purchases earthquake and flood insurance on a portion of its property. The earthquake insurance is part of the property protection insurance program of the Authority. City property currently has earthquake protection in the amount of $6,221,410. There is a deductible of 5% per unit of value with a minimum deductible of $100,000.

Crime Insurance

The City purchases crime insurance coverage in the amount of $1,000,000 with a $2,500 deductible. The fidelity coverage is provided through the Authority.

Note 8: Liability, Worker's Compensation, and Purchased Insurance (Continued)

Special Event Tenant User Liability Insurance
The City further protects against liability damages by requiring tenant users of certain property to purchase low-cost tenant user liability insurance for certain activities on City property. The insurance premium is paid by the tenant user and is paid to the City according to a schedule. The City then pays for the insurance. The insurance is facilitated by the Authority.

d. Adequacy of Protection

During the past three fiscal years, none of the above programs of protection experienced settlements or judgments that exceeded pooled or insured coverage. There were also no significant reductions in pooled or insured liability coverage in 2020-21.

Note 9: Deferred Compensation Plan

The City has made available to its employees a deferred compensation plan, whereby employees authorize the City to withhold funds from salaries to be invested in individual investment accounts. Funds may be withdrawn by participants upon termination of employment or retirement. The City makes no contributions under the plan. The amount held by trustees for the employees at June 30, 2021, was $3,208,911. These amounts are not recorded in the books of the City and as such not included in these financial statements.

Note 10: Retirement Plan

a. Plan Description

All qualified employees are eligible to participate in the City's Miscellaneous Employee Pension Plan, cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and City resolution. CalPERS's issues publicly available report that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

b. Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 or 52 with statutorily reduced benefits depending on the retirement tier. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Note 10: Retirement Plan (Continued)

The Plan's provisions and benefits in effect at June 30, 2021, are summarized as follows:

	Tier 1*	Tier 2	PEPRA
Hire date/CalPers Enrollment Date	Prior to January 1, 2010	After January 1, 2010	After January 1, 2013
Benefit formula	2.5% @ 55	2% @ 60	2% @ 62
Benefit vesting schedule	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life
Retirement age	minimum 50 yrs	minimum 50 yrs	minimum 52 yrs
Monthly benefits as a % of eligible compensation	50 yrs - 63+ yrs 1.425% - 2.418%	50 yrs - 63+ yrs 1.092% - 2.418%	52 yrs - 67+ yrs 1.000% - 2.500%
Required employee contribution rates	7.953%	6.918%	7.250%
Required employer contribution rates	13.146%	9.442%	7.874%

* Plan closed to new entrants

c. Contribution Description

Section 20814 (c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employees be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the fiscal year ended June 30, 2021, the contributions recognized as part of pension expense for the Plan were as follow:

	Miscellaneous
Contributions – employer	$ 1,301,167

d. Pension Liabilities, Pension Expense, and Deferred Outflows, and Deferred Inflows of Resources Related to Pensions

As of June 30, 2021, the City reported net pension liabilities for its proportionate share of the net position liability of the Plan as follows:

Note 10: Retirement Plan (Continued)

	Proportionate Share of Net Pension Liability
Miscellaneous	$ 15,108,868

The City's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2020, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020 using standard update procedures. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

The City's proportionate share of the net pension liability for the Plan as of June 30, 2019 and 2020 was as follows:

	Miscellaneous
Proportion – June 30, 2019	0.279000%
Proportion – June 30, 2020	0.278130%
Change - Decrease	0.000870%

For the fiscal year ended June 30, 2021, the City recognized pension expense of $1,052,941. At June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Contributions made after the measurement date	$ 1,188,653	$ -
Difference between expected and actual experience	778,605	-
Change in assumptions	-	107,763
Net difference between projected and actual earnings on pension plan investments	448,833	-
Total	$ 2,416,091	$ 107,763

$1,188,653 reported as deferred outflows of resources related to contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions and will be recognized as pension expense as follows:

Note 10: Retirement Plan (Continued)

Fiscal year ending June 30,	Deferred Outflows (Inflows) of Resources
2022	$ 173,129
2023	406,975
2024	324,298
2025	215,273
Totals	$ 1,119,675

e. Actuarial Methods and Assumptions Used to Determine Total Pension Liability

The total pension liabilities were determined by rolling forward the total pension liability determined in the June 30, 2019 actuarial valuation to June 30, 2020. The June 30, 2020, total pension liability was based on the following actuarial methods and assumptions:

Valuation date	June 30, 2019
Measurement date	June 30, 2020
Actuarial cost method	Entry age normal cost method
Actuarial assumptions	
Discount rate	7.15%
Inflation	2.50%
Payroll growth	Varies by entry age/service
Projected salary increases	Varies by age/service
Investment rate of return	7.15% (1)
Mortality	Data for all Funds (2)

(1) Net of pension plan investment expenses, including inflation

(2) The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

f. Discount Rate

The discount rate used to measure the total pension liability was 7.15%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily requires rates, actuarially determined. Based on those assumptions, the Plans fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projects benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

Note 10: Retirement Plan (Continued)

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The expected real rates of return by asset class can be found in CalPERS' Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2020.

The following presents the net pension liability/(asset) of the Plan as of the measurement date, calculated using the discount rate of 7.15%, as well as what the net pension liability/(asset) would be if it were calculated using a discount rate that is 1 percentage-point lower (6.15%) or 1 percentage-point higher (8.15%) than the current rate:

	Miscellaneous
1.0% Decrease	6.15%
Net Pension Liability	$ 22,111,760
Current Discount Rate	7.15%
Net Pension Liability	$ 15,108,868
1.0% Increase	8.15%
Net Pension Liability	$ 9,322,598

g. Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

Note 11: Other Post-Employment Benefits

a. Plan Description

The City has established a retiree healthcare plan (HC Plan) The HC Plan provides employees healthcare coverage under the California Public Employees Medical and Hospital Care Act (PEMCHA). PEMCHA governs health care provided to employees and retirees under health care plans administered by CalPERS. All public agencies providing health care to their active employees through CalPERS PEMCHA plans are also required to offer health care under those plans to their retirees. The rules regarding retiree health care are found in sections 22892 and 22893 of the Government Code.

Under PEMCHA, the City will provide medical insurance coverage for retirees and their dependents though the PERS system. To be eligible, employees must retire within one hundred and twenty days of their separation from employment with the City. PEMCHA requires the same equal benefit must be provided retirees as active employees. The minimum employer

Note 11: Other Post-Employment Benefits (Continued)

contribution is announced each year by CalPERS. This rate was set at $143 per month for FY 2020-2021. Currently under the HC Plan, the City pays 100% of the health insurance premium for employees and retirees which exceeds the required minimum employer contribution under PEMCHA. Benefits are paid for the lifetime of the retiree as long as he or she continues to participate in PEMCHA, with continuation to the surviving spouse, if any.

The City also pays an administrative fee of 0.31% of premium on behalf of all active employees and retirees. Retirees who waive medical insurance coverage and provide proof of other coverage will be reimbursed by the City in a tiered schedule from ranging from $218 to $566 per month.

The City joined the Public Agencies Post-Retirement Health Care Plan Trust (Trust) in September of 2007 for the purpose of prefunding other post-employment benefits for past services. The Trust is a public agency multiple-employer trust that was established to provide member public agencies economies of scale and efficiency of administration in the funding of each agency's respective other post-employment benefit obligation.

