



MEMORANDUM

TO: City Council
FROM: City Manager
DATE: October 20, 2021
SUBJECT: Comments on Agenda Items, Meeting of October 26, 2021

ITEM 4.A. (Special Items). The Mayor's Youth Council will provide an update.

ITEM 4.B. (Special Items). Staff will provide the Public Safety Department Status Update.

ITEM 7.D. (Consent Calendar). Staff is recommending that the City Council approve Resolutions No. 21-23 and No. 21-24, which would set the City's contribution to medical insurance for Councilmembers and City employees in 2022. The proposed increase in the City's medical contribution is consistent with the terms negotiated in the Memorandums of Understanding (MOUs) with the City's two employee bargaining units.

ITEM 7.E. (Consent Calendar). Staff is recommending that the City Council proclaim November 1st and 2nd, 2021, as "Dia De Los Muertos" in the City of Duarte. This proclamation encourages all Duarte residents to honor loved ones who have departed before us.

ITEM 7.F. (Consent Calendar). Staff is recommending that the City Council authorize a letter of support for the City of Monrovia's Local Area Modification Application to withdraw from the Foothill Workforce Development Board and join the Los Angeles County Workforce Development Board.

ITEM 9.A. (Business Items). Staff is recommending that the City Council authorize the City Manager to execute the first of two three-year options to extend the City's Memorandum of Understanding (MOU) with Foothill Transit to operate the DuarEBus. The MOU has been in effect since 2017.

ITEM 9.B. (Business Items). Staff is recommending that the City Council approve the "2020 Annual Performance Review" for Burrtec Waste Services, as well as discuss the expansion of Burrtec's current bulky item pick-up program to the multi-family residential sector. Depending on the Council's decision with respect to bulky item pick-up, staff is recommending that the City Council approve either Option A (adding multi-family residential to the bulky item pick-up program) or Option B (not adding multi-family residential to the program) of Amendment 13 to the Agreement between the City and Burrtec, which would set refuse collection and recycling rates effective January 1, 2022.

ITEM 9.C. (Business Items). Staff is recommending that the City Council discuss the potential formation of an Ad Hoc Committee to assess issues related to the creation of a community center in the southern portion of Duarte.

Respectfully submitted,

Dr. Daniel Jordan
City Manager



PUBLIC SAFETY STATUS REPORT October 2021



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes have trended down the last two weeks but we are still currently up by 12.38% year to date. Auto theft is still leading the way. Currently we are up 66.67% year to date (70 reported thefts compared to 42 last year to date). We are in the process of crime mapping all of the vehicle thefts in order to focus patrol and enforcement 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.
<u>MEASURE H and OUTREACH COORDINATION</u>	
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. We currently are not servicing anyone in this program.

PROJECT/PROGRAM		STATUS
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 last week. We should expect the raw numbers very soon and a more detailed report to follow. City staff will report out the information to the City Council and the community as we receive it.	
3. Riverbed Areas	The Los Angeles County Sheriff Department's HOST Team and LAHSA is currently working on contacting encampments in Irwindale just south of Huntington Drive and east of Encanto Parkway in an effort to offer services prior to cleaning that area up.	
<u>EMERGENCY PREPAREDNESS</u>		
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 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, OCTOBER 12, 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.

1. CALL TO ORDER

Via teleconference, the Regular Session was called to order by Mayor Urias at 7:00 p.m. in the City Hall Council Chamber, 1600 Huntington Drive, Duarte, California 91010.

ROLL CALL:

Councilmembers Present:	Urias, 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 Victoria Rocha, Assistant to the City Manager Craig Hensley, Community Development Director Manuel Enriquez, Director of Parks and Recreation Brian Villalobos, Director of Public Safety Services Annette Juarez, City Clerk

2. PLEDGE TO THE FLAG

The flag salute was led by Councilmember Paras-Caracci.

3. ADOPTION OF THE AGENDA

Councilmember Paras-Caracci requested that the meeting be adjourned in memory of Sandi Klinko.

Moved by Mayor Pro-Tem Finlay, seconded by Councilmember Paras-Caracci, and carried by the following vote of the Council to approve the adoption of the agenda.

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

4. SPECIAL ITEMS

A. Introduction of Duarte Chamber of Commerce Executive Director

Adam Knight, Duarte Chamber of Commerce, introduced new Executive Director Shoshana Puccia to the Council.

B. Foothill Unity Report of FY 2020-21 grant from the City of Duarte

Tashera Taylor, Foothill Unity Chief Executive Officer, provided a report of the FY 2020-21 grant from the City of Duarte.

C. Community Development Update

Director of Community Development Hensley provided an update on projects and developments in the city.

D. Parks and Recreation Update

Director of Parks and Recreation Enriquez gave an update on parks, trails, and upcoming special events.

5. **ANNOUNCEMENTS OF UPCOMING COMMUNITY 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**

Dorthea Kelly addressed the Council to express concerns regarding the cleanliness of the shopping center at the corner of Buena Vista and Huntington Drive.

7. **CONSENT CALENDAR**

- A. Motion to read all Resolutions and Ordinances presented for consideration by title only and waive further reading.
- B. Approval of minutes – September 28, 2021. (CC/HA/SA/FA).
- C. Approval of warrants – October 12, 2021. (CC/HA/SA/FA)
- D. Proclamation proclaiming the week of October 23-31, 2021 as National Red Ribbon Week.
- E. Adoption of Resolution No. 21-21 authorizing the City Manager to execute Federal and State funded agreements for Transportation Projects; approval of Professional Services Agreement with Urban Arena for lighting design and environmental studies for the ATP Cycle 4 Pedestrian Access and Bicycle Safety improvements ATPL-5346(011); and approval of a budget amendment of \$247,000.
- F. Adoption of Resolution No. 21-22 authorizing teleconferenced public meetings pursuant to Assembly Bill 361.
- G. Proclamation proclaiming October 2021 as Breast Cancer Awareness Month.
- H. Proclamation proclaiming October 5, 2021 as World Teachers' Day.
- I. Proclamation proclaiming October 2021 as LGBTQ+ History Month.
- J. Request for formally dissolve the Successor Agency and adoption of Resolution No. SA-21-01 requesting that the Oversight Board approve the dissolution of the Successor Agency.
- K. City Council/City Manager Conference Attendance and other items suggested by City Council.

Moved by Councilmember Kang, seconded by Councilmember Schulz, and carried by the following vote to approve Items A-K of the Consent Calendar.

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

Request to Formally Dissolve the Successor Agency and Adoption of Resolution No. SA-21-01 Requesting that the Oversight Board Approve the Dissolution of the Successor Agency (SA)

This item was approved as a part of the Consent Calendar. However, at the request of the Council, Assistant City Manager/Director of Administrative Services Petersen and Gerald Ramiza, Burke Williams, & Sorensen Attorney provided background on the Successor Agency and described the dissolution process.

11. PUBLIC HEARINGS

None.

12. BUSINESS ITEMS

A. Amendment Number Two to the East San Gabriel Valley Cohort Memorandum of Understanding

Director of Public Safety Villalobos provided background on the Memorandum of Understanding (MOU) with the East San Gabriel Valley Cohort and discussed the proposed Amendment which will modify the MOU to include housing navigator services.

Moved by Mayor Pro-tem Finlay, seconded by Councilmember Paras-Caracci, to approve Amendment No. Two to the East San Gabriel Valley Cohort Memorandum of Understanding and authorize the City Manager to sign the agreement.

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

B. Award of Contract – Restroom Remodel for City Hall Building – Project 21-10 to Beuse Inc. and budget amendment not to exceed \$81,500.00

Director of Parks and Recreation Enriquez provided information about the Restroom Remodel Project and the bids received.

There was discussion regarding the cost of the project, bid amounts, and project timeline.

Moved by Councilmember Paras-Caracci, seconded by Councilmember Schulz, to award the construction contract for the Restroom Remodel for City Hall Building to Beuse Inc., as the lowest responsive and responsible bidder in the amount of \$74,091.00, in addition to a ten percent contingency, for a total budget amendment of \$81,500.00 from the General Fund.

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

11. CONTINUATION OF ORAL COMMUNICATIONS

Steve Hernandez addressed the Council to express concerns regarding Los Angeles District Attorney.

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

None.

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

City Manager Jordan announced a breakfast meeting with Supervisor Barger tentatively scheduled for November 8 at 9:00 am.

Councilmember Paras-Caracci provided details about the life of Sandi Klinko and offered condolences to her family and friends.

Councilmember Schulz offered condolences to the family and friends of Sandi Klinko, thanked Aida Torres and the DART Team for their assistance with the clean-up of Encanto Park, and thanked City Staff for their work on the upcoming Family Feud and Howl-o-Ween event.

Councilmember Lewis addressed the concerns regarding the Los Angeles District Attorney, and thanked Public Safety Director Villalobos for his assistance with an incident.

Councilmember Truong announced that he attended the California JPIA Conference in San Diego, and requested that an update on the information provided at the recent Regional Broadband Consortia Workshop be placed on a future agenda.

Mayor Pro-tem Finlay thanked Councilmember Kang for securing school supplies for students at Maxwell School, requested a joint City Council/School Board meeting be scheduled in the near future, and requested an update on the Public Safety Office Library.

City Manager Jordan added that the topic of a Public Safety Library building will be a topic of conversation at the Supervisor Barger breakfast meeting.

14. ADJOURNMENT

At 8:20 p.m. the City Council adjourned the meeting in memory of Sandi Klinko.

Brian Urias, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1015-7686	RUTAN & TUCKER LLP	General Litigation-Transition Legal 7/2021	1536		19,914.96
100-1015-7686	RUTAN & TUCKER LLP	NPDES-Transition Legal 7/2021	1536		2,712.00
100-1610-7652	POST ALARM SYSTEMS	Yard Alarm Service Call (No Show)	1534		206.25
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	216674		121.29
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	216674		8.20
100-1605-7735	CAPITAL ONE	TC Raffle Prize Big Giveaway	EFT12195		150.98
100-2126	BRKICH CONSTRUCTION	Const/Demo Deposit Refund (Pmt #8-0062)	216671		2,038.40
100-5004	BRKICH CONSTRUCTION	Administrative Fee (Pmt #8-0062)	216671		-125.00
100-2126	BRKICH CONSTRUCTION	Const/Demo Deposit Refund (Pmt #5-0068)	216671		12,160.00
100-5004	BRKICH CONSTRUCTION	Administrative Fee (Pmt #5-0068)	216671		-125.00
100-1605-7732	CAPITAL ONE	City Picnic Supplies	EFT12195		119.95
100-1605-7730	CAPITAL ONE	Halloween Inflatables	EFT12195		227.79
100-1605-7732	CAPITAL ONE	City Picnic Supplies	EFT12195		85.15
100-1605-7735	FSP DESIGNS	TC Duarte Hats	1523		150.13
100-1605-7733	RODOLFO CARDENAS	SC Halloween Party Entertainment	216673		150.00
100-1825-7626	QUADIENT INC	Hybrid Mailing Prof Svc Setup	216689		1,000.00
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Services 9/5/21 - 9/18/21	1512		3,324.75
100-1610-7618	MIRACLE RECREATION EQUIPM...	ROP Climber Deck	1532		2,562.05
100-1605-7735	FSP DESIGNS	TC Duarte Family Feud Shirts	1523		538.57
100-1205-7762	CALE AMERICA INC	WTP Fees 9/2021	1515		320.05
100-1605-7732	SIMON EQUIPMENT RENTALS	City Picnic Generator Rental	216694		334.91
100-1610-7652	THE HARDWOOD FLOOR GUY	Community Ctr Carpet Cleaning	216683		500.00
100-1205-7980	CURO MANAGED PRINT PRODU...	Neighborhood Watch Toy Drive Signs	216677		262.55
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 10/1/21 - 12/31/21	216701		11,684.25
100-1610-7652	SUNTREK INDUSTRIES INC	Pool Solar Pump Repair	216697		736.00
100-1015-7686	RUTAN & TUCKER LLP	NPDES-Transition Legal 8/2021	1536		165.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 7/2021	1536		152.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 8/2021	1536		5,300.00
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation-Land Holdings 8/2021	1536		19,369.73
100-1015-7686	RUTAN & TUCKER LLP	Telecommunications Legal 8/2021	1536		86.00
100-1015-7686	RUTAN & TUCKER LLP	NPDES Legal 8/2021	1536		7,768.00
100-1610-7652	CHARLES R SIMPSON	Yard Fence Repair (Vandalism)	216695		850.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1540		16.48
100-1605-7733	CURO MANAGED PRINT PRODU...	Community Yard Sale Signage	216677		371.19
100-1825-7626	QUADIENT INC	Hybrid Mailing Subscription	216689		419.88
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 9/23/21	1541		145.00
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Overfill Inspection 9/27/21	1541		140.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	216682		510.73

Council Warrant Register By Account

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7975	KOSMONT COMPANIES	Economic Development Analysis (Hunt/BV) 9/2021	1527		3,013.40
100-1610-7652	CALIBER COMMERCIAL POOL S...	Twice a Week Service for Duarte Pools 9/2021	216672		1,950.00
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 9/2021	216691		36.00
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 9/2021	1518		17,067.13
100-1610-7652	ALBERTOS PLUMBING	City Hall Kitchen Faucet Install	216667		220.00
100-1205-7655	EVERBRIDGE INC	Nixle 9/28/2021 - 9/28/2022	1521		4,000.00
100-2121	ARMSTRONG & WALKER LAND...	Revised Landscape Plan Ck (COH Village Rd North)	1513		490.00
100-1610-7652	COMMERCIAL 1 CARPET CLEAN...	City Hall Carpet Cleaning	216675		1,200.00
100-1610-7652	COMMERCIAL 1 CARPET CLEAN...	Teen Ctr Carpet Cleaning	216675		750.00
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 10/2021	216693		5,166.67
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 11/2021	1542		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 11/2021	1542		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SW Wan w/VELO Cloud Connect 11/2021	1542		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 11/2021	1542		553.00
100-1405-8100	KHR ASSOCIATES	PS&E Highland/Hunt TS. Upgrades 8/1/21 - 9/30/21	1526	202125-Highland/Huntington T...	4,670.00
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 9/2021	1538		1,900.10
100-1015-7684	SILVER & WRIGHT LLP	Bardakjians Legal 9/2021	1538		8,529.19
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670	250016-Oper of Acq Prop-1229 ...	41.67
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 9/1/2021 - 9/30/2021	216699		175.22
100-1610-7618	MAINTEX INC	Parks/Bus Stop Trash Bags	1529		507.65
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 9/2021	1522		139.00
100-1405-8100	MARTINEZ CONCRETE INC	City Hall Fountain Removal	1530	202102-Cap Improv-CH CDBG ...	10,950.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 10/1/2021 - 11/1/2021	EFT12177		267.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 10/1/2021 - 11/1/2021	EFT12178		247.00
100-1815-7831	MAXTREME INC	iPhone Cases/Screens/AirPods/Misc	1531		951.25
100-1815-7980	MAXTREME INC	WideFormat Printer Power Adapter	1531		55.09
100-1205-7650	AUTOZONE	Vehicle #22 Repair Parts	216668		44.08
100-1205-7650	SCOTT ST PETER	Vehicle 13 Repair	1517		1,559.17
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 9/1/21 - 9/30/21	EFT12223		1,028.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	216674		28.65
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	216674		29.50
100-1610-7652	AIR-TRO INC	Yard A/C Maintenance	216666		136.00
100-1610-7652	AIR-TRO INC	Yard A/C Repair	216666		136.00
100-1610-7618	MAINTEX INC	Trash Bags	1529		36.26
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Services 7/1/21 - 9/30/21	1519		27,250.00
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Services 7/1/21 - 9/30/21	1519	202105-GAPP Prog	807.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 10/1/21 - 10/31/21	EFT12285		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 10/1/21 - 10/31/21	EFT12285		431.65

Council Warrant Register By Account

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 10/1/21 - 10/31/21	EFT12285		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 10/1/21 - 10/31/21	EFT12285		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 10/1/21 - 10/31/21	EFT12285		558.71
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 10/1/21 - 10/31/21	EFT12285		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 10/1/21 - 10/31/21	EFT12285		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 10/1/21 - 10/31/21	EFT12285		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 10/1/21 - 10/31/21	EFT12285		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 10/1/21 - 10/31/21	EFT12285		591.64
100-4801	BARBARA REAP	Pickleball Refund	216690		40.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1540		56.46
100-1605-7730	CURO MANAGED PRINT PRODU...	Halloween Banner for Buena Vista St	216677		681.50
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 9/2021	1516		64.00
100-1405-7965	LDM ASSOCIATES INC	FY22 Federal Grant Administration 9/2021	1528		450.00
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1543		206.70
100-1610-7616	KNORR SYSTEMS INC	Pool Test Tubes	216685		134.98
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1543		28.76
100-1605-7735	FSP DESIGNS	TC Unity March Shirts	1523		1,629.56
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm Monitoring 11/1/21 - 11/30/21	1534		87.56
100-1605-7614	STAPLES ADVANTAGE	Recreation Printer Toner	1540		165.14
100-1010-7965	CURO MANAGED PRINT PRODU...	City Re-Districting Brochures	216677	202206-Redistricting Expenses	190.76
100-1605-7650	BOURRET GLASS & UPHOLSTERY..	Vehicle 16 Back Window	216669		666.12
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 10/11/21 - 10/17/21	1535		2,835.00
100-2120	CROWN CASTLE USA INC	Cash Bond Deposit Refund (Pmt #6-0065)	216676		1,000.00
100-1205-7980	JAMES FABELA	DUSD Tutoring Program Intern	216680	202211-Live Scan of APU Tutors...	100.00
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program Intern	216686	202211-Live Scan of APU Tutors...	100.00
100-1205-7610	LARRY BRECEDA	CACEO Conference Expense Reimbursement	1514		824.18
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 9/2021	216698		4,509.15
100-1205-7779	DUARTE PUBLIC SAFETY PETTY ...	DART Field Trip	216678		28.00
100-1205-7779	DUARTE PUBLIC SAFETY PETTY ...	DART Supplies	216678		21.65
100-1205-7779	DUARTE PUBLIC SAFETY PETTY ...	A-Team Supplies	216678		9.99
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	Probation Operation Coffee	216678		35.90
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	PS Office Water	216678		30.00
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	City Picnic Ice	216678		16.67
100-1805-7653	SECTRAN SECURITY INC	October 2021 Courier Pick-up	1537		297.38
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	216674		48.97
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	216674		8.20
100-1605-7735	CURO MANAGED PRINT PRODU...	TC Family Feud Event	216677		100.00
100-1610-7652	CHARLES R SIMPSON	Yard Fence Repair (Vandalism)	216695		435.00
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Plastic Containers (Sewing Program)	216679		17.64
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Bunco Bash Balloons	216679		29.03
100-1205-7761	DATA TICKET INC	Admin Citation Processing 8/2021	1520		1,233.38
100-1205-7761	DATA TICKET INC	Parking Citation Processing 8/2021	1520		1,852.32
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1540		55.25
100-1805-7614	STAPLES ADVANTAGE	File Folders	1540		23.71
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	1540		16.64

Council Warrant Register By Account

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1540		16.65
100-1605-7730	CURO MANAGED PRINT PRODU...	Halloween Howl Instagram Flyer	216677		75.00
100-1005-7646	TZEITEL PARAS-CARACCI	Council Meeting Supplies Reimbursement	1533		646.60
100-2120	CLAUDIA TREFZGER	Pool Rental Deposit Refund	216700		200.00
100-1205-7650	HUNTINGTON & DUARTE INC	Vehicle #30 Fuel 10/15/21	216688		57.43
100-1825-7626	FEDEX	Document Delivery	216681		38.81
100-1815-7965	MAXTREME INC	IT Helpdesk 10/2021	1531		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 10/2021	1531		200.00
100-4302	CATHERINE NAKANO	Citation Overpayment	216687		60.00
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 10/18/21 - 10/24/21	1535		2,835.00
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 46 of 60	EFT12274		1,340.10
100-1010-7610	SAN GABRIEL VALLEY CITY MAN...	Dan Jordan 10/20/2021 Meeting	216692		35.00
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Parking Lot Lease 11/1/2021 - 1/31/2022	1539		2,173.00
Fund 100 - GENERAL FUND Total:					230,819.10
Fund: 220 - GAS TAX FUN					
220-2210-7813	JCL TRAFFIC SERVICES	Street Name Signs	216684		1,315.83
220-2210-7813	JCL TRAFFIC SERVICES	Street Name Signs	216684		326.89
220-2220-7980	JCL TRAFFIC SERVICES	City Picnic Traffic Control	216684		1,360.00
220-2210-7813	JCL TRAFFIC SERVICES	Traffic/Parking Control Signs	216684		6,001.46
Fund 220 - GAS TAX FUN Total:					9,004.18
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7662	BRIGHTVIEW LANDSCAPE SERVI...	Extra Citywide Landscape Services	216670		12,718.99
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	216670		500.00

Council Warrant Register By Account

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2426-7887	SOUTHEAST CONSTRUCTION P...	City Hall Courtyard Fountain	216696		207.71
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					33,562.77
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-8061	LDM ASSOCIATES INC	FY21 CDBG City Hall ADA Improvements	1528	202102-CDBG ADA Improv	600.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					600.00
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 10/1/21 - 10/31/21	EFT12285		467.13
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 10/1/21 - 10/31/21	EFT12285		527.38
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					994.51
Fund: 680 - Duarte Housing Authority					
680-6805-7965	HARRIS & ASSOCIATES	FY21 Housing Authority Report 8/29/21 - 10/2/21	1524		7,457.50
Fund 680 - Duarte Housing Authority Total:					7,457.50
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
681-6815-7965	HARRIS & ASSOCIATES	FY21 SB341 Report 8/29/21 - 10/2/21	1524		4,755.00
Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:					4,755.00
Grand Total:					287,193.06

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	230,819.10
220 - GAS TAX FUN	9,004.18
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	33,562.77
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	600.00
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	994.51
680 - Duarte Housing Authority	7,457.50
681 - Former RDA Low-Mod Income Housing Asset Fund	4,755.00
Grand Total:	287,193.06

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7646	Travel & Exp - Paras	646.60
100-1010-7610	Travel, Mtgs & Conf	35.00
100-1010-7614	Office Supplies	16.64
100-1010-7965	Professional Services	190.76
100-1015-7680	City Attorney Legal	5,452.00
100-1015-7684	Code Enforcement Legal	10,429.29
100-1015-7686	Other Legal Services	50,015.69
100-1020-7724	Post Office Parking	2,288.00
100-1205-7610	Travel, Mtgs & Conf	824.18
100-1205-7650	Vehicle Maintenance	1,660.68
100-1205-7655	Emergency Services	4,175.22
100-1205-7761	Parking Ticket Collect	7,594.85
100-1205-7762	Parking Pass Kiosk Costs	320.05
100-1205-7779	Youth Programs	59.64
100-1205-7780	Animal Control	5,166.67
100-1205-7782	Crossing Guard Contract ...	3,324.75
100-1205-7783	GAPP Program	28,057.88
100-1205-7980	Other Expenses	545.12
100-1405-7614	Office Supplies	72.94
100-1405-7800	Building Department Serv...	17,581.13
100-1405-7965	Professional Services	450.00
100-1405-7975	Economic Development E...	3,013.40
100-1405-8100	Other Capital Improvemnts	15,620.00
100-1410-7656	Emergency Generator	285.00
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7614	Office Supplies	165.14
100-1605-7650	Vehicle Maintenance	666.12
100-1605-7730	Special Events	984.29
100-1605-7732	City Picnic	540.01
100-1605-7733	Senior Center	567.86
100-1605-7735	Teen Center	2,569.24
100-1610-7616	Pool Supplies	134.98
100-1610-7617	Pool Chemicals	510.73
100-1610-7618	Building Supplies	3,341.42
100-1610-7636	Uniforms	198.91
100-1610-7652	Building Maint Services	7,391.71
100-1610-7660	Other Services	5,670.00
100-1805-7614	Office Supplies	95.61
100-1805-7653	Bank Charges	297.38
100-1810-7660	Other Services	64.00
100-1815-7632	Software Maintenance	1,028.00
100-1815-7820	Finance System Support	11,684.25
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	2,923.60
100-1815-7831	Wireless Phones/Devices	951.25
100-1815-7965	Professional Services	8,700.00

Account Summary

Account Number	Account Name	Payment Amount
100-1815-7980	Other Expenses	255.09
100-1825-7626	Postage	1,458.69
100-1825-7945	Operation Of Acq Prop	41.67
100-1830-8100	Vehicle Replacement (Cap...	4,996.26
100-2120	Refundable Deposits	1,200.00
100-2121	Pass Through Deposits	490.00
100-2125	Metro Pass Through (TAP)	36.00
100-2126	Construction and Demolit...	14,198.40
100-4302	Parking Citations	60.00
100-4801	Youth & Adult Recreation...	40.00
100-5004	Other Revenue	-250.00
220-2210-7813	Regulatory Signs	7,644.18
220-2220-7980	Other Expenses	1,360.00
240-2410-7662	Other Serv-Citywide	12,718.99
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
240-2426-7887	Repairs & Replacements	207.71
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)	600.00
320-3205-8013	Vehicles (Capital)	994.51
680-6805-7965	Professional Services	7,457.50
681-6815-7965	Professional Services	4,755.00
Grand Total:		287,193.06

Project Account Summary

Project Account Key	Payment Amount
None	269,732.75
202102-Cap Improv-CH CDBG ADA Improvement	10,950.00
202102-CDBG ADA Improv	600.00
202105-GAPP Prog	807.88
202125-Highland/Huntington Traffic Signal Improv.	4,670.00
202206-Redistricting Expenses	190.76
202211-Live Scan of APU Tutors for DUSD FY21-22	200.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	287,193.06



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 10/14/2021 - 10/27/2021

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 10/11/21 - 10/17/21	P 7588		2,835.00
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 10/18/21 - 10/24/21	P 7594		2,835.00
Vendor 6295 - 211 ELECTRONIC SERVICES INC Total:					5,670.00
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	Yard A/C Maintenance	414932		136.00
100-1610-7652	AIR-TRO INC	Yard A/C Repair	414933		136.00
Vendor 2061 - AIR-TRO INC Total:					272.00
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	City Hall Kitchen Faucet Install	681537		220.00
Vendor 5561 - ALBERTOS PLUMBING Total:					220.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Crossing Guard Services 9/5/21 - 9/18/21	71736.74		3,324.75
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					3,324.75
Vendor: 6298 - ANDREW MACMANUS					
100-1205-7980	ANDREW MACMANUS	DUSD Tutoring Program Intern	10/2021	202211-Live Scan of APU Tutors...	100.00
Vendor 6298 - ANDREW MACMANUS Total:					100.00
Vendor: 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT					
100-2121	ARMSTRONG & WALKER LANDSCAPE ARCHITECT	Revised Landscape Plan Ck (COH Village Rd North)	R91426		490.00
Vendor 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT Total:					490.00
Vendor: 1491 - AUTOZONE					
100-1205-7650	AUTOZONE	Vehicle #22 Repair Parts	2814442127		44.08
Vendor 1491 - AUTOZONE Total:					44.08
Vendor: T4428 - BARBARA REAP					
100-4801	BARBARA REAP	Pickleball Refund	2000996.002		40.00
Vendor T4428 - BARBARA REAP Total:					40.00
Vendor: 1994 - BOURRET GLASS & UPHOLSTERY INC					
100-1605-7650	BOURRET GLASS & UPHOLSTERY INC	Vehicle 16 Back Window	D0008434		666.12
Vendor 1994 - BOURRET GLASS & UPHOLSTERY INC Total:					666.12
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 10/2021	7552454		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 10/2021	7552454		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES INC	Landscape Maintenance 10/2021	7552454	250016-Oper of Acq Prop-1229 ...	41.67
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					1,586.67
Vendor: T4408 - BRKICH CONSTRUCTION					
100-2126	BRKICH CONSTRUCTION	Const/Demo Deposit Refund (Pmt #8-0062)	R86126		2,038.40
100-5004	BRKICH CONSTRUCTION	Administrative Fee (Pmt #8-0062)	R86126		-125.00
100-2126	BRKICH CONSTRUCTION	Const/Demo Deposit Refund (Pmt #5-0068)	R87267		12,160.00
100-5004	BRKICH CONSTRUCTION	Administrative Fee (Pmt #5-0068)	R87267		-125.00
Vendor T4408 - BRKICH CONSTRUCTION Total:					13,948.40

Council Warrant Register By Vendor

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 9/2021	165947		320.05
Vendor 5559 - CALE AMERICA INC Total:					320.05
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S...	Twice a Week Service for Duarte Pools 9/2021	211070901		1,950.00
Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:					1,950.00
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 9/2021	536047		64.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					64.00
Vendor: 6229 - CAPITAL ONE					
100-1605-7735	CAPITAL ONE	TC Raffle Prize Big Giveaway	00630		150.98
100-1605-7732	CAPITAL ONE	City Picnic Supplies	07326		119.95
100-1605-7730	CAPITAL ONE	Halloween Inflatables	08805		227.79
100-1605-7732	CAPITAL ONE	City Picnic Supplies	08806		85.15
Vendor 6229 - CAPITAL ONE Total:					583.87
Vendor: T4426 - CATHERINE NAKANO					
100-4302	CATHERINE NAKANO	Citation Overpayment	DU020014193		60.00
Vendor T4426 - CATHERINE NAKANO Total:					60.00
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 9/2021	63178		17,067.13
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					17,067.13
Vendor: 2025 - CHARLES R SIMPSON					
100-1610-7652	CHARLES R SIMPSON	Yard Fence Repair (Vandalism)	05672130		850.00
100-1610-7652	CHARLES R SIMPSON	Yard Fence Repair (Vandalism)	05672133		435.00
Vendor 2025 - CHARLES R SIMPSON Total:					1,285.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4093770438		121.29
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	4093770438		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	4097837006		28.65
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4097837006		29.50
100-1610-7636	CINTAS CORPORATION #693	Facility Maintenance Uniforms	4098469893		48.97
100-1610-7652	CINTAS CORPORATION #693	Logo Mat	4098469893		8.20
Vendor 5140 - CINTAS CORPORATION #693 Total:					244.81
Vendor: T4427 - CLAUDIA TREFZGER					
100-2120	CLAUDIA TREFZGER	Pool Rental Deposit Refund	R91290		200.00
Vendor T4427 - CLAUDIA TREFZGER Total:					200.00
Vendor: 6299 - COMMERCIAL 1 CARPET CLEANING					
100-1610-7652	COMMERCIAL 1 CARPET CLEAN...	City Hall Carpet Cleaning	10012021ch		1,200.00
100-1610-7652	COMMERCIAL 1 CARPET CLEAN...	Teen Ctr Carpet Cleaning	10012021tc		750.00
Vendor 6299 - COMMERCIAL 1 CARPET CLEANING Total:					1,950.00
Vendor: 1117 - COUNTY OF LOS ANGELES PROBATION DEPARTMENT					
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Services 7/1/21 - 9/30/21	DUA2122-01		27,250.00
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Services 7/1/21 - 9/30/21	DUA2122-01	202105-GAPP Prog	807.88
Vendor 1117 - COUNTY OF LOS ANGELES PROBATION DEPARTMENT Total:					28,057.88
Vendor: T3737 - CROWN CASTLE USA INC					
100-2120	CROWN CASTLE USA INC	Cash Bond Deposit Refund (Pmt #6-0065)	R86838		1,000.00
Vendor T3737 - CROWN CASTLE USA INC Total:					1,000.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1205-7980	CURO MANAGED PRINT PRODU...	Neighborhood Watch Toy Drive Signs	5015		262.55
100-1605-7733	CURO MANAGED PRINT PRODU...	Community Yard Sale Signage	5021		371.19

