AGENDA
REGULAR JOINT MEETING OF THE CITY COUNCIL OF THE CITY OF DUARTE, THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

TUESDAY, OCTOBER 24, 2023
7:00 PM

CITY COUNCIL CHAMBERS,
1600 HUNTINGTON DRIVE,
DUARTE, CALIFORNIA 91010

MISSION STATEMENT

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

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JODY SCHULZ, MAYOR
VINH TRUONG, MAYOR PRO TEM
MARGARET FINLAY, COUNCILMEMBER
SAMUEL KANG, COUNCILMEMBER
TONEY LEWIS, COUNCILMEMBER
CESAR GARCIA, COUNCILMEMBER
TERA MARTIN DEL CAMPO, COUNCILMEMBER

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

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

Notice: Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

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

Members of the public may listen/view the City Council meeting broadcast on the City's website following each meeting. To access the meeting, log onto www.accessduarte.com then on the homepage, click on the Agendas/View Meetings icon under the LATEST NEWS/QUICK LINKS banner, then on the Agendas & Minutes page, click on the City Council Meeting link. City Council meetings are also broadcast following each meeting through Spectrum Cable, Channel 3, daily at 12:00 p.m. and 7:00 p.m.

Public comments can be submitted by emailing duarteinfo@accessduarte.com, prior to 6:00 p.m. on the day of the meeting and will be distributed to the City Council and made available for public review. PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments are a matter of public record, including content that include emails and addresses, so consider content and remove private information as you deem appropriate.

1. CALL TO ORDER AND ROLL CALL

    A. City Manager Written Comments

2. PLEDGE TO THE FLAG

3. ADOPTION OF THE AGENDA

4. SPECIAL ITEMS

    A. Mayor's Youth Council Update

    B. Recognition of Duarte Unified School District's 2024 California Teacher of the Year - Hannah Rodriguez

    C. Public Safety Department Update

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

6. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

7. CONSENT CALENDAR

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

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

    C. Approval of Minutes - October 10, 2023 Regular Meeting (CC/HA/FA)

    It is recommended that the City Council approve the October 10, 2023 Regular Meeting minutes.

    D. Approval of Warrants - October 24, 2023 (CC/HA/FA)

It is recommended that the City Council approve the October 24, 2023 warrants.

E. Receive and File the Monthly Financial Update

It is recommended that the City Council receive and file the monthly financial update.

F. Receive and File the Public Safety Department update

It is recommended that the City Council receive and file the Public Safety Department update.

G. Resolution Fixing the City's 2024 Medical Insurance Contribution

It is recommended that the City Council approve Resolution No. 23-26 and Resolution No. 23-27 fixing the City's Medical Insurance contribution for Councilmembers and Employees for 2024

H. Approval of a letter of Authorization, allowing the City Manager to Authorize the San Gabriel Valley Council of Governments (SGVCOG) to Submit a Regional Application on Behalf of the City for SB 1383 Local Assistance Grant Program

It is recommended that the City Council allow the City Manager to execute a letter of authorization, authorizing the San Gabriel Valley Council of Governments (SGVCOG) to submit a regional application on behalf of the city for SB 1383 Local Assistance Grant Program

I. Notice of Completion: Traffic & Street Improvement Project - Huntington Drive and Highland Avenue; Project No. 22-2

It is recommended that the City Council: (1) Authorize the Notice of Completion for the Traffic & Street Improvement Project – Huntington Drive and Highland Avenue in the amount of $325,191.94; and 2) Approve a budget amendment of $47,300

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

9. PUBLIC HEARINGS

A. City Council Salary Adjustment

It is recommended that City Council conduct a public hearing; receive public testimony; and discuss and approve Ordinance No. 920 to increase City Council salaries beginning December 10, 2024, pursuant to Government Code section 36516

10. BUSINESS ITEMS

A. Discussion and Appointment of a Commissioner to the Public Works and Traffic Safety Commission to fill an existing vacancy

It is recommended that the City Council discuss and appoint a Commissioner to fill an existing vacancy on the Public Works and Traffic Safety Commission for the remaining of the term ending on December 31, 2026

11. CONTINUATION OF ORAL COMMUNICATIONS

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

13. ADJOURNMENT

AFFIDAVIT OF POSTING

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

Dated this 18th day of October, 2023.