As of the June 30, 2020 actuarial valuation, the Plan was providing benefits to 93 beneficiaries consisting of 50 active employees and 43 inactive employees or their beneficiaries.

A direct employer payment toward the cost of OPEB benefits is referred to as an "explicit subsidy". In addition, if claims experience of employees and retirees are pooled when determining premiums, retiree premiums are based on a pool of members which, on average, are younger and healthier. For certain types of coverage such as medical insurance, this results in an "implicit subsidy" of retiree premiums by active employee premiums since the retiree premiums are lower than they would have been if retirees were insured separately. GASB 75 and Actuarial Standards of Practice generally require that an implicit subsidy of retiree premium rates be valued as an OPEB liability.

b. Contributions

The City Council establishes health care coverage rates each fiscal year by Memoranda of Understanding with the applicable employee bargaining units. The City currently pays the benefits as they come due on behalf of the beneficiaries. In addition, the City makes an additional voluntary contribution to the Trust at a rate set during the budget process. During FY 2020- 2021 the City paid $431,406 in post-employment healthcare costs directly to PERS and an additional contribution of $445,000 into the Trust during FY 2020-2021 for a total contribution amount of $876,406.

c. Net OPEB Liability

The City's net OPEB liability was measured as of June 30, 2021 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated June 30, 2020. Standard actuarial update procedures were used to project/discount from valuation to measurement date. The total OPEB liability was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless other specified:

Note 11: Other Post-Employment Benefits (Continued)

Salary increases	2.75%
Investment rate of return	5.85%
Inflation	2.50%
Healthcare cost trend rates	
Pre-Medicare	6.50%
Medicare	4.04%

Demographic actuarial assumptions used in the valuation are based on the CalPERS Pension Assumption Model, revised May 14, 2018 experience study. The mortality rates were those published by CalPERS adjusted to back out 15 years of Scale MP 2016 to central year 2015.

The Trust published an expected return of 6.71% for plan's portfolio prior to offset for non-imbedded investment related fees. This 6.71% expected return rate was determined using a building-block method and best-estimate ranges of expected future real rates of return for each major asset class (expected returns, net of OPEB plan investment expense and inflation). These ranges are combined to produce the long-term expected rate of return by weighting the expected real rates of return by the target asset allocation percentage and by adding expected inflation. To achieve the goal set by the investment policy, plan assets will be managed to earn, on a long-term basis, a rate of return equal to or in excess of the target rate of return of 6.21 percent.

d. Discount Rate and Long-Term Expected Rate of Return

GASB No. 75 allows the use of a discount rate that is up to the expected long-term rate of return on the assets in the OPEB trust set aside to pay benefits, if the plan sponsor makes regular contributions to the trust such that the assets are not depleted at any point in the future. If the OPEB plan's actuary determines that contributions are not sufficient to keep the trust funded, a blend of the long-term rate of return and the yield or index rate for 20-year, tax-exempt municipal bonds will be used for the periods when the trust funds are not sufficient to cover benefit payments. Based on this requirement, the discount rate used to measure the total OPEB liability is 6.21%.

Note 11: Other Post-Employment Benefits (Continued)

e. Changes in the OPEB Liability

The following table shows the changes in the net OPEB liability as follows:

Service Cost	$	389,582
Interest		633,116
Difference between expected and actual experience		1,285,548
Changes of assumptions		(419,273)
Benefit payments		(431,406)
Net change in total OPEB liability		1,457,567
Total OPEB liability - beginning		10,378,042
Total OPEB liability - ending (a)	$	11,835,609
Plan fiduciary net position		
Contributions - employer (1)	$	876,406
Net investment income		996,936
Administrative expense		(24,255)
Benefit payments (1)		(431,406)
Net Change in plan fiduciary net position		1,417,681
Plan fiduciary net position - beginning		3,708,588
Plan fiduciary net position - ending (b)		5,126,269
Net OPEB liability - ending (a) - (b)	$	6,709,340

(1) Amount includes implicit subsidy associated with benefits paid.

f. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate

The following presents the Net OPEB liability of the City, as well as what the net OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower (5.21%) or 1 percentage point higher (7.21%) than the current discount rate:

	1% Decrease	Current	1% Increase
Net OPEB Liability	$ 7,841,837	$ 6,709,340	$ 4,519,682

g. Sensitivity of the Net OPEB Liability to Changes in the Health Care Trend Rates

The following presents the net OPEB liability, as well as what the net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower (5.50% graded down to 3.04%) than the healthcare trend rate or 1 percentage point higher (7.50% graded down to 7.00%) than the current healthcare cost trend rates assumed to be 6.50% effective January 2021 and graded down to 4.04% for years 2024 and thereafter:

Note 11: Other Post-Employment Benefits (Continued)

	1% Decrease	Healthcare Cost Rate	1% Increase
Net OPEB liability	$ 4,371,556	$ 6,709,340	$ 8,070,369

h. OPEB Plan Fiduciary Net Position

Statement of Fiduciary Net Position - June 30, 2021

Assets	
Investments	
Managed account	$ 5,126,269
Total Assets	5,126,269
Net position restricted for post-employment benefits other than pensions	$ 5,126,269

Statement of Changes in Fiduciary Net Position for the Fiscal Year Ended June 30, 2021

Additions	
Employer Contributions (1)	$ 876,406
Investment income:	
Net increase in fair value of investments	996,936
Total Additions	1,873,342
Deductions	
Benefit payments (1)	(431,406)
Administrative expenses	(24,255)
Total Deductions	(455,661)
Net increase in net position	1,417,681
Net position restricted for post-employment benefits other than pensions	
Beginning of fiscal year	3,708,588
End of fiscal year	$ 5,126,269

(1) Includes $337,061 of pay-as-you-go contributions made from sources outside of the trust, plus an implicit subsidy amount of $94,345.

Note 11: Other Post-Employment Benefits (Continued)

i. Investments

The City's policy regarding the allocation of the plan's invested assets is established and may be amended by management of the City. The primary objective is to maximize total Plan return, subject to the risk and quality constraints set forth in the investment guidelines. The investment objective the City has selected is the Balance Strategy, which seeks to provide growth of principal and income. The asset allocation ranges for this objective as of June 30, 2021, are listed below:

PARS Balanced HighMark Plus Portfolio

	Expected Rate of Return			
	Cash	Fixed Income	Equity	Weight
Large Cap Core			7.5%	32.0%
Mid Cap Core			7.8%	6.0%
Small Cap Core			8.7%	9.0%
Real Estate			6.7%	2.0%
International			7.8%	7.0%
Emerging Markets			7.8%	4.0%
Short Term Bond		3.3%		6.8%
Intermediate Term Bond		4.1%		27.0%
High Yield		1.3%		1.2%
Cash	5.0%			5.0%

Market conditions may cause the account's asset allocation to vary from the stated range from time to time. The investment manager (assisting the City) will rebalance the portfolio no less than quarterly and/or when the actual weighting differs substantially from the strategic range, if appropriate and consistent with the objectives.

For the fiscal year ended June 30, 2021 the annual money-weighted rate of return on investments, net of investment expense, was 6.21 percent. The money-weighted rate of return expresses investment performance, net of investment expense adjusted for the changing amounts invested.

j. Recognition of Deferred Outflows and Deferred Inflows of Resources

Gains and losses related to changes in total OPEB liability and fiduciary net position are recognized in OPEB expense systematically over time.