Council Warrant Register By Vendor

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7730	CURO MANAGED PRINT PRODU...	Halloween Banner for Buena Vista St	5033		681.50
100-1010-7965	CURO MANAGED PRINT PRODU...	City Re-Districting Brochures	5009	202206-Redistricting Expenses	190.76
100-1605-7735	CURO MANAGED PRINT PRODU...	TC Family Feud Event	5044		100.00
100-1605-7730	CURO MANAGED PRINT PRODU...	Halloween Howl Instagram Flyer	5048		75.00
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					1,681.00
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Admin Citation Processing 8/2021	128988		1,233.38
100-1205-7761	DATA TICKET INC	Parking Citation Processing 8/2021	129274		1,852.32
Vendor 5501 - DATA TICKET INC Total:					3,085.70
Vendor: 3165 - DUARTE PUBLIC SAFETY PETTY CASH					
100-1205-7779	DUARTE PUBLIC SAFETY PETTY ...	A-Team Supplies	10122021		9.99
100-1205-7779	DUARTE PUBLIC SAFETY PETTY ...	DART Supplies	10122021		21.65
100-1205-7779	DUARTE PUBLIC SAFETY PETTY ...	DART Field Trip	10122021		28.00
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	PS Office Water	10122021		30.00
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	City Picnic Ice	10122021		16.67
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	Probation Operation Coffee	10122021		35.90
Vendor 3165 - DUARTE PUBLIC SAFETY PETTY CASH Total:					142.21
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Bunco Bash Balloons	10132021		29.03
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Plastic Containers (Sewing Program)	10132021		17.64
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					46.67
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		558.71
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		555.00
Vendor 6189 - ENTERPRISE FM TRUST Total:					4,996.26
Vendor: 5639 - EVERBRIDGE INC					
100-1205-7655	EVERBRIDGE INC	Nixle 9/28/2021 - 9/28/2022	M66112		4,000.00
Vendor 5639 - EVERBRIDGE INC Total:					4,000.00
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 9/2021	94691		139.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					139.00
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	7-534-31116		38.81
Vendor 0087 - FEDEX Total:					38.81
Vendor: 4039 - FSP DESIGNS					
100-1605-7735	FSP DESIGNS	TC Duarte Hats	8560		150.13

Council Warrant Register By Vendor

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7735	FSP DESIGNS	TC Duarte Family Feud Shirts	8573		538.57
100-1605-7735	FSP DESIGNS	TC Unity March Shirts	8618		1,629.56
Vendor 4039 - FSP DESIGNS Total:					2,318.26
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	144976		510.73
Vendor 4690 - FULLER ENGINEERING INC Total:					510.73
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 9/1/21 - 9/30/21	3995555916		1,028.00
Vendor 6181 - GOOGLE LLC Total:					1,028.00
Vendor: 5408 - HUNTINGTON & DUARTE INC					
100-1205-7650	HUNTINGTON & DUARTE INC	Vehicle #30 Fuel 10/15/21	2829/451461		57.43
Vendor 5408 - HUNTINGTON & DUARTE INC Total:					57.43
Vendor: 6297 - JAMES FABELA					
100-1205-7980	JAMES FABELA	DUSD Tutoring Program Intern	10/2021	202211-Live Scan of APU Tutors...	100.00
Vendor 6297 - JAMES FABELA Total:					100.00
Vendor: 6206 - KHR ASSOCIATES					
100-1405-8100	KHR ASSOCIATES	PS&E Highland/Hunt TS. Upgrades 8/1/21 - 9/30/21	21-10620	202125-Highland/Huntington T...	4,670.00
Vendor 6206 - KHR ASSOCIATES Total:					4,670.00
Vendor: 6300 - KNORR SYSTEMS INC					
100-1610-7616	KNORR SYSTEMS INC	Pool Test Tubes	SI233959		134.98
Vendor 6300 - KNORR SYSTEMS INC Total:					134.98
Vendor: 5256 - KOSMONT COMPANIES					
100-1405-7975	KOSMONT COMPANIES	Economic Development Analysis (Hunt/BV) 9/2021	2108.9-002		3,013.40
Vendor 5256 - KOSMONT COMPANIES Total:					3,013.40
Vendor: 4206 - LARRY BRECEDA					
100-1205-7610	LARRY BRECEDA	CACEO Conference Expense Reimbursement	10122021		824.18
Vendor 4206 - LARRY BRECEDA Total:					824.18
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY22 Federal Grant Administration 9/2021	7238		450.00
Vendor 5438 - LDM ASSOCIATES INC Total:					450.00
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 10/1/2021 - 11/1/2021	68889		267.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 10/1/2021 - 11/1/2021	68890		247.00
Vendor 5761 - LIFE STORAGE #530 Total:					514.00
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Parks/Bus Stop Trash Bags	864123-01		507.65
100-1610-7618	MAINTEX INC	Trash Bags	864123-02		36.26
Vendor 5868 - MAINTEX INC Total:					543.91
Vendor: 3844 - MARTINEZ CONCRETE INC					
100-1405-8100	MARTINEZ CONCRETE INC	City Hall Fountain Removal	21102	202102-Cap Improv-CH CDBG ...	10,950.00
Vendor 3844 - MARTINEZ CONCRETE INC Total:					10,950.00
Vendor: 4286 - MAXTREME INC					
100-1815-7831	MAXTREME INC	iPhone Cases/Screens/AirPods/Misc	13559		951.25
100-1815-7980	MAXTREME INC	WideFormat Printer Power Adapter	13559		55.09
100-1815-7965	MAXTREME INC	IT Helpdesk 10/2021	13563		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 10/2021	13563		200.00
Vendor 4286 - MAXTREME INC Total:					9,906.34

Council Warrant Register By Vendor

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4620 - MIRACLE RECREATION EQUIPMENT CO					
100-1610-7618	MIRACLE RECREATION EQUIPM...	ROP Climber Deck	835918		2,562.05
Vendor 4620 - MIRACLE RECREATION EQUIPMENT CO Total:					2,562.05
Vendor: 5845 - NEC FINANCIAL SERVICES LLC					
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 46 of 60	101921-46		1,340.10
Vendor 5845 - NEC FINANCIAL SERVICES LLC Total:					1,340.10
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	Yard Alarm Service Call (No Show)	1392632		206.25
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm Monitoring 11/1/21 - 11/30/21	1411166		87.56
Vendor 2466 - POST ALARM SYSTEMS Total:					293.81
Vendor: 6173 - QUADIENT INC					
100-1825-7626	QUADIENT INC	Hybrid Mailing Prof Svc Setup	16493309		1,000.00
100-1825-7626	QUADIENT INC	Hybrid Mailing Subscription	58763195		419.88
Vendor 6173 - QUADIENT INC Total:					1,419.88
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 9/2021	6014901		36.00
Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:					36.00
Vendor: 6293 - RODOLFO CARDENAS					
100-1605-7733	RODOLFO CARDENAS	SC Halloween Party Entertainment	10/28/2021		150.00
Vendor 6293 - RODOLFO CARDENAS Total:					150.00
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7686	RUTAN & TUCKER LLP	General Litigation-Transition Legal 7/2021	901597		19,914.96
100-1015-7686	RUTAN & TUCKER LLP	NPDES-Transition Legal 7/2021	901598		2,712.00
100-1015-7686	RUTAN & TUCKER LLP	NPDES-Transition Legal 8/2021	908407		165.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 7/2021	908408		152.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 8/2021	908409		5,300.00
100-1015-7686	RUTAN & TUCKER LLP	General City Litigation-Land Holdings 8/2021	908410		19,369.73
100-1015-7686	RUTAN & TUCKER LLP	Telecommunications Legal 8/2021	908411		86.00
100-1015-7686	RUTAN & TUCKER LLP	NPDES Legal 8/2021	908412		7,768.00
Vendor 0196 - RUTAN & TUCKER LLP Total:					55,467.69
Vendor: 3115 - SAN GABRIEL VALLEY CITY MANAGERS' ASSOCIATION					
100-1010-7610	SAN GABRIEL VALLEY CITY MAN...	Dan Jordan 10/20/2021 Meeting	10/20/2021		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 10/2021	10-2021D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 6296 - SCOTT ST PETER					
100-1205-7650	SCOTT ST PETER	Vehicle 13 Repair	3017		1,559.17
Vendor 6296 - SCOTT ST PETER Total:					1,559.17
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	October 2021 Courier Pick-up	21100534		297.38
Vendor 6277 - SECTRAN SECURITY INC Total:					297.38
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 9/2021	28426		1,900.10
100-1015-7684	SILVER & WRIGHT LLP	Bardakjians Legal 9/2021	28426		8,529.19
Vendor 5441 - SILVER & WRIGHT LLP Total:					10,429.29

Council Warrant Register By Vendor

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1605-7732	SIMON EQUIPMENT RENTALS	City Picnic Generator Rental	130484		334.91
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					334.91
Vendor: 5447 - SOUTHERN CALIFORNIA EDISON					
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Parking Lot Lease 11/1/2021 - 1/31/2022	7701117553		2,173.00
Vendor 5447 - SOUTHERN CALIFORNIA EDISON Total:					2,173.00
Vendor: 2688 - STAPLES ADVANTAGE					
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3488412333		16.48
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3489447547		56.46
100-1605-7614	STAPLES ADVANTAGE	Recreation Printer Toner	3489583400		165.14
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3489906733		55.25
100-1805-7614	STAPLES ADVANTAGE	File Folders	3489906737		23.71
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	3489906738		16.64
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3489906738		16.65
Vendor 2688 - STAPLES ADVANTAGE Total:					350.33
Vendor: 6288 - SUNTREK INDUSTRIES INC					
100-1610-7652	SUNTREK INDUSTRIES INC	Pool Solar Pump Repair	33850		736.00
Vendor 6288 - SUNTREK INDUSTRIES INC Total:					736.00
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 9/23/21	SA-15256		145.00
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Overfill Inspection 9/27/21	SA-15486		140.00
Vendor 1610 - SUNWEST ENGINEERING Total:					285.00
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 9/2021	10122021		4,509.15
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					4,509.15
Vendor: 5343 - THE HARDWOOD FLOOR GUY					
100-1610-7652	THE HARDWOOD FLOOR GUY	Community Ctr Carpet Cleaning	4650		500.00
Vendor 5343 - THE HARDWOOD FLOOR GUY Total:					500.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 11/2021	17278		593.90
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 11/2021	17279		422.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	SW Wan w/VELO Cloud Connect 11/2021	17280		567.60
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 11/2021	17281		553.00
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					2,136.50
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 9/1/2021 - 9/30/2021	845108369		175.22
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					175.22
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 10/1/21 - 12/31/21	025-348773		11,684.25
Vendor 4674 - TYLER TECHNOLOGIES INC Total:					11,684.25
Vendor: 0567 - TZEITEL PARAS-CARACCI					
100-1005-7646	TZEITEL PARAS-CARACCI	Council Meeting Supplies Reimbursement	10142021		646.60
Vendor 0567 - TZEITEL PARAS-CARACCI Total:					646.60
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80351680		206.70
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80355839		28.76
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					235.46
Fund 100 - GENERAL FUND Total:					230,819.10

Council Warrant Register By Vendor

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 220 - GAS TAX FUN					
Vendor: 3957 - JCL TRAFFIC SERVICES					
220-2210-7813	JCL TRAFFIC SERVICES	Street Name Signs	111392		1,315.83
220-2210-7813	JCL TRAFFIC SERVICES	Street Name Signs	111393		326.89
220-2220-7980	JCL TRAFFIC SERVICES	City Picnic Traffic Control	111394		1,360.00
220-2210-7813	JCL TRAFFIC SERVICES	Traffic/Parking Control Signs	111466		6,001.46
Vendor 3957 - JCL TRAFFIC SERVICES Total:					9,004.18
Fund 220 - GAS TAX FUN Total:					9,004.18
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
240-2410-7662	BRIGHTVIEW LANDSCAPE SERVI...	Extra Citywide Landscape Services	7577445		12,718.99
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 10/2021	7552454		500.00
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					33,355.06
Vendor: 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC					
240-2426-7887	SOUTHEAST CONSTRUCTION P...	City Hall Courtyard Fountain	2110-011424		207.71
Vendor 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC Total:					207.71
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					33,562.77
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-8061	LDM ASSOCIATES INC	FY21 CDBG City Hall ADA Improvements	7239	202102-CDBG ADA Improv	600.00
Vendor 5438 - LDM ASSOCIATES INC Total:					600.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					600.00
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		527.38

Council Warrant Register By Vendor

Payment Dates: 10/14/2021 - 10/27/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 10/1/21 - 10/31/21	FBN4317464		467.13
Vendor 6189 - ENTERPRISE FM TRUST Total:					994.51
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					994.51
Fund: 680 - Duarte Housing Authority					
Vendor: 6175 - HARRIS & ASSOCIATES					
680-6805-7965	HARRIS & ASSOCIATES	FY21 Housing Authority Report 8/29/21 - 10/2/21	50114		7,457.50
Vendor 6175 - HARRIS & ASSOCIATES Total:					7,457.50
Fund 680 - Duarte Housing Authority Total:					7,457.50
Fund: 681 - Former RDA Low-Mod Income Housing Asset Fund					
Vendor: 6175 - HARRIS & ASSOCIATES					
681-6815-7965	HARRIS & ASSOCIATES	FY21 SB341 Report 8/29/21 - 10/2/21	50114		4,755.00
Vendor 6175 - HARRIS & ASSOCIATES Total:					4,755.00
Fund 681 - Former RDA Low-Mod Income Housing Asset Fund Total:					4,755.00
Grand Total:					287,193.06

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	230,819.10
220 - GAS TAX FUN	9,004.18
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	33,562.77
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	600.00
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	994.51
680 - Duarte Housing Authority	7,457.50
681 - Former RDA Low-Mod Income Housing Asset Fund	4,755.00
Grand Total:	287,193.06

Account Summary

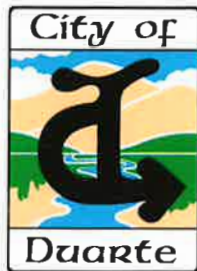
Account Number	Account Name	Payment Amount
100-1005-7646	Travel & Exp - Paras	646.60
100-1010-7610	Travel, Mtgs & Conf	35.00
100-1010-7614	Office Supplies	16.64
100-1010-7965	Professional Services	190.76
100-1015-7680	City Attorney Legal	5,452.00
100-1015-7684	Code Enforcement Legal	10,429.29
100-1015-7686	Other Legal Services	50,015.69
100-1020-7724	Post Office Parking	2,288.00
100-1205-7610	Travel, Mtgs & Conf	824.18
100-1205-7650	Vehicle Maintenance	1,660.68
100-1205-7655	Emergency Services	4,175.22
100-1205-7761	Parking Ticket Collect	7,594.85
100-1205-7762	Parking Pass Kiosk Costs	320.05
100-1205-7779	Youth Programs	59.64
100-1205-7780	Animal Control	5,166.67
100-1205-7782	Crossing Guard Contract ...	3,324.75
100-1205-7783	GAPP Program	28,057.88
100-1205-7980	Other Expenses	545.12
100-1405-7614	Office Supplies	72.94
100-1405-7800	Building Department Serv...	17,581.13
100-1405-7965	Professional Services	450.00
100-1405-7975	Economic Development E...	3,013.40
100-1405-8100	Other Capital Improvemnts	15,620.00
100-1410-7656	Emergency Generator	285.00
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7614	Office Supplies	165.14
100-1605-7650	Vehicle Maintenance	666.12
100-1605-7730	Special Events	984.29
100-1605-7732	City Picnic	540.01
100-1605-7733	Senior Center	567.86
100-1605-7735	Teen Center	2,569.24
100-1610-7616	Pool Supplies	134.98
100-1610-7617	Pool Chemicals	510.73
100-1610-7618	Building Supplies	3,341.42
100-1610-7636	Uniforms	198.91
100-1610-7652	Building Maint Services	7,391.71
100-1610-7660	Other Services	5,670.00
100-1805-7614	Office Supplies	95.61
100-1805-7653	Bank Charges	297.38
100-1810-7660	Other Services	64.00
100-1815-7632	Software Maintenance	1,028.00
100-1815-7820	Finance System Support	11,684.25
100-1815-7821	Personal Computer Suppo...	553.00
100-1815-7830	Telephones	2,923.60
100-1815-7831	Wireless Phones/Devices	951.25
100-1815-7965	Professional Services	8,700.00

Account Summary

Account Number	Account Name	Payment Amount
100-1815-7980	Other Expenses	255.09
100-1825-7626	Postage	1,458.69
100-1825-7945	Operation Of Acq Prop	41.67
100-1830-8100	Vehicle Replacement (Cap...	4,996.26
100-2120	Refundable Deposits	1,200.00
100-2121	Pass Through Deposits	490.00
100-2125	Metro Pass Through (TAP)	36.00
100-2126	Construction and Demolit...	14,198.40
100-4302	Parking Citations	60.00
100-4801	Youth & Adult Recreation...	40.00
100-5004	Other Revenue	-250.00
220-2210-7813	Regulatory Signs	7,644.18
220-2220-7980	Other Expenses	1,360.00
240-2410-7662	Other Serv-Citywide	12,718.99
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
240-2426-7887	Repairs & Replacements	207.71
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)	600.00
320-3205-8013	Vehicles (Capital)	994.51
680-6805-7965	Professional Services	7,457.50
681-6815-7965	Professional Services	4,755.00
Grand Total:		287,193.06

Project Account Summary

Project Account Key	Payment Amount
None	269,732.75
202102-Cap Improv-CH CDBG ADA Improvement	10,950.00
202102-CDBG ADA Improv	600.00
202105-GAPP Prog	807.88
202125-Highland/Huntington Traffic Signal Improv.	4,670.00
202206-Redistricting Expenses	190.76
202211-Live Scan of APU Tutors for DUSD FY21-22	200.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	287,193.06



AGENDA REPORT

MEETING DATE: October 26, 2021

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Assistant City Manager/Director of Administrative Services

BY: Michelle Brown, Human Resources Specialist

SUBJECT: Resolution Fixing the City's 2022 Medical Insurance Contribution

RECOMMENDATION: It is recommended that the City Council approve Resolution No. 21-23 and Resolution No. 21-24 fixing the City's Medical Insurance contribution for Councilmembers and Employees for 2022

FISCAL IMPACT: Estimated expenditures related to this increase in the City's contribution towards medical insurance is approximately \$15,000.

BACKGROUND

The City of Duarte has two employee bargaining units: the general employees and the management & professional employees. Both of these units are represented by the Service Employees International Union, Local 721 (SEIU 721). Pursuant to the terms of the recently negotiated Memorandums of Understanding ("MOUs"), the City will contribute toward the cost of medical insurance.

DISCUSSION/ANALYSIS

Under the MOUs, the City will contribute toward the cost of medical insurance indexed to the cost of CalPERS Kaiser premiums. Healthcare premiums will change as of January 1, 2022, and as a result, the contribution needs to be adjusted. Please note that while the CalPERS Kaiser premiums will increase by 7.46%, the City's contribution as negotiated in the MOU allows for up to a 5% increase from the prior contributions.

The City's contribution towards healthcare premiums as of January 1, 2022 will be \$703.33, \$1,406.67 and \$1,828.68 for employee only, employee + 1 and employee + 2 or more. The same healthcare contribution will also apply to the City Council, the City Manager, and the Assistant City Manager. While the new employer contribution amounts are the same for everyone, CalPERS requires a separate resolution for Councilmembers that are not enrolled in the CalPERS retirement system as optional members.

RECOMMENDATION

It is recommended that the City Council approve Resolution No. 21-23 and Resolution No. 21-24 fixing the City's Medical Insurance contribution for Councilmembers and Employees for 2022.

FISCAL IMPACT

Estimated expenditures related to this increase in the City's contribution towards medical insurance is approximately \$15,000.

ATTACHMENTS

Resolution No. 21-23 and Resolution No. 21-24.

RESOLUTION NO. 21-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS Non PERS City Council

WHEREAS, City of Duarte is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act;

NOW, THEREFORE, the City Council of the City of Duarte, California, does hereby resolve as follows:

1. That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$703.33 per month with respect to employee enrolled for self alone, \$1,406.67 per month for employee enrolled for self and one family member, and \$1,828.68 per month for employee enrolled for self and two or more family members, plus administrative fees and Contingency Reserve Fund assessments; and be it further
2. City of Duarte has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above and be it further
3. That the participation of the employees and annuitants of City of Duarte shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that City of Duarte would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
4. That the executive body appoint and direct, and it does hereby appoint and direct, Assistant City Manager to file with the Board a verified copy of this resolution, and to perform on behalf of City of Duarte all functions required of it under the Act; and be it further
5. That coverage under the Act be effective on January 1, 2022.

PASSED, APPROVED, AND ADOPTED this 26th day of October, 2021.

Bryan Urias
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
Assistant City Attorney

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. 21-23 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of October, 2021, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Annette Juarez
City Clerk

RESOLUTION NO. 21-24

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
FIXING THE EMPLOYER CONTRIBUTION UNDER THE PUBLIC EMPLOYEES'
MEDICAL AND HOSPITAL CARE ACT AT AN EQUAL AMOUNT FOR
EMPLOYEES AND ANNUITANTS
PERS All Employees**

WHEREAS, City of Duarte is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and

WHEREAS, Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and

WHEREAS, Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act;

NOW, THEREFORE, the City Council of the City of Duarte, California, does hereby resolve as follows:

1. That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of \$703.33 per month with respect to employee enrolled for self alone, \$1,406.67 per month for employee enrolled for self and one family member, and \$1,828.68 per month for employee enrolled for self and two or more family members, plus administrative fees and Contingency Reserve Fund assessments; and be it further
2. City of Duarte has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above and be it further
3. That the participation of the employees and annuitants of City of Duarte shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that City of Duarte would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer; and be it further
4. That the executive body appoint and direct, and it does hereby appoint and direct, Assistant City Manager to file with the Board a verified copy of this resolution, and to perform on behalf of City of Duarte all functions required of it under the Act; and be it further
5. That coverage under the Act be effective on January 1, 2022.

PASSED, APPROVED, AND ADOPTED this 26th day of October, 2021.

Mayor Bryan Urias

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. 21-24 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of October, 2021, by the following vote:

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

City Clerk Annette Juarez
City of Duarte, California



Proclamation

DIA DE LOS MUERTOS 2021

WHEREAS, the City of Duarte embraces and celebrates the diverse ethnic backgrounds of our citizens, and welcomes the cultural traditions that strengthen our community; and

WHEREAS, Dia de los Muertos provides an opportunity to remember and celebrate the loved ones who have departed before us; and

WHEREAS, Dia de los Muertos is a time to send peace, love, and respect to all who have been lost; and

WHEREAS, by honoring those who have gone before us, we honor our shared humanity; and

WHEREAS, Dia de los Muertos brings the Mexican and non-Mexican communities closer together by creating a time to remember ancestors; and

WHEREAS, Dia de los Muertos has enriched our heritage and continues to enrich our society by teaching the role that those ancestors have played in our community;

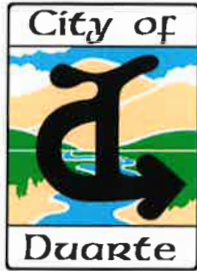
NOW, THEREFORE, BE IT RESOLVED, that the City of Duarte hereby proclaims November 1st and 2nd, 2021, as DIA DE LOS MUERTOS in the City of Duarte, and encourages all citizens of Duarte to honor loved ones who have departed before us.

Bryan Urias
Mayor

ATTEST:

Annette Juarez
City Clerk

October 26, 2021



AGENDA REPORT

MEETING DATE: October 26, 2021

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

SUBJECT: Letter of support for City of Monrovia's Local Area Modification Application

RECOMMENDATION: It is recommended that the City Council authorize a letter of support for the City of Monrovia's Local Area Modification Application to withdraw from the Foothill Workforce Development Board

FISCAL IMPACT: None

BACKGROUND

The Foothill Workforce Development Board (FWDB) is a Joint Powers Authority (JPA) between the Cities of Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre, and South Pasadena. The FWDB receives federal funding through the Workforce Innovation and Opportunity Act (WIOA) to provide job skills education, job training and placement, and overall workforce development.

The FWDB is governed by a Board comprised of local business and community organization leaders, as well as by a Policy Board of elected government officials from the representative cities. Councilmember Vinh Truong sits on the Policy Board of FWDB for the City of Duarte.

At its meeting of August 4, 2020, the City of Monrovia City Council voted to authorize Monrovia's withdrawal from the FWDB. In the related staff report, the City of Monrovia cited its belief that it has "been underserved by FWDB administration and operations, particularly in terms of job training and equitable sharing of WIOA funds."

DISCUSSION/ANALYSIS

The City of Monrovia has requested a letter support from the City of Duarte as it seeks to withdraw from the FWDB and join the Los Angeles County Workforce Development Board (LACWDB). The City of Monrovia believes that support from other FWDB member cities will increase the likelihood that their withdrawal application will be approved.

Of the other FWDB cities, staff has confirmed that the City Council of the City of South Pasadena has authorized a letter of support for Monrovia's application to withdraw from the FWDB.

RECOMMENDATION

It is recommended that the City Council authorize a letter of support for the City of Monrovia's Local Area Modification Application to withdraw from the Foothill Workforce Development Board.

FISCAL IMPACT

None

ATTACHMENTS

1. Letter of Support for Local Area Modification (LAM) Application for the City of Monrovia, California



City of Duarte

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

Supervisor Hilda Solis
Chair, Los Angeles County Board of Supervisors

Ms. Holly Schroeder
Chair, Los Angeles County Workforce Development Board

Dr. Angelov Farooq
Chair, California Workforce Development Board

RE: Support for Local Area Modification (LAM) Application for the City of Monrovia, California

Dear Chair Solis, Chair Schroeder and Chair Farooq,

On behalf of the City of Duarte, please allow this letter to serve as support for the City of Monrovia's Local Area Modification Application ("Application") to withdraw from the Foothill Workforce Development Board (FWDB) Local Area and join the Los Angeles County Workforce Development Board (WDB) Local Area.

Please do not hesitate to contact me if you wish to discuss our support further. Thank you for your consideration.

Sincerely,

Brian Urias
Mayor
City of Duarte

cc: City Council, City of Monrovia



City of Duarte

MONTHLY FINANCIAL REPORT

**Month Ended September 30, 2021
(25.0% of FY 2021-22 Completed)**

Contents

Page

Treasury Report

Monthly Activity and Balances 2

Cash Balance by Fund 3

Budget-to-Actual Report

General Fund Revenue Dashboard 4-6

General Fund Expenditure Dashboard 7-11

Revenue, Expenditures, Transfers and Surplus/Deficit by Fund 12

******A Glance at Unemployment in Duarte and the Region******

Unemployment Rate (in %)*					
	Jan-20	May-20	Jun-21	Jul-21	Aug-21
Irwindale	6.7	28.5	12.9	12.8	12.2
Duarte	5.4	24.3	11.6	11.5	10.9
Baldwin Park	4.7	22.2	10.9	10.6	9.8
Azusa	4.4	18.6	10.0	10.0	9.1
Glendora	4.0	17.5	8.7	8.8	8.5
Monrovia	3.8	17.8	8.5	8.6	8.1
Arcadia	3.4	17.4	7.9	7.8	7.6
Los Angeles County	4.5	20.8	10.6	10.4	10.1

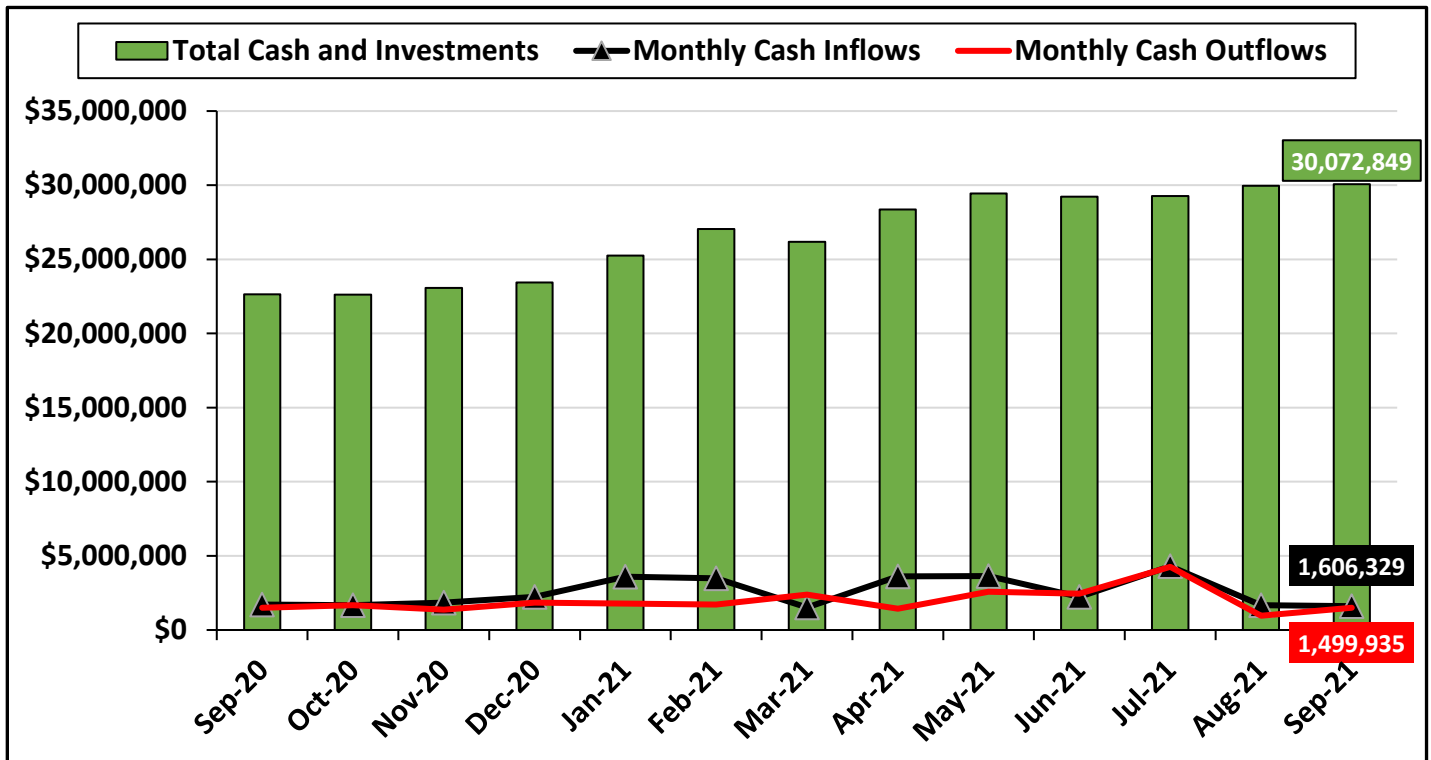
* "Unemployment Rate" is number of unemployed persons as a percentage of the civilian labor force.