MEMORANDUM

TO: City Council

FROM: Brian Villalobos, City Manager

DATE: October 16, 2023

SUBJECT: Comments on Agenda Items, Meeting of October 24, 2023

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

ITEM 4.B. (Special Item). Recognition of Duarte Unified School District's 2024 California Teacher of the Year Hannah Rodriguez - California Teacher of the Year is a prestigious designation awarded to five educators in the State of California who make a major impact not only in their student's lives but in the community as well. The California Teachers of the Year Program began in 1972, presented by the California Department of Education (CDE), and supported by the California Teachers of the Year Foundation to honor phenomenal teachers and inspire a future generation of educators. Beardslee Dual Language Academy teacher Hannah Rodriguez has been honored as a 2024 California Teacher of the Year. Hannah's reputation for giving her all to her students as a pre-kindergarten special needs teacher led to her tremendous success in becoming a 2024 California Teacher of the Year.

ITEM 4.C. (Special Items). Public Safety Department update - Public Safety Director Breceda will provide an update for the council.

ITEM 7.E. (Consent Calendar). The Finance Department has submitted the monthly report for August 2023 for review.

ITEM 7.F. (Consent Calendar). The Public Safety Department has submitted the monthly report for October 2023 for review.

ITEM 7.G. (Consent Calendar). Resolution No.'s 23-26 & 23-27 - 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. Pursuant to the terms of the negotiated Memorandums of Understanding, the City will contribute toward the cost of medical insurance indexed to the cost of CalPERS Kaiser premiums in fiscal year 2021/22 and increased each subsequent year by a maximum of 5%. Healthcare premiums will change as of January 1, 2024, and as a result, the contribution needs to be adjusted and a resolution approved and sent to CalPERS (Resolution No. 23-27). The City's contribution towards healthcare premiums as of January 1, 2024 will be $775.41, $1,550.85 and $2,016.12 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 (Resolution No. 23-26).

ITEM 7.H. (Consent Calendar). Letter of Authorization, authorizing the San Gabriel Valley Council of Governments (SGVCOG) to submit a regional application on behalf of the city for SB 1383 Local Assistance Grant Program - The passage of Senate Bill 1383 (SB 1383) in September 2016 imposed statewide targets to reduce the disposal of organic waste by 75 percent by January 1, 2025 (based on 2014 levels) and recover at least 20 percent of currently disposed edible food for human consumption by 2025. To help alleviate the burden of creating and enforcing programs that implement SB 1383, CalRecycle offered financial assistance through its SB 1383 Local Assistance Grant Program. On September 14, 2023, CalRecycle opened a new round of Local Assistance Grant Funding. The City is estimated to receive a $75,000 allocation for this cycle. The application due date is November 15. Unlike the prior cycle, CalRecycle announced that it will now be allowing regional organizations to apply on behalf of Cities. The SGVCOG has played an instrumental role in ensuring the City meets its Food Recovery Program requirements, which includes inspection of tier 1 and tier 2 businesses in Duarte, as well as establishing and operating supportive regional food recovery hubs. Given the success of its Regional Food Recovery Program and the efficiency of addressing SB 1383 compliance requirements from a regional approach, the SGVCOG is offering to submit a regional application as lead applicant on behalf of member cities. As the lead applicant, the SGVCOG would work closely with the City of Duarte to prepare a budget that curtails to City needs using its $75,000 allocation. However, grant writing and administration would be the responsibility of the SGVCOG, alleviating staff time. Additionally, allowing the SGVCOG to be the lead regional applicant streamlines the ability to operate regional projects such as the Food Recovery Program, as it eliminates the need for multiple MOUs between various cities, specifically when purchasing equipment to support regional food hubs, or meeting future procurement goals.