Amounts are first recognized in OPEB expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to OPEB and are to be recognized in future OPEB expense. Liability changes due to plan experience which differs from what was assumed in the prior measurement period and/or from assumption changes during the period are recognized over the OPEB plan's Expected Average Remaining Service Life (EARSL). EARSL periods used for changes arising in this current measurement period were 6.66 years. Changes in the Fiduciary Net Position due to

Note 11: Other Post-Employment Benefits (Continued)

investment performance different from the assumed earnings rate are always recognized over 5 years. Liability changes attributable to benefit changes occurring during the period are recognized immediately.

k. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the fiscal year ended June 30, 2021, the City recognized OPEB expense of $422,325 and reported deferred outflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources		Deferred Inflows of Resources	
Change of Assumptions	$	1,245,969	$	591,281
Differences Between Expected and Actual Experience		1,170,491		530,422
Total	$	2,416,460	$	1,121,703

Amounts reported as deferred outflows of resources related to OPEB will be recognized as expense as follows:

Fiscal Year Ended June 30:	Deferred Outflows (Inflows) of Resources	
2022	$	321,394
2023		257,114
2024		254,345
2025		229,478
2026		108,669
Thereafter		123,757

Note 12: Conduit Debt Obligations

a. Financial Cooperation Agreements

The City from time to time has provided financial assistance to health care providers for the acquisition of equipment and facilities deemed to be in the public interest. The agreements are secured by the property financed and are payable solely from payments received on the underlying security liens. Upon repayment of the debt, ownership of the property transfers to the private-sector entity served by the loan agreement, neither the Agency, the City of Duarte, nor any political subdivision thereof is obligated in any manner for repayment of the debt. Accordingly, such debt is not reported as liabilities in the accompanying financial statements.

Note 13: Commitments and Contingencies

a. Grant Audits

Under the terms of federal and state grants, periodic audits are required, and certain costs may be questioned as not being appropriate expenditures under the terms of the grants. Such audits could lead to reimbursement to the grantor agencies. City Management believes disallowance, if any, will be immaterial.

b. Memorandum of Understanding with Foothill Transit

On September 21, 2017, the City entered into a memorandum of understanding (MOU) with Foothill Transit (Transit) in which Transit will purchase three electric 35-foot electric buses for operation of the City's transit service. The City reimbursed the cost of two of the buses utilizing Prop A funds. The City will reimburse Transit for the cost of the third bus through monthly payments financed over a period of ten years at an annual interest rate of three percent. On April 1, 2019, the third bus was acquired by Transit for a base cost of $731,908 with interest over the next ten years of $116,175 for a total cost of $848,083. There is a monthly payment of both principal and interest totaling $7,067.

The MOU has an initial base term of four years, with two three year extensions. If the MOU is not extended and is terminated before the end of the ten-year financing period, the City will have the choice of either continuing the financing of the bus, paying the remaining balance on the bus; or transferring the ownership of the bus to Transit, who would then reimburse the City for the amount paid to date.

c. Redevelopment Agency Dissolution and Successor Agency

AB X1 26 provided for the dissolution of all redevelopment agencies in the State of California. This action impacted the reporting entity of the City that previously had reported a redevelopment agency within the reporting entity of the City as a blended component unit. The Bill provided that upon dissolution of a redevelopment agency, either the city or another unit of local government will agree to serve as the "successor agency" to hold the assets until they are distributed to other units of state and local government. On January 16, 2016, the City Council elected to become the Successor Agency for the former redevelopment agency in accordance with the Bill as part of the City's resolution number 12-R-03(A).

After enactment of the Bill, which occurred on June 28, 2011, redevelopment agencies in the State of California cannot enter into new projects, obligations, or commitments. Subject to the control of a newly established oversight board, remaining assets can only be used to pay enforceable obligations in existence at the date of dissolution (including the completion of any unfinished projects that were subject to legally enforceable contractual commitments).

In future fiscal years, successor agencies will only be allocated revenue in the amount that is necessary to pay the estimated annual installment payments on enforceable obligations of the former redevelopment agency until all enforceable obligations of the prior redevelopment agency have been paid in full and all assets have been liquidated.

Note 13: Commitments and Contingencies (Continued)

The Bill directs the State Controller of the State of California to review the propriety of any transfers of assets between redevelopment agencies and other public bodies that occurred after January 1, 2011. If the public body that received such transfers is not contractually committed to a third party for the expenditure or encumbrance of those assets, the State Controller is required to order the available assets to be transferred to the public body designated as the successor agency by the Bill.

d. Contractual Commitments

On July 1, 2021, the City entered into a contract with the Los Angeles Sheriff's Department to provide city law enforcement services for the 2021-2022 fiscal year for an estimated cost of $4.9 million.

Note 14: Successor Agency Trust for Assets of Former Redevelopment Agency

In accordance with the timeline set forth in the Bill (as modified by the California Supreme Court on December 29, 2011) all redevelopment agencies in the State of California were dissolved and ceased to operate as a legal entity as of February 1, 2012.

a. Cash and investments

Cash and investments reported in the accompanying financial statements consisted of the following as of June 30, 2021:

Statement of Fiduciary Net Position:	
Demand deposits	$ 55,311
Total cash and investments Fiduciary	$ 55,311

Please see Note #2, Cash and investments for additional information.

b. Long-Term Debt

A description of long-term debt outstanding (excluding defeased debt) of the Successor Agency as of June 30, 2021, follows:

	Balance July 1, 2020	Additions	Deletions	Balance June 30, 2021	Due Within One Year
Fiduciary Activites					
City Loans	$ 3,369,653	$ -	$ 3,369,653	$ -	$ -
Total	$ 3,369,653	$ -	$ 3,369,653	$ -	$ -

<u>City Loans</u>

In previous fiscal years, the City made loans to the former Redevelopment Agency. As of June 30, 2021, principal on those loans was $0. The loans have a zero percent interest rate. The loan was repaid during FY 2020 – 2021.

Note 14: Successor Agency Trust for Assets of Former Redevelopment Agency (Continued)

c. Note Receivable

As part of the Estoppel Certificate, Consent & Agreement, a loan was established on December 4, 2013 between the City, Southern California Presbyterian Homes, and Andres Duarte Terrace II, L.P. for the development of a 43-unit affordable housing project located within the City. The loan was established to be repaid in a matter of 57 years, authorized by the executive director of the Duarte Housing Authority. The balance at June 30, 2021 is $1,200,000.