CITY OF DUARTE

Treasury Report - Monthly Activity & Balances

Month Ended September 30, 2021

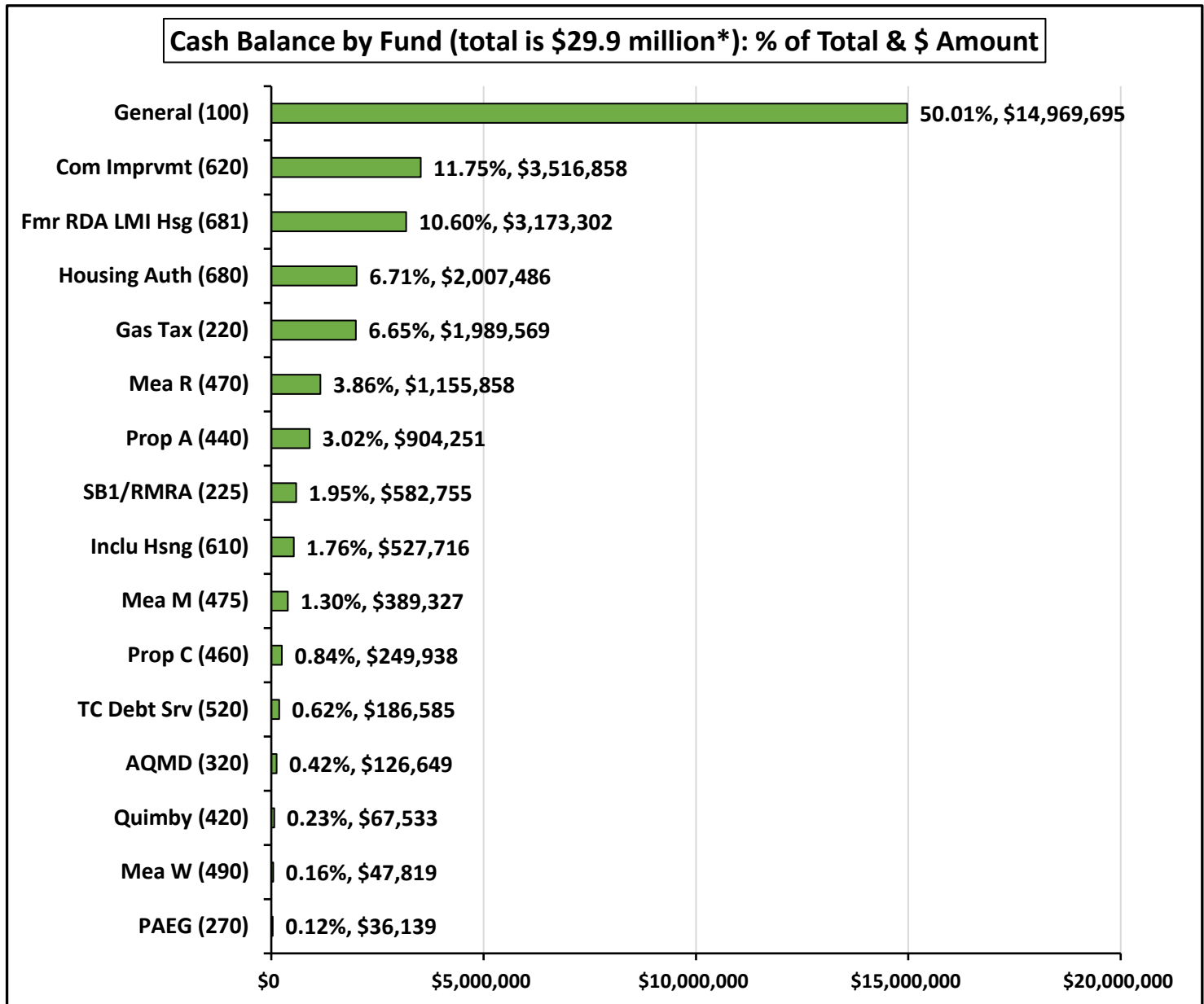
MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (09/01/2021)	\$14,517,378	\$15,449,076	\$29,966,454
Cash Inflows			
Receipts	\$1,606,329	\$0	\$1,606,329
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$1,606,329	\$0	\$1,606,329
Cash Outflows			
Disbursements	\$1,499,935	\$0	\$1,499,935
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$1,499,935	\$0	\$1,499,935
Net Activity	\$106,394	\$0	\$106,394
Ending Balance (09/30/2021)	\$14,623,772	\$15,449,076	\$30,072,849



*The "Bank" balance refers to the balance in the City's primary checking account. The "LAIF" balance refers to the City's investment balance with the Local Agency Investment Fund, which is part of the State of California's Pooled Money Investment Account and administered by the California State Treasurer.

CITY OF DUARTE

Treasury Report - Cash Balance by Fund Month Ended September 30, 2021



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

**Funds with zero or negative cash balances are not shown above.

CITY OF DUARTE

General Fund Revenue by Category & Major Sources

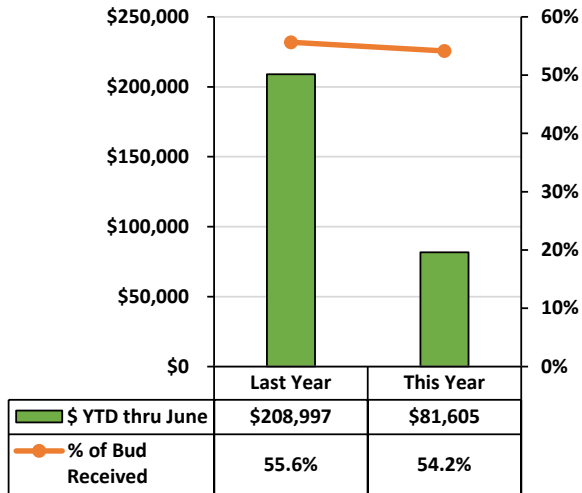
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



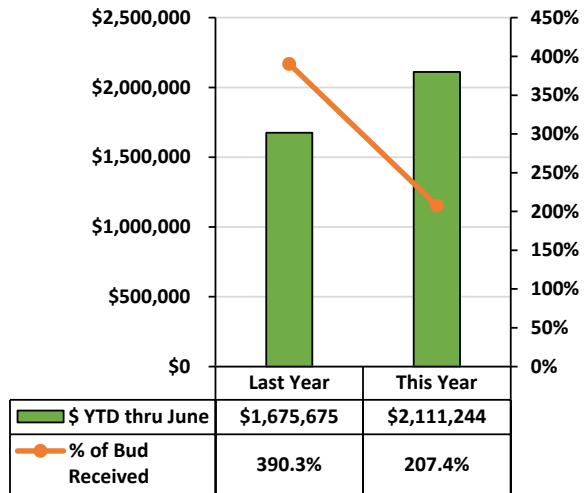
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary

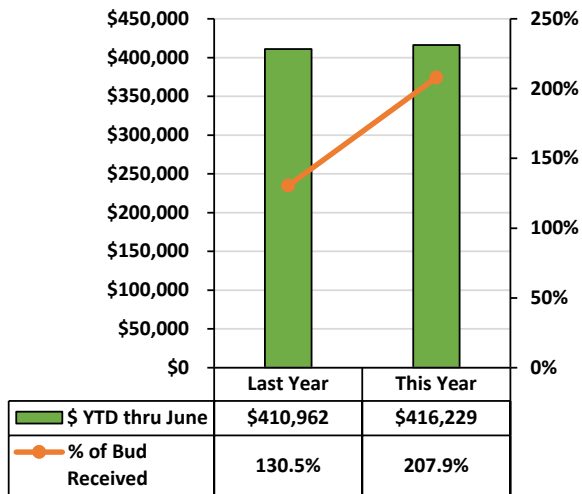
Recreation Fees



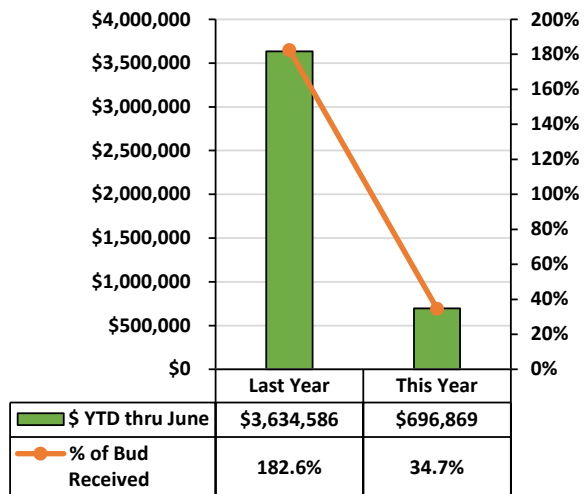
Other Service Charges



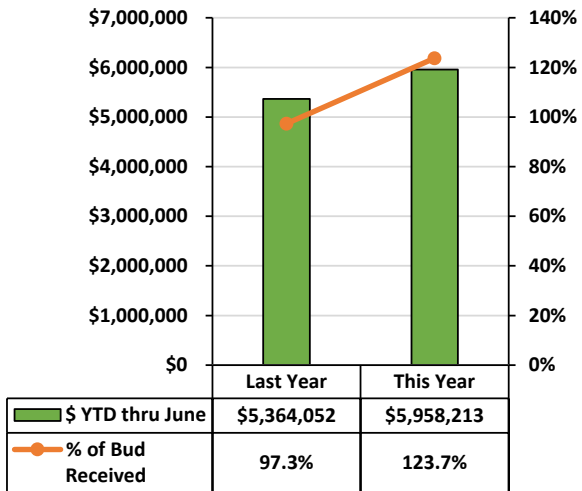
Miscellaneous



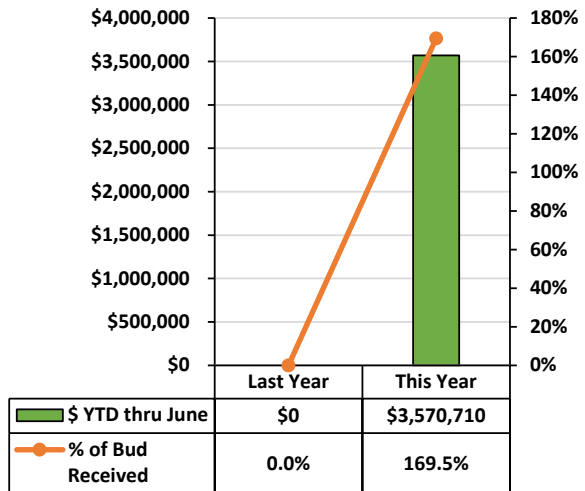
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

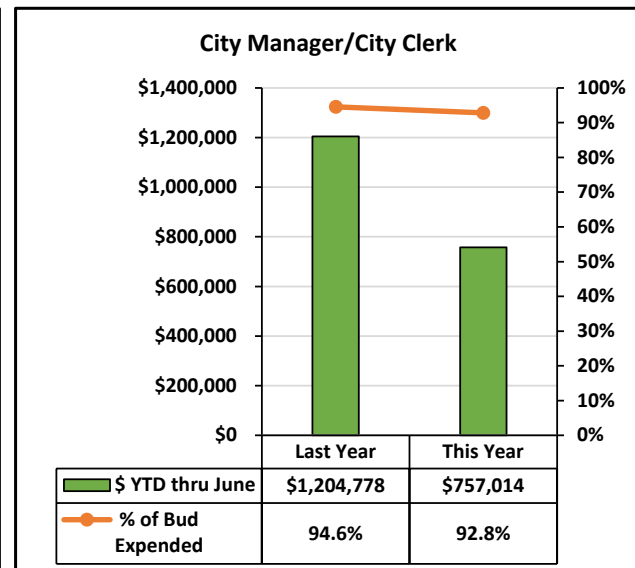
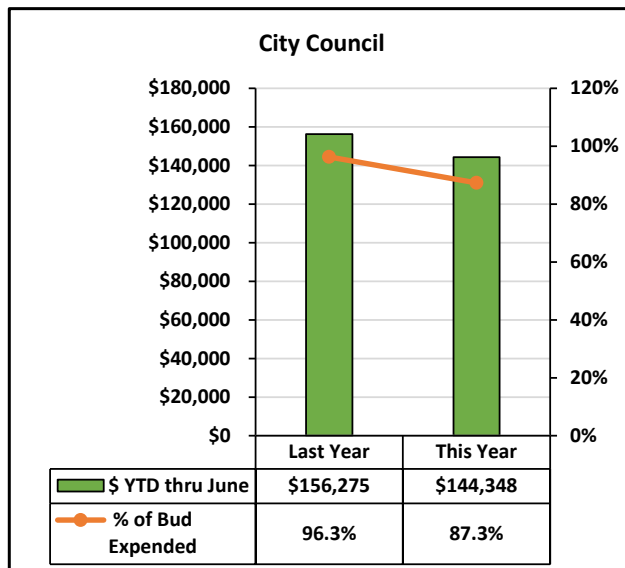
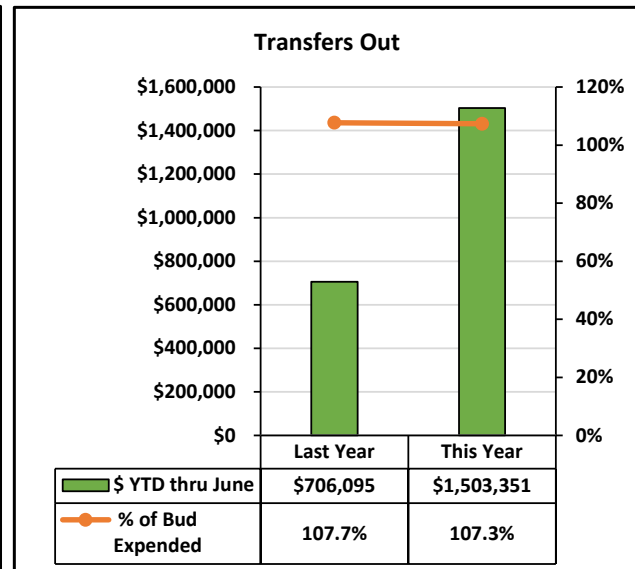
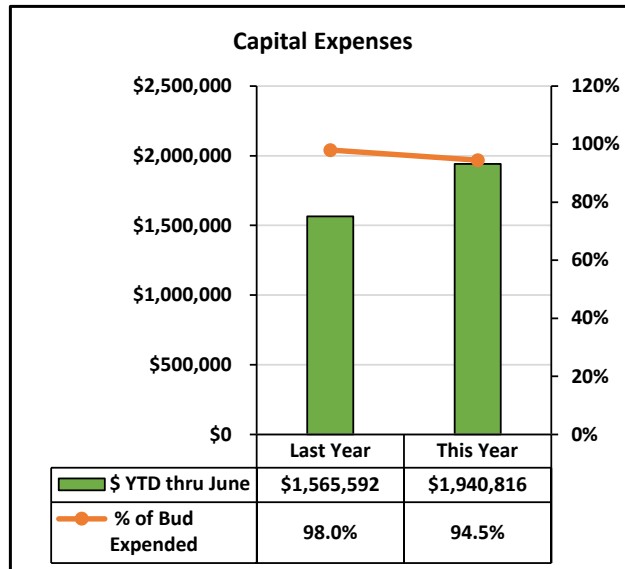
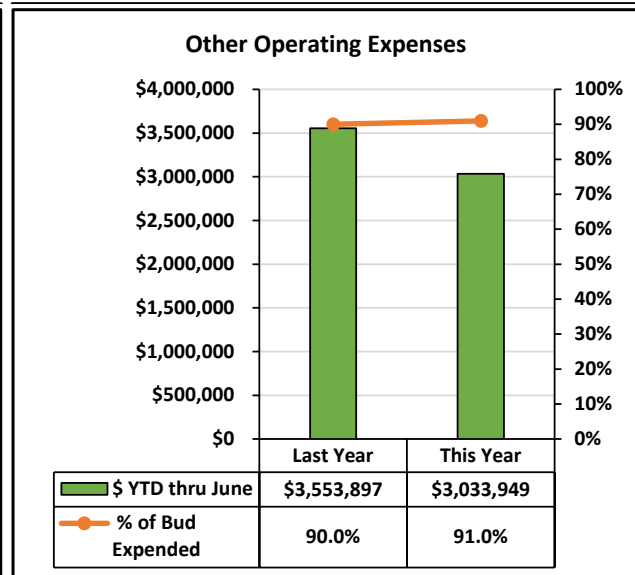
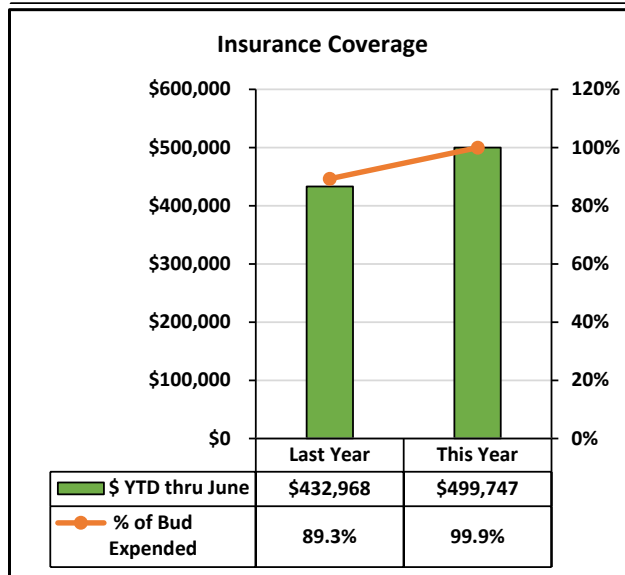
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

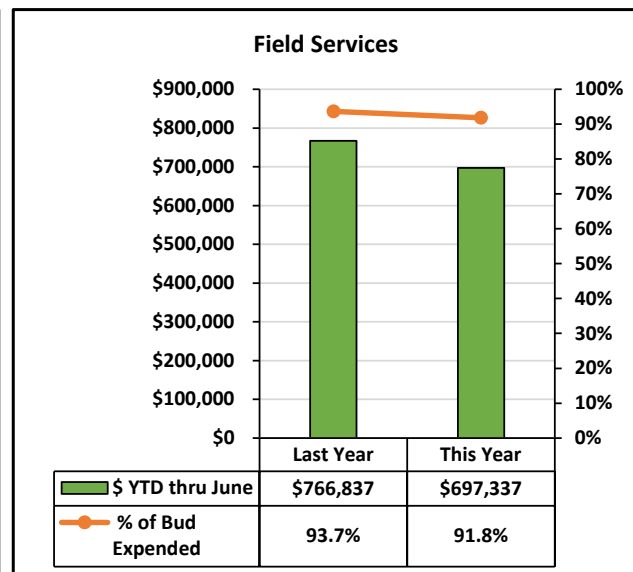
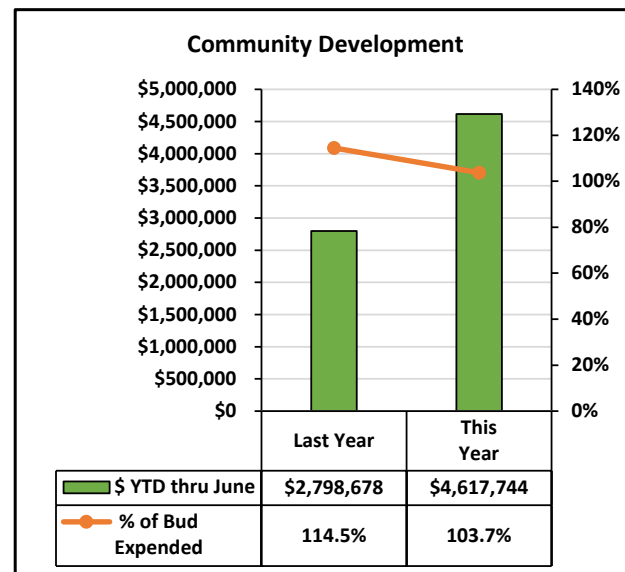
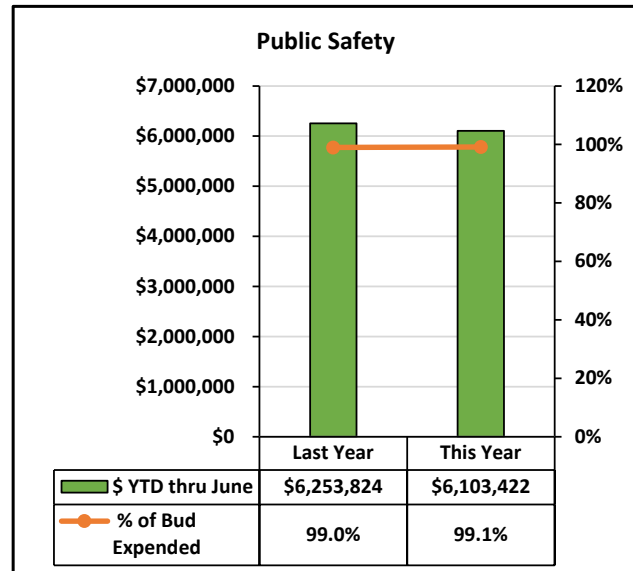
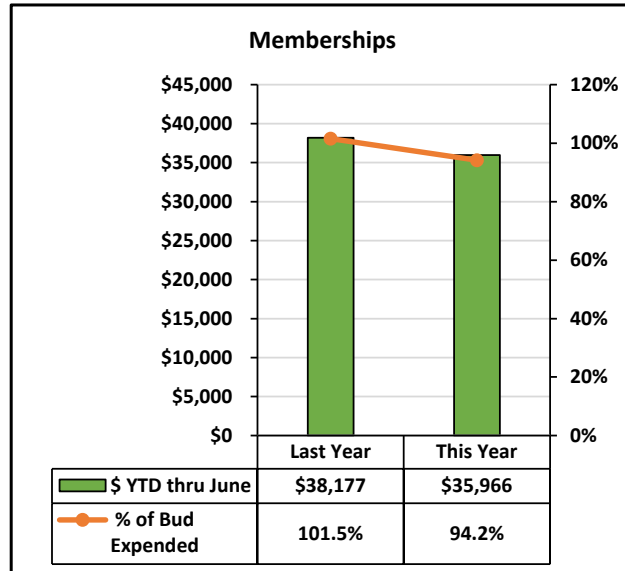
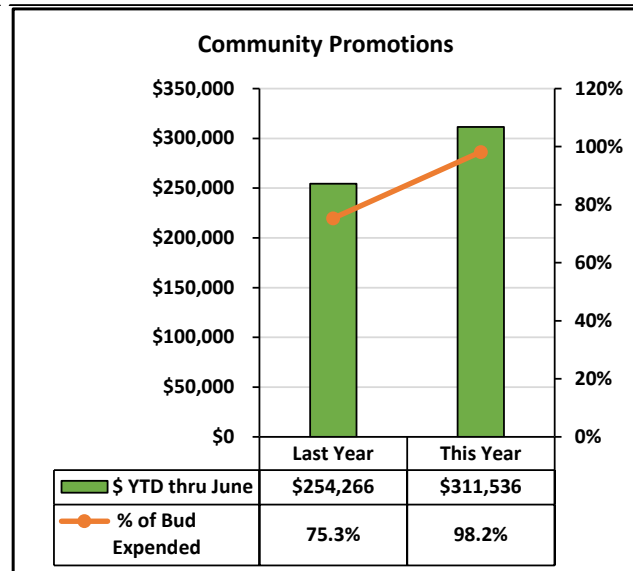
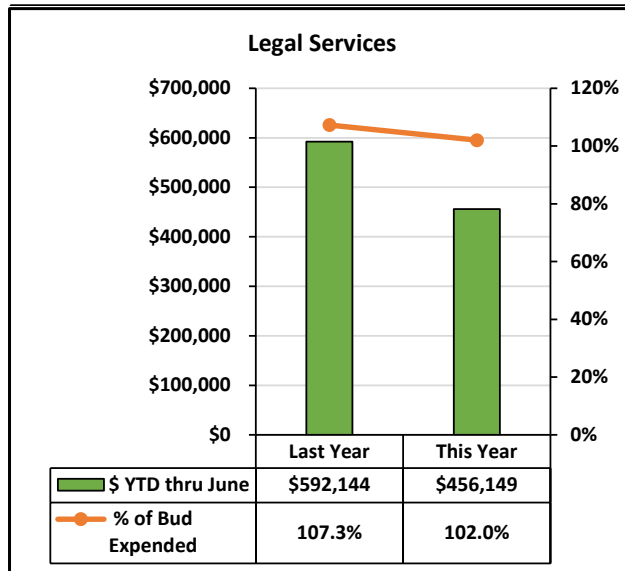
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

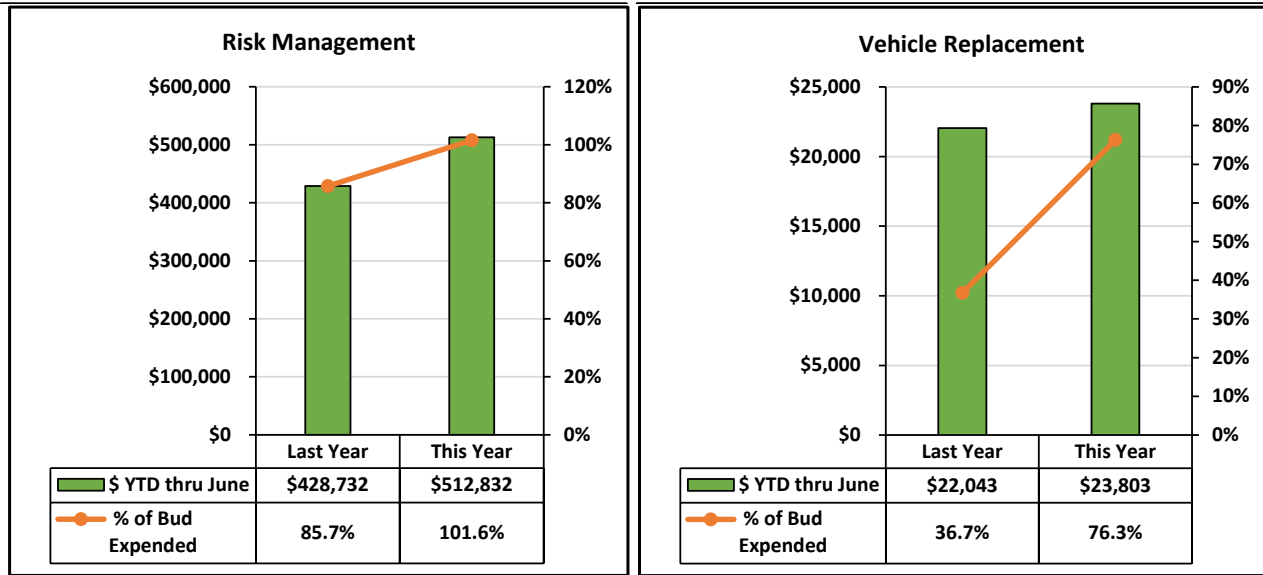
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2020-21 Year-to-Date Through June - Preliminary

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	17,271,064	22,594,092	696,869	19,232,246	1,503,351	2,555,364	19,826,428
220	Gas Tax	1,992,923	483,816	0	323,544	57,731	102,542	2,095,465
225	SB1/RMRA	418,697	403,645	0	230,000	46,000	127,645	546,342
240	Lghtng & Lndscpng	53,159	984,414	611,207	1,292,482	343,200	(40,061)	13,098
260	CDBG	0	4,964	0	5,000	0	(36)	(36)
270	PAEG	3,599	32,541	0	0	0	32,541	36,140
290	Supp Law Enfrcmnt	(101)	156,870	0	156,870	0	0	(101)
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	214,026	28,966	0	7,576	105,264	(83,874)	130,152
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,295	239	0	0	0	239	67,534
440	Prop A	732,149	517,066	110,000	459,792	74,146	93,128	825,277
460	Prop C	247,110	367,304	0	371,223	60,665	(64,583)	182,527
470	Mea R	1,198,340	279,448	0	338,578	67,716	(126,847)	1,071,493
475	Mea M	339,776	313,094	0	260,736	52,147	211	339,987
490	Mea W	0	249,878	0	199,423	0	50,454	50,454
520	Town Cntr Debt Serv	413,739	1,042	0	152,680	0	(151,638)	262,101
521	Infra Mod Debt Srv	1,133	62	220,837	220,837	0	62	1,195
610	Inclusionary Hsng	525,850	1,866	0	0	0	1,866	527,716
620	Community Impr	457,196	319,208	0	0	0	319,208	776,404
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	1,401,771	7,442	671,307	60,863	0	617,886	2,019,657
681	Fmr RDA L/M Hsg	4,043,834	11,221	0	0	0	11,221	4,055,055
Total - All Funds		29,381,560	26,757,174	2,310,221	23,311,849	2,310,221	3,445,325	32,826,885



Agenda Item: 9A

CM Review: 

Fiscal Review: 

AGENDA REPORT

MEETING DATE: October 26, 2021

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Assistant City Manager/Director of Administrative Services

SUBJECT: DuarteBus Memorandum of Understanding (MOU) - Extension

RECOMMENDATION: It is recommended that the City Council Authorize the City Manager to execute the first of two three-year options on our MOU with Foothill Transit to operate the DuarteBus service.

FISCAL IMPACT: There is no increase to costs as a result of this action. Approximately \$700,000 in Proposition A and C funds are used every year to fund the DuarteBus operations and this amount was included in the City's 2021-22 Budget.