ITEM 7.I. (Consent Calendar). Notice of Completion - On February 22, 2022, City Council awarded the contract for Traffic & Street Improvement Project – Huntington Drive and Highland Avenue to PALP dba Excel Paving Co. The project's scope of work was to modify the existing traffic signal to add a protected left turn in both the northbound and southbound approaches at the intersection and their respective left-turn pockets. The work also included the reconfiguration of the medians approaching this intersection along Huntington Drive to increase the length of the left turn pocket storage. The Traffic & Street Improvement Project – Huntington Drive and Highland Avenue was included in the 2021/2022 Capital Improvement Program Budget and funded by Gas Tax Funds and Mitigation Funds from MBK Rental Living. City Council approved the contract for $307,578.00 plus a 10% contingency in February 2022. Due to delays, $277,891.94 was expended in FY 22/23 and the final project costs of $47,300 in FY 23/24 will require a budget amendment to the Gas Tax Fund (220-2205-8100). Total project costs of $325,191.94 is under the original budget amount.

ITEM 9.A. (Public Hearing). Ordinance No. 920 - The City Council's salaries may be increased up to an amount equal to five percent (5%) for each calendar year from the last salary adjustment. Thus, the maximum increase permitted by law is a total of 90% (18 years at 5% per year), non-compounded. This maximum amount would be an increase of $495 per month for each Councilmember. City staff previously recommended that the City Council adopt the proposed Ordinance No. 920, which would result in the following new salary of $1,045 per Councilmember. However, at the October 9, 2023, City Council meeting when the second reading of the salary ordinance was to take place, the City Council determined that a four-and-a-half percent (4.5%) increase per year for 18 years was more appropriate. Thus, this Ordinance No. 920 has been updated to reflect the increase at four-and-a-half percent (4.5%) per year for 18 years, for a total salary of $995.50. This ordinance is now set for a new first reading.

ITEM 10.A. (Business Item). Appointment of Traffic Commissioner - On September 12, 2023, Public Works and Traffic Safety Commissioner Paez was appointed to the Planning and Economic Development Commission to fill a vacancy. Her appointment created a vacancy which needs to be filled. The City Council shall appoint one Commissioner to fill that vacant seat for the remainder of the term which expires on December 31, 2026.

ITEM: 7.C

Approval of Minutes - October 10, 2023 Regular Meeting (CC/HA/FA)

Recommended Action:
It is recommended that the City Council approve the October 10, 2023 Regular Meeting minutes.

Attachments:
7C. Minutes - October 10, 2023.pdf

CITY OF DUARTE

MINUTES OF THE REGULAR JOINT MEETING OF THE CITY COUNCIL, THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

TUESDAY, OCTOBER 10, 2023
6:00 PM – Closed Session
7:00 PM – Regular Session

1. CALL TO ORDER

Mayor Pro Tem Truong called the meeting to order at 6:00 p.m.

ROLL CALL:

Councilmembers Present:	Finlay (arrived at 6:30 p.m.), Kang, Lewis, Truong, Garcia, Martin Del Campo
Councilmembers Absent:	Schulz
Staff Present:	Brian Villalobos, City Manager Craig Hensley, Director of Community Development Larry Breceda, Director of Public Safety Annette Juarez, City Clerk

2. ADOPTION OF THE AGENDA

Moved by Councilmember Kang, seconded by Councilmember Martin Del Campo, and carried by the following vote of the Council to adopt the agenda.

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

3. PUBLIC COMMENT – CLOSED SESSION ITEMS

None.

4. CLOSED SESSION

The City Council recessed into closed session at 6:00 p.m. to discuss the following:

A. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION: Pursuant to Government Code section 54956.9(a) and (d)(2): One potential case.