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 17,178,885	$ 17,178,885	$ 17,178,885	$ -
Resources (Inflows):				
Taxes	10,398,100	10,398,100	13,696,737	3,298,637
Licenses and permits	2,366,500	2,366,500	4,759,135	2,392,635
Intergovernmental	2,833,600	2,833,600	2,991,742	158,142
Charges for services	265,700	265,700	179,834	(85,866)
Use of money and property	297,700	297,700	226,698	(71,002)
Fines and forfeitures	385,000	385,000	323,718	(61,282)
Miscellaneous	200,200	200,200	416,086	215,886
Lease proceeds	1,257,000	1,257,000	-	(1,257,000)
Transfers in	753,900	753,900	701,605	(52,295)
Amounts Available for Appropriations	**35,936,585**	**35,936,585**	**40,474,440**	**4,537,855**
Charges to Appropriations (Outflows):				
Current:				
General government	5,478,100	5,441,100	5,334,427	106,673
Safety	6,298,800	6,155,800	6,103,422	52,378
Development	2,958,100	3,359,100	3,539,228	(180,128)
Recreation and cultural	2,717,000	2,366,500	2,316,828	49,672
Capital outlay	1,601,200	2,037,200	1,918,122	119,078
Debt service:				
Principal retirement	17,300	17,300	17,293	7
Interest and fiscal charges	3,000	3,000	2,926	74
Transfers out	1,376,500	1,400,500	1,508,087	(107,587)
Total Charges to Appropriations	**20,450,000**	**20,780,500**	**20,740,333**	**40,167**
Budgetary Fund Balance, June 30	**$ 15,486,585**	**$ 15,156,085**	**$ 19,734,107**	**$ 4,578,022**

See Note to Required Supplementary Information

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
LOW AND MODERATE HOUSING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	**Final**	**Amounts**	**(Negative)**
Budgetary Fund Balance, July 1 - Restated	$ 4,043,834	$ 4,043,834	$ 4,043,834	$ -
Resources (Inflows):				
Use of money and property	20,000	20,000	11,221	(8,779)
Amounts Available for Appropriations	**4,063,834**	**4,063,834**	**4,055,055**	**(8,779)**
Budgetary Fund Balance, June 30	**$ 4,063,834**	**$ 4,063,834**	**$ 4,055,055**	**$ (8,779)**

See Note to Required Supplementary Information

CITY OF DUARTE

REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2021

Cost Sharing Multiple-Employer Defined Benefit Pension Plan
Last 10 Fiscal Years (*)

SCHEDULE OF THE CITY'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY

	FY 15 Measurement Date June 30, 2014	FY 16 Measurement Date June 30, 2015	FY 17 Measurement Date June 30, 2016	FY 18 Measurement Date June 30, 2017
City's proportion of the net pension liability	0.03089%	0.029101%	0.30027%	0.29560%
City's proportionate share of the net pension liability	$ 8,486,349	$ 10,578,290	$ 12,675,786	$ 14,098,986
City's covered payroll	$ 2,467,539	$ 3,706,684	$ 3,970,085	$ 4,047,472
City's proportionate share of the net pension liability as a percentage of it's covered payroll	343.9%	285.4%	319.3%	348.3%
Plan's fiduciary net position as a percentage of the total pension liability	78.40%	79.82%	75.87%	73.31%

	FY 19 Measurement Date June 30, 2018	FY 20 Measurement Date June 30, 2019	FY 21 Measurement Date June 30, 2020
City's proportion of the net pension liability	0.28309%	0.27900%	0.27813%
City's proportionate share of the net pension liability	$ 13,503,297	$ 14,091,516	$ 15,108,868
City's covered payroll	$ 4,004,164	$ 4,272,231	$ 4,272,231
City's proportionate share of the net pension liability as a percentage of it's covered payroll	337.2%	329.8%	353.7%
Plan's fiduciary net position as a percentage of the total pension liability	77.69%	77.73%	77.71%

Notes to schedule:

In Fiscal Year 2016-17, the discount rate for the PERF C was lowered from 7.65 percent to 7.15 percent. Deferred outflows of resources for changes of assumptions represent the unamortized portion of this assumption change.

*Fiscal year 2015 was the 1st year of implementation, therefore, only seven years are shown.

REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2021

Cost Sharing Multiple-Employer Defined Benefit Pension Plan
Last 10 Fiscal Years (*)

SCHEDULE OF PENSION CONTRIBUTIONS

	Measurement Date June 30, 2014 Miscellaneous	Measurement Date June 30, 2015 Miscellaneous	Measurement Date June 30, 2016 Miscellaneous	Measurement Date June 30, 2017 Miscellaneous
Actuarially determined contribution (a)	$ 262,412	$ 285,477	$ 400,604	$ 421,885
Contribution in relation to the actuarially determined contribution (b)	(262,412)	(285,477)	(400,604)	(421,885)
Contribution deficiency (excess)	$ -	$ -	$ -	$ -
Covered payroll (c)	$ 2,352,312	$ 2,467,539	$ 3,706,684	$ 3,970,085
Contributions as a percentage of covered payroll	11.16%	11.57%	10.81%	10.63%

	Measurement Date June 30, 2018 Miscellaneous	Measurement Date June 30, 2019 Miscellaneous	Measurement Date June 30, 2020 Miscellaneous
Actuarially determined contribution (a)	$ 449,981	$ 459,105	$ 537,636
Contribution in relation to the actuarially determined contribution (b)	(449,981)	(459,105)	(537,636)
Contribution deficiency (excess)	$ -	$ -	$ -
Covered payroll (c)	$ 4,047,472	$ 4,004,164	$ 4,272,231
Contributions as a percentage of covered payroll	11.12%	11.47%	12.58%

Historical information is required only for measurement periods for which GASB 68 is applicable.

Some employers may choose to make additional contributions towards their unfunded liability. Contributions for such plans exceed the actuarially determined contributions.

Covered payroll represented above is based on pensionable earnings provided by the employer. However, GASB 68 defines covered payroll as the total payroll of employee's pension plan. Accordingly, if pensionable earnings are different that total earnings for covered-employees, the employer should display in the disclosure footnotes the payroll based on total earnings for the covered group and recalculate the required payroll-related ratios.

Cost Sharing Multiple-Employer Defined Benefit Pension Plan
Last 10 Fiscal Years (*)

SCHEDULE OF PENSION CONTRIBUTIONS (Continued)

Notes to Schedule

The actuarial methods and assumptions used to set the actuarially determined contributions for Fiscal year 2019-2020 were from June 30, 2018 public agency valuations.

Actuarial cost method	Entry age normal cost method
Amortization method	Level percent of payroll
Average remaining period	18 years as of the valuation date
Asset valuation method	30 year direct rate smoothing
Actuarial assumptions	
Discount rate	7.00%
Inflation	2.50%
Projected salary increases	Varies by entry age and service
Payroll growth	2.75%
Individual salary growth	A merit scale varying in duration of employment coupled with an assumed annual inflation growth of 2.5% and an annual production growth of 0.25%
Retirement age	The probabilities of retirement are based on the 2015 CalPERS experience study for the period 1997 to 2011.
Mortality	The probabilities of mortality are based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

* Fiscal year 2015 was the 1st year of implementation, therefore, only seven years are shown.