BACKGROUND

In 2014 the City of Duarte's diesel transit buses had reached the end of their useful life and after several community surveys and workshops, City Council was determined to replace them with an electric version, in effort to comply with the State of California mandate that all public transit vehicles be 100 percent electric by 2040. City Council directed City staff to work with Foothill Transit to develop a partnership where Foothill Transit would assist in the purchase and then contract to operate and maintain electric transit vehicles on the City's existing transit route. Foothill Transit has been a leader in electric bus integration since 2010 and they value partnering to support the connection of local transit routes with their regional routes. As a result, this innovative partnership was formalized through a Memorandum of Understanding ("MOU") that was approved by City Council in 2017.

DISCUSSION/ANALYSIS

Foothill Transit began operation of the DuarteBus on our two fixed route transit lines on April 1, 2019. The lines, numbered Lines 860 and 861, are primarily operated using the three 35-foot Proterra E2 extended-range, battery-electric buses ("BEBs") that the City purchased with Proposition A funds. The deployment of this new electric bus fleet made the City of Duarte the first all electric city system in Southern California.

Foothill Transit's transit services provider, Transdev operates and maintains the buses and invoices Foothill Transit for the service that is provided and Foothill Transit invoices the City each month for the amount invoiced by Transdev, net of any fares collected on the two lines.

As of August 31, 2021, Lines 860 and 861 have accumulated 110,025 customer boardings since

April 1, 2019. Attachment A summarizes the operational performance on these two lines since service began.

Issues with availability of the BEBs resulted in a number of on-time performance and general service reliability challenges on the Duarte routes. These issues included stalling caused by lost communication between the battery and propulsion system, traction motor and inverter failures, and parts delays. A continuing issue is related to the responsiveness and accuracy of parts information and parts delivery from the manufacturer.

In light of the issues related to inconsistent reliability of the three battery-electric buses, Foothill Transit purchased with their own funds, two 35-foot CNG buses that can be placed into service on our Duarte Lines 860 and 861 when needed to ensure continued service provision. Prior to the purchase of the two 35-foot CNG coaches, if a 40-foot coach had to be placed into service, segments north of Royal Oaks Drive were inaccessible and could not be served because the larger buses were unable to maneuver some of the turns along both routes. Having the 35-foot CNG buses has significantly improved service reliability on Lines 860 and 861 and ensures that the complete routes can continue to be served when the BEBs are unavailable.

The base term of this MOU expires on October 31, 2021 and there are two three-year options that can be exercised by mutual agreement of the City and Foothill Transit. Foothill Transit authorized their CEO to exercise the first three-year option to extend at their Executive Board meeting on October 1, 2021.

RECOMMENDATION

It is recommended that the City Council Authorize the City Manager to execute the first of two three-year options on our MOU with Foothill Transit to operate the DuarteEbus service.

FISCAL IMPACT

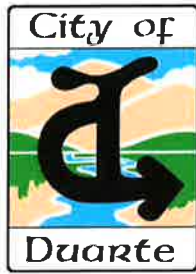
There is no increase to costs as a result of this action. Approximately \$700,000 in Proposition A and C funds are used every year to fund the DuarteEbus operations and this amount was included in the City's 2021-22 Budget.

ATTACHMENTS

Attachment A

Attachment A

Routes 860 and 861				
	4/1/19 - 6/30/19	7/1/19 - 6/30/20	7/1/20 - 6/30/21	7/1/21 - 8/31/21
Performance Indicator	FY2019	FY2020	FY2021	FY2022
Preventable Vehicle Collisions per 1,000 Miles	0.13	0.06	0.01	0.00
Schedule Adherence	58.5%	66.4%	73.3%	84.3%
Miles Between Technical Roadcalls	No Roadcalls	51,446	10,022	16,628
Complaints per 1,000 Boardings	0.4	0.4	0.2	0.1
Average Weekday Boardings	130	164	168	177
# of Preventable Accidents	3	6	1	0
Vehicle Miles	23,881	102,893	100,220	16,628
# of Complaints	4	16	10	1
Boardings	9,053	45,197	47,315	8,460
Weekday Boardings	8,310	41,829	42,554	7,627
# of Mechanical Roadcalls	0	2	10	1
Missed Miles	84	42	409	130



Agenda Item:	_____
CM Review:	☒
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: October 26, 2021

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

BY: Victoria Rocha, Assistant to the City Manager

SUBJECT: Burrtec Waste Services 2020 Annual Performance Review and 2022 Rate Review

RECOMMENDATION: Staff recommends that City Council:

1. Approve the Burrtec Waste Services 2020 Annual Performance Review;
2. Discuss the expansion of bulky service to the multi-family residential sector referred to as the Multi-Family Bulky Item Pickup Program and related costs; and
3. Review and approve either Option A or Option B of Amendment No. 13 to the “Municipal Solid Waste, Recyclables and Green Waste Services Agreement Between the City of Duarte and Burrtec Waste Services,” setting the refuse collection and recycling rates shown in the attached schedule to become effective January 1, 2022, potentially approving the Multi-Family Bulky Item Pickup Program.

FISCAL IMPACT: If approved, the proposed rate increases would be put into effect January 1, 2022, resulting in an overall increase in City franchise fee revenue for both residential and commercial services.

PERFORMANCE REVIEW BACKGROUND

Burrtec Waste Services (“Burrtec”) is required to submit to the City prior to October 1st of each calendar year the agreed-upon documentation for the City to complete an annual performance review. Staff must review the documentation and meet with Burrtec to discuss and provide any performance feedback prior to December 15th of that calendar year. Once this process is complete, the document is presented to Council for acceptance. The current “Municipal Solid Waste, Recyclables and Green Waste Services Agreement Between the City of Duarte and Burrtec Waste Services” (“Agreement”) has an end date of December 31, 2030. Pursuant to section 3.01(d) of Amendment No. 9, this period automatically extends for one year with a new end date of December 31, 3031, if City Council approves to accept the 2020 Annual Performance Review.

PERFORMANCE REVIEW DISCUSSION/ANALYSIS

The 2020 Burrtec Waste Services Annual Performance Review is an approximately 78-page document detailing 12 performance elements including exhibits and findings. It focuses on the

period of January 1, 2020, through December 31, 2020. The performance elements are as follows:

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

Burrtec Waste Services met expectations in 2020 for all performance standards. A few highlights include:

- fulfilling 1,864 bulky item/e-waste collection requests equating to 203.6 tons of bulky items/e-waste materials, a nearly 15 percent increase of bulky items collected that may be due to the COVID-19 pandemic Stay-At-Home Orders;
- partnering on a community clean-up on October 3rd (the May 16th clean-up was cancelled due to COVID-19 pandemic Stay-At-Home Orders);
- providing two 40-cubic yard boxes at a discounted rate for a homeless encampment clean-up on September 18th, collecting 15.77 tons of solid waste;
- collecting 70 pounds of sharps from residential customers; and
- providing essential solid waste services in the midst of a global pandemic.

Typically, Burrtec also sponsors several City events throughout the year. Due to the COVID-19 pandemic, there were no community events in which Burrtec could participate.

Mandatory Commercial/Multi-family Recycling (Assembly Bill 341 (“AB 341”) Compliance) – Mandatory Commercial Recycling compliance of commercial and multi-family unit accounts was about 79 % in 2020 which was up from 2019 but has not met the mandated participation by the State. CalRecycle placed the City of Duarte on an Informal Mandatory Commercial Recycling Compliance Plan in October 2020 to increase required participation. The plan required the adoption of a mandatory commercial solid waste recycling ordinance which the Duarte City Council adopted in July 2021. Burrtec and City staff are educating the public about and implementing the ordinance to ensure increased participation numbers.

Mandatory Commercial Organics (AB 1826 Compliance) – Passed in 2016, businesses that generated eight cubic yards or more of organic waste per week were required to arrange for organic waste recycling services. This threshold was decreased from eight to four cubic yards in 2017 and decreased again to two cubic yards of solid waste collection per week in 2020, increasing the total number of commercial and multi-family residential accounts subject to the law. In 2020, 40 percent of commercial accounts were compliant with food waste subscriptions, 58 percent of commercial accounts were compliant with green waste subscriptions, and 65 percent of multi-family accounts

were compliant with green waste subscriptions. CalRecycle placed the City of Duarte on an Informal Mandatory Commercial Organics Recycling Compliance Plan in October 2020 to increase required participation. The plan required the adoption of a mandatory commercial organics recycling ordinance which the Duarte City Council adopted in July 2021. Burrtec and City staff are educating the public about and implementing the ordinance to ensure increased participation numbers.

PERFORMANCE REVIEW FINDINGS

Overall, Burrtec continues to comply with its Agreement and provides excellent customer service based on the provided documentation and the independent research of the overall performance process.

Burrtec has been an invaluable resource and partner as the City works toward Senate Bill 1383 (“SB 1383”) compliance including have bi-monthly meetings with staff to develop implementation techniques based on the SB 1383 CalRecycle Final Regulation Text released in November 2020.

RATE REVIEW BACKGROUND

The original Burrtec Agreement sets forth a specific formula by which rates are to be adjusted over time. On October 6, 2021, Burrtec submitted its original request for adjustments to its residential, commercial and roll off rates to become effective January 1, 2022. The City's responsibility is to review the rates proposed by Burrtec and confirm that the calculations are correct. The contract rate review provisions are as follows:

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

All cities in the State of California, including Duarte, are facing the most stringent solid waste legislation in California history with the passage of SB 1383 going into effect on January 1, 2022. For the City of Duarte, its residents, and businesses to remain in compliance with State Law, new services will be necessary, none of which are funded by the State. Therefore, these services must be funded through solid waste rates.

Assembly Bill 1594, which went into effect last year, no longer allows diversion credit for green waste that is used as Alternative Daily Cover (ADC) for landfills, despite the fact that approximately one-third of all green waste in Southern California was used as ADC. Since green waste is no longer able to be used in this manner, green waste disposal costs went from \$46.63 per ton to \$62.37 per ton, an increase of 34 percent on September 1, 2021, and will increase again to \$93.20 starting on January 1, 2022, which will be reflected as a 99.9 percent increase in the green waste processing cost component for residential and commercial fees.

Additionally, SB 1383 mandates a 75 percent reduction in the level of statewide disposal of organic waste from the 2014 level by 2025. Cities will also have to increase edible food recovery starting in 2022. Thus, organic waste will no longer be permitted for disposal in landfills. Unfortunately, the demand for food and green waste composting facilities will far outweigh the permitted

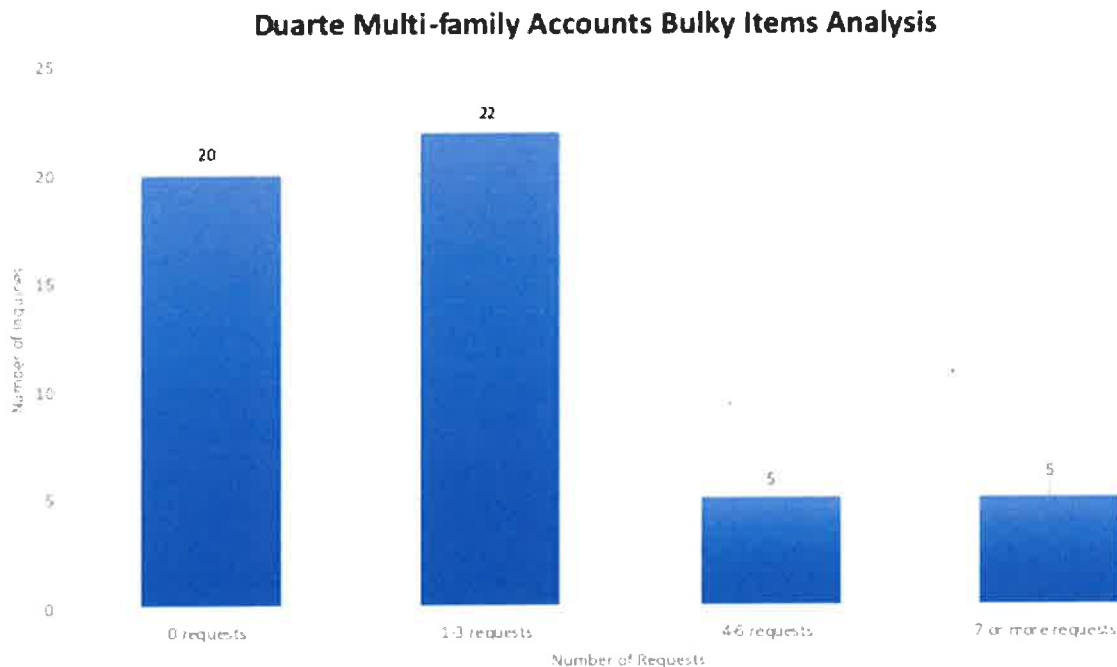
capacity. Currently, 148 composting facilities throughout the state process green waste and only 19 of those facilities are permitted for both green waste and food waste.

The proposed 2022 rates reflect Assembly Bill 1594 impacts and the current lack of processing capacity in the State, particularly as it pertains to green waste.

At the request of staff, Burrtec has included in their 2022 rate analysis an option to expand bulky service to the multi-family residential sector, the “Multi-Family Bulky Item Pickup Program.”

Under the City’s current franchise Agreement, residential customers in non-multi-family units can receive two free bulky item pickups per year, but the bulky item pickup options for commercial customers are at an additional charge. Commercial and multi-family subscribers can rent a large bin for the purpose of collecting bulky items or contact Burrtec for bulky item pickup for an additional cost. Multi-housing unit dwellers can also bring their bulky items to the two free Community Clean-Up events hosted by the City and Burrtec, or self-haul these items to the local transfer station in Azusa or Whittier.

The below chart shows that, although multi-housing units have the option to request bulky item pickup services, most do not partake in this service. Out of 52 Multi-family Burrtec accounts in Duarte, 22 account-holders requested bulky item pickup one to five times, five accounts requested four to six times, and five accounts requested more than seven times. Twenty accounts did not make any requests in calendar year 2020.



Currently, items illegally dumped in front of multi-housing units or in nearby alleys are primarily picked up the City’s Field Services staff, a time-consuming use of staff resources, and on occasion by Burrtec at their expense if City staff makes the request for assistance. Below are the

increasing calls for illegal dumping. Public Safety calls are routed to Code Enforcement for inspection and potential citation. Often, an offender cannot be identified to request removal of the items, so work orders are then issued to Field Services staff. Field Services also receives these calls directly from residents, which is illustrated in the larger numbers. Staff has also identified that illegal dumping requests around multi-housing units often coincide with standard move-in/move-out dates of the 1st and 15th of each month.

Department Illegal Dumping Requests	2019	2020	2021 YTD*
Field Services	51	55	75
Public Safety	19	35	32

*Note – 2021 includes requests not reflected in the work orders log including proactive pickups by Field Services staff that were identified without the request of residents.

Expansion of the bulky item pickup program would allow multi-family unit residents to place unwanted bulky items next to the bin or bin enclosure without making an appointment, and the items would be collected on the regular trash collection day or during that service week by a Burrtec recycling and/or disposal vehicle. Burrtec would also expand its City support of collecting illegally dumped bulky items found in the public right of way at no additional cost to the City.

On October 13, 2021, the Duarte Public Services Commission received a presentation, including the costs of expanding the bulky item service to the multi-family residential sector, held a discussion, and recommend that the Duarte City Council adopt the Multi-Family Bulky Item Pickup Program as a part of Amendment No. 13 to the Agreement Between the City of Duarte and Burrtec Waste Services, LLC (Attachment C: Option A of Amendment No. 13).

City staff has reviewed the submitted cost data and the rate increase information and confirms the calculations are consistent with the provisions in the Agreement.

RATE REVIEW DISCUSSION

Refuse, Organics, and Recycling Rate Analysis:

Components included in the rate calculation consist of the below stated disposal rates, the CPI change as measured by the annual average for all urban CPI in Los Angeles-Long Beach-Anaheim as released in July 2021 of 3.93 percent; and the change in the average price per gallon of fuel based on the U.S. Dept. of Energy Alternative Fuel Pricing Report, which decreased by 2.39 percent. It should be noted that, although the trash disposal and green waste processing cost components increased in September, customers did not see that increase in their monthly bills. The increased cost for the months of September through December 2021 will be spread out over 12 months in the 2022 rates.

Additionally, after years of increased recycling costs due to the closure recycling markets, the 2022 rates reflect some stabilization in those markets, resulting in a decrease in the recycling cost component.

Cost Component	2021 (per ton)	9/1/2021 (per ton)	2022 (per ton)	Compared to 2021
Trash Disposal	\$51.89	\$58.91	\$61.43	18.4%
Green Waste	\$46.63	\$62.37	\$93.20	99.9%
Recyclables	\$56.37	N/A	\$27.88	-50.5%
Food Waste	\$86.79	N/A	\$89.39	2.99%

Residential Rates:

Burrtec is seeking an increase in residential rates of 17.21 percent.

Staff worked with Burrtec representatives to thoroughly review and verify the rate adjustment data. Given the rising costs outside of their control, particularly in relation to green waste, staff believes that Burrtec's request for a 17.21 percent increase, effective January 1, 2022, is justified.

A refuse survey conducted in September 2021 shows that the City of Duarte's refuse rates are among the lowest one-third of cities surveyed in the San Gabriel Valley, even with the proposed rate increase. The chart illustrates the most common forms of service—residential (90/60/60) and commercial 3-yard trash bin serviced once per week.

2021 RATE SURVEY

City	Hauler	Residential	Commercial
Arcadia	Waste Mgt	\$26.03	Hauler determines rates
Duarte - current	Burrtec	\$27.43	\$199.24
Duarte - proposed	Burrtec	\$32.15	\$214.66
Pomona	City	\$31.29	Hauler determines rates
Azusa	Athens	\$33.41	\$135.37
Diamond Bar	Waste Mgt./Vly Vista	\$34.53	\$139.57
Monrovia	Athens	\$34.91	\$203.62
San Dimas	Waste Mgt.	\$36.23	\$188.67
Covina	Athens	\$37.31	\$215.92
Glendora	Athens	\$39.93	\$236.55
Claremont	City	\$40.05	\$162.00
South Pasadena	Athens	\$48.98	\$173.59

As of 9/23/21

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

The chart below illustrates Duarte's most commonly used residential service (90/60/60 cart

combination) and the impact of the new increase.

Residential Rate	2021	Proposed 2022	Increase
Base Monthly Rate	\$24.14	\$28.29	\$4.15
Franchise Fee	\$3.29	\$3.86	\$0.57
TOTAL	\$27.43	\$32.15	\$4.72

Residential Street Sweeping: Burrtec is also requesting a 3.93 percent cost increase for street sweeping which is equivalent to the contract CPI adjustment provision.

Residential Rate	2021	Proposed 2022
Base Monthly Rate	\$1.70	1.77
Franchise Fee	\$0.23	\$0.24
TOTAL	\$1.93	\$2.01

Commercial Refuse, Organics, Roll-Off, Recycling & Street Sweeping Rate Analysis:

As seen in Residential disposal rates, costs in the disposal of green waste has resulted in steep rate increases, while stabilization in recycling markets has resulted in a cost decrease.

California State AB 341 and AB 1826 require the compliance of businesses and multi-family residential dwellings in mandatory commercial solid waste and organics recycling. When AB 1826 was enacted in 2014 requiring commercial organics recycling for businesses that generated eight cubic yards or more of organic waste per week (that threshold has since decreased to two cubic yards of solid waste generation), Burrtec and City staff worked together to assist businesses in sharing the cost of food waste processing. Burrtec's proposed commercial rates are below using the current model of equalizing the food waste recycling cost across all commercial customers including multi-family housing properties.

These rates do not include the expansion of the bulky item program to the multi-family housing sector (i.e., the Multi-Family Bulky Item Pickup Program).

Commercial Rate	2021	Proposed 2022	Increase	Percent Increase
Trash one 3-yard bin, 1 time/week	\$199.24	\$215.27	\$16.03	8.0%
Green Waste one 3-yard bin, 1 time/week	\$161.46	\$214.86	\$53.40	33%
Recyclables one 3-yard bin, 1 time/week	\$157.42	\$147.41	-\$10.01	-6.4%
Food Waste one 2-yard bin,	\$171.02	\$182.99	\$11.97	6.5%

1 time/week				
--------------------	--	--	--	--

If the City Council were to adopt an expanded bulky service to the multi-family residential sector (i.e., the Multi-Family Bulky Item Pickup Program), the rate structure would change as follows:

- All commercial accounts, except for multi-family accounts, would be offered a solid waste rate equalized with the food waste processing cost to allow businesses to share costs and mitigate high financial impacts. Removing multi-family accounts, though, would lessen the number of those entities implementing the cost-sharing arrangement, resulting in a \$14.99 increase per month for a single three-yard bin picked up one time a week for trash services.
- Multi-family accounts would be offered a solid waste rate with the bulky item pick up program cost component that includes 15 hours of bulky item collection and disposal services activity per week and assistance to the City with collection of illegally dumped bulky items in the public right of way. This would result in a \$16.37 increase per month for a single three-yard bin picked up one time a week for trash services. Bulky items could be disposed of at any time alongside regular trash services.

Commercial Rate	2022 Rate Current Model	Proposed 2022 Commercial Sector w/o MHU	Proposed 2022 Multi-Housing Units with Bulky Item Program
Trash one 3-yard bin, 1 time/week	\$215.27	\$230.26	\$231.64
Food Waste one 2-yard bin, 1 time/week	\$182.99	\$192.98	N/A

Commercial Street Sweeping: Burrtec is also requesting a 3.93 percent cost increase for commercial street sweeping, which is equivalent to the contract CPI adjustment provision.

Commercial Rate	2021	Proposed 2022
Base Monthly Rate	\$3.17	\$3.29
Franchise Fee	\$0.56	\$0.58
TOTAL	\$3.73	\$3.87

RECOMMENDATION

Staff recommends that City Council:

1. Approve the Burrtec Waste Services 2020 Annual Performance Review;
2. Discuss the expansion of bulky service to the multi-family residential sector referred to as the Multi-Family Bulky Item Pickup Program and related costs; and

3. Review and approve Option A or Option B of Amendment No. 13 to the “Municipal Solid Waste, Recyclables and Green Waste Services Agreement Between the City of Duarte and Burrtec Waste Services,” setting the refuse collection and recycling rates shown in the attached schedule to become effective January 1, 2022, and potentially approving the Multi-Family Bulky Item Pickup Program.

FISCAL IMPACT

If approved, the proposed rate increases would be put into effect January 1, 2022, resulting in an overall increase in City franchise fee revenue for both residential and commercial services.

ATTACHMENTS

Attachment A: Annual Performance Review

Attachment B: Burrtec Rate Sheet with Multi-Family Bulky Item Pickup Program

Attachment C: Burrtec Rate Sheet with Standard Rate Increase

Attachment D: Option A of Amendment No. 13

Attachment E: Option B of Amendment No. 13



BURRTEC
WASTE SERVICES, LLC
"We'll Take Care Of It"



City of Duarte

2020 Annual Performance Review

TABLE OF CONTENTS

SECTION 1 – EXECUTIVE SUMMARY	1
A. Executive Summary	1
B. Audit Results.....	1
SECTION 2 – PERFORMANCE REVIEW ELEMENTS	3
A. Payment of Fees to the City	3
1. Franchise Fees.....	3
2. AB 939 Fees.....	3
3. Contractor Payment to the City	4
B. No Charge City Services.....	4
C. Services.....	5
1. Christmas Tree Collection and Recycling Program	5
2. Aid to Handicapped and Frail.....	5
3. Senior Citizen Rate	5
4. Respond to Service Complaints and Complaint Report	6
5. Respond to Complaint Regarding Graffiti or Disrepair	7
6. Office Hours	7
7. Bulky Items.....	7
8. Community Clean-Ups/E-Waste	8
9. Sharps and Used Oil Collection	8
10. Construction and Demolition Roll-Off Recycling	9
11. Street Sweeping	9
D. Licenses	9
1. Business License.....	9
2. County Hauler Permit	10
E. Insurance/Bonds	10
1. Performance Bond	10
2. Worker’s Compensation Insurance.....	10
3. General Liability Insurance.....	11
4. Excess Liability Insurance	11
F. Waste Generation Reports.....	12
G. Outreach.....	12
1. Public Education.....	12
2. Community Involvement	13
H. Operations.....	13
1. Safety Record	13
2. Vehicle Maintenance	13
3. Container Maintenance	14
I. Vehicles	15
1. Alternative Fuel.....	15
2. Noise Testing.....	15
J. Mandatory Commercial and Multi-Family Recycling	16
1. AB 341 Compliance	16
2. Commercial Recycling Barrels.....	17
3. Outreach	17
K. Mandatory Commercial Organics AB 1826	17

SECTION 1 – EXECUTIVE SUMMARY

A. Executive Summary

Background

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

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

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

The scope of the performance review may include items such as an audit of payment records to the City, review of customer service levels and billing, a review of customer calls and service requests, and a review of Burrtec's compliance with the terms of the Agreement. This review encompasses Burrtec's performance from January 1, 2020, through December 31, 2020 during the COVID-19 challenges.

B. Audit Results

Overall, Burrtec's performance was found to be compliant with its contractual requirements in spite of the pandemic challenges in 2020.

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

SECTION 2 – PERFORMANCE REVIEW ELEMENTS

A. Payment of Fees to the City

1. Franchise Fees

Background

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

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

Findings

Burrtec pays franchise fees quarterly to the City. The following summarizes the amounts paid in 2020. Copies of the submitted Franchise Fee Worksheets were reviewed and are included in the appendix section.

Quarter	Gross Receipts	Franchise Fees	Date
1 st	\$1,023,254.11	\$141,303.73	03/31/20
2 nd	\$967,973.16	\$134,643.11	06/30/20
3 rd	\$936,264.53	\$129,074.82	09/30/20
4 th	\$997,742.70	\$137,999.04	12/30/20
2020 Total	\$3,925,234.50	\$543,020.70	
2019 Total	\$3,508,912.18	\$485,413.87	

2. AB 939 Fees

Background

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

Findings

The following table summarizes the amounts paid for the annual AB 939 fees:

Year	Amount
2020	\$71,169.68
2019	\$69,842.57

3. Contractor Payment to the City

Background

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

Findings

Fees are being remitted timely.

B. No Charge City Services

Background

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

Findings

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

Site	Address	Commodity	Bin Size	P/U Days
Duarte Park	1350 Brycedale	Trash	3 yard	M-W-F-S
Teen Center	1400 Buena Vista	Trash	3 yard	W
		Recycling	3 yard	F
City Hall	1600 Huntington	Trash	2 yard	M-Tu-W-Th-F
		Recycling	1.5 yard	Tu-F
Senior Center	1610 Huntington	Trash	2 yard	M-W-F
		Recycling	90 Gal	W
City Yard	1850 Highland	Trash	3 yard	Tu-F
		Recycling	3 yard	Tu-F
		Green Waste	3 yard	M-Th
		Trash	40 yard	On Call
		Trash	40 yard	On Call
		Food Waste	65-gal	M-Th
Aloysia Moore Park	1124 Duarte Rd	Trash	60 gal	Th
		Recycling	60 gal	Th
		Green Waste	60 gal	Th

C. Services

1. Christmas Tree Collection and Recycling Program

Background

Section 4.01c(3) of the Agreement requires the annual collection of Christmas Trees from December 26 through January 15. Contractor shall notify customers by mail of the collection dates. Collected trees shall be delivered to a green waste or composting facility for diversion.

Findings

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

The following table summarizes the Christmas Trees collected by Burrtec during the primary tree collection period. Additional Christmas tree tonnages were collected and disposed with regular green waste material.

Year	Tons Collected
2020	8.84
2019	6.44

2. Aid to Handicapped and Frail

Background

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

Findings

The following table summarizes the no charge barrel roll-out services provided to senior/handicapped residents.

Year	Services Provided
2020	28
2019	25

3. Senior Citizen Rate

Background

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

Findings

Burrtec offers qualified senior (62 years of age and head of household) and handicapped residents a 40-gal trash, 60-gal recycling and 60-gal green waste barrel as summarized below:

Year	Senior Services	Senior Rate
2020	179	\$20.77
2019	96	\$20.22

4. Respond to Service Complaints and Complaint Report

Background

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

Findings

Reported service complaints and misses are responded to and addressed by the Route Supervisor and Division Manager as appropriate. Supervisory staff personally visit customer's onsite for specific issues. On an annual basis Burrtec provides service to approximately 761,020 barrels (4,678 barrel customers), over 38,220 bins (264 bin customers) and on-call services to a monthly average of 23 roll-off customers.

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

Call Type	Commercial Calls	Residential Calls	Street Sweeping Calls
Compliments	0	1	0
Complaints	1	0	2
Damages	0	0	0
Misses	59	211	29
2020 Total	60	212	31
2019 Total	14	176	8

5. Respond to Complaint Regarding Graffiti or Disrepair

Background

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

Findings

The following table summarizes the exchanges for various reasons:

Year	Barrel	Bins
2020	1,358	24
2019	1,392	84

6. Office Hours

Background

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

Findings

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

7. Bulky Items

Background

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

Findings

The table below summarizes the bulky items requests and tonnage during 2020. Items include: tables, chairs, dressers, strollers, toilets, barbecues, vacuum cleaners, and electronic waste. The calls and tonnage collected are summarized below:

Bulky Items / E-Waste Collection Requests					
Year	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
2020	373	501	514	476	1,864
2019	331	312	342	454	1,439

Bulky Item Tonnage

Year	Refuse	Tin / White	E-Waste	Metal	Tires
2020	141.55	53.94	6.85	1.17	0.09
2019	156.18	2.60	5.83	8.57	0.13

8. Community Clean-Ups/E-Waste

Background

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

Findings

Burrtec provided a community clean-up on October 3rd, however, the May 16th event was cancelled due to COVID-19.

Burrtec provided two 40-cubic yard boxes, at a discounted rate, for homeless encampment clean-up on September 18th collecting 15.77 tons.

9. Sharps and Used Oil Collection

Background

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

Findings

Sharps – Burrtec provides Sharps quart-sized collection containers at no charge to residents. Burrtec informed customers of the Sharps program in the Fall Newsletter (copy included in the appendix section).

Year	Containers	Pounds
2020	45	70
2019	26	70

Used Oil – Customers were provided information on the used oil / oil filter collection program during the clean-up event (copy of flyer included in the appendix section). Burrtec did not receive requests for used oil collection.

Year	Containers
2020	0
2019	0

10. Construction and Demolition Roll-Off Recycling

Background

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

Findings

A mixed C&D roll-off collection and recycling program has been developed to allow demolition and building contractors a convenient means of diverting recyclable materials that complies with the 65% diversion requirement. C&D materials are delivered to fully permitted facilities that specialize in recycling construction and demolition materials. In addition, the City and Burrtec work cooperatively to monitor compliance with the City's C&D recycling requirements.