B. CONFERENCE WITH LEGAL COUNSEL –INITIATION OF LITIGATION pursuant to paragraph (4) of subdivision (d) of Section 54956.9 of the Government Code: One (1) case

REGULAR SESSION

5. CALL TO ORDER

Mayor Pro Tem Truong called the open session to order at 7:10 p.m.

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Truong, Garcia, Martin Del Campo
Councilmembers Absent:	Schulz
Staff Present:	Brian Villalobos, City Manager Thai Viet Phan, City Attorney Kristen Petersen, Assistant City Manager / Director of Administrative Services Craig Hensley, Director of Community Development Manuel Enriquez, Director of Parks and Recreation

Larry Breceda, Director of Public Safety Services
Annette Juarez, City Clerk
Christine Soo, Deputy City Clerk/ Administrative Secretary

6. PLEDGE TO THE FLAG

The flag salute was led by Doris Andrews.

7. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced reportable action taken regarding Closed Session Item 2.

Moved by Councilmember Finlay, seconded by Councilmember Martin Del Campo, and carried by the following vote of the Council to authorize initiation of litigation to join a lawsuit filed by the City of Whittier and other cities against the Superior Court of the State of California, County of Los Angeles, Case Number: 23STCP03579.

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

8. SPECIAL ITEMS

A. District Attorney's Office Update by Deputy District Attorney John McKinney

City Manager Villalobos reported that the Deputy District Attorney was unable to attend the meeting due to a time conflict.

Mayor Pro Tem Truong pulled Consent Calendar Item 11I and read the proclamation denouncing antisemitism and affirming Duarte's commitment to a safe and welcoming place.

B. Community Development Department Update

Community Development Director Hensley provided a department update. He shared details about upcoming the annual striping and marking project, the Evergreen Pedestrian Project for sidewalk and lighting improvements that is currently out for bid, and landscaping work performed by the new contractor, Mariposa Landscapes.

C. Parks and Recreation Department Update

Parks and Recreation Department Director Enriquez provided a department update. He reported that the City is working with Santa Anita Family YMCA to provide swim amenities for residents and other community members while the Duarte pool is closed. He shared details on the upcoming community yard sale, fall activities, and Halloween festivities. He also shared details regarding the park renaming event in honor of former Mayor and Councilmember Tzeitel Paras-Caracci.

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Deputy City Clerk Soo announced upcoming city events.

10. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Gina Quay shared information about a youth program, Young Life, to help students connect with mentors.

The following individuals expressed their opinion on the closure of the City's pool: Margaret Pappas, Claudia Trefzger, Melinda Trefzger, Norine Sanchez, Janis Pedroche, Michael Healey, Michael Peterson, Debbie Woerner, Roberta Schwartz, Brandon Quinn, John Fasana, Doris Andrews, Thomas Beachman, and Barret Basham.

11. CONSENT CALENDAR

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

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

C. Approval of Minutes – September 26, 2023. (CC/HA/FA)

D. Approval of Warrants – October 10, 2023. (CC/HA/FA)

E. Receive and file the Community Development Department Update for October 2023.

F. Receive and file the Parks and Recreation Department Update for October 2023.

G. Approval of Award of Contract for FY 23-24 Citywide Concrete Repair Project to Ruiz Concrete and Paving, Inc.

H. Approval of Red Ribbon Week Proclamation.

I. Approval of Proclamation Denouncing Antisemitism.

J. Pulled from consent calendar.

Moved by Councilmember Finlay, seconded by Councilmember Martin Del Campo, and carried by the following vote of the Council to approve Items 11A-11I of the Consent Calendar.

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

12. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

J. Second Reading and Adoption of Ordinance No. 920 to Increase City Council Salaries

Public Comment:
John Fasana commented on the percentage of the raise to city council salaries and suggested that the increase be more aligned with CPI.