CITY OF DUARTE

REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2021

SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS
Last Ten Fiscal Years*

	Measurement Period 2018	Measurement Period 2019	Measurement Period 2020	Measurement Period 2021
Total OPEB Liability				
Service cost	$ 258,408	$ 266,160	$ 327,023	$ 389,582
Interest on the total OPEB liability	464,777	495,518	575,620	633,116
Differences between expected and actual experience	983,161	65,900	-	1,285,548
Changes of assumptions	-	2,167,125	(331,435)	(419,273)
Benefit payments (1)	(662,583)	(359,809)	(365,155)	(431,406)
Net change in total OPEB liability	1,043,763	2,634,894	206,053	1,457,567
Total OPEB liability - beginning	6,493,332	7,537,095	10,171,989	10,378,042
Total OPEB liability - ending (a)	$ 7,537,095	$ 10,171,989	$ 10,378,042	$ 11,835,609
Plan Fiduciary Net Position				
Contribution - employer (1)	$ 915,033	$ 651,809	$ 741,655	$ 876,406
Net Increase in fair value of investments	189,196	176,444	81,965	996,936
Benefit payments (1)	(662,583)	(359,809)	(365,155)	(431,406)
Administrative expense	(13,347)	-	-	(24,255)
Net Change in plan fiduciary net position	428,299	468,444	458,465	1,417,681
Plan fiduciary net position - beginning	2,353,380	2,781,679	3,250,123	3,708,588
Plan fiduciary net position - ending (b)	$ 2,781,679	$ 3,250,123	$ 3,708,588	$ 5,126,269
Net OPEB liability (a) - (b)	$ 4,755,416	$ 6,921,866	$ 6,669,454	$ 6,709,340
Plan fiduciary net position as a percentage of total OPEB liability	36.91%	31.95%	35.73%	43.31%
Covered-employee payroll	$ 4,211,793	$ 3,926,264	$ 4,325,247	$ 3,579,723
Net OPEB liability as a percentage of covered-employee payroll	112.91%	176.30%	154.20%	187.43%

(1): Amount includes implicit subsidy associated with benefits paid.
*Fiscal Year 2018 was the 1st year of implementation therefore only 4 years are shown.

SCHEDULE OF OPEB CONTRIBUTIONS
Last Ten Fiscal Years*

	Fiscal Year 6/30/2018	Fiscal Year 6/30/2019	Fiscal Year 6/30/2020	Fiscal Year 6/30/2021
Contractually Determined Contribution (CDC)	$1,491,134	$ 782,535	$ 803,739	$ 876,406
Contributions in relation to the CDC	(915,033)	(651,809)	(741,655)	(876,406)
Contribution deficiency (excess)	$ 576,101	$ 130,726	$ 62,084	$ -
Covered-employee payroll	$4,211,793	$3,926,264	$4,325,247	$4,325,247
Contributions as a percentage of covered-employee payroll	21.73%	16.60%	17.15%	20.26%

*Fiscal Year 2018 was the 1st year of implementation therefore only 4 years are shown.

NOTE TO REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2021

Note 1: Budgets and Budgetary Accounting

The City adopts an annual budget prepared in accordance with accounting principles generally accepted in the United States of America and on the modified accrual basis of accounting for its governmental funds. The City Manager or designee is authorized to transfer budgeted amounts between the accounts of any department. Any revisions that alter the total appropriations of any department or fund must be approved by the City Council. Prior year appropriations lapse unless they are approved for carryover into the following fiscal year. Expenditures may not legally exceed appropriations at the fund level.

CITY OF DUARTE

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2021

	Special Revenue Funds			
	State Gasoline Tax	Lighting and Landscaping	Community Development Block Grant	Supplemental Law Enforcement
Assets:				
Pooled cash and investments	$ 2,211,025	$ 232,452	$ -	$ 38,044
Receivables:				
Taxes	-	14,394	-	-
Grants	-	-	290	-
Restricted assets:				
Cash and investments fiscal agents	-	-	-	-
Total Assets	**$ 2,211,025**	**$ 246,846**	**$ 290**	**$ 38,044**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ 111,161	$ 116,868	$ -	$ 38,044
Accrued liabilities	-	-	-	-
Unearned revenues	-	24,700	-	-
Retention payable	4,399	-	-	-
Due to other funds	-	-	326	-
Total Liabilities	**115,560**	**141,568**	**326**	**38,044**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	-
Total Deferred Inflows of Resources	**-**	**-**	**-**	**-**
Fund Balances:				
Restricted for:				
Development projects	-	105,278	-	-
Recreation and culture	-	-	-	-
Transportation	2,095,465	-	-	-
Debt service	-	-	-	-
Unassigned	-	-	(36)	-
Total Fund Balances (deficits)	**2,095,465**	**105,278**	**(36)**	**-**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 2,211,025**	**$ 246,846**	**$ 290**	**$ 38,044**

CITY OF DUARTE

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2021

	Special Revenue Funds			
	Air Quality Management	Measure M	Quimby Act	Prop A
Assets:				
Pooled cash and investments	$ 122,956	$ 339,987	$ 67,533	$ 855,065
Receivables:				
Taxes	-	-	-	-
Grants	7,196	-	-	38,046
Restricted assets:				
Cash and investments fiscal agents	-	-	-	-
Total Assets	**$ 130,152**	**$ 339,987**	**$ 67,533**	**$ 893,111**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ -	$ -	$ -	$ 28,027
Accrued liabilities	-	-	-	1,761
Unearned revenues	-	-	-	-
Retention payable	-	-	-	-
Due to other funds	-	-	-	-
Total Liabilities	**-**	**-**	**-**	**29,788**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	38,046
Total Deferred Inflows of Resources	**-**	**-**	**-**	**38,046**
Fund Balances:				
Restricted for:				
Development projects	-	-	-	-
Recreation and culture	-	-	67,533	-
Transportation	130,152	339,987	-	825,277
Debt service	-	-	-	-
Unassigned	-	-	-	-
Total Fund Balances (deficits)	**130,152**	**339,987**	**67,533**	**825,277**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 130,152**	**$ 339,987**	**$ 67,533**	**$ 893,111**

CITY OF DUARTE

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2021

	Special Revenue Funds			
	Housing Authority	Prop C Transit	PEG	Measure R LR Transit
Assets:				
Pooled cash and investments	$ 2,029,210	$ 206,729	$ 28,156	$ 1,121,058
Receivables:				
Taxes	-	-	-	-
Grants	-	-	7,983	-
Restricted assets:				
Cash and investments fiscal agents	-	-	-	-
Total Assets	**$ 2,029,210**	**$ 206,729**	**$ 36,139**	**$ 1,121,058**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ 9,553	$ 22,762	$ -	$ 34,390
Accrued liabilities	-	1,441	-	-
Unearned revenues	-	-	-	-
Retention payable	-	-	-	15,175
Due to other funds	-	-	-	-
Total Liabilities	**9,553**	**24,203**	**-**	**49,565**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	-
Total Deferred Inflows of Resources	**-**	**-**	**-**	**-**
Fund Balances:				
Restricted for:				
Development projects	2,019,657	-	36,139	-
Recreation and culture	-	-	-	-
Transportation	-	182,526	-	1,071,493
Debt service	-	-	-	-
Unassigned	-	-	-	-
Total Fund Balances (deficits)	**2,019,657**	**182,526**	**36,139**	**1,071,493**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 2,029,210**	**$ 206,729**	**$ 36,139**	**$ 1,121,058**