11. Street Sweeping

Background

Exhibit 3.01a of Agreement Amendment No 4 is amended by adding Street Sweeping Services (item 16)

Findings

The street sweeping services continued during 2020, as required. The alternate side-alternate day schedule was selected as the most practical program to provide flexible parking and clear access for the street sweeper. The City's mandatory no parking program, which launched in June 2019, has been effective in providing access to the curb and gutter for more efficient street debris removal.

Year	Street Sweeping Tonnage
2020	361.70
2019	415.25

D. Licenses

1. Business License

Background

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

Findings

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

2. County Hauler Permit

Background

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

Findings

Burrtec's current permit with the County of Los Angeles expires December 31, 2021 and is renewed annually.

E. Insurance/Bonds

1. Performance Bond

Background

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

Findings

Based on the 2020 gross receipts of \$3,925,234.50 Burrtec provided a bond in the amount of \$333,700. A copy of the current performance bond is in the appendix section.

2. Worker's Compensation Insurance

Background

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

Findings

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

3. General Liability Insurance

Background

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

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

Findings

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

4. Excess Liability Insurance

Background

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

- \$2 Million/Occurrence; \$10,000 Self-insured Retention
- Automobile (same)
- \$1 Million CSL BE & PD/Occurrence
- \$5,000 Deductible
- \$5,000 MP-Passenger
- \$1 Million Uninsured Motorists -Passenger
- \$1 Million Non-owned/Hired
- \$1,000 Comp – Passenger Vehicles – Deductible
- N/C – Collision Deductible
- \$1,000 Sp. Perils-Passenger Vehicles - Deductible

Workers Compensation / Employer's Liability

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

Findings

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

F. Waste Generation Reports

Background

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

Findings

Waste Generation and Diversion Reports are submitted to the City on a quarterly basis. A copy of the 2020 waste generation and diversion report is included in the appendix section.

G. Outreach

1. Public Education

Background

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

Findings

Included in the appendix are the newsletters that were mailed to customers in the City of Duarte. Residential quarterly newsletters are provided in English and Spanish to maximize community outreach efforts. Newsletters promote seasonal programs and basic waste diversion and recycling programs. Multi-family/commercial newsletters focus on AB341 & AB1826 recycling requirements. Due to COVID-19, Burrtec did not participate in any public awareness events during 2020.

<u>Date</u>	<u>Description</u>
01/20	January Residential Newsletter
03/20	March Commercial Newsletter
04/20	April Residential Newsletter
07/20	July Residential Newsletter
08/20	August Commercial Newsletter
09/20	MCR /MORe Commercial Compliance Mailer
10/20	October Residential Newsletter

<u>Date</u>	<u>Description</u>
10/20	MCR / MORE Multi-Family Compliance Mailer

2. Community Involvement

Background

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

Findings

Due to COVID-19 there were no community outreach activities. The Spring clean-up scheduled for May 16, 2020, was cancelled. The table below summaries the one event Burrtec conducted in 2020:

<u>Date</u>	<u>Description</u>
10/03/2020	Fall Clean-up, Compost Giveaway, and Shred Fest Event. Total tons collected: 28.15

H. Operations

1. Safety Record

Background

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

Findings

While not universal, a company's safety record is often a good indication of the overall effectiveness of its management and operations. During 2020, there was two incidents that resulted in a total of four days away from work and 138 days of modified duty (see OSHA Form 300A in the appendix section).

2. Vehicle Maintenance

Background

Section 4.01g(6) and Exhibit 30.1d(1) of Agreement Amendment No. 6 requires at all times maintain vehicles in good condition in accordance with the maintenance protocol contained in Exhibit 3.01d(2), so that they operate properly and safely. Contractor acknowledges that it is important to the City that Contractor present a

professional and pleasing image. Therefore, Contractor shall wash all vehicles at least once each week and shall repaint all vehicles (including trim) as needed or at the City's request in order to maintain trucks in good condition.

Findings

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

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

3. Container Maintenance

Background

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

Bins will be exchanged on an as-needed basis. An exchange request may be generated from the route driver or the customer. Bins will be exchanged on the next service day or within 24 hours of the received request if necessary to meet the customer's request. Bins and containers are exchanged or replaced for a variety of reasons including: defective or damaged components, graffiti, odor, or the unit is missing all together.

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

Findings

Container maintenance and exchanges are compliant with the requirement. Container exchanges activity is summarized below:

Year	Barrels	Bins
2020	1,534	41
2019	1,392	84

I. Vehicles

1. Alternative Fuel

Background

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

Findings

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

Unit #	Year	Type	VIN	Fuel
1936	2016	Front End Loader	5VCACLE6GH220343	CNG
1471	2009	Front End Loader	5VCDC6LEX9H209041	CNG
1508	2009	Automated	3BPZL20XXAF107910	CNG
1636	2010	Automated	3BPZL20XXAF110080	CNG
1639	2010	Automated	3BPZL20X5AF110083	CNG
1642	2010	Automated	3BPZL20X0AF110086	CNG
1897	2015	Roll-Off	5VCACLE5FH218629	CNG

2. Noise Testing

Background

Section 4.01g(1)(i) of Agreement Amendment No. 6 indicates noise levels generated by vehicles using compaction mechanisms during the stationary compaction process shall not exceed seventy-five decibels at a distance of twenty-five feet from the collection vehicle measured at an elevation of five feet above ground level using the "A" scale of a standard sound level meter at slow response, or Applicable Law, whichever is more stringent. Contractor shall cause the collection vehicles to be tested upon City request by an independent testing authority and shall submit a certificate of testing showing that the vehicles meet the requirements of this Section.

Findings

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

J. Mandatory Commercial and Multi-Family Recycling

1. AB 341 Compliance

Background

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

Findings

With the implementation of AB 341, Burrtec prepared and mailed newsletters to all commercial and multi-family customers that included Mandatory Commercial Recycling, (AB 341) requirements in March and October 2020 (copies included in the appendix section). In addition, a non-compliance mailing was sent out in September for commercial and October for multi-family to those customers not subscribed to a recycling program.

The following table summarizes the AB 341 status as of December 2020:

	Commercial Accounts	2020	2019
MCR Accounts 4YD Min	Recycling Subscriptions	63	69
	Shared Recycling Bin	4	1
	3 rd Party/Self-Haul	13	15
	Exemptions	4	3
	Not Compliant	28	38
	Total MCR Business Accounts	112	123

	Multi-Family Accounts	2020	2019
MCR Accounts 5 Units +	Recycling Subscriptions	45	43
	Shared Recycling Bin	0	
	3 rd Party/Self-Haul	1	
	Exemptions	0	
	Not Compliant	6	8
	Total MCR Business Accounts	52	51

2. Commercial Recycling Barrels

Background

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

Findings

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

3. Outreach

Background

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

Findings

With the implementation of AB 341, Burrtec prepared and mailed newsletters in March and October to all commercial and multi-family customers that included recycling information. A copy of the outreach material and the non-compliance mailing is included in the appendix section. In response to the mailings, certain customers requested a no charge waste assessment to determine the ideal solid waste, disposal and recycling services programs for their specific generation volumes. The table below summarizes the waste assessment activity.

Year	# of Waste Assessments
2020	4
2019	6

K. Mandatory Commercial Organics AB 1826

Background

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

Key thresholds requiring businesses and multi-family customers to arrange for organics waste collection services are as follows. Multi-family properties with 5 units or more and

2 cubic yards of solid waste per week are required to recycle green waste only, not food waste.

Date	Description
2016	Generate 8 cubic yards (or more) of organics per week
2017	Generate 4 cubic yards (or more) of organics per week
2019	Generate 4 cubic yards (or more) of solid waste per week
2020	Generate 2 cubic yards (or more) of solid waste per week

Findings

With the implementation of AB 1826, Burrtec prepared and mailed newsletters to all commercial and multi-family customers that included Mandatory Organic Recycling (AB 1826) requirements in March and September (copies included in the appendix section). In addition, a non-compliance mailing was sent out in September for commercial and October for multi-family to those customers not subscribed to an organics program.

The following table summarizes the AB 1826 status.

	Commercial Accounts	2020	2019
MORe Food Waste Accounts 4YD Min	Food Waste Subscriptions	16	16
	Shared Recycling Bin	1	1
	3 rd Party/Self-Haul	12	2
	Exemptions	51	21
	Not Compliant	102	86
	Total MORe Business Accounts	172	126

MORe Green Waste Accounts 4YD Min	Green Waste Subscriptions	6	7
	Shared Recycling Bin	2	1
	3 rd Party/Self-Haul	5	6
	Exemptions	86	21
	Not Compliant	73	91
	Total MORe Business Accounts	172	126

	Multi-Family Accounts	2020	2019
MORe Green Waste Accounts 5 Units + / 4YD Min	Food Waste Subscriptions	6	6
	Shared Recycling Bin	0	0
	3 rd Party/Self-Haul	6	4
	Exemptions	21	5
	Not Compliant	18	45
	Total MORe Multi-Family Accounts	51	60

APPENDIX

FRANCHISE FEE WORKSHEETS

Burrtec Waste Services LLC
City of Duarte
Franchise Fee Worksheet

For the quarter end 3/31/20

Cash Receipts	Commercial (DC)+(DD)+(DM)+(BH)	Rolloff (DO) +(OH)+(DT)	Residential (DR)	Total
January-20	\$ 139,852.48	\$ 53,220.64	\$ 277,694.27	\$ 470,767.39
February-20	\$ 159,951.00	\$ 55,459.08	\$ 70,185.55	\$ 285,595.63
March-20	\$ 144,019.72	\$ 64,604.96	\$ 58,266.41	\$ 266,891.09
Total	\$ 443,823.20	\$ 173,284.68	\$ 406,146.23	\$ 1,023,254.11
Franchise Fee %	15.00%	15.00%	12.00%	
Franchise Fee	\$ 66,573.48	\$ 25,992.70	\$ 48,737.55	\$ 141,303.73

Burrtec Waste Services LLC
City of Duarte
Franchise Fee Worksheet

For the quarter end 6/30/20

Cash Receipts	Commercial (DC)+(DD)+(DM)+(BH)	Rolloff (DO) +(OH)+(DT)	Residential (DR)	Total
April-20	\$ 146,717.03	\$ 62,489.09	\$ 283,497.69	\$ 492,703.81
May-20	\$ 152,355.62	\$ 56,821.47	\$ 36,976.86	\$ 246,153.95
June-20	\$ 143,869.83	\$ 53,958.04	\$ 31,287.53	\$ 229,115.40
Total	\$ 442,942.48	\$ 173,268.60	\$ 351,762.08	\$ 967,973.16
Franchise Fee %	15.00%	15.00%	12.00%	
Franchise Fee	\$ 66,441.37	\$ 25,990.29	\$ 42,211.45	\$ 134,643.11

Burrtec Waste Services LLC
City of Duarte
Franchise Fee Worksheet

For the quarter end 9/30/20

Cash Receipts	Commercial (DC)+(DD)+(DM)+(BH)	Rolloff (DO) +(OH)+(DT)	Residential (DR)	Total
July-20	\$ 136,512.57	\$ 52,725.64	\$ 297,045.60	\$ 486,283.81
August-20	\$ 149,016.56	\$ 28,207.69	\$ 44,516.98	\$ 221,741.23
September-20	\$ 139,676.71	\$ 51,296.68	\$ 37,266.10	\$ 228,239.49
Total	\$ 425,205.84	\$ 132,230.01	\$ 378,828.68	\$ 936,264.53
Franchise Fee %	15.00%	15.00%	12.00%	
Franchise Fee	\$ 63,780.88	\$ 19,834.50	\$ 45,459.44	\$ 129,074.82

Burrtec Waste Services LLC
City of Duarte
Franchise Fee Worksheet

For the quarter end 12/31/20

Cash Receipts	Commercial (DC)+(DD)+(DM)+(BH)	Rolloff (DO) +(OH)+(DT)	Residential (DR)	Total
October-20	\$ 147,832.88	\$ 36,171.82	\$ 308,662.58	\$ 492,667.28
November-20	\$ 143,983.61	\$ 59,614.06	\$ 37,927.30	\$ 241,524.97
December-20	\$ 164,366.78	\$ 57,027.90	\$ 42,155.77	\$ 263,550.45
Total	\$ 456,183.27	\$ 152,813.78	\$ 388,745.65	\$ 997,742.70
Franchise Fee %	15.00%	15.00%	12.00%	
Franchise Fee	\$ 68,427.49	\$ 22,922.07	\$ 46,649.48	\$ 137,999.04

OUTREACH AND EDUCATIONAL MATERIALS

Spring 2020

BURRTEC NEWS

WASTE AND RECYCLING NEWSLETTER

Sponsored by Burrtec Waste Industries for Duarte Residents

Contact Information

Burrtec Waste Services

1017 West Gladstone Street
Azusa, CA 91702

Automated Payment Service

(866) 306-9004

Customer Service

(626) 932-1558

Hours of Operation

Monday-Friday
8:00 am to 5:00 pm

Website

Burrtec.com/Duarte

Follow us on



Help Keep Your Recycling Clean



As of 2018, China, the largest market for the world's recycling materials, enforced the new "National Sword" policy. This policy banned numerous materials including several types of plastics, unsorted mixed paper and set strict standards for contamination levels. This policy has impacted recycling operations across the U.S. such that stakeholders are now faced with the challenges of stockpiled recyclables with little to no value in commodities markets, improving and lowering the levels of contamination from recyclables, and learning that certain materials may no longer be recyclable. We need your support. In order to continue pursuing alternative markets and help contain costs, please help lower the levels of contamination by only placing acceptable materials in your recycling container.

Sorted recycle bales are shipped to recycling manufacturing companies and made into new products. At the sorting line at the Material Recovery Facility (MRF), workers must remove any contaminants— this is an essential but also time-consuming step that can slow down the process. If any contaminants are missed in the sorting process, the finished recycle bales could be rejected by recycling manufacturers and, therefore, not acceptable to be recycled. Keeping your containers free of trash and non-recyclable contaminants will help in reducing unavoidable future recycling cost increases. Spread the message, "Help keep your recycling clean!"

Community Clean Up!

• Saturday, May 16, 2020 •

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

Please bring your Burrtec trash bill for proof of residency.

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

Acceptable Items

Appliances

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

Furniture

- ✓ Chairs
- ✓ Couches
- ✓ Mattresses
- ✓ Tables

Others

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

Shred Event

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

Where: Duarte City Hall, 1600 Huntington Drive

Date: May 16, 2020 - Saturday **Time:** 8AM to 2PM

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

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

Sponsored by the City of Duarte and Burrtec



Compost Giveaway - Free to Duarte Residents

Where: Duarte City Hall, 1600 Huntington Drive

Date: May 16, 2020 - Saturday **Time:** 8AM to 2PM

Benefits of Compost:

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

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

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



Holiday Schedule - No service on these holidays

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

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

primavera 2020

BURRTEC NEWS

INFORMACIÓN DE DESECHOS Y RECICLAJE

Patrocinado por la Ciudad de Duarte y Burrtec Waste Services
Para Los Residentes de Duarte

Información de Contacto

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Servicio de Pago Automatizado
(866) 306-9004

Servicio al Cliente
(626) 932-1558

Horas de oficina
Monday-Friday
8:00 am to 5:00 pm

Página web
Burrtec.com/Duarte

Síguenos en



Ayude a mantener limpio su reciclaje



A partir de 2018, China, el mercado más grande para los materiales de reciclaje del mundo, implementó la nueva política de "Espada Nacional". Esta política prohibió numerosos materiales, incluidos varios tipos de plásticos, papeles mezclados e estableció estándares estrictos para los niveles de contaminación. Esta política ha impactado las operaciones de reciclaje en los Estados Unidos de tal manera que las partes afectadas ahora enfrentan los desafíos de los materiales reciclados con poco o ningún valor en los mercados de productos básicos, mejorando y disminuyendo los niveles de contaminación de materiales reciclables, y aprendiendo que ciertos materiales ya no pueden ser reciclables. Necesitamos su apoyo. Para seguir buscando mercados alternativos y ayudar a contener los costos. Ayúdenos a reducir los niveles de contaminación solo colocando materiales aceptables en su contenedor de reciclaje.

Bultos de reciclaje clasificados de acuerdo al tipo de material se envían a las empresas de fabricación de reciclaje y ahí son transformados en nuevos productos. En la línea de clasificación en la Instalación de Recuperación de Materiales (MRF) los trabajadores eliminan cualquier contaminante. Este es un paso esencial, que requiere mucho tiempo y que puede ralentizar el proceso. Si fallan detectar cualquier contaminante en el proceso de clasificación, los bultos de reciclaje terminados podrían ser rechazados por los fabricantes de reciclaje y, por lo tanto, no son aceptables para ser reciclados. Mantener sus contenedores libres de basura y sin contaminantes no reciclables. Ayudará a reducir los inevitables aumentos futuros en los costos de reciclaje. Comparte el mensaje "¡Ayude a mantener limpio su reciclaje!"

¡Limpieza en la comunidad!

• sábado, mayo 16, 2020 •

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

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

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

Artículos grandes o voluminosos incluyen aceptables:

Electrodomésticos

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

Muebles

- ✓ Sillas
- ✓ Sofás
- ✓ Colchones
- ✓ Mesas

Otros

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

Destrucción de documentos

Proteja su identidad, destruya sus documentos personales GRATIS!

Los residentes de Duarte SOLAMENTE

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

Dónde: Duarte City Hall 1600 Huntington Drive

Fecha: mayo 16, 2020, sábado **Hora:** 8AM - 2PM

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

Patrocinado por la ciudad de Duarte y Burrtec.



Reparto de abono gratis - Gratis para los residentes de Duarte

Dónde: Duarte City Hall 1600 Huntington Drive

Fecha: mayo 16, 2020, sábado **Hora:** 8AM - 2PM

Beneficios del Abono:

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

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

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



Horario Festivo - No hay servicio en días feriados.

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

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



Summer 2020

BURRTEC NEWS

WASTE AND RECYCLING NEWSLETTER

Sponsored by Burrtec Waste Industries for Duarte Residents

Contact Information

Burrtec Waste Services

1017 West Gladstone Street
Azusa, CA 91702

Automated Payment Service

(866) 306-9004

Customer Service

(626) 932-1558

Hours of Operation

Monday-Friday
8:00 am to 5:00 pm

Website

Burrtec.com/Duarte

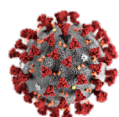
Follow us on



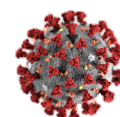
Recycle Right!

Place these items in your blue recycling barrel.

- ✓ Aerosol cans (completely empty)
- ✓ Aluminum cans
- ✓ Brochures
- ✓ Cardboard
- ✓ Cartons
- ✓ Cereal boxes
(no wax paper lining)
- ✓ Computer paper
- ✓ Coupons
- ✓ Envelopes
- ✓ Glass bottles & jars
- ✓ Glass cosmetic bottles
- ✓ Junk mail
- ✓ Laundry bottles
- ✓ Ledger paper
- ✓ Magazines/catalogs
- ✓ Newspaper
- ✓ Paper
- ✓ Paper tubes
- ✓ Phone books
- ✓ Plastic containers
- ✓ Plastic milk jugs
- ✓ Styrofoam products
- ✓ Tin cans
- ✓ Tissue boxes
- ✓ Wrapping paper



Coronavirus COVID-19



Dear Customers,

During this time, Burrtec will continue to provide service to our communities. There will be no service interruption. Burrtec continues to monitor CDC guidelines in order to keep all of our employees and customers safe.

Here are a few tips to help reduce potential contamination when disposing of your solid waste:

- Bag ALL trash prior to putting into trash container.
- Clean and disinfect handles and lids of barrels whenever possible.
- Bring in empty trash and recycling barrels as soon as possible.
- Residential Only - Do not place trash and recycling barrels out on windy days. Burrtec will collect your extra trash and recycling on your next collection day.

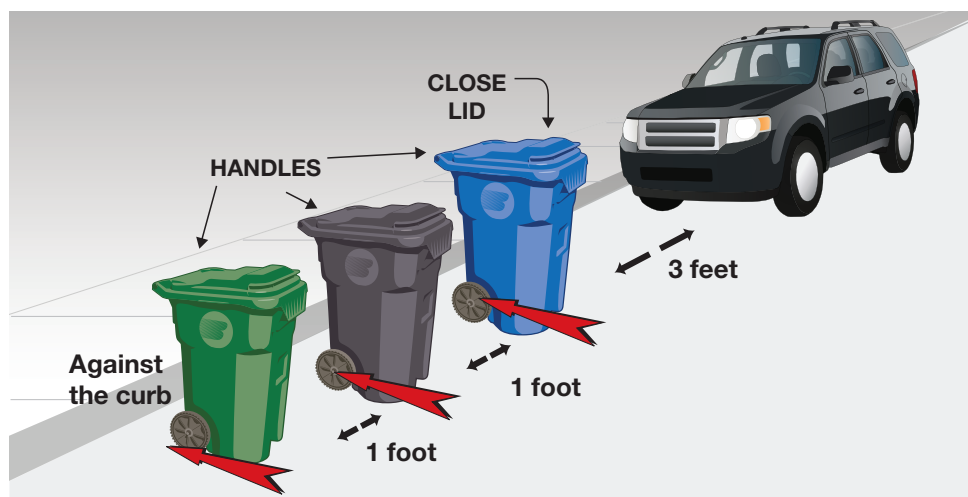
Thank you for your understanding and support.

Please be safe!

Collection Day Reminder

On collection day, please place your containers in the street, at the curb, or near the corner of your driveway. Barrels should have the handles facing towards your home. Barrels should be placed 1 foot apart from each other. The barrels need to be placed at least 3 feet away from any obstruction such as a fence, mailbox, or vehicle.

All barrels must be curbside by 6:00 a.m. on your service day.



Holiday Schedule - No service on these holidays

Memorial Day | Independence Day | Labor Day

Thanksgiving Day | Christmas Day | New Year's Day

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



verano 2020

BURRTEC NEWS

INFORMACIÓN DE DESECHOS Y RECICLAJE

Patrocinado por Burrtec Waste Industries para los residentes de la Ciudad de Duarte

Información de Contacto

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

Servicio de Pago Automatizado
(866) 306-9004

Servicio al Cliente
(626) 932-1558

Horas de oficina
Monday-Friday
8:00 am to 5:00 pm

Página web
Burrtec.com/Duarte

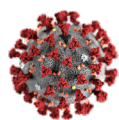
Síguenos en



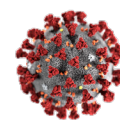
¿Que puede usted reciclar?

Abajo hay una lista de reciclables que puede poner el contenedor azul.

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



Coronavirus COVID-19



Estimados Clientes,

Durante este tiempo, Burrtec continuará proporcionando servicios a nuestras comunidades. No habrá interrupción de servicio. Burrtec continúa monitoreando las guías de Centros de Control y Prevención de Enfermedades (CDC) para mantener a todos nuestros empleados y clientes sanos.

Consejos para reducir la posibilidad de contaminar al desechar su basura:

- Embolse TODOS sus desechos antes de colocarlos en sus contenedores.
- Limpie y desinfecte las agarraderas y las tapas de sus contenedores cuando sea posible.
- Devuelva inmediatamente sus contenedores a su ubicación, si es posible.

Gracias por su comprensión y apoyo.

Por favor, mantengase sano!

Recordatorio del día de recolección

Sírvase colocar sus contenedores en la calle, en el bordillo, o cerca de la esquina de la entrada a su garaje en el día de recolección. Los contenedores deben tener las agarraderas en dirección a su casa. Los contenedores se deben colocar 1 pie aparte de otro contenedores. Coloque los contenedores por lo menos 3 pies de distancia de cualquier obstrucción como por ejemplo una cerca, buzón o vehículo.

Todos los contenedores deben estar en el bordillo de la calle a las 6:00 a.m. en su día de recolección.



Horario Festivo - No hay servicio en días feriados.

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

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



Fall 2020

BURRTEC NEWS

WASTE AND RECYCLING NEWSLETTER

Sponsored by Burrtec Waste Industries
for the City of Duarte's Residents

Contact Information

Burrtec Waste Services

1017 West Gladstone Street
Azusa, CA 91702

Automated Payment Service

(866) 306-9004

Customer Service

(626) 932-1558

Hours of Operation

Monday-Friday
8:00 am to 5:00 pm

Website

Burrtec.com/Duarte

Follow us on



Extra Holiday Waste

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

The Holidays Are Soon Approaching!

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

Community Clean-Up

Event Date: Saturday, October 3, 2020

Event Hours: 8:00 a.m. to 2:00 p.m.

Bulky Item Drop-Off

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

Drop Off Location

Duarte Performing Arts Center, 1401 Highland Ave. Duarte, CA 91010

Acceptable Items:

Appliances	Furniture	Others
• Dishwashers	• Chairs	• Bundles of lumber/ tree branches (48" max length)
• Refrigerators	• Couches	• Electronic Waste
• Stoves	• Mattresses	• Toys
• Washers & dryers	• Tables	
• Water heaters		

Shred Event

Event Date: Saturday, October 3, 2020

Event Hours: 8:00 a.m. to 2:00 p.m. (or until truck is full)

Protect your identity, shred your personal papers for FREE!

Location: Duarte Performing Arts Center, 1401 Highland Ave. Duarte, CA 91010
(Duarte Residents ONLY)

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

Dispose of your SHARPS Waste properly!

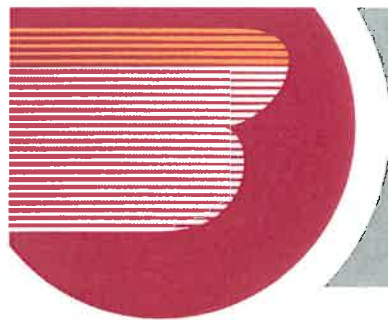


It is Illegal to dispose of needles, syringes, lancets, and other sharp objects into your trash. Burrtec will provide residential service customers with FREE SHARPS CONTAINERS. Please contact our Customer Service Department for more information.

Holiday Schedule - No service on these holidays

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

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



otoño 2020

BURRTEC NEWS

INFORMACIÓN DE DESECHOS Y RECICLAJE

Patrocinado por Burrtec Waste Industries para los residentes
de la Ciudad de Duarte

Información de Contacto

Burrtec Waste Services

1017 West Gladstone Street
Azusa, CA 91702

Servicio de Pago Automatizado

(866) 306-9004

Servicio al Cliente

(626) 932-1558

Horas de oficina

Monday-Friday
8:00 am to 5:00 pm

Página web

Burrtec.com/Duarte

Síguenos en



Basura y Reciclaje Adicional de los Días Festivos

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

Los días festivos se acercan pronto!

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

¡Limpieza en la comunidad!

Fecha de evento: Sábado, 3 de octubre

Horario de evento: 8:00 a.m. - 2:00 p.m.

Recolección de Artículos Grandes y Voluminosos

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

Lugar para arrojar desechos

Duarte Performing Arts Center, 1401 Highland Ave. Duarte, CA 91010

Artículos Aceptables:

Electrodomésticos
• Calentadores de agua
• Estufas
• Stoves
• Lavadoras y secadoras
• Refrigeradoras

Muebles
• Colchones
• Mesas
• Sillas
• Sofás

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

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

Dstrucción de documentos

Fecha de evento: Sábado, 3 de octubre

Horario de evento: 8:00 a.m. - 2:00 p.m. (o hasta que el camión esté lleno)

Proteja su identidad, destruya sus documentos personales GRATIS!
Duarte Performing Arts Center, 1401 Highland Ave. Duarte, CA 91010
(Los residentes de Duarte SOLAMENTE)

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

¡Deseche de manera apropiada sus residuos de Objetos Punzantes!



Los desechos FILOSOS generados en el hogar incluyen agujas, jeringuillas, lancetas y otros objetos filosos utilizados para cuidados médicos en el hogar. Burrtec proveerá a los clientes RECIPIENTES GRATUITOS PARA OBJETOS FILOSOS. Para más información por favor comuníquese a nuestro Departamento de Servicio al Cliente.

Horario Festivo - No hay servicio en días feriados.

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

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



Christmas Tree Collection

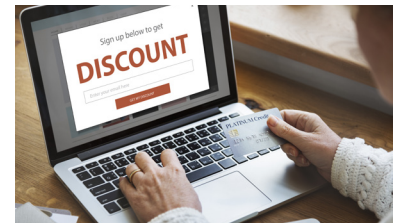
Burrtec will collect and recycle Christmas trees from single-family residences. Please place your tree at curbside during a 3 week period after Christmas Day on your collection day. Trees 6' and over need to be cut in half. Please take all ornaments, lights, and metal stands off of the tree. Flocked trees will not be recycled. They will be collected as trash. Flocked trees 6' and over need to be cut in half.

Happy New Year!

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

Happy Discount Day Seniors

If you are 62 years old or older, you may qualify for a discount on your trash bill. Contact Burrtec Customer Service for more details. Provide a copy of your Driver's License or California Identification Card to start receiving your well-deserved Senior Discount. Happy Discount Day Seniors!



Got Holiday Waste?

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

Recycling Facts and Points to Ponder

- Recycling just 500 phone books could save 7,000 gallons of water.
- Recycling 1 million laptops saves the energy equivalent to the electricity used by 3,657 US homes in a year.
- CFLs (compact fluorescent lamps) use 75% less energy and last about 10 times longer than incandescent bulbs.

Holiday Waste Reduction



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

Contact Information

Burrtec Waste Services
1017 West Gladstone Street
Azusa, CA 91702

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

Automated Payment Service
(866) 306-9004

Customer Service
(626) 932-1558

Website
Burrtec.com

Follow us on



Recycling Fact

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

Holiday Schedule

No service on these holidays

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

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

Do You Have.....The Right Stuff?!

Residents who recycle correctly help keep rates lower for everyone and lower the amount of trash going to the landfill! You can help by taking the Recycling Challenge!!!

Win \$100 if you recycle the right stuff!

Burrtec will award two participating residents with a \$ 100 prize (or account credit) if they are selected and keep their recycling, green waste and trash in the right barrel.

How To Participate:

- Fill out entry form and send it to Burrtec.
- Keep trash out of your recycling and green waste barrels.
- Keep recyclables and green waste out of your trash barrel(s).
- Entries will be selected at random - one per month (February and March 2020).