Councilmember Finlay suggested a salary increase of 4.5% instead of 5%.

City Attorney Phan clarified that since the item is for a second reading, any changes to the ordinance would require bringing the item back to council for another first reading.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to amend the ordinance and bring it back for a first reading.

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

13. PUBLIC HEARINGS

None.

14. BUSINESS ITEMS

A. Discussion Regarding Nomination for a San Gabriel Basin Water Quality Authority Board Member and Alternate to Represent Cities without Pumping Rights

City Manager Villalobos reported that there was an opportunity for the City Council to nominate someone to be elected to sit on the San Gabriel Basin Water Quality Authority Board effective January 1, 2024. He stated that the City Council can choose to nominate someone amongst themselves, nominate another councilmember from another City that does not have pumping rights, or take no action.

The City Council took no action regarding item 14A.

15. <u>CONTINUATION OF ORAL COMMUNICATIONS</u>

Lino Paras commented on the City Manager vacancy in the City of Santa Ana and the donation from Panda Express founders to City of Hope for cancer research; thanked the City Council for the renaming of Royal Oaks Park Extension to Tzeitel Paras-Caracci Park; and commented on citizens' responsibility to read memos.

16. <u>ITEMS FROM CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY/ FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR</u>

City Manager Villalobos reported that he attended the ICMA conference last week to be recognized for the City's D.A.R.T. program.

Councilmember Martin Del Campo shared excitement to dress up in pink to honor former Mayor and Councilmember Tzeitel Paras-Caracci at the park renaming event.

Councilmember Finlay thanked the public for commenting on issues that matter to them.

Councilmember Garcia stated that he attended the Mayor's Youth Council mock council meeting and that he will be participating in Duarte Family Feud event.

Councilmember Kang reported that he attended the League of California Cities Annual Conference and shared topics that were discussed. Stated that he attended the Foothill Unity Golden Plates Awards and reported that the SGVCOG Foothill Transportation Committee will be having a ride-along on the Gold Line on October 11^{th}.

Councilmember Lewis shared a few words on Breast Cancer Awareness month.

Mayor Pro Tem Truong shared a few words on making the City pool safer for everyone to utilize. He shared that the SGVCOG Energy, Environmental, Natural Resources Committee will be having the Arroyo Fest Street event where the pedestrians can walk, bike, or even roller skate along the Arroyo Seco Parkway.

17. <u>ADJOURNMENT</u>

At 8:39 p.m., the City Council adjourned the meeting.

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Jody Schulz, Mayor

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Annette Juarez, City Clerk

ITEM: 7.D

Approval of Warrants - October 24, 2023 (CC/HA/FA)

Recommended Action:
It is recommended that the City Council approve the October 24, 2023 warrants.

Attachments:
7D - CC Warrant Register by Account 10-24-23.pdf
7D - CC Warrant Register by Vendor 10-24-23.pdf