CITY OF DUARTE

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2021

	Special Revenue Funds		Capital Project Funds	
	Measure W	**SB1/RMRA**	**Inclusionary Housing**	**Community Improvement**
Assets:				
Pooled cash and investments	$ 70,484	$ 473,125	$ 527,716	$ 776,404
Receivables:				
Taxes	-	-	-	-
Grants	-	73,217	-	48,511
Restricted assets:				
Cash and investments fiscal agents	-	-	-	-
Total Assets	**$ 70,484**	**$ 546,342**	**$ 527,716**	**$ 824,915**
Liabilities, Deferred Inflows of Resources, and Fund Balances:				
Liabilities:				
Accounts payable	$ 20,030	$ -	$ -	$ -
Accrued liabilities	-	-	-	-
Unearned revenues	-	-	-	-
Retention payable	-	-	-	-
Due to other funds	-	-	-	-
Total Liabilities	**20,030**	**-**	**-**	**-**
Deferred Inflows of Resources:				
Unavailable revenues	-	-	-	48,511
Total Deferred Inflows of Resources	**-**	**-**	**-**	**48,511**
Fund Balances:				
Restricted for:				
Development projects	50,454	-	527,716	776,404
Recreation and culture	-	-	-	-
Transportation	-	546,342	-	-
Debt service	-	-	-	-
Unassigned	-	-	-	-
Total Fund Balances (deficits)	**50,454**	**546,342**	**527,716**	**776,404**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 70,484**	**$ 546,342**	**$ 527,716**	**$ 824,915**

CITY OF DUARTE

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2021

	Debt Service Funds		Total Nonmajor Governmental Funds
	Town Center Debt Service	Infrastructure Debt Service	
Assets:			
Pooled cash and investments	$ 262,100	$ -	$ 9,362,044
Receivables:			
Taxes	-	-	14,394
Grants	-	-	175,243
Restricted assets:			
Cash and investments fiscal agents	1	1,883	1,884
Total Assets	**$ 262,101**	**$ 1,883**	**$ 9,553,565**
Liabilities, Deferred Inflows of Resources, and Fund Balances:			
Liabilities:			
Accounts payable	$ -	$ -	$ 380,835
Accrued liabilities	-	-	3,202
Unearned revenues	-	-	24,700
Retention payable	-	-	19,574
Due to other funds	-	688	1,014
Total Liabilities	**-**	**688**	**429,325**
Deferred Inflows of Resources:			
Unavailable revenues	-	-	86,557
Total Deferred Inflows of Resources	**-**	**-**	**86,557**
Fund Balances:			
Restricted for:			
Development projects	-	-	3,515,648
Recreation and culture	-	-	67,533
Transportation	-	-	5,191,242
Debt service	262,101	1,195	263,296
Unassigned	-	-	(36)
Total Fund Balances (deficits)	**262,101**	**1,195**	**9,037,683**
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	**$ 262,101**	**$ 1,883**	**$ 9,553,565**

CITY OF DUARTE

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES (DEFICITS) NONMAJOR GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Special Revenue Funds			
	State Gasoline Tax	Lighting and Landscaping	Community Development Block Grant	Supplemental Law Enforcement
Revenues:				
Assessments	$ -	$ 984,414	$ -	$ -
Intergovernmental	476,121	-	4,964	156,727
Charges for services	-	-	-	-
Use of money and property	7,696	-	-	143
Miscellaneous	-	-	-	-
Total Revenues	**483,817**	**984,414**	**4,964**	**156,870**
Expenditures:				
Current:				
Safety	-	-	-	156,769
Development	-	1,292,481	4,300	-
Transportation	314,184	-	-	-
Capital outlay	9,360	-	700	-
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	**323,544**	**1,292,481**	**5,000**	**156,769**
Excess (Deficiency) of Revenues Over (Under) Expenditures	160,273	(308,067)	(36)	101
Other Financing Sources (Uses):				
Transfers in	-	611,207	-	-
Transfers out	(57,731)	(343,200)	-	-
Total Other Financing Sources (Uses)	**(57,731)**	**268,007**	**-**	**-**
Net Changes in Fund Balances	102,542	(40,060)	(36)	101
Fund Balances (DeficitS), Beginning of Fiscal Year	1,992,923	53,159	-	(101)
Prior period adjustments	-	92,179	-	-
Fund balances (Deficits), Beginning of Fiscal Year, as Restated	1,992,923	145,338	-	(101)
Fund Balances (Deficits), End of Fiscal Year	**$ 2,095,465**	**$ 105,278**	**$ (36)**	**$ -**

CITY OF DUARTE

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES (DEFICITS) NONMAJOR GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Special Revenue Funds			
	Air Quality Management	Measure M	Quimby Act	Prop A
Revenues:				
Assessments	$ -	$ -	$ -	$ -
Intergovernmental	28,300	311,752	-	512,707
Charges for services	-	-	-	-
Use of money and property	666	1,342	238	2,985
Miscellaneous	-	-	-	1,374
Total Revenues	**28,966**	**313,094**	**238**	**517,066**
Expenditures:				
Current:				
Safety	-	-	-	-
Development	-	-	-	-
Transportation	-	-	-	413,147
Capital outlay	7,576	260,736	-	46,645
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	**7,576**	**260,736**	**-**	**459,792**
Excess (Deficiency) of Revenues Over (Under) Expenditures	21,390	52,358	238	57,274
Other Financing Sources (Uses):				
Transfers in	4,736	-	-	110,000
Transfers out	(110,000)	(52,147)	-	(74,146)
Total Other Financing Sources (Uses)	**(105,264)**	**(52,147)**	**-**	**35,854**
Net Changes in Fund Balances	(83,874)	211	238	93,128
Fund Balances (Deficits), Beginning of Fiscal Year	214,026	339,776	67,295	732,149
Prior period adjustments	-	-	-	-
Fund balances (Deficits), Beginning of Fiscal Year, as Restated	214,026	339,776	67,295	732,149
Fund Balances (Deficits), End of Fiscal Year	**$ 130,152**	**$ 339,987**	**$ 67,533**	**$ 825,277**

CITY OF DUARTE

COMBINING STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES (DEFICITS)
NONMAJOR GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Special Revenue Funds			
	Housing Authority	**Prop C Transit**	**PEG**	**Measure R LR Transit**
Revenues:				
Assessments	$ -	$ -	$ -	$ -
Intergovernmental	-	366,355	-	275,147
Charges for services	-	-	32,483	-
Use of money and property	7,442	949	57	4,300
Miscellaneous	-	-	-	-
Total Revenues	**7,442**	**367,304**	**32,540**	**279,447**
Expenditures:				
Current:				
Safety	-	-	-	-
Development	60,863	-	-	-
Transportation	-	333,059	-	-
Capital outlay	-	38,164	-	338,578
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	**60,863**	**371,223**	**-**	**338,578**
Excess (Deficiency) of Revenues Over (Under) Expenditures	(53,421)	(3,919)	32,540	(59,131)
Other Financing Sources (Uses):				
Transfers in	671,307	-	-	-
Transfers out	-	(60,665)	-	(67,716)
Total Other Financing Sources (Uses)	**671,307**	**(60,665)**	**-**	**(67,716)**
Net Changes in Fund Balances	617,886	(64,584)	32,540	(126,847)
Fund balances (Deficits), Beginning of of Fiscal Year	1,401,771	247,110	3,599	1,198,340
Prior period adjustments	-	-	-	-
Fund balances (Deficits), Beginning of Fiscal Year, as Restated	1,401,771	247,110	3,599	1,198,340
Fund Balances (Deficits), End of Fiscal Year	**$ 2,019,657**	**$ 182,526**	**$ 36,139**	**$ 1,071,493**

CITY OF DUARTE

**COMBINING STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES (DEFICITS)
NONMAJOR GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2021**