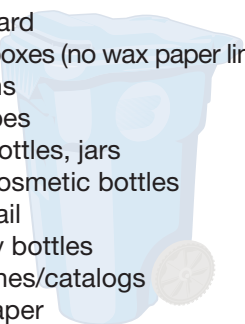
Black Barrel (Acceptable Items)

- 
- ✓ Animal waste
 - ✓ Bathroom waste
 - ✓ Broken toys
 - ✓ Bubble wrap
 - ✓ Carpet
 - ✓ Ceramic glass
 - ✓ Clothes hangers
 - ✓ Diapers
 - ✓ Kitty litter
 - ✓ Mirrors
 - ✓ Palm fronds
 - ✓ Pet food bags
 - ✓ Pizza boxes
 - ✓ Rubber hoses
 - ✓ Soiled paper products

Green Barrel (Acceptable Items)

- 
- ✓ Grass clippings
 - ✓ Leaves
 - ✓ Prunings
 - ✓ Shrub trimmings
 - ✓ Small branches
 - ✓ Tree trimmings
 - ✓ Twigs
 - ✓ Weeds

Blue Barrel (Acceptable Items)

- 
- ✓ Aerosol cans (completely empty)
 - ✓ Aluminum cans
 - ✓ Brochures
 - ✓ Cardboard
 - ✓ Cereal boxes (no wax paper lining)
 - ✓ Coupons
 - ✓ Envelopes
 - ✓ Glass bottles, jars
 - ✓ Glass cosmetic bottles
 - ✓ Junk mail
 - ✓ Laundry bottles
 - ✓ Magazines/catalogs
 - ✓ Newspaper
 - ✓ Paper
 - ✓ Paper tubes
 - ✓ Phone books
 - ✓ Plastic containers #1-#7
 - ✓ Plastic milk jugs
 - ✓ Styrofoam products
 - ✓ Tin cans
 - ✓ Tissue boxes
 - ✓ Wrapping paper

Please send your completed form to
Burrtec using one of the options below:

Mail: P.O. Box 1026
Duarte, CA 91702

Email: bws@burrtec.com

Fax: (626) 932-1578

Winner may be recognized at a City council meeting.
Photograph(s) and/or digital image(s) may be used in
news releases and/or educational materials.

Entry Form (Please Print)

Print Name: _____

Address: _____

City/State/Zip: _____

Phone Number: _____

Email Address: _____

Signature: _____ Date: _____



Residencial Recolección de Árboles de Navidad

Burrtec recogerá sus árboles navideños por 3 semanas a partir de diciembre 26. Simplemente coloque su arbolito en la acera junto a su contenedor el día regular de su recolección. Árboles más de 6 pies deben ser cortados por la mitad. Por favor quite todos los ornamentos y la base del árbol.

Tiene Basura de Los Días Festivos?

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

Información de Contacto

Burrtec Waste Services
 1017 West Gladstone Street
 Azusa, CA 91702

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

Servicio de Pago Automatizado
 (866) 306-9004

Servicio al Cliente
 (626) 932-1558

Página web
 Burrtec.com

Síguenos en



¡Feliz Año Nuevo!

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

Feliz día de Descuento Para Personas Mayores de Edad

Si tiene 62 años o más, puede calificar para un descuento de en su factura de basura. Póngase en contacto con servicio al cliente de Burrtec para más detalles. Suministrar una copia de la licencia de conducir o tarjeta de identificación de California para empezar a recibir tu merecido descuento. ¡Feliz día de Descuento!



Datos de Reciclaje y Puntos para Considerar

- El reciclaje de sólo 500 guías de teléfono podría salvar 7.000 galones de agua.
- Reciclando 1 millón de computadoras portátiles ahorra el equivalente de energía de electricidad utilizada por 3.657 casas de EEUU en un año.
- CFLs (lámparas fluorescentes compactas) utilizan 75% menos energía y duran aproximadamente 10 veces más que bombillas incandescentes.

Reduzca Basura durante Días Festivos!



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



¿Sabía
Usted?



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

Horario Festivo

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

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

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

¿TIENE LO QUE SE NECESITA?

Los residentes que reciclen correctamente ayudan a mantener las tarifas más bajas para todos y ¡reducen la cantidad de basura que va al vertedero! ¡Usted puede ayudar participando en el reto de reciclaje!!!

¡Gane \$ 100 si usted recicla el material correcto!

Burrtec premiará a dos (2) residentes participantes con un premio de \$100 si son elegidos y si mantienen los materiales correctos en los contenedores de reciclaje, residuos verdes y basura.

Como participar:

- Llene el formulario de inscripción y envíelo a Burrtec.
- Mantenga la basura fuera de sus contenedores de reciclaje y residuos verdes.
- Mantenga los materiales reciclables y los desechos verdes fuera de su (s) barril (es) de basura.
- Las entradas se seleccionarán al azar: una por mes (febrero y marzo 2020).

Barril de basura (Artículos aceptables)

- ✓ Alfombra
- ✓ Arena higiénica absorbente para gatos
- ✓ Bolsas de comida para mascotas
- ✓ Cajas de pizza
- ✓ Envoltura de burbujitas de plástico
- ✓ Espejos
- ✓ Ganchos de ropa
- ✓ Hojas de palma
- ✓ Juguetes rotos
- ✓ Mangueras de goma
- ✓ Pañales
- ✓ Productos de papel sucios
- ✓ Residuos de animales
- ✓ Residuos de baño
- ✓ Vidrio cerámico

Barril de reciclaje (Artículos aceptables)

- ✓ Botellas cosméticas de vidrio
- ✓ Botellas de lavandería
- ✓ Botellas de vidrio, frascos
- ✓ Cajas de pañuelos
- ✓ Cajas de cereales (no forro de papel de cera)
- ✓ Cartón
- ✓ Correo no deseado
- ✓ Cupones
- ✓ Folletos
- ✓ Guías telefónicas
- ✓ Jarras de leche de plástico
- ✓ Latas de aerosol (completamente vacías)
- ✓ Latas de aluminio
- ✓ Latas de estaño
- ✓ Papel
- ✓ Papel de envolver
- ✓ Periódico
- ✓ Productos de espuma de poliestireno
- ✓ Recipientes de plástico # 1- # 7
- ✓ Revistas / catálogos
- ✓ Sobres
- ✓ Tubos de papel

Barril de residuos verdes (Artículos aceptables)

- ✓ Arbustos recortados
- ✓ Hojas
- ✓ Malezas
- ✓ Podas
- ✓ Ramas pequeñas
- ✓ Ramitas
- ✓ Recortes de árboles
- ✓ Recortes de césped

Por favor envíe su formulario completado a Burrtec usando uno de las siguientes opciones:

Correo: P.O. Box 1026
Duarte, CA 91702

Correo electrónico:
bws@burrtec.com

Fax:
(626) 932-1578

El ganador puede ser reconocido en una junta del Ayuntamiento. Se pueden utilizar fotografías y / o imágenes digitales en comunicados de prensa y / o materiales educativos.

Formulario de entrada (Por favor imprimir)

Nombre: _____

Dirección: _____

Número de teléfono: _____

Correo electrónico: _____

Firma: _____ Fecha: _____

City of Duarte

REUSABLE OIL RECYCLING CONTAINERS



OPTION 1

Request curbside pick-up through Burretec Waste Services. Used motor oil and filter pick-ups take place on trash day, and must be scheduled at least one day in advance. This service is available to single family homes. Up to three free collections may be requested per calendar year. Contact Burretec at 800-325-9417.

OPTION 2

Deliver used motor oil and filters to a certified collection center. Two collection centers exist in the City of Duarte. Never mix oil with any other fluids or substances. Deliver used oil and filters during business hours only.



AutoZone	1346 E. Huntington Dr.	626-357-0554
Advantage Ford	1031 E. Central Ave.	626-359-9689
Mountain View Tire	1098 E. Huntington Drive	626-358-2591

Spring 2020

BURRTEC NEWS

WASTE AND RECYCLING NEWSLETTER

Sponsored by Burrtec Waste Industries
for the City of Duarte Commercial, Roll Off and Multifamily Customers

Contact Information

Burrtec Waste Industries
1017 West Gladstone Street
Azusa, CA 91702

Automated Payment Service
(866) 306-9004

Customer Service
(800) 325-9417

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

Website
Burrtec.com

Follow us on



Organics Recycling, Are You In Compliance?

Effective 2019, the State's Mandatory Organic Waste Recycling law (AB 1826) required all businesses generating more than four cubic yards of solid waste per week to recycle food waste and landscape waste and multifamily residential properties with five dwelling units or more that generate four cubic yards of solid waste per week to arrange for landscape waste recycling services. Multifamily dwellings organics diversion is specific to landscape waste only (not food waste). Burrtec offers food waste and landscape waste recycling services to assist in complying with the law. Please see the schedule below. Note: The state law contains a trigger that will increase the scope of affected businesses in 2020 if waste reduction targets are not met.

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

Organic Materials

Food Waste



Landscape Waste



The State requirements specify that applicable business waste generators:

- Separate organic waste from other waste and participate in a waste recycling service that includes collection and recycling of organic waste; or
- Recycle its organic waste on site, or self-haul its organic waste off-site for recycling, or;
- Subscribe to an organic waste recycling service that may include mixed waste processing that specifically recycles organic waste.

Call our Customer Service office today at (800) 325-9417 to report your compliance or schedule a complimentary waste, recycling, and organics assessment.

Construction and Demolition Hauling Requirements

The City is required by state law to reduce the amount of material that is being hauled to landfills. In order to do this, the City created the Construction and Demolition Waste Diversion Program to divert material that can be used for recycling or reuse. Burrtec Waste Industries is the only authorized hauler in the City of Duarte. No unauthorized collection containers are allowed. If you are having work done on your building, please ensure that your contractor is aware of the provision.

For more information, call Customer Service at 800-325-9417.



Mandatory Commercial Recycling - Is Your Business in Compliance?



California Assembly Bill 341 mandates businesses and public entities, generating 4-cubic yards of trash or more and multifamily residential dwellings with five or more units, to establish and maintain recycling service. Recycling conserves our natural resources and landfill space. Burrtec Recycling Coordinators can assist in selecting the appropriate recycling service level, along with the necessary education and outreach to residents and managerial staff. Call our Customer Service office today to schedule a complimentary waste and recycling assessment.

Holiday Schedule - No service on these holidays

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

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

Recycle Right!

Place these types of materials in your recycling container.

- ✓ Aerosol cans (completely empty)
- ✓ Aluminum cans
- ✓ Brochures
- ✓ Cardboard
- ✓ Cartons
- ✓ Cereal boxes (no wax paper lining)
- ✓ Computer paper
- ✓ Coupons
- ✓ Envelopes
- ✓ Glass bottles & jars
- ✓ Glass cosmetic bottles
- ✓ Junk mail
- ✓ Laundry bottles
- ✓ Magazines/catalogs
- ✓ Newspaper
- ✓ Paper
- ✓ Paper tubes
- ✓ Phone books
- ✓ Plastic containers #1-#7
- ✓ Plastic milk jugs
- ✓ Styrofoam products*
- ✓ Tin cans
- ✓ Tissue boxes
- ✓ Wrapping paper



**Not all areas recycle Styrofoam products, call Customer Service for more details.*

Scavenging is Illegal

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

Report Scavenging Activity!

Please Call:

Los Angeles County Sheriff's Department
at (606) 285-7171

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

Penalty for scavenging

- Impoundment of vehicle
- Fines



BURRTEC
"We'll Take Care Of It"



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



Did You Know?

The latest industry studies estimate that as much as one half of food produced globally for human consumption is wasted every year.

Help Keep Your Recycling Clean

As of 2018, China, the largest market for the world's recycling materials, enforced the new "National Sword" policy. This policy banned numerous materials including several types of plastics, unsorted mixed paper and set strict standards for contamination levels. This policy has impacted recycling operations across the U.S. such that stakeholders are now faced with the challenges of stockpiled recyclables with little to no value in commodities markets, improving and lowering the levels of contamination from recyclables, and learning that certain materials may no longer be recyclable. We need your support. In order to continue pursuing alternative markets and help contain costs, please help lower the levels of contamination by only placing acceptable materials in your recycling container.

Sorted recycle bales are shipped to recycling manufacturing companies and made into new products. At the sorting line at the Material Recovery Facility (MRF), workers must remove any contaminants—this is an essential but also time-consuming step that can slow down the process. If any contaminants are missed in the sorting process, the finished recycle bales could be rejected by recycling manufacturers and, therefore, not acceptable to be recycled. Keeping your containers free of trash and non-recyclable contaminants will help in reducing unavoidable future recycling cost increases. Spread the message, "Help keep your recycling clean!"



Fall 2020

BURRTEC NEWS

WASTE AND RECYCLING NEWSLETTER

Sponsored by Burrtec Waste Industries
for the City of Duarte Commercial, Roll Off and Multifamily Customers

Contact Information

Burrtec Waste Industries
1017 West Gladstone Street
Azusa, CA 91702

Automated Payment Service
(866) 306-9004

Customer Service
(800) 325-9417

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

Website
Burrtec.com

Follow us on



Construction and Demolition Hauling Requirements

The City is required by state law to reduce the amount of material that is being hauled to landfills. In order to do this, the City created the Construction and Demolition Waste Diversion Program to divert material that can be used for recycling or reuse. Burrtec Waste Industries is the only authorized hauler in the City of Duarte. No unauthorized collection containers are allowed. If you are having work done on your building, please ensure that your contractor is aware of the provision.

For more information, call Customer Service at 800-325-9417.



Organics Recycling, Are You In Compliance?

Effective 2019, California Assembly Bill 1826 mandates that, businesses, public entities, and multifamily residential dwellings (five or more units), generating 4-cubic yards or more of solid waste to establish and maintain commercial organics recycling service. Organic waste means food waste, green waste, landscape and pruning waste and non-hazardous wood waste.

The State requirements specify that applicable business waste generators:

- Separate organic waste from other waste and participate in a waste recycling service that includes collection and recycling of organic waste; or
- Recycle its organic waste on site, or self-haul its organic waste off-site for recycling; or
- Subscribe to an organic waste recycling service that may include mixed waste processing that specifically recycles organic waste.

Call our Customer Service office today at (800) 325-9417 to schedule a complimentary waste, recycling, and organics assessment. To report your compliance visit Burrtec.com/duarte and complete the digital compliance form.

Organic Materials

Food Waste



Landscape Waste



Mandatory Commercial Recycling Is Your Business in Compliance?



Assembly Bill 341 mandates businesses and public entities, generating 4-cubic yards of trash or more and multifamily residential dwellings with five or more units, to establish and maintain recycling service. Recycling helps to conserve our natural resources and landfill space. Burrtec Recycling Coordinators can assist in selecting the appropriate recycling service level, along with the necessary education and outreach to managerial staff. Call our Customer Service office today to schedule a complimentary waste and recycling assessment.

Holiday Schedule - No service on these holidays

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

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

Illegal Dumping Could Happen To You

Household trash, furniture, and tires are among the common items frequently dumped illegally along outlying roads and businesses throughout the city, but catching and prosecuting the dumpers proves difficult. Sites that are prone to illegal dumping often have poor lighting and visibility to traffic and are easily accessible. The property owner is responsible for abating illegal dumping on their property and the costs involved in the cleanup, hauling and proper disposal can be considerable.

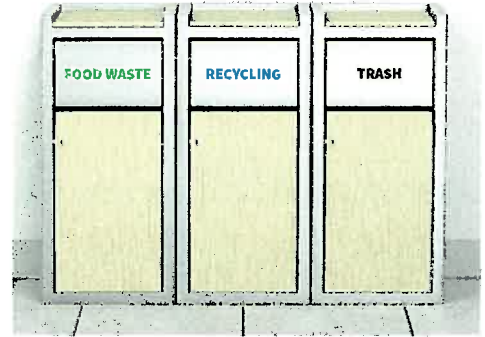
Do your best to safe guard your trash enclosures to avoid illegal dumping. Contact your solid waste provider to request a locking bin. It will be an extra step on you and your employee's part but may save you money in the long run.

If you see illegal dumping in progress or have surveillance footage call Public Safety at (626) 357-7938. right away. Try and get a description of the person and/or vehicle with license plate number or take a photo if you can.



Assembly Bill 827, New California Recycling Law

Existing state law requires businesses that generate 4 cubic yards or more of commercial solid waste per week to implement a recycling and organics program. Effective July 1, 2020, the State of California now requires food establishments that provide trash containers for products purchased and consumed on the premises to also provide properly labeled containers for recyclables and organic waste (food waste). These containers must be placed adjacent to trash containers.



The new law applies to limited-service restaurants such as those restaurants where customers order and pay at the counter and bus their own tables after eating. The law will affect restaurants, malls, and other businesses that serve food. Full-service food establishments that do not provide access to trash containers for products consumed on the premises will be exempt as food workers will likely separate post-consumer food waste and recyclables in the dish washing areas.

Requirements

- AB 827 requires food waste and recycling collection containers adjacent to trash containers at the front-of-house to be visible, accessible, and labeled.
- This law affects businesses that sell products that are meant for immediate consumption.
- Full-service restaurants where employees bus and clean tables are exempt but must provide labeled collection containers adjacent to trash containers for employees/staff to separate post-consumer recyclables and organics.

For further information regarding this law, please visit <https://www.calrecycle.ca.gov>

Did You Know?

The latest industry studies estimate that as much as one half of food produced globally for human consumption is wasted every year.

Help Keep Your Recycling Clean

As of 2018, China, the largest market for the world's recycling materials, enforced the new "National Sword" policy. This policy banned numerous materials including several types of plastics, unsorted mixed paper and set strict standards for contamination levels. This policy has impacted recycling operations across the United States. Stakeholders are now faced with the challenges of processing recyclables that have little to no market value. Lowering the levels of contamination and understanding that certain materials may no longer be recyclable can help. We need your support. In order to continue pursuing alternative markets and help contain costs, please help lower the levels of contamination by only placing acceptable materials in your recycling container.

Sorted recycle bales are shipped to recycling manufacturing companies and made into new products. At the sorting line at the Material Recovery Facility (MRF), workers must remove any contaminants— this is an essential but also time-consuming step that can slow down the process. If any contaminants are missed in the sorting process, the finished recycle bales could be rejected by recycling manufacturers and, therefore, not acceptable to be recycled. Keeping your containers free of trash and non-recyclable contaminants will help in reducing unavoidable future recycling cost increases. Spread the message, "Help keep your recycling clean!" **38**

Are You In Compliance? Let Us Help!

Mandatory Commercial Organics Recycling

The California State Legislature approved Assembly Bill 1826 (AB 1826) which set forth statewide mandatory commercial organic waste recycling. Effective January 1, 2019, AB 1826 mandates that businesses and public entities, generating 4-cubic yards or more of solid waste to establish and maintain a commercial organics recycling program. Organic waste means food waste, food soiled paper, landscape waste, green waste, pruning waste, and non-hazardous wood waste.

The law phases in the requirements on businesses over time. Additionally, the State law contains a trigger that will increase the scope of affected businesses, if waste reduction targets are not met.

- **January 1, 2019:** Businesses and public entities, generating 4-cubic yards or more of solid waste to establish and a commercial organics recycling program.
- **Summer/Fall 2021:** If CalRecycle determines that the statewide disposal of organic waste in 2020 has not been reduced by 50 percent of the level of disposal during 2014, the organic recycling requirements on businesses will expand to cover businesses that generate 2 cubic yards or more of commercial solid waste per week. Additionally, certain exemptions may no longer be available if this target is not met.

Your Business Can Comply By Taking The Following Actions:

- Separate food and/or landscape waste from your trash and subscribe to an organics recycling service with Burrtec Waste Industries.
- Recycle your organic waste on site, or self-haul your organic waste off-site for recycling.
- Donate edible food to a food bank, or food rescue as appropriate. Food rescue contact information:
 - Los Angeles region: Food Finders ☎ (562) 283-1400
 - Riverside region: Feeding America ☎ (951) 359-4757
 - San Bernardino region: Community Action Partnership ☎ (909) 723-1500

Your Business May Be In Compliance If:

- Contract landscaper removes landscape waste as part of their service and takes it to a composting facility for recycling.
- Food waste organics are back-hauled to a distribution center for recycling.
- Edible food is donated to a non-profit for distribution to those in need.

Note: Additional information may be required to confirm compliance.

It is important that your business ensure compliance by contacting Burrtec to either set up organics service or verify compliance.

Mandatory Commercial Recycling

Mandatory Commercial Recycling requires businesses (includes public entities) that generates four cubic yards or more of commercial solid waste per week to arrange and maintain a commercial recycling program.

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

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

**Should you have any questions
or to obtain a waste assessment call our Customer Service department.**

September 30, 2020

«BillingCustomerName»
«MailAddress1» «MailAddress2»
«MailCityStateZIP»

Re: Notice of Non-Compliance – Mandatory Commercial Organics Recycling and Recycling Program

Dear Customer:

Due to state legislation, businesses are required to participate in specific programs to minimize waste going to the landfill and improve air quality. This letter is to inform you of mandatory recycling programs that may affect your business.

Assembly Bill 341 (Mandatory Commercial Recycling) set forth mandatory statewide **commercial recycling requirements** that became effective on July 1, 2012. This bill requires businesses generating more than four cubic yards of solid waste per week to arrange for recycling services for the following materials: plastic containers, cardboard products, paper products, metal products, glass, and other items.

Assembly Bill 1826 (Mandatory Commercial Organics Recycling) set forth mandatory statewide **commercial organics recycling** requirements that became effective on January 1, 2019. This bill requires businesses generating more than two cubic yards of solid waste per week to establish and maintain commercial organics recycling services. Organic waste (also referred to as organics) includes food waste, landscape waste, pruning waste and nonhazardous wood.

In accordance with AB 341 and AB 1826, your business or property at «SvcAddress» **may be required** to implement mandatory organics recycling and/or recycling. Assistance in evaluating your overall solid waste needs is also available. Burrtec's Recycling Service Coordinators can conduct a **free** waste assessment and assist you in making any necessary changes in service to comply with the law.

Complete and return the attached form to report the status of your compliance. **Your deadline to comply and avoid further action is October 30, 2020.**

Completed compliance forms can be submitted via mail (using the provided return envelope), or email (cf@burrtec.com). The digital form can be completed at Burrtec.com/Duarte located in the Commercial section of the webpage.

We appreciate your cooperation in this matter and will follow up to ensure your compliance is properly recorded. Should you have any questions or to obtain a waste assessment, please call Burrtec's Customer Service office at (800) 325-9417.

Sincerely,



Victoria Rocha
Assistant City Manager/PIO
City of Duarte

2020 Mandatory Commercial Recycling and Organics Compliance Form

Form to be completed by any business that received a non-compliance letter and/or generates recyclables materials, food waste and/or landscape waste.

Deadline: Complete and return the attached form to report the status of your compliance. **Your deadline to comply and avoid further action is October 30, 2020.** The Commercial Recycling and Organics Compliance Form can be returned by mail, email or online. The digital form can be completed at Burrtec.com/Duarte located in the Commercial section of the webpage. Then select the link titled Mandatory Commercial Recycling and Organics Compliance Form

Mail: Burrtec Waste Industries, Attn: Compliance, 9890 Cherry Avenue, Fontana, CA 92335

Email: cf@burrtec.com

Online: Burrtec.com/Duarte

BUSINESS/ORGANIZATION INFORMATION:

Business Name: «ServiceCustomerName»

Business Type: _____

Service Address: «SvcAddress», «SvcCityStateZIP»

Business Mailing Address (if different): _____

Contact Person (Name/Title): _____

Phone Number: _____ Email Address: _____

FOOD WASTE INFORMATION

1. Does your business generate over 150 pounds of food waste weekly?

☐ Yes ☐ No **If no, please move forward to item 10.*

2. Do you recycle or donate your food waste? ☐ Yes ☐ No

(Check all that apply)

☐ Food waste (Backhauled, return unused product to distribution center)

☐ Food waste recycled by another company

☐ Edible food donated

☐ Other: _____

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

Company Name: _____ Phone number: _____

4. Types of food recycled. (Check all that applies)

☐ Fruit ☐ Meats ☐ Seafood ☐ Vegetables ☐ Dairy Products

☐ Canned Goods ☐ Soups ☐ Baked Goods ☐ Other: _____

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

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

7. Do you donate edible food to charity? ☐ Yes ☐ No

If yes, please provide Charity Name: _____

Type of food donated? _____

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

9. Additional information you would like to provide?

LANDSCAPE/GREEN WASTE INFORMATION

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

10. Does your business generate over 75 pounds of green waste weekly?

☐ **Yes** ☐ **No** **If no, please move forward to Item 12.*

10a. Approximately how much green waste is generated per week?

(tons/lbs/gallons/bags, etc.)

11. Do you recycle landscape waste? ☐ **Yes** ☐ **No**

(Check all that apply)

☐ Landscape waste removed by landscaper and recycled at composting facility *(provide landscape company and compost facility information below):*

Landscape company name: _____

Landscape phone number: _____

Composting facility used by landscaper (name and address):

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

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

☐ Other _____

RECYCLING PROGRAM INFORMATION

Recycling means aluminum cans, cardboard, paper and glass.

12. Approximately how much recycling is generated per week?

(tons/lbs/gallons/bags, etc.)

13. Do you self-haul the separated recyclables? ☐ **Yes** ☐ **No**

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

Company Name:

Phone Number:

15. Would you like a waste assessment conducted at your business or organization? ☐ **Yes** ☐ **No**

**If yes, please complete items below.*

**If no, please complete items 17, 18, and return the completed form per the directions at the top of the form.*

Contact Information: _____

Phone Number: _____

Email Address: _____

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

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

Name _____ Title _____

18. Signature: _____ Date: _____

Internal Use Only: Account «ServiceCustomerID»

EE Initials: _____ **Billing Group ID: «BillingGroupCode»** **F/G Code:** _____ / _____ **R Code:** _____ **Sales Ticket: Yes** ☐ / **No** ☐

Are You In Compliance? Let Us Help!

Mandatory Multifamily Organics Recycling

The California State Legislature approved Assembly Bill 1826 (AB 1826) which set forth statewide mandatory multifamily organic waste recycling. Effective 2020, AB 1826 mandates that multifamily dwellings (five or more units), generating 2-cubic yards or more of solid waste to establish and maintain a landscape waste recycling program. Multifamily dwellings organics diversion is specific to landscape waste only (not food waste). Organic waste means landscape waste, green waste, pruning waste, and non-hazardous wood waste.

Your Multifamily Dwelling Property Can Comply By Taking The Following Actions:

- Separate landscape waste from your trash and subscribe to an landscape waste recycling service with Burrtec Waste Industries.
- Recycle your landscape waste on site, or self-haul your landscape waste off-site for recycling.

Your Multifamily Dwelling Property May Be In Compliance If:

- Contract landscaper removes landscape waste as part of their service and takes it to a composting facility for recycling.

Note: Additional information may be required to confirm compliance.

It is important that your multifamily dwelling property ensure compliance by contacting Burrtec to either set up organics service or verify compliance.

Mandatory Multifamily Recycling

Mandatory Commercial Recycling requires a multifamily residential dwelling of five units or more to arrange and maintain a multifamily recycling program.

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

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

**Should you have any questions
or to obtain a waste assessment call our Customer Service office.**



October 12, 2020

«BillingCustomerName»
«MailAddress1» «MailAddress2»
«MailCityStateZIP»

RE: NOTICE OF NON-COMPLIANCE – MANDATORY MULTIFAMILY RECYCLING PROGRAM

Dear Business/Property Manager:

Our records indicate your property located at «SvcAddress» is not in compliance with Mandatory Multifamily Recycling, as required by Assembly Bill 341.

Assembly Bill 341 (Mandatory Commercial Recycling) set forth mandatory statewide **multifamily recycling requirements** that became effective on July 1, 2012. This bill requires multifamily residential dwellings (five or more units) to arrange for recycling services for the following materials: plastic containers, cardboard products, paper products, metal products, glass, and other items.

In accordance with AB 341, your property is **required** to implement mandatory recycling. Assistance in evaluating your overall solid waste needs is also available. Burrtec's Waste and Recycling Service Coordinators can conduct a **free** waste assessment and assist you in making any necessary changes in service to comply with the law.

Complete and return the attached form to report the status of your compliance. **Your deadline to comply and avoid action November 12, 2020.**

Completed compliance forms can be submitted via mail (using the provided return envelope), or email (cf@burrtec.com). The digital form can be completed at Burrtec.com/Duarte located in the multifamily section of the webpage.

We appreciate your cooperation in this matter and will follow up to ensure your compliance is properly recorded. Should you have any questions or to obtain a waste assessment, please call Burrtec's Customer Service office at (800) 325-9417.

Sincerely,

Victoria Rocha
Assistant to the City Manager/PIO
City of Duarte

2020 Mandatory Multifamily Recycling Compliance Form

Form to be completed by any property owner or management company that received a non-compliance letter and/or generates recyclables materials.

Deadline: Complete and return the attached form to report the status of your compliance. **Your deadline to comply and avoid action is November 12, 2020.** The Mandatory Multifamily Recycling Compliance Form can be returned by mail, email or online. The digital form can be completed at Burrtec.com/Duarte located in the multifamily section of the webpage. Then select the link titled Mandatory Multifamily Recycling Compliance Form

Mail: Burrtec Waste Industries, Attn: Compliance, 9890 Cherry Avenue, Fontana, CA 92335

Email: cf@burrtec.com

Online: Burrtec.com/Duarte

BUSINESS/ORGANIZATION INFORMATION:

Business Name: **«ServiceCustomerName»**

Number of Units: _____

Service Address: **«SvcAddress», «SvcCityStateZIP»**

Business Mailing Address (if different): _____

Contact Person (Name/Title): _____

Phone Number: _____

Email Address: _____

RECYCLING PROGRAM INFORMATION

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

2. Do you self-haul the separated recyclables? ☐ Yes ☐ No

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

Company Name: _____

Phone Number: _____

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

*If yes, please complete the items below.

*If no, please complete items 6, 7, and return the completed form per the directions at the top of the form.

Contact Information: _____

Phone Number: _____

Email Address: _____

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

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

Name _____ Title _____

7. Signature: _____ Date: _____

Internal Use Only Account: «ServiceCustomerID»

EE Initials: _____ R Code: _____ Billing Group «BillingGroupCode» Sales Ticket: Yes ☐ / No ☐



October 12, 2020

«BillingCustomerName»
«MailAddress1» «MailAddress2»
«Mail_City_Zip_State_»

RE: NOTICE OF NON-COMPLIANCE MANDATORY MULTIFAMILY ORGANICS RECYCLING

Dear Owner/Property Manager,

Our records indicate your business or property located at «**Service_Address**» is not in compliance with Mandatory Multifamily Organics Recycling, as required by Assembly Bill 1826.

Assembly Bill 1826 (AB 1826), approved by the State of California, set forth mandatory multifamily organic recycling requirements statewide and requires multifamily dwellings (five units or more) generating more than two cubic yards of solid waste per week to arrange for organic waste recycling services as of 2020. Organic waste (also referred to as organics) includes landscape waste, green waste and pruning waste, and non-treated wood. Multifamily dwellings organics recycling is specific to landscape waste only (not food waste).