Council Warrant Register By Account

City of Duarte

By Fund

Payment Dates 10/12/2023 - 10/25/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1205-7636	TOM'S CLOTHING & UNIFOR...	ACO/CSO Uniforms (Leyland)	3804		194.02
100-1410-7887	BROCKS SAW & MOWER	Equipment Maintenance Repairs	219119		190.36
100-1610-7652	ALBERTOS PLUMBING	Glen Miller Park Main Line Repair	3766		2,900.00
100-2026	NATASHA MARTINEZ	Equipment Deposit Refund	219143		25.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3774		227.36
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3774		9.31
100-1605-7735	CAPITAL ONE	TC Back to School Movie Night Supplies	BD24-0457		89.33
100-1605-7741	CAPITAL ONE	Youth Sport Supplies	BD24-0457		79.98
100-1610-7652	DARRELL RAY CARROLL	Key Copies	219125		74.42
100-1605-7733	CAPITAL ONE	Senior Ctr Survivor Event	BD24-0457		113.97
100-1605-7735	CAPITAL ONE	Survivor Supplies	BD24-0457		198.90
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 8/20/2023 - 9/2/2023	3767		6,920.64
100-1605-7733	CAPITAL ONE	Survivor Hula Hoops	BD24-0457		30.16
100-1605-7733	CAPITAL ONE	Survivor Supplies	BD24-0457		69.39
100-1605-7741	CAPITAL ONE	Return-Youth Sports Supplies	BD24-0457		-56.89
100-1605-7735	CAPITAL ONE	TC/CHYLL Event Supplies	BD24-0457		11.66
100-1205-7636	TOM'S CLOTHING & UNIFOR...	ACO/CSO Uniforms (Caban)	3804		360.48
100-1605-7735	CAPITAL ONE	TC Office Supplies	BD24-0457		20.62
100-1010-7980	SHAFFER AWARDS	CMO Name Tags	219159		79.16
100-1605-7732	CAPITAL ONE	City Picnic Supplies	BD24-0457		277.08
100-1605-7980	RALPHS GROCERY COMPANY	Staff Training Drinks	219156		72.65
100-1610-7618	SIMON EQUIPMENT RENTALS	Roto Tiller Rental	219160		140.21
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3774		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3774		9.31
100-1610-7652	ALBERTOS PLUMBING	Beardslee Park Toilet Replacement	3766		595.00
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 9/3/2023 - 9/16/2023	3767		6,231.78
100-1405-7965	MOORE IACOFANO GOLTSMA...	Mel Canyon ENV Srvcs 7/1/2023 - 8/31/2023	219146	202316/1405-7965-Melcanyo...	82.50
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 9/21/2023	3800		160.00
100-1825-7630	CANON FINANCIAL SERVICES I...	CH(2)/PS/SC/TC Copier Lease 10/1/2023 - 10/31/2023	219123		1,729.27
100-1825-7631	CANON FINANCIAL SERVICES I...	CH(2)/PS/SC/TC Copier Maint 8/1/2023 - 8/31/2023	219123		524.98
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Trash Bags-Parks & Bus Stops	3794		1,249.63
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Building Maintenance Supplies	3794		1,034.55
100-1605-7732	SUNBELT RENTALS INC	City Picnic Generator Rental	3799		1,079.28
100-1205-7610	U.S. BANK	Public Safety Meeting Supplies (Target)	3805		40.14
100-1205-7612	U.S. BANK	Larry Breceda MMASC Dues 8/24/2023 - 8/24/2024	3805		90.00
100-1205-7636	U.S. BANK	Don Vailliancourt Uniform Pants (5.11 Inc)	3805		198.45
100-1205-7779	U.S. BANK	DART Beach Trip Supplies (Walmart)	3805		72.54
100-1205-7779	U.S. BANK	DART Universal Horror Nights 9/15 (USH Ticketing)	3805		1,722.00
100-1205-7779	U.S. BANK	DART Raffle Prizes for City Picnic (Target)	3805		110.00