	Special Revenue Funds		Capital Project Funds	
	Measure W	**SB1/RMRA**	**Inclusionary Housing**	**Community Improvement**
Revenues:				
Assessments	$ -	$ -	$ -	$ -
Intergovernmental	249,799	401,786	-	316,563
Charges for services	-	-	-	-
Use of money and property	78	1,859	1,866	2,645
Miscellaneous	-	-	-	-
Total Revenues	**249,877**	**403,645**	**1,866**	**319,208**
Expenditures:				
Current:				
Safety	-	-	-	-
Development	127,409	-	-	-
Transportation	-	230,000	-	-
Capital outlay	72,014	-	-	-
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total Expenditures	**199,423**	**230,000**	**-**	**-**
Excess (Deficiency) of Revenues Over (Under) Expenditures	50,454	173,645	1,866	319,208
Other Financing Sources (Uses):				
Transfers in	-	-	-	-
Transfers out	-	(46,000)	-	-
Total Other Financing Sources (Uses)	**-**	**(46,000)**	**-**	**-**
Net Changes in Fund Balances	50,454	127,645	1,866	319,208
Fund balances (Deficits), Beginning of of Fiscal Year	-	418,697	525,850	457,196
Prior period adjustments	-	-	-	-
Fund balances (Deficits), Beginning of Fiscal Year, as Restated	-	418,697	525,850	457,196
Fund Balances (Deficits), End of Fiscal Year	**$ 50,454**	**$ 546,342**	**$ 527,716**	**$ 776,404**

CITY OF DUARTE

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES (DEFICITS) NONMAJOR GOVERNMENTAL FUNDS FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Debt Service Funds		Total
	Town Center Debt Service	Infrastructure Debt Service	Nonmajor Governmental Funds
Revenues:			
Assessments	$ -	$ -	$ 984,414
Intergovernmental	-	-	3,100,221
Charges for services	-	-	32,483
Use of money and property	1,042	62	33,370
Miscellaneous	-	-	1,374
Total Revenues	**1,042**	**62**	**4,151,862**
Expenditures:			
Current:			
Safety	-	-	156,769
Development	-	-	1,485,053
Transportation	-	-	1,290,390
Capital outlay	-	-	773,773
Debt service:			
Principal retirement	144,386	154,277	298,663
Interest and fiscal charges	8,294	66,560	74,854
Total Expenditures	**152,680**	**220,837**	**4,079,502**
Excess (Deficiency) of Revenues Over (Under) Expenditures	(151,638)	(220,775)	72,360
Other Financing Sources (Uses):			
Transfers in	-	220,837	1,618,087
Transfers out	-	-	(811,605)
Total Other Financing Sources (Uses)	**-**	**220,837**	**806,482**
Net Changes in Fund Balances	(151,638)	62	878,842
Fund balances (Deficits), Beginning of of Fiscal Year	413,739	1,133	8,066,662
Prior period adjustments	-	-	92,179
Fund balances (Deficits), Beginning of Fiscal Year, as Restated	413,739	1,133	8,158,841
Fund Balances (Deficits), End of Fiscal Year	**$ 262,101**	**$ 1,195**	**$ 9,037,683**

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
STATE GASOLINE TAX
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 1,992,923	$ 1,992,923	$ 1,992,923	$ -
Resources (Inflows):				
Intergovernmental	520,100	520,100	476,121	(43,979)
Use of money and property	30,000	30,000	7,696	(22,304)
Amounts Available for Appropriations	2,543,023	2,543,023	2,476,740	(66,283)
Charges to Appropriations (Outflows):				
Transportation	402,000	527,000	314,184	212,816
Capital outlay	10,000	10,000	9,360	640
Transfers out	82,400	107,400	57,731	49,669
Total Charges to Appropriations	494,400	644,400	381,275	263,125
Budgetary Fund Balance, June 30	$ 2,048,623	$ 1,898,623	$ 2,095,465	$ 196,842

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
LIGHTING AND LANDSCAPING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 53,159	$ 53,159	$ 145,338	$ 92,179
Resources (Inflows):				
Assessments	977,700	977,700	984,414	6,714
Transfers in	479,300	479,300	611,207	131,907
Amounts Available for Appropriations	1,510,159	1,510,159	1,740,959	230,800
Charges to Appropriations (Outflows):				
Development	1,154,800	1,179,800	1,292,481	(112,681)
Transfers out	343,200	343,200	343,200	-
Total Charges to Appropriations	1,498,000	1,523,000	1,635,681	(112,681)
Budgetary Fund Balance, June 30	$ 12,159	$ (12,841)	$ 105,278	$ 118,119

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
COMMUNITY DEVELOPMENT BLOCK GRANT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ -	$ -	$ -	$ -
Resources (Inflows):				
Intergovernmental	151,700	151,700	4,964	(146,736)
Amounts Available for Appropriations	151,700	151,700	4,964	(146,736)
Charges to Appropriations (Outflows):				
Development	-	-	4,300	(4,300)
Capital outlay	50,000	50,000	700	49,300
Total Charges to Appropriations	50,000	50,000	5,000	45,000
Budgetary Fund Balance, June 30	$ 101,700	$ 101,700	$ (36)	$ (101,736)

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
SUPPLEMENTAL LAW ENFORCEMENT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ (101)	$ (101)	$ (101)	$ -
Resources (Inflows):				
Intergovernmental	160,000	160,000	156,727	(3,273)
Use of money and property	1,000	1,000	143	(857)
Amounts Available for Appropriations	160,899	160,899	156,769	(4,130)
Charges to Appropriations (Outflows):				
Safety	160,000	160,000	156,769	3,231
Total Charges to Appropriations	160,000	160,000	156,769	3,231
Budgetary Fund Balance, June 30	$ 899	$ 899	$ -	$ (899)

CITY OF DURATE

BUDGETARY COMPARISON SCHEDULE
AIR QUALITY MANAGEMENT DISTRIBUTION
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 214,026	$ 214,026	$ 214,026	$ -
Resources (Inflows):				
Intergovernmental	30,000	30,000	28,300	(1,700)
Use of money and property	700	700	666	(34)
Transfers in	-	-	4,736	4,736
Amounts Available for Appropriations	244,726	244,726	247,728	3,002
Charges to Appropriations (Outflows):				
Capital outlay	6,500	9,000	7,576	1,424
Transfers out	1,300	1,300	110,000	(108,700)
Total Charges to Appropriations	7,800	10,300	117,576	(107,276)
Budgetary Fund Balance, June 30	$ 236,926	$ 234,426	$ 130,152	$ (104,274)

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
MEASURE M
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 339,776	$ 339,776	$ 339,776	$ -
Resources (Inflows):				
Intergovernmental	326,200	326,200	311,752	(14,448)
Use of money and property	3,000	3,000	1,342	(1,658)
Amounts Available for Appropriations	668,976	668,976	652,870	(16,106)
Charges to Appropriations (Outflows):				
Capital outlay	260,000	260,000	260,736	(736)
Transfers out	52,000	52,000	52,147	(147)
Total Charges to Appropriations	312,000	312,000	312,883	(883)
Budgetary Fund Balance, June 30	$ 356,976	$ 356,976	$ 339,987	$ (16,989)

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
QUIMBY ACT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 67,295	$ 67,295	$ 67,295	$ -
Resources (Inflows):				
Use of money and property	800	800	238	(562)
Amounts Available for Appropriations	68,095	68,095	67,533	(562)
Budgetary Fund Balance, June 30	$ 68,095	$ 68,095	$ 67,533	$ (562)