You can comply by following one of the methods listed below:

1. Separating your organic waste from your trash and subscribing to landscape waste organics recycling service with Burrtec. Burrtec can provide a no-cost waste assessment to help get you started.
2. Contract landscaper removes landscape waste as part of their service and takes it to a composting facility for recycling.

Complete and return the attached form to report the status of your compliance. **Your deadline to comply and avoid action is November 12, 2020.**

Completed compliance forms can be submitted via mail (using the provided return envelope), or email (cf@burrtec.com). The digital form can be completed at Burrtec.com/Duarte. Select the link titled: Mandatory Multifamily Organics Recycling Compliance Form

We appreciate your cooperation in this matter and will follow up to ensure your compliance is properly recorded. Should you have any questions or to obtain a waste assessment, please call Burrtec's Customer Service office at (800) 325-9417.

Sincerely,

Victoria Rocha
Assistant to the City Manager/PIO
City of Duarte

2020 Mandatory Multifamily Organics Recycling Compliance Form

Multifamily dwellings subject to the law, AB 1826, are required to complete the compliance form annually to update their compliance status. Multifamily dwellings organics diversion is specific to landscape waste only (not food waste).

Deadline: Complete and return the attached form to report the status of your compliance. **Your deadline to comply and avoid enforcement action is November 12, 2020.** The Mandatory Multifamily Recycling Compliance Form can be returned by mail, email or online. The digital form can be completed at Burrtec.com/Duarte located in the multifamily section of the webpage. Then select the link titled Mandatory Multifamily Recycling Compliance Form

Mail: Burrtec Waste Industries, Attn: Compliance, 9890 Cherry Avenue, Fontana, CA 92335

Email: cf@burrtec.com

Online: Burrtec.com/Duarte

BUSINESS/ORGANIZATION INFORMATION:

Business Name: **«Service Customer Name »**

Number of Units: _____

Service Address: **«Service Address», «SvcCityStateZIP»**

Business Mailing Address (if different): _____

Contact Person (Name/Title): _____

Phone Number: _____ Email Address: _____

LANDSCAPE/GREEN WASTE INFORMATION: *Landscape waste means leaves, grass clippings, plant and tree trimmings.*

1. Does your multifamily dwelling generate over 75 pounds of landscape waste weekly? ☐ **Yes** ☐ **No** **If the answer is no, please move forward to Item 4*

1a. Approximately how much Landscape waste is generated per week? (tons/lbs/gallons/bags, etc.)

2. Do you currently separate landscape waste from your trash? ☐ **Yes** ☐ **No**

3. Do you recycle landscape waste? ☐ **Yes** ☐ **No**

(Check all that apply)

☐ **Landscape waste removed by landscaper and recycled at composting facility** *(Provide landscape company & compost facility information below):*

Name: _____

Phone number/Email: _____ / _____

Composting facility used by landscaper (name and address):

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

☐ **Grass cycling turf** ☐ **On-site mulching** ☐ **On-site composting** ☐ **Other** _____

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

**If yes, please complete the items below.*

**If no, please complete items 6, 7, and then return completed form per the directions at the top of the form.*

Contact Information: _____

Phone Number: _____

Email Address: _____

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

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

Name _____ Title _____

7. Signature: _____ Date: _____

Internal Use Only Account: «ServiceCustomerID»

EE Initials: _____ Billing Group: «BillingGroupCode» G Code _____ Sales Ticket: Yes ☐ / No ☐

LOS ANGELES COUNTY HAULER PERMIT



THIS PERMIT MUST BE CONSPICUOUSLY DISPLAYED ON THE PREMISES

PUBLIC HEALTH PERMIT

Valid Until 12/31/2020



PR Number: PR0157413

Program ID: COMMERCIAL

Description: SWF - WASTE COLLECTOR YARD FEE

Facility Owner - Mail Address

BURRTEC WASTE INDUSTRIES, INC
9890 CHERRY AVE
FONTANA, CA 92335-5202

Facility Location
BURRTEC WASTE SERVICES
1017 W GLADSTONE ST
AZUSA, CA 91702

SW2



PERFORMANCE BOND

This bond replaces and supersedes the prior bond # 0153513-06. The penal sum contained herein is not cumulative with prior bonds.

BOND NUMBER: 0153513-07

PREMIUM: \$3,750.00

FRANCHISE BOND

KNOW ALL MEN BY THESE PRESENTS, that we Burrtec Waste Service, LLC as Principal, and Berkley Insurance Company a Corporation organized under the laws of the State of Delaware, and duly authorized to transact business under the law of the State of California, as Surety, are held and firmly bound unto the City of Duarte State of California, as Obligee, in the just and full sum of Three Hundred Thousand and 00/100's Dollars (\$300,000.00) for payment whereof well and truly to be made, and Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION of the foregoing obligation is such, that whereas, the above bounden Principal has entered into a Franchise Contract dated September 9, 1998 with the said Obligee for the collection, transportation and disposal of refuse from the area described in said Franchise Contract for the term commencing February 16, 2020 and ending on February 16, 2021 as will more fully appear from said Franchise Contract reference to which is hereby made.

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

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

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

No. 2. Irrespective of the terms of the agreement mentioned above, it is agreed by all parties to this bond (the Principal, the Surety, and the Obligee) that this bond will be effective only for a period of one year from February 16, 2020 and is renewable by continuation certificates for additional periods of one year, such continuation certificates to be issued at the option of the Surety. Surety agrees to give thirty (30) days notice in writing to the Obligee of either cancellation or its intent not to renew, as provided for in this bond.

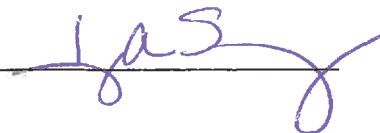
No. 3. Notice of any claim hereunder must be given to the Surety at its office at 4 Hutton Centre Dr., Ste. 640 – Santa Ana, CA 92707, as soon as possible and in any event within fifteen (15) days after anything shall come to the notice of the Obligee or any of its officers indicating the possibility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

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

IN WITNESS WHEREOF, we have hereunto set our hands and seal this 7th day of January, 2020.

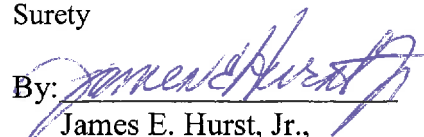
Burrtec Waste Services, LLC
Principal

By: _____

A handwritten signature in blue ink, appearing to be "LAS" followed by a stylized flourish.

Berkley Insurance Company
Surety

By: _____

A handwritten signature in blue ink, appearing to be "James E. Hurst, Jr." with a stylized flourish.

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

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

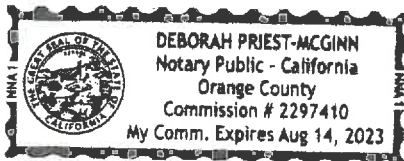
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
 County of Orange)
 On January 7, 2020 before me, Deborah Priest-McGinn
Date Here Insert Name and Title of the Officer
 personally appeared James E. Hurst, Jr.
Name(s) of Signer(s)

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

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

WITNESS my hand and official seal.



Signature Deborah Priest-McGinn
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

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

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

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

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____

☐ Corporate Officer — Title(s): _____

☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer Is Representing: _____

Signer's Name: _____

☐ Corporate Officer — Title(s): _____

☐ Partner — ☐ Limited ☐ General

☐ Individual ☐ Attorney in Fact

☐ Trustee ☐ Guardian or Conservator

☐ Other: _____

Signer Is Representing: _____

POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

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

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

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

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

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

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

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

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 18th day of March, 2018.

Attest:

Berkley Insurance Company

(Seal)

By

By

Ira S. Lederman

Jeffrey M. Hafter

Executive Vice President & Secretary

Senior Vice President

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

STATE OF CONNECTICUT)

) ss:

COUNTY OF FAIRFIELD)

Sworn to before me, a Notary Public in the State of Connecticut, this 18th day of March, 2018, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Executive Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

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

Notary Public, State of Connecticut

CERTIFICATE

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

Given under my hand and seal of the Company, this 7th day of January, 2020

(Seal)

Vincent P. Forte

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

INSURANCE CERTIFICATE

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/13/2020

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

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

PRODUCER Marsh & McLennan Agency LLC Marsh & McLennan Ins. Agency LLC PO Box 85638 San Diego, CA 92186	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: constructioncerts@marshmma.com INSURER(S) AFFORDING COVERAGE INSURER A : Lexington Insurance Company INSURER B : Zurich American Insurance Company INSURER C : American Zurich Insurance Company INSURER D : INSURER E : INSURER F :
INSURED Burrtec Waste Group, Inc. 9890 Cherry Avenue Fontana, CA 92335	NAIC # 19437 16535 40142

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ BI/PD Ded:25000 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X		023627374	03/15/2020	03/01/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$0 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			BAP014157403	03/15/2020	03/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$10,000			021391622	03/15/2020	03/01/2021	EACH OCCURRENCE \$2,000,000 AGGREGATE \$2,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	WC014157303	03/15/2020	03/01/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

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

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

CERTIFICATE HOLDER

CANCELLATION

City of Duarte City Clerk 1600 Huntington Drive Duarte, CA 91010-0000	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

© 1988-2015 ACORD CORPORATION. All rights reserved.



ADDITIONAL REMARKS SCHEDULE

Page 1 of 2

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

ADDITIONAL REMARKS

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

Named Insured Schedule

Burrtec Waste Group, Inc.
Burrtec Waste Industries, Inc.
Agua Mansa MRF, LLC
AVCO Disposal, Inc.
Burr Group, LP
Burr Group, Inc

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



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

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

ADDITIONAL REMARKS

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

Named Insured Schedule

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

INSURED: Burrtec Waste Group, Inc.

POLICY #: 023627374

POLICY PERIOD: 03/15/2020

TO 03/01/2021

PRIMARY/NON CONTRIBUTORY ENDORSEMENT

This endorsement modifies insurance provided by the policy:

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

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

**Authorized Representative OR
Countersignature (In states where applicable)**

ENDORSEMENT

LEXINGTON INSURANCE COMPANY

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

(Based on CG2010 04/13)

This endorsement modifies insurance provided by the following:

COMMERCIAL GENERAL LIABILITY POLICY**SCHEDULE****Name of Additional Insured Person(s)
or Organization(s)****Location of Covered Operations**

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

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

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

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

However:

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

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

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

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

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

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

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

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

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



Authorized Representative

ENDORSEMENT

LEXINGTON INSURANCE COMPANY

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS- COMPLETED OPERATIONS**

(Based on CG2037 04/13)

This endorsement modifies insurance provided by the following:

COMMERCIAL GENERAL LIABILITY POLICY

SCHEDULE

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

Location of Completed Operations

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

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

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

However:

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

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

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

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

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

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



Authorized Representative

ENDORSEMENT

LEXINGTON INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED REQUIRED BY WRITTEN CONTRACT

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

6. Any coverage provided by this endorsement to an additional insured shall be excess over any other valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis unless a written contract or written agreement specifically requires that this insurance apply on a primary or non-contributory basis.
- C. Subparagraph (1)(a) of the Pollution exclusion paragraph 2.f., Exclusions of COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY (Section I - Coverages) does not apply to you if the "bodily injury" or "property damage" arises out of "your work" or "your product" performed on premises which are owned or rented by the additional insured at the time "your work" or "your product" is performed.
- D. In accordance with the terms and conditions of the policy and as more fully explained in the policy, as soon as practicable, each additional insured must give us prompt notice of any "occurrence" which may result in a claim, forward all legal papers to us, cooperate in the defense of any actions, and otherwise comply with all of the policy's terms and conditions.



Authorized Representative OR
Countersignature (In states where applicable)

ENDORSEMENT

LEXINGTON INSURANCE COMPANY

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

This endorsement modifies insurance provided under the policy:

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

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

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

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

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

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

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

All other terms and conditions remain unchanged.



**Authorized Representative OR
Countersignature (In states where applicable)**

WASTE GENERATION AND DIVERSION REPORT

BURRTEC WASTE SERVICES

CITY OF DUARTE

Program Code	Description	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Y-T-D
Refuse														
	Residential Refuse	481.07	353.73	441.21	511.56	494.77	471.53	530.32	412.70	467.30	461.68	388.73	483.32	5,497.92
	Residential Bulky Items	10.79	11.29	10.74	13.49	20.39	20.72	25.11	18.24	17.13	20.75	15.11	18.27	202.03
	Residential Refuse (residue)	26.11	20.87	26.26	44.77	38.12	23.24	28.29	22.44	26.52	30.10	26.58	31.07	344.37
	Clean Up	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22.72	0.00	0.00	22.72
	Government Refuse													0.00
	School Refuse													0.00
	Residential Bin Refuse	4.06	3.69	3.96	3.61	3.85	3.84	3.69	3.63	3.57	3.82	3.83	3.75	45.30
	Residential Bin Refuse (residue)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Multi-Family Refuse	210.87	184.12	207.32	196.18	197.48	214.91	201.66	192.25	187.02	202.94	204.00	207.13	2,405.88
	Multi-Family Refuse (residue)	2.92	2.18	2.91	3.59	3.49	2.66	1.85	2.38	2.02	2.39	2.15	2.32	30.86
	Commercial Refuse	340.58	298.50	336.56	290.50	292.70	318.09	302.26	288.43	280.68	281.65	283.12	287.49	3,600.56
	Roll-off Refuse	235.70	205.64	252.08	183.95	189.28	206.79	226.79	192.54	161.26	222.15	184.89	194.93	2,455.00
	Commercial Refuse (residue)	8.41	6.26	8.37	8.44	8.28	6.09	4.46	5.73	4.86	4.86	4.38	4.72	74.86
	Roll-off Refuse (residue)	36.35	56.24	50.33	37.75	15.70	19.80	15.78	14.39	12.10	25.13	18.46	40.93	342.95
	Refuse Totals	1,356.87	1,142.52	1,339.74	1,293.84	1,264.06	1,287.67	1,340.19	1,152.73	1,162.46	1,278.19	1,131.25	1,273.93	15,023.45
Source Reduction														
	1000-SR-XGC Xeriscaping, Grasscycling													0.00
	1010-SR-BCM Backyard Composting													0.00
	1020-SR-BWR Business Source Reduction													0.00
	1030-SR-PMT Procurement													0.00
	1040-SR-SCH School Source Reduction													0.00
	1050-SR-GOV Government Source Reduction													0.00
	1060-SR-MTE Material Exchange, Thrift Shops													0.00
	1070-SR-OTH Other Source Reduction													0.00
	Source Reduction Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recycling (Net of Residue)														
	2000-RC-CRB Residential Curbside Recycling	105.77	83.86	79.32	92.72	92.02	95.93	109.03	86.47	102.06	112.57	99.38	116.18	1,175.31
	2010-RC-DRP Residential Drop-Off Recycling													0.00
	2020-RC-BYB Residential Buy-Back Centers													0.00
	2030-RC-OSP Commercial On-Site Pickup	48.56	34.21	35.92	26.02	29.93	35.70	24.32	35.23	26.52	27.11	24.44	26.30	374.26
	2040-RC-SFC Commercial Self Haul Recycling													0.00
	2050-RC-SCH School Recycling													0.00
	2060-RC-GOV Government Recycling													0.00
	2070-RC-SNL Special Collection - Seasonal	5.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.89	7.82
	2080-RC-SPE Special Collection - Events	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.57	0.00	0.00	2.57
	2090-RC-OTH Other Recycling-Pre Sorted Roll-off	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Recycling Totals	160.26	118.07	115.24	118.74	121.95	131.63	133.35	121.70	128.58	142.25	123.82	144.37	1,558.96
Composting														
	3000-CM-RCG Residential Curbside Greenwaste	218.66	191.13	214.31	316.31	334.10	298.19	300.32	211.14	265.76	286.16	209.53	217.28	3,042.89
	3010-CM-RSG Residential Self Haul Greenwaste													0.00
	3020-CM-COG Commercial On-Site Greenwaste	9.65	15.90	9.40	9.94	7.84	11.18	19.25	6.17	11.51	21.44	15.70	16.43	154.41
	3030-CM-CSG Commercial Self Haul Greenwaste													0.00
	3040-CM-FWC Food Waste Composting	2.39	2.14	2.38	2.52	3.35	3.25	3.35	2.34	2.94	3.01	2.41	2.46	32.54
	3050-CM-SCH School Composting													0.00
	3060-CM-GOV Government Composting													0.00
	3070-CM-OTH Other Composting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Composting Totals	230.70	209.17	226.09	328.77	345.29	312.62	322.92	219.65	280.21	290.61	227.64	236.17	3,229.84
Special Waste														
	4000-SP-ASH Ash													0.00
	4010-SP-SLG Sludge (sewage industrial)													0.00
	4020-SP-TRS Tires	0.02	0.01	0.01	0.02	0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.09
	4030-SP-WHG White Goods	0.00	5.63	4.49	5.27	9.96	7.44	10.89	5.38	6.09	9.64	5.91	8.46	79.16
	4040-SP-SCM Scrap Metal	1.17	9.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.80
	4050-SP-WDW Wood Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.46	0.00	0.00	3.46
	4060-SP-CAR Concrete/Asphalt/Rubble	0.00	0.00	0.00	14.29	70.05	38.61	95.82	60.19	46.41	17.11	60.00	0.00	402.48
	4070-SP-DSO Disaster Debris													0.00
	4080-SP-SGL Shingles													0.00
	4090-SP-RND Rendering													0.00
	4100-SP-OTH Other Special Waste	154.25	189.47	175.03	127.19	62.01	63.97	50.92	46.50	39.08	81.16	62.64	132.20	1,184.42
	Special Waste Totals	155.44	204.74	179.53	146.77	142.05	110.02	157.63	112.07	91.58	111.37	128.55	140.66	1,680.41

BURRTEC WASTE SERVICES
CITY OF DUARTE

Program Code	Description	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Y-T-D
Public Education & Outreach														
5000-ED-ELC	Electronic (radio, TV, WWW, Hotlines)													0.00
5010-ED-PRN	Printed Media													0.00
5020-ED-OUT	Outreach (workshops, fairs, field trips)													0.00
5030-ED-SCH														0.00
5040-ED-OTH	Other Public Education													0.00
	Public Education & Outreach Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Policy Incentives														
6000-PI-PLB	Product & Landfill Bans													0.00
6010-PI-EIN	Economic Incentives													0.00
6020-PI-ORD	Ordinances													0.00
6030-PI-OTH	Other Policy Incentives													0.00
	Public Education Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Facility Recovery														
7000-FR-MRF	Material Recovery Facility	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.02
7010-FR-LAN	Landfill													0.00
7020-FR-TST	Transfer Station													0.00
7030-FR-CMF	Composting Facility													0.00
7040-FR-ADC	Alternate Daily Cover													0.00
7050-FR-OTH	Other Facility Recovery													0.00
	Facility Recovery Totals	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.02
Transformation														
8000-TR-WTE	Waste-to-Energy													0.00
8010-TR-WDW	Biomass (wood waste)													0.00
8020-TR-TRS	Tires													0.00
8030-TR-OTH	Other Transformation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Transformation Totals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Household Hazardous Waste														
9000-HH-PMF	Permanent Facility													0.00
9010-HH-MPC	Mobile/Periodic Facility													0.00
9020-HH-CSC	Curbside Collection													0.00
9030-HH-WSE	Waste Exchange													0.00
9040-HH-EDP	Educational Programs													0.00
9045-HH-EWA	Electronic Waste	1.23	0.35	0.35	0.51	0.79	1.35	1.83	0.91	0.70	1.07	0.88	1.11	11.08
9050-HH-OTH	Other Household Hazardous Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	HHW Totals	1.23	0.35	0.35	0.51	0.79	1.35	1.83	0.91	0.70	1.07	0.88	1.11	11.08
	All Programs Total	547.65	532.33	521.21	594.79	610.08	555.62	615.73	454.33	501.07	545.30	480.89	522.31	6,481.31
Total Refuse														
		1,356.87	1,142.52	1,339.74	1,293.84	1,264.06	1,287.67	1,340.19	1,152.73	1,162.46	1,278.19	1,131.25	1,273.93	15,023.45
Total Tonnes Generated														
		1,904.52	1,674.85	1,860.95	1,888.63	1,874.14	1,843.29	1,955.92	1,607.06	1,663.53	1,823.49	1,612.14	1,796.24	21,504.76
Multi Family Net Diverted Tonnage														
2030-RC-OSP	Multi Family Recycling	11.83	8.82	9.26	7.91	9.10	10.86	7.14	9.18	7.78	8.94	8.06	8.67	107.55
3020-CM-COG	Multi Family Greenwaste	1.00	1.68	2.17	3.13	1.83	2.24	3.81	1.77	2.66	3.76	3.08	2.30	29.43

OSHA FORM 300A
SUMMARY OF WORK RELATED INJURIES & ILLNESSES

Summary of Work-Related Injuries and Illnesses

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

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

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

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	2	2	0
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
4	138
(K)	(L)

Injury and Illness Types

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

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



Year: 2020

Facility Information

Establishment name: Burrtec Waste Services

Street 1017 W. Gladstone St

City Azusa

State CA

ZIP 91702

Industry description:

Waste & Recycling Haulers

Standard Industrial Classification (SIC)

If known (e.g., SIC 3715)

4953

Employment Information

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

Annual average number of employees

43

Total hours worked by all employees last year

89,631

Sign here

Knowingly falsifying this document may result in a fine.

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

Andrew Jacoby
Company executive

Division Manager
Title

800 - 325-5346

1/1/2020

Phone

Date

**MOTOR CARRIER SAFETY COMPLIANCE REPORT /
CHP TERMINAL RECORD UPDATE**

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
**SAFETY COMPLIANCE REPORT/
TERMINAL RECORD UPDATE**
CHP 343 (Rev 12-17) OPI 062

Page 1 of 12 pages

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

CARRIER LEGAL NAME Burrtec Waste Industries Inc	TERMINAL NAME (IF DIFFERENT)	TELEPHONE NUMBER (W/AREA CODE) (909) 851-7734
TERMINAL STREET ADDRESS (NUMBER, STREET, CITY, ZIP CODE) 1017 W Gladstone St Azusa, CA 91702		
MAILING ADDRESS (NUMBER, STREET, CITY, STATE, ZIP CODE) (IF DIFFERENT FROM ABOVE) 9890 Cherry Ave Fontana, CA 92335		INSPECTION LOCATION (NUMBER, STREET, CITY OR COUNTY)

LICENSE, FLEET AND TERMINAL INFORMATION

HM LIC. NO. 134238	HWT. REG. NO.	IMS LIC. NO.	TRUCKS AND TYPES 17S	TRAILERS AND TYPES	PASS VEH BY TYPE I II	Mod Limo	DRIVERS 10	B/T FLEET SIZE Powered 17 Towed 0
EXP. DATE 10/31/19	EXP. DATE	EXP. DATE	REG. CT	HW VEH.	HW CONT.	PPB / CSAT ☐ Yes ☒ No ☐ N/A		
TERMINALS IDENTIFIED IN SECTION 34315(b) CVC ☐ Yes ☒ No			FILE CODE NUMBERS OF TERMINALS INCLUDED IN INSPECTION AS A RESULT OF SECTION 34315(h) CVC					

EMERGENCY CONTACTS (In Calling Order of Preference)

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

ESTIMATED CALIFORNIA MILEAGE FOR THIS TERMINAL LAST YEAR [2018]

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

OPERATING AUTHORITIES OR PERMITS

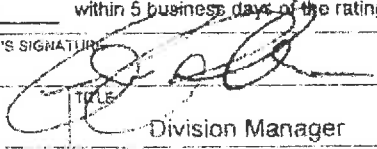
PUC ☐ T ☐ TCP ☐ PSC	MOTOR CARRIER OF PROPERTY PERMIT ACTIVE ☒ Yes ☐ No ☐ N/A	IMS FITNESS EVALUATION ☐ Yes ☐ No
USDOT 1003451	MC MX	REASON FOR INSPECTION Priority

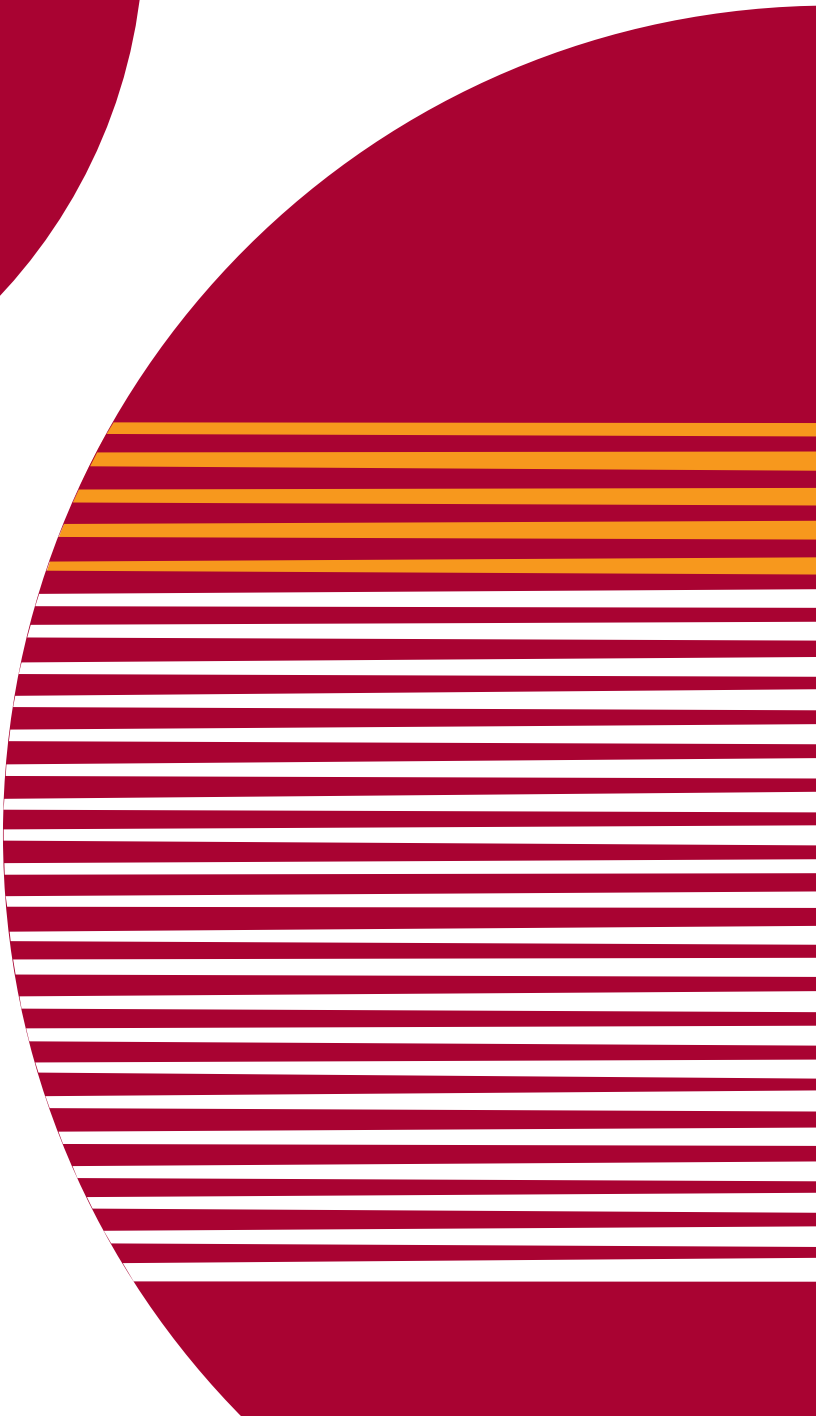
INSPECTION FINDINGS		INSPECTION RATINGS: S = Satisfactory U = Unsatisfactory C = Conditional UR = Unrated N/A = Not Applicable									
REQUIREMENTS	VIOL	MAINTENANCE PROGRAM		DRIVER RECORDS		REG EQUIPMENT		HAZARDOUS MATERIALS		TERMINAL	
MAINTENANCE PROGRAM		1 UR 2 S 3 S 4		1 UR 2 S 3 S 4		1 UR 2 S 3 S 4		1 2 3 4		1 UR 2 S 3 S 4	
DRIVER RECORDS		No. 6 Time 3.0		No. 10 Time 5.0		No. 4 Time 4.0		TIME		TOTAL TIME 12.0	
DRIVER HOURS		HAZARDOUS MATERIALS ☒ No H/M Transported ☐ No H/M violations noted				CONTAINERS/TANKS No. Time		VEHICLES PLACED OUT OF SERVICE Vehicles 0 Units			
BRAKES	5	REMARKS									
LAMPS & SIGNALS											
CONNECTING DEVICES											
STEERING & SUSPENSION											
TIRES & WHEELS											
EQUIPMENT REQUIREMENTS	4										
CONTAINERS & TANKS											
HAZARDOUS MATERIALS											
INSPECTION TYPE ☒ I ☐ R	NON-BIT ☐	CPSS ☐ Yes ☒ No	CHP 345 ☐	CHP 1000 COI. 2	INSPECTION DATE(S) 05/09/19 & 05/21/19		TIME IN 0700		TIME OUT 1300		

INSPECTED BY (NAME(S)) MCS I Ernie Mercado	ID NUMBER(S) A15760	SUSPENSE DATE ☒ Auto ☐ None
---	------------------------	---

MOTOR CARRIER CERTIFICATION

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

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



‘We’ll Take Care of It’

BURRTEC

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

City of Duarte
Burrtec Waste Services

Annual Refuse Collection and Recycling Rate Adjustment - Multi Family Bulky Program
Effective January 1, 2022

	<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>
<u>Residential Service:</u>			
90/60/60	27.43	32.15	17.21%
60/60/60	23.83	27.93	17.21%
40/60/60	21.96	25.74	17.21%
40/60/60 - Senior and/or handicapped	20.77	24.34	17.19%
Additional 90 gallon refuse container (each)	7.96	8.27	3.89%
Additional 60 gallon refuse container (each)	6.20	6.32	1.94%
Extra refuse container collection/service (each)	8.09	8.41	3.96%
Additional recycling container - one	no charge	no charge	
Additional recycling containers - two or more (each)	1.43	1.49	4.20%
Additional green waste container (each)	1.48	1.54	4.05%
Wildlife deterrent barrel (+ base fee)	7.70 + base fee	8.00 + base fee	
Container exchange (1 free/year) (each)	21.55	22.40	3.94%
Additional bulky waste pickup including CRT (2 free/yr)	26.97	28.03	3.93%
Backyard collection:			
Resident requested convenience (+ base fee)	23.29 + base fee	24.20 + base fee	
Manual collection (+ base fee)	29.89 + base fee	31.06 + base fee	
Senior and/or handicapped	base fee only	base fee only	
Residential Street Sweeping Service Alternate Day/Side	1.93	2.01	4.15%
Bulky Item collection	26.97	28.03	3.93%
<u>Commercial Service:</u>			
Wheeled toter (90/60 - once per week)	30.55	33.14	8.48%
Wheeled toter (60 recycling only - once per week)	16.86	15.85	-5.99%
Wheeled toter (90/60 green waste only - once per week)	17.47	21.88	25.24%
Extra Pickup - Barrel Trash	7.93	8.24	3.91%
Extra Pickup - Barrel Food Waste	15.66	16.27	3.90%