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7779	U.S. BANK	DART Universal Trip 9/15/23 Parking (USH Parking)	3805		90.00
100-1205-7779	U.S. BANK	DART Universal Trip 9/15/23 Dinner (In-N-Out)	3805		180.89
100-1205-7779	U.S. BANK	DART Event Food 9/20/23 (Wingstop)	3805		37.46
100-1205-7779	U.S. BANK	DART Beach Trip 9/16/23 Parking (City of HB)	3805		15.00
100-1205-7780	U.S. BANK	A/C Training Cups (Target)	3805		7.71
100-1205-7780	U.S. BANK	A/C Training Food (Tropicana Market)	3805		210.50
100-1205-7887	U.S. BANK	iPhone Maintenance Kit (Amazon)	3805		19.37
100-1205-7887	U.S. BANK	Warranty Replacement iPhone Case (Otterbox)	3805		9.99
100-1205-7980	U.S. BANK	Cmty Outreach Stickers (Creative Services)	3805		515.95
100-1205-7980	U.S. BANK	City Picnic Volunteer Ice (Smart & Final)	3805		12.11
100-1205-7980	U.S. BANK	Red Ribbon Week Ribbons (Nimco)	3805		229.21
100-1205-7980	U.S. BANK	City Picnic Supplies (Target)	3805		36.11
100-1205-7980	U.S. BANK	Inter-Dept Employee Meeting 8/31/23 (Smart&Final)	3805		32.03
100-1205-8030	U.S. BANK	LASD Key Lock Box (Amazon)	3805		92.60
100-1205-8030	U.S. BANK	EOC Outdoor Timers for Cameras (Amazon)	3805		44.97
100-1205-8030	U.S. BANK	Computer Storage/Memory Upgrade (Crucial)	3805		176.60
100-1205-8030	U.S. BANK	Computer Storage Transfer Device (Amazon)	3805		23.14
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS...	Building Maintenance Supplies	3794		1,986.84
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3774		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3774		9.31
100-1410-7656	DUTHIE ELECTRIC SERVICE CO...	Emergency Generator Semi Annual Service	3778		426.95
100-1500	MARILYN MAYS	Advance-Duarte Unity March	219144		100.00
100-1205-7762	CALE AMERICA INC	WTP Fees 9/2023	3771		492.06
100-1825-7631	CANON SOLUTIONS AMERICA ...	CMD-Salina Printer Maint 8/27/23 - 9/26/23	219124		37.77
100-1810-7673	OCCUPATIONAL HEALTH CEN...	Drug/Alcohol Testing 9/25/2023	219150		114.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 8/2023	3791		10,333.83
100-1015-7686	RUTAN & TUCKER LLP	Land Value General City LItigation 8/2023	3791		1,647.25
100-1015-7686	RUTAN & TUCKER LLP	Mel Cyn Eminent Domain 8/2023	3791		8,468.00
100-1015-7682	RUTAN & TUCKER LLP	Personnel Matter Legal 8/2023	3791		3,680.00
100-1605-7733	SMART & FINAL	SC Monthly Dance Refreshments	3795		116.37
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 9/2023	3787		520.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 8/2023	3790		680.00
100-1405-7969	RKA CONSULTING GROUP	Contract Engineer 8/2023	3790		1,280.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 8/2023	3790	202118-ATP Cycle 4-City Engi...	13,473.75
100-1405-7969	RKA CONSULTING GROUP	Duarte Rd/Highland Striping Improvements 8/2023	3790		520.00
100-1405-7969	RKA CONSULTING GROUP	FY24 LLMD Engineering Srvcs 8/2023	3790		865.00
100-1610-7652	ALBERTOS PLUMBING	Public Safety Plumbing Repairs	3766		424.75
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	3795		252.08