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
PROPOSITION A TRANSIT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts Original	Budget Amounts Final	Actual Amounts	Variance with Final Budget Positive (Negative)
Budgetary Fund Balance, July 1	$ 732,149	$ 732,149	$ 732,149	$ -
Resources (Inflows):				
Intergovernmental	492,700	492,700	512,707	20,007
Use of money and property	12,000	12,000	2,985	(9,015)
Miscellaneous	-	-	1,374	1,374
Transfers in	-	-	110,000	110,000
Amounts Available for Appropriations	1,236,849	1,236,849	1,359,215	122,366
Charges to Appropriations (Outflows):				
Transportation	371,300	386,300	413,147	(26,847)
Capital outlay	46,800	46,800	46,645	155
Transfers out	83,600	83,600	74,146	9,454
Total Charges to Appropriations	501,700	516,700	533,938	(17,238)
Budgetary Fund Balance, June 30	$ 735,149	$ 720,149	$ 825,277	$ 105,128

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
HOUSING AUTHORITY
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 1,401,771	$ 1,401,771	$ 1,401,771	$ -
Resources (Inflows):				
Use of money and property	97,800	97,800	7,442	(90,358)
Transfers in	673,900	673,900	671,307	(2,593)
Amounts Available for Appropriations	2,173,471	2,173,471	2,080,520	(92,951)
Charges to Appropriations (Outflows):				
Development	95,300	95,300	60,863	34,437
Total Charges to Appropriations	95,300	95,300	60,863	34,437
Budgetary Fund Balance, June 30	$ 2,078,171	$ 2,078,171	$ 2,019,657	$ (58,514)

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CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
PROPOSITION C TRANSIT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 247,110	$ 247,110	$ 247,110	$ -
Resources (Inflows):				
Intergovernmental	383,800	383,800	366,355	(17,445)
Use of money and property	5,000	5,000	949	(4,051)
Amounts Available for Appropriations	635,910	635,910	614,414	(21,496)
Charges to Appropriations (Outflows):				
Transportation	303,700	303,700	333,059	(29,359)
Capital outlay	38,300	38,300	38,164	136
Transfers out	68,400	68,400	60,665	7,735
Total Charges to Appropriations	410,400	410,400	431,888	(21,488)
Budgetary Fund Balance, June 30	$ 225,510	$ 225,510	$ 182,526	$ (42,984)

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
PEG
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 3,599	$ 3,599	$ 3,599	$ -
Resources (Inflows):				
Charges for services	33,000	33,000	32,483	(517)
Use of money and property	-	-	57	57
Amounts Available for Appropriations	36,599	36,599	36,139	(460)
Budgetary Fund Balance, June 30	$ 36,599	$ 36,599	$ 36,139	$ (460)

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
MEASURE R LR TRANSIT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 1,198,340	$ 1,198,340	$ 1,198,340	$ -
Resources (Inflows):				
Intergovernmental	287,900	287,900	275,147	(12,753)
Use of money and property	15,000	15,000	4,300	(10,700)
Amounts Available for Appropriations	1,501,240	1,501,240	1,477,787	(23,453)
Charges to Appropriations (Outflows):				
Capital outlay	315,000	450,000	338,578	111,422
Transfers out	63,000	90,000	67,716	22,284
Total Charges to Appropriations	378,000	540,000	406,294	133,706
Budgetary Fund Balance, June 30	$ 1,123,240	$ 961,240	$ 1,071,493	$ 110,253

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
MEASURE W
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ -	$ -	$ -	$ -
Resources (Inflows):				
Intergovernmental	312,000	312,000	249,799	(62,201)
Use of money and property	-	-	78	78
Amounts Available for Appropriations	312,000	312,000	249,877	(62,123)
Charges to Appropriations (Outflows):				
Development	-	-	127,409	(127,409)
Capital outlay	312,000	312,000	72,014	239,986
Total Charges to Appropriations	312,000	312,000	199,423	112,577
Budgetary Fund Balance, June 30	$ -	$ -	$ 50,454	$ 50,454

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
SB1/RMRA
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 418,697	$ 418,697	$ 418,697	$ -
Resources (Inflows):				
Intergovernmental	377,300	377,300	401,786	24,486
Use of money and property	4,000	4,000	1,859	(2,141)
Amounts Available for Appropriations	799,997	799,997	822,342	22,345
Charges to Appropriations (Outflows):				
Transportation	300,000	300,000	230,000	70,000
Transfers out	60,000	60,000	46,000	14,000
Total Charges to Appropriations	360,000	360,000	276,000	84,000
Budgetary Fund Balance, June 30	$ 439,997	$ 439,997	$ 546,342	$ 106,345

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
INCLUSIONARY HOUSING
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 525,850	$ 525,850	$ 525,850	$ -
Resources (Inflows):				
Use of money and property	6,000	6,000	1,866	(4,134)
Amounts Available for Appropriations	531,850	531,850	527,716	(4,134)
Budgetary Fund Balance, June 30	$ 531,850	$ 531,850	$ 527,716	$ (4,134)

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CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
COMMUNITY IMPROVEMENT
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 457,196	$ 457,196	$ 457,196	$ -
Resources (Inflows):				
Intergovernmental	-	-	316,563	316,563
Use of money and property	3,000	3,000	2,645	(355)
Amounts Available for Appropriations	460,196	460,196	776,404	316,208
Charges to Appropriations (Outflows):				
Transportation	110,000	110,000	-	110,000
Capital outlay	350,000	350,000	-	350,000
Total Charges to Appropriations	460,000	460,000	-	460,000
Budgetary Fund Balance, June 30	$ 196	$ 196	$ 776,404	$ 776,208

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
TOWN CENTER
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts		Actual	Variance with Final Budget Positive
	Original	Final	Amounts	(Negative)
Budgetary Fund Balance, July 1	$ 413,739	$ 413,739	$ 413,739	$ -
Resources (Inflows):				
Use of money and property	8,000	8,000	1,042	(6,958)
Amounts Available for Appropriations	421,739	421,739	414,781	(6,958)
Charges to Appropriations (Outflows):				
Principal retirement	144,400	144,400	144,386	14
Interest and fiscal charges	8,300	8,300	8,294	6
Total Charges to Appropriations	152,700	152,700	152,680	20
Budgetary Fund Balance, June 30	$ 269,039	$ 269,039	$ 262,101	$ (6,938)

CITY OF DUARTE

BUDGETARY COMPARISON SCHEDULE
INFRASTRUCTURE
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

	Budget Amounts			Variance with Final Budget
	Original	Final	Actual Amounts	Positive (Negative)
Budgetary Fund Balance, July 1	$ -	$ -	$ 1,133	$ 1,133
Resources (Inflows):				
Use of money and property	-	-	62	62
Transfers in	223,300	223,300	220,837	(2,463)
Amounts Available for Appropriations	223,300	223,300	222,032	(1,268)
Charges to Appropriations (Outflows):				
Principal retirement	154,300	154,300	154,277	23
Interest and fiscal charges	69,000	69,000	66,560	2,440
Total Charges to Appropriations	223,300	223,300	220,837	2,463
Budgetary Fund Balance, June 30	$ -	$ -	$ 1,195	$ 1,195