MultFamily Refuse bin collection (includes Bulky Program)

<u>Bin Size</u>	<u>Times per Week</u>			
1.5	1	134.51	151.86	12.90%
1.5	2	228.34	261.72	14.62%
2	1	171.02	193.89	13.37%
2	2	283.08	326.87	15.47%
3	1	199.24	231.64	16.26%
3	2	331.12	393.68	18.89%
3	3	487.27	580.79	19.19%
3	4	631.22	755.29	19.66%
3	5	775.11	929.74	19.95%
3	6	919.07	1,104.27	20.15%
4	1	265.78	308.99	16.26%
4	2	437.64	520.92	19.03%
4	3	609.47	732.82	20.24%
4	4	781.28	944.71	20.92%
4	5	953.11	1,156.62	21.35%
4	6	1,124.89	1,368.49	21.66%
6	1	398.80	463.60	16.25%
6	2	624.36	748.21	19.84%
6	3	849.87	1,032.76	21.52%
6	4	1,075.46	1,317.41	22.50%
6	5	1,301.06	1,602.06	23.13%
6	6	1,526.61	1,886.65	23.58%

City of Duarte
Burrtec Waste Services

Annual Refuse Collection and Recycling Rate Adjustment - Multi Family Bulky Program
Effective January 1, 2022

		<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>
Commercial Refuse bin collection:				
<u>Bin Size</u>	<u>Times per Week</u>			
1.5	1	134.51	151.16	12.38%
1.5	2	228.34	260.34	14.01%
2	1	171.02	192.98	12.84%
2	2	283.08	325.04	14.82%
3	1	199.24	230.26	15.57%
3	2	331.12	390.93	18.06%
3	3	487.27	576.66	18.35%
3	4	631.22	749.79	18.78%
3	5	775.11	922.86	19.06%
3	6	919.07	1,096.01	19.25%
4	1	265.78	307.15	15.57%
4	2	437.64	517.25	18.19%
4	3	609.47	727.32	19.34%
4	4	781.28	937.36	19.98%
4	5	953.11	1,147.45	20.39%
4	6	1,124.89	1,357.48	20.68%
6	1	398.80	460.85	15.56%
6	2	624.36	742.71	18.96%
6	3	849.87	1,024.51	20.55%
6	4	1,075.46	1,306.40	21.47%
6	5	1,301.06	1,588.29	22.08%
6	6	1,526.61	1,870.13	22.50%
Recycling bin collection:				
<u>Bin Size</u>	<u>Times per Week</u>			
1.5	1	98.22	93.87	-4.43%
1.5	2	145.85	135.45	-7.13%
1.5	3	212.30	196.53	-7.43%
2	1	124.28	118.25	-4.85%
2	2	184.33	170.12	-7.71%
2	3	268.43	246.89	-8.02%
2	4	391.34	363.86	-7.02%
3	1	157.42	147.41	-6.36%
3	2	247.38	225.11	-9.00%
3	3	361.65	327.92	-9.33%
3	4	463.80	418.22	-9.83%
3	5	565.93	508.49	-10.15%
3	6	668.02	598.74	-10.37%

City of Duarte

Burrtec Waste Services

Annual Refuse Collection and Recycling Rate Adjustment - Multi Family Bulky Program**Effective January 1, 2022**

		<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>
Commercial Food Waste bin collection:				
	Times			
<u>Bin Size</u>	<u>per Week</u>			
2	1	171.02	192.98	12.84%
2	2	283.08	325.04	14.82%
2	3	390.75	452.51	15.81%
2	4	492.22	573.55	16.52%
2	5	593.72	694.61	16.99%
2	6	695.20	815.67	17.33%
Barrel				
65g	1	46.56	52.11	11.92%
65g	2	76.25	86.79	13.82%
65g	3	110.82	126.59	14.23%
65g	4	142.94	163.84	14.62%
65g	5	175.08	201.08	14.85%
65g	6	207.26	238.39	15.02%
Green waste bin collection:				
	Times			
<u>Bin Size</u>	<u>per Week</u>			
1.5	1	83.25	110.04	32.18%
2	1	116.51	152.40	30.80%
2	2	232.99	304.78	30.81%
3	1	161.46	214.86	33.07%
3	2	259.51	364.22	40.35%
3	3	378.40	535.11	41.41%
3	4	486.79	695.13	42.80%
3	5	595.19	855.20	43.69%
3	6	703.68	1,015.33	44.29%
Split Bin:				
	Times			
<u>Bin Size</u>	<u>per Week</u>			
3	1	232.87	236.64	1.62%
3	2	358.88	363.01	1.15%
3	3	523.52	529.24	1.09%
3	4	668.68	675.35	1.00%
3	5	813.79	821.47	0.94%
3	6	959.02	967.67	0.90%

City of Duarte
Burrtec Waste Services

Annual Refuse Collection and Recycling Rate Adjustment - Multi Family Bulky Program
Effective January 1, 2022

			<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>
Bin push rates:					
<u>Distance</u>	<u>Times per Week</u>				
0'-25'	1		0.00	0.00	
0'-25'	2		0.00	0.00	
0'-25'	3		0.00	0.00	
26'-50'	1		6.82	7.09	3.96%
26'-50'	2		13.63	14.17	3.96%
26'-50'	3		20.47	21.27	3.91%
51'-75'	1		10.22	10.62	3.91%
51'-75'	2		20.47	21.27	3.91%
51'-75'	3		30.67	31.87	3.91%
76'-100'	1		13.63	14.17	3.96%
76'-100'	2		27.28	28.35	3.92%
76'-100'	3		38.04	39.53	3.92%
101'-125'	1		17.05	17.72	3.93%
101'-125'	2		34.11	35.45	3.93%
101'-125'	3		51.15	53.16	3.93%
126'-150'	1		20.47	21.27	3.91%
126'-150'	2		40.92	42.53	3.93%
126'-150'	3		61.38	63.79	3.93%
151'-175'	1		23.88	24.82	3.94%
151'-175'	2		47.74	49.61	3.92%
151'-175'	3		71.60	74.41	3.92%
176'-200'	1		27.28	28.35	3.92%
176'-200'	2		54.84	56.99	3.92%
176'-200'	3		81.85	85.06	3.92%
200'+	1	(per foot)	0.14/foot	0.15/foot	
200'+	2	(per foot)	0.28/foot	0.29/foot	
200'+	3	(per foot)	0.41/foot	0.43/foot	
Refuse rolloff containers:					
<u>Size</u>	<u>Tonnage</u>				
20	5		547.36	611.52	11.72%
30	5		547.36	611.52	11.72%
40	5		547.36	611.52	11.72%
Compactor	5		613.48	679.84	10.82%
Recycling rolloff containers:					
<u>Size</u>	<u>Tonnage</u>				
40	0		242.13	250.16	3.32%
Compactor	0		308.25	318.48	3.32%
Green waste rolloff containers:					
<u>Size</u>	<u>Tonnage</u>				
20/40	5		528.31	810.60	53.43%
Clean Inert containers:					
<u>Size</u>	<u>Tonnage</u>				
10/20/40	10		254.01	262.36	3.29%
Construction & Demolition containers					
<u>Size</u>	<u>Tonnage</u>				
10/40	5		683.19	698.73	2.27%

City of Duarte

Burrtec Waste Services

Annual Refuse Collection and Recycling Rate Adjustment - Multi Family Bulky Program
Effective January 1, 2022

	<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>
Extra Services:			
Extra refuse bin collection/service	49.62	51.57	3.93%
Lock installed	5.48	5.70	4.01%
Lock removed - damaged by customer	30.17	31.35	3.91%
Recycling contamination (1 grace per year)	49.62	51.57	3.93%
Steam Clean	109.30	113.59	3.92%
Tilthopper	43.11	44.80	3.92%
Food Waste Contamination (1 grace per year)	54.45	56.59	3.93%
Dry run/ relocation	76.42	79.42	3.93%
Contamination Cleaning			
- Barrel	59.62	61.96	3.92%
- Bin	69.81	72.55	3.92%
Temporary Bin Services:			
3 Cubic Yd (7 day use)	150.24	156.14	3.93%
Dump & Return	150.24	156.14	3.93%
Dry run/ relocation			
Permanent Boxes - Weekly Rent Fee	174.72	181.58	3.93%
Temporary Boxes - Daily Rent Fee	24.96	25.94	3.93%
Certificate of Destruction	115.00	119.52	3.93%
Residential Street Sweeping Service Alternate Day/Side	1.93 + base fee	2.01 + base fee	
Commercial Street Sweeping Service Alternate Day/Side	3.73 + base fee	3.87 + base fee	
Barrel Exchange (one exchange per year N/C, does not apply to graffiti or damaged barrels)		15.54	
Barrel Replacement (resdl-customer damaged comm-lt-lost or stolen)		66.93	
Bin Exchange (one exchange per year N/C, does not apply to graffiti or damaged bins)		77.69	
Bin Replacement + actual cost of bin (comm lost or stolen)		86.05	

City of Duarte
 Burrtec Waste Services
Annual Refuse Collection and Recycling Rate Adjustment
Effective January 1, 2022

	<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>	
<u>Residential Service:</u>				
90/60/60	27.43	32.15	17.21%	
60/60/60	23.83	27.93	17.21%	
40/60/60	21.96	25.74	17.21%	
40/60/60 - Senior and/or handicapped	20.77	24.34	17.19%	
Additional 90 gallon refuse container (each)	7.96	8.27	3.89%	
Additional 60 gallon refuse container (each)	6.20	6.32	1.94%	
Extra refuse container collection/service (each)	8.09	8.41	3.96%	
Additional recycling container - one	no charge	no charge		
Additional recycling containers - two or more (each)	1.43	1.49	4.20%	
Additional green waste container (each)	1.48	1.54	4.05%	
Wildlife deterrent barrel (+ base fee)	7.70 + base fee	8.00 + base fee		
Container exchange (1 free/year) (each)	21.55	22.40	3.94%	
Additional bulky waste pickup including CRT (2 free/yr)	26.97	28.03	3.93%	
Backyard collection:				
Resident requested convenience (+ base fee)	23.29 + base fee	24.20 + base fee		
Manual collection (+ base fee)	29.89 + base fee	31.06 + base fee		
Senior and/or handicapped	base fee only	base fee only		
Residential Street Sweeping Service Alternate Day/Side	1.93	2.01	4.15%	
Bulky Item collection	26.97	28.03	3.93%	
<u>Commercial Service:</u>				
Wheeled toter (90/60 - once per week)	30.55	33.14	8.48%	
Wheeled toter (60 recycling only - once per week)	16.86	15.85	-5.99%	
Wheeled toter (90/60 green waste only - once per week)	17.47	21.88	25.24%	
Extra Pickup - Barrel Trash	7.93	8.24	3.91%	
Extra Pickup - Barrel Food Waste	15.66	16.27	3.90%	
Refuse bin collection:				
<u>Bin Size</u>	<u>Times per Week</u>			
1.5	1	134.51	143.67	6.81%
1.5	2	228.34	245.35	7.45%
2	1	171.02	182.99	7.00%
2	2	283.08	305.05	7.76%
3	1	199.24	215.27	8.05%
3	2	331.12	360.95	9.01%
3	3	487.27	531.69	9.12%
3	4	631.22	689.84	9.29%
3	5	775.11	847.92	9.39%
3	6	919.07	1,006.08	9.47%
4	1	265.78	287.16	8.04%
4	2	437.64	477.28	9.06%
4	3	609.47	667.36	9.50%
4	4	781.28	857.42	9.75%
4	5	953.11	1,047.53	9.91%
4	6	1,124.89	1,237.58	10.02%
6	1	398.80	430.87	8.04%
6	2	624.36	682.75	9.35%
6	3	849.87	934.58	9.97%
6	4	1,075.46	1,186.49	10.32%
6	5	1,301.06	1,438.41	10.56%
6	6	1,526.61	1,690.27	10.72%

City of Duarte

Burrtec Waste Services

Annual Refuse Collection and Recycling Rate Adjustment

Effective January 1, 2022

		<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>
Recycling bin collection:				
<u>Bin Size</u>	<u>Times per Week</u>			
1.5	1	98.22	93.87	-4.43%
1.5	2	145.85	135.45	-7.13%
1.5	3	212.30	196.53	-7.43%
2	1	124.28	118.25	-4.85%
2	2	184.33	170.12	-7.71%
2	3	268.43	246.89	-8.02%
2	4	391.34	363.86	-7.02%
3	1	157.42	147.41	-6.36%
3	2	247.38	225.11	-9.00%
3	3	361.65	327.92	-9.33%
3	4	463.80	418.22	-9.83%
3	5	565.93	508.49	-10.15%
3	6	668.02	598.74	-10.37%
Food Waste bin collection:				
<u>Bin Size</u>	<u>Times per Week</u>			
2	1	171.02	182.99	7.00%
2	2	283.08	305.05	7.76%
2	3	390.75	422.53	8.13%
2	4	492.22	533.59	8.40%
2	5	593.72	644.65	8.58%
2	6	695.20	755.72	8.71%
Barrel				
65g	1	46.56	50.48	8.42%
65g	2	76.25	83.54	9.56%
65g	3	110.82	121.72	9.84%
65g	4	142.94	157.34	10.07%
65g	5	175.08	192.96	10.21%
65g	6	207.26	228.65	10.32%
Green waste bin collection:				
<u>Bin Size</u>	<u>Times per Week</u>			
1.5	1	83.25	110.04	32.18%
2	1	116.51	152.40	30.80%
2	2	232.99	304.78	30.81%
3	1	161.46	214.86	33.07%
3	2	259.51	364.22	40.35%
3	3	378.40	535.11	41.41%
3	4	486.79	695.13	42.80%
3	5	595.19	855.20	43.69%
3	6	703.68	1,015.33	44.29%
Split Bin:				
<u>Bin Size</u>	<u>Times per Week</u>			
3	1	232.87	236.64	1.62%
3	2	358.88	363.01	1.15%
3	3	523.52	529.24	1.09%
3	4	668.68	675.35	1.00%
3	5	813.79	821.47	0.94%
3	6	959.02	967.67	0.90%

City of Duarte

Burrtec Waste Services

Annual Refuse Collection and Recycling Rate Adjustment**Effective January 1, 2022**

			<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>
Bin push rates:					
<u>Distance</u>	<u>Times per Week</u>				
0'-25'	1		0.00	0.00	
0'-25'	2		0.00	0.00	
0'-25'	3		0.00	0.00	
26'-50'	1		6.82	7.09	3.96%
26'-50'	2		13.63	14.17	3.96%
26'-50'	3		20.47	21.27	3.91%
51'-75'	1		10.22	10.62	3.91%
51'-75'	2		20.47	21.27	3.91%
51'-75'	3		30.67	31.87	3.91%
76'-100'	1		13.63	14.17	3.96%
76'-100'	2		27.28	28.35	3.92%
76'-100'	3		38.04	39.53	3.92%
101'-125'	1		17.05	17.72	3.93%
101'-125'	2		34.11	35.45	3.93%
101'-125'	3		51.15	53.16	3.93%
126'-150'	1		20.47	21.27	3.91%
126'-150'	2		40.92	42.53	3.93%
126'-150'	3		61.38	63.79	3.93%
151'-175'	1		23.88	24.82	3.94%
151'-175'	2		47.74	49.61	3.92%
151'-175'	3		71.60	74.41	3.92%
176'-200'	1		27.28	28.35	3.92%
176'-200'	2		54.84	56.99	3.92%
176'-200'	3		81.85	85.06	3.92%
200'+	1	(per foot)	0.14/foot	0.15/foot	
200'+	2	(per foot)	0.28/foot	0.29/foot	
200'+	3	(per foot)	0.41/foot	0.43/foot	
Refuse rolloff containers:					
<u>Size</u>	<u>Tonnage</u>				
20	5		547.36	611.52	11.72%
30	5		547.36	611.52	11.72%
40	5		547.36	611.52	11.72%
Compactor	5		613.48	679.84	10.82%
Recycling rolloff containers:					
<u>Size</u>	<u>Tonnage</u>				
40	0		242.13	250.16	3.32%
Compactor	0		308.25	318.48	3.32%
Green waste rolloff containers:					
<u>Size</u>	<u>Tonnage</u>				
20/40	5		528.31	810.60	53.43%
Clean Inert containers:					
<u>Size</u>	<u>Tonnage</u>				
10/20/40	10		254.01	262.36	3.29%
Construction & Demolition containers					
<u>Size</u>	<u>Tonnage</u>				
10/40	5		683.19	698.73	2.27%

City of Duarte

Burrtec Waste Services

Annual Refuse Collection and Recycling Rate Adjustment**Effective January 1, 2022**

	<u>Current Rates</u>	<u>Proposed New Rates</u>	<u>Change</u>
Extra Services:			
Extra refuse bin collection/service	49.62	51.57	3.93%
Lock installed	5.48	5.70	4.01%
Lock removed - damaged by customer	30.17	31.35	3.91%
Recycling contamination (1 grace per year)	49.62	51.57	3.93%
Steam Clean	109.30	113.59	3.92%
Tilthopper	43.11	44.80	3.92%
Food Waste Contamination (1 grace per year)	54.45	56.59	3.93%
Dry run/ relocation	76.42	79.42	3.93%
Contamination Cleaning			
- Barrel	59.62	61.96	3.92%
- Bin	69.81	72.55	3.92%
Temporary Bin Services:			
3 Cubic Yd (7 day use)	150.24	156.14	3.93%
Dump & Return	150.24	156.14	3.93%
Dry run/ relocation			
Permanent Boxes - Weekly Rent Fee	174.72	181.58	3.93%
Temporary Boxes - Daily Rent Fee	24.96	25.94	3.93%
Certificate of Destruction	115.00	119.52	3.93%
Residential Street Sweeping Service Alternate Day/Side	1.93 + base fee	2.01 + base fee	
Commercial Street Sweeping Service Alternate Day/Side	3.73 + base fee	3.87 + base fee	
Barrel Exchange (one exchange per year N/C, does not apply to graffiti or damaged barrels)		15.54	
Barrel Replacement (resdl-customer damaged comm-l-lost or stolen)		66.93	
Bin Exchange (one exchange per year N/C, does not apply to graffiti or damaged bins)		77.69	
Bin Replacement + actual cost of bin (comm lost or stolen)		86.05	

**AMENDMENT NO. 13 TO AGREEMENT BETWEEN
THE CITY OF DUARTE AND BURRTEC WASTE SERVICES, LLC**

This **Amendment No. 13 To the Agreement Between the City Of Duarte And Burrtec Waste Services LLC For Municipal Solid Waste, Recyclables, And Green Waste Collection, Transportation, Disposal, Composting, And Processing** (“Amendment No. 13”) is made and entered into as of _____ (“Effective Date”), by and between the **CITY OF DUARTE**, a municipal corporation (“City”), and **BURRTEC WASTE SERVICES, LLC**, a California limited liability company (“Contractor”). City and Contractor are sometimes referred to herein individually as a “Party” and collectively as the “Parties.”

RECITALS:

A. City and Contractor entered into that certain agreement titled “Agreement Between the City of Duarte and Burrtec Waste Service *[sic]*, LLC for Municipal Solid Waste, Recyclables, and Green Waste Collection, Transportation, Disposal, Composting, and Processing” dated on or about September 18, 1996, also referred to as “Agreement Between The City of Duarte And Burrtec Waste Services*[sic]*, LLC For Solid Waste Collection, Processing and Disposal Services, September 18, 1996 (the “Original Agreement”), as amended by that certain Amendment No. 1 thereto dated on or about March 8, 2004 (“Amendment No. 1”), by that certain Amendment No. 2 thereto dated on or about November 13, 2007 (“Amendment No. 2”), by that certain Amendment No. 3 thereto dated on or about February 24, 2009 (“Amendment No. 3”), by that certain Amendment No. 4 thereto dated on or about June 22, 2010 (“Amendment No. 4”), and by that certain Amendment No. 5 thereto dated on or about December 10, 2013 (“Amendment No. 5”) and by that certain Amendment No. 6 dated on or about December 15, 2014 (“Amendment No. 6”) by that certain Amendment No. 7 dated on or about December 23, 2015 (“Amendment No. 7”) by that certain Amendment No. 8 dated on or about December 13, 2016 (“Amendment No. 8”) and by certain Amendment No. 9 dated on or about December 12, 2017 (“Amendment No. 9”), and by certain Amendment No. 10 dated on or about December 20, 2018 (“Amendment No. 10”) and by certain Amendment No. 11 dated on or about December 4, 2019, and by certain Amendment No. 12 dated on or about December 21, 2020. The Original Agreement as amended by Amendment No. 1, Amendment No. 2, Amendment No. 3, Amendment No. 4, Amendment No. 5, Amendment No. 6, Amendment No. 7, Amendment No. 8, Amendment No. 9, Amendment No. 10, Amendment No. 11, and Amendment No. 12 is hereinafter referred to collectively as the “Agreement.”

B. City and Contractor desire to enter into this Amendment No. 13 to, among other things, amend, extend and restate the Term of the Agreement.

C. Except as otherwise set forth in this Amendment No. 13, the defined terms used herein shall have the same meanings as used in the Agreement.

AMENDMENT:

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

1. **RECITALS INCORPORATED.** The foregoing Recitals are true and correct and are incorporated herein and made a part hereof.

2. **AMENDMENTS** The Agreement is amended as follows:

A. **Section 3.01 (Term) of the Agreement is hereby amended in its entirety to read as follows:**

3.01 Term. The Term of this Agreement shall expire effective December 31, 2031, subject to subsection (c) below

(c) The Agreement Term may be extended one (1) additional year each year from and after December 31, 2022, so as to continually maintain a ten (10) year period as the remaining Term of the Agreement. Such extension may be granted by City with or without cause, pursuant to the Annual Performance Review procedures and schedule as laid forth in the Agreement.

B. **Exhibit 3.01a (“Scope of Regular Collection Services”) is amended by adding Paragraph 19 as follows:**

19. Multi-Family Bulky Item Pickup Program

(a) Contractor shall do the following:

- i. Collect bulky items disposed by tenants that are placed adjacent to the multi-family property trash bin, bin enclosure, or mutually agreed upon staging area;
- ii. Meet with multi-family properties that have space concerns and establish a mutually agreed upon bulky item staging area on a case by case basis;
- iii. Collect items one time per week or more frequently as needed;
- iv. Provide decals on the multi-family trash bin containers with information related to the proper disposal of bulky items;
- v. Inform Property Owners and Managers of the bulky item collection program;
- vi. Provide educational and outreach materials for multi-family property owners/managers;
- vii. Provide quarterly tonnage reports of multi-family bulky items collected;
- viii. Assist the City with the collection of bulky items from the public right of way at no additional cost to the City;

Attachment D: Amendment No. 13 Option A

- ix. Implement the program within the 1st quarter of 2022;
 - x. Accept phone calls from MF tenants requesting bulky item collections (although this is not required to initiate the service) and record calls in the account record.
- (b) Program costs will be evaluated and adjusted annually to coincide with the current annual rate review process and approved by the City prior to implementation.
- (c) Program is not intended for property improvement or renovation waste.
- i. Acceptable items include:

Chairs	Mattresses
Couches	Microwaves
Computers	Nightstands
Desks	Refrigerators
Dishwashers	Sofas
Dressers	Stoves
Electronic Waste	Tables
Furniture	Televisions
Lamps	Toys
Laundry/Dryer Machines	

- ii. Non-acceptable items, including: household hazardous waste (e.g., paint, used motor oil and filters, household cleaners, fluorescent lights), liquids, or construction and demolition waste.
3. **NO OTHER AMENDMENT.** Except as set forth in this Amendment No. 13, the Agreement shall remain in full force and effect according to its terms.
4. **COUNTERPARTS.** This Amendment No. 13 may be executed in counterparts, each of which, when this Amendment No. 13 has been signed by both of the Parties, shall constitute one and the same instrument.
5. **EFFECTIVE DATE.** The Effective Date of this Amendment No. 13 shall be the latest of the dates set next to the signatures of the Parties, which latest date shall be inserted into the Preamble to this Amendment No. 13.

[end—signature page follows]

IN WITNESS WHEREOF, the Parties have executed and entered into this Amendment No. 13 as of the Effective Date.

“CITY”

CITY OF DUARTE

Date: _____

By: _____
Bryan Urias, Mayor

ATTEST:

Annette Juarez, City Clerk

“CONTRACTOR”

BURRTEC WASTE SERVICES, LLC

Date: _____

By: _____

Printed Name: _____

Its: _____

**AMENDMENT NO. 13 TO AGREEMENT BETWEEN
THE CITY OF DUARTE AND BURRTEC WASTE SERVICES, LLC**

This **Amendment No. 13 To the Agreement Between the City Of Duarte And Burrtec Waste Services LLC For Municipal Solid Waste, Recyclables, And Green Waste Collection, Transportation, Disposal, Composting, And Processing** (“Amendment No. 13”) is made and entered into as of _____ (“Effective Date”), by and between the **CITY OF DUARTE**, a municipal corporation (“City”), and **BURRTEC WASTE SERVICES, LLC**, a California limited liability company (“Contractor”). City and Contractor are sometimes referred to herein individually as a “Party” and collectively as the “Parties.”

RECITALS:

A. City and Contractor entered into that certain agreement titled “Agreement Between the City of Duarte and Burrtec Waste Service [*sic*], LLC for Municipal Solid Waste, Recyclables, and Green Waste Collection, Transportation, Disposal, Composting, and Processing” dated on or about September 18, 1996, also referred to as “Agreement Between The City of Duarte And Burrtec Waste Services[*sic*], LLC For Solid Waste Collection, Processing and Disposal Services, September 18, 1996 (the “Original Agreement”), as amended by that certain Amendment No. 1 thereto dated on or about March 8, 2004 (“Amendment No. 1”), by that certain Amendment No. 2 thereto dated on or about November 13, 2007 (“Amendment No. 2”), by that certain Amendment No. 3 thereto dated on or about February 24, 2009 (“Amendment No. 3”), by that certain Amendment No. 4 thereto dated on or about June 22, 2010 (“Amendment No. 4”), and by that certain Amendment No. 5 thereto dated on or about December 10, 2013 (“Amendment No. 5”) and by that certain Amendment No. 6 dated on or about December 15, 2014 (“Amendment No. 6”) by that certain Amendment No. 7 dated on or about December 23, 2015 (“Amendment No. 7”) by that certain Amendment No. 8 dated on or about December 13, 2016 (“Amendment No. 8”) and by certain Amendment No. 9 dated on or about December 12, 2017 (“Amendment No. 9”), and by certain Amendment No. 10 dated on or about December 20, 2018 (“Amendment No. 10”) and by certain Amendment No. 11 dated on or about December 4, 2019, and by certain Amendment No. 12 dated on or about December 21, 2020. The Original Agreement as amended by Amendment No. 1, Amendment No. 2, Amendment No. 3, Amendment No. 4, Amendment No. 5, Amendment No. 6, Amendment No. 7, Amendment No. 8, Amendment No. 9, Amendment No. 10, Amendment No. 11, and Amendment No. 12 is hereinafter referred to collectively as the “Agreement.”

B. City and Contractor desire to enter into this Amendment No. 13 to, among other things, amend, extend and restate the Term of the Agreement.

C. Except as otherwise set forth in this Amendment No. 13, the defined terms used herein shall have the same meanings as used in the Agreement.

AMENDMENT:

Attachment E: Amendment No. 13 Option B

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

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

3.01 Term. The Term of this Agreement shall expire effective December 31, 2031, subject to subsection (c) below

(c) The Agreement Term may be extended one (1) additional year each year from and after December 31, 2022, so as to continually maintain a ten (10) year period as the remaining Term of the Agreement. Such extension may be granted by City with or without cause, pursuant to the Annual Performance Review procedures and schedule as laid forth in the Agreement.
3. **NO OTHER AMENDMENT.** Except as set forth in this Amendment No. 13, the Agreement shall remain in full force and effect according to its terms.
4. **COUNTERPARTS.** This Amendment No. 13 may be executed in counterparts, each of which, when this Amendment No. 13 has been signed by both of the Parties, shall constitute one and the same instrument.
5. **EFFECTIVE DATE.** The Effective Date of this Amendment No. 13 shall be the latest of the dates set next to the signatures of the Parties, which latest date shall be inserted into the Preamble to this Amendment No. 13.

[end—signature page follows]

IN WITNESS WHEREOF, the Parties have executed and entered into this Amendment No. 13 as of the Effective Date.

“CITY”

CITY OF DUARTE

Date: _____

By: _____
Bryan Urias, Mayor

ATTEST:

Annette Juarez, City Clerk

“CONTRACTOR”

BURRTEC WASTE SERVICES, LLC

Date: _____

By: _____

Printed Name: _____

Its: _____



AGENDA REPORT

MEETING DATE: October 26, 2021

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

SUBJECT: Potential formation of a “South Duarte Community Center Ad Hoc Committee”

RECOMMENDATION: It is recommended that the City Council discuss the potential formation of an Ad Hoc Committee to assess issues related to the creation of a community center in the southern portion of Duarte.

FISCAL IMPACT: None

BACKGROUND

At the City Council meeting on September 28, 2021, Mayor Urias requested staff to return with a report on the potential formation of an Ad Hoc Committee to assess issues related to the creation of a community center in the southern portion of Duarte.

DISCUSSION/ANALYSIS

In deciding whether to create such a “South Duarte Community Center Ad Hoc Committee,” the City Council may want to consider a) the questions the Ad Hoc Committee would investigate; and b) the composition of the members of the Ad Hoc Committee. With respect to questions to investigate, the Ad Hoc Committee could consider the following:

1. Is there a need and/or support for creating some form of “community center” in the southern portion of Duarte?
2. What sites are potentially available for such a community center?
3. What is the potential cost for such a community center, and what are possible sources of funding?

The composition of the Ad Hoc Committee could be limited to Councilmembers, or could include Duarte citizens as well. If citizens are included, they could be appointed based on their place of residence, current or past membership on a City Commission or Committee, or other criteria as determined by the City Council.

RECOMMENDATION

It is recommended that the City Council discuss the potential formation of an Ad Hoc Committee to assess issues related to the creation of a community center in the southern portion of Duarte.

FISCAL IMPACT

None