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-4201	TITAN SOLAR CONSTRUCTION	Permit Refund Pmt#2023-324/2915 Freeborn St	219166		200.00
100-1805-7654	MACLEOD WATTS INC	FY23 GASB75 Valuation	219142		6,125.00
100-1610-7652	ALBERTOS PLUMBING	City Mgr Office RR Sink Repair	3766		559.90
100-1815-7632	MAXTREME INC	Accessduarte.com SSL (Security) Certificate	3784		178.00
100-1815-7980	MAXTREME INC	iPhone/Laptop Cases/Power Strips/USB Cables	3784		1,420.38
100-1815-8011	MAXTREME INC	FC Membership Card Printer	3784		1,727.02
100-1815-7632	MAXTREME INC	Office 365 7/2023 - 9/2023	3784		1,410.75
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY23 Year End Fieldwork	3785		10,000.00
100-1610-7652	WESTERN EXTERMINATOR C…	Facility Pest/Mosquito Control Srvcs 9/8/2023	3806		707.85
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3798		53.84
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3798		262.15
100-1010-7670	SOUTHERN CALIFORNIA NEWS…	Legal Advertising 9/2023	3797		1,923.65
100-2125	REGIONAL TAP SERVICE CENT…	TAP Card Reload 9/2023	219157		95.00
100-1205-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	219136		72.00
100-1205-7781	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	219136		66.00
100-1405-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	219136		18.00
100-1410-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	219136		18.00
100-1605-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	219136		18.00
100-1405-7800	CHARLES ABBOTT ASSOCIATES…	Building & Safety Srvcs 9/2023	3773		25,858.77
100-1205-7780	SAN GABRIEL VALLEY HUMAN…	Animals Shelter Services 10/2023	3792		5,833.33
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 11/2023	3801		464.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 11/2023	3801		608.30
100-1205-7655	THOMSON REUTERS-WEST P…	EOC Software 9/1/2023 - 9/30/2023	3803		215.61
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Srvcs10/2023	3782		1,723.28
100-1605-7735	SMART & FINAL	TC MYC Dinner Supplies	3795		11.23
100-1605-7612	FRIENDS OF THE DUARTE LIBR…	Membership Dues 7/1/2023 - 6/30/2024	219137		15.00
100-1815-7830	CLOUD CONNECT SOLUTIONS	Phone/SD Wan w/VELO/SIP & E911 Bundle 11/2023	3775		1,667.47
100-1605-7733	DUARTE PETTY CASH/BINGO …	SC Bingo Prize Money	219134		140.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr HVAC Maint Contract (Quarterly)	3765		3,420.00
100-1605-7733	CARLOS FELIPE PEREZ	SC Monster Mash Halloween DJ 10/31/2023	219153		575.00
100-1605-7730	CARLOS FELIPE PEREZ	Halloween Howl DJ Services 10/31/2023	219152		775.00
100-1605-7741	CURO MANAGED PRINT PRO…	Playground & Sports Field Signs	219130		55.13
100-1205-7980	CMC LIVESCAN & NOTARY SE…	Livescan Services 9/2023	3776	202211/1205-7980-Live Scan/…	100.00
100-1810-7660	CMC LIVESCAN & NOTARY SE…	Livescan Services 9/2023	3776		150.00
100-1825-7630	QUADIENT LEASING USA INC	PS Postage Machine Lease 11/1/2023 - 1/31/2024	219155		664.60
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 11/1/23 - 11/30/23	3789		191.22
100-1410-7814	SUPERIOR PROPERTY SERVICE…	Graffiti Removal 9/2023	219164		4,175.43
100-1405-7800	EXTRA SPACE STORAGE INC	Building Plans Storage 10/1/2023 - 10/31/2023	BD24-0440		460.00
100-1405-7800	EXTRA SPACE STORAGE INC	Building Plans Storage 10/1/2023 - 10/31/2023	BD24-0439		473.00
100-1605-7980	B & H SIGN COMPANY	Balance-T Paras-Caracci Park Signage	219116		10,967.40
100-1810-7611	SMART & FINAL	Ergonomics Training Snacks	3795		63.33

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3774		17.94
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3774		45.52
100-1610-7652	AIR-TRO INC	Duarte Pk Bldg HVAC Routine Call	219115		136.00
100-1610-7652	AIR-TRO INC	City Yard HVAC Rouitine Call	219115		136.00
100-1205-7980	CURO MANAGED PRINT PRO…	Red Ribbon Week Event Yard Signs	219130		349.54
100-1205-7614	SHAFFER AWARDS	Office Supplies	219159		21.99
100-1605-7610	CPRS DISTRICT 13	Susie Perez Professional Training	219128		25.00
100-1605-7610	CPRS DISTRICT 13	(2) SC/Sports Professional Training/Development	219128		70.00
100-2120	ERIKA DUGUE	TC Mtg Room Rental Deposit Refund 9/30/2023	219135		100.00
100-2120	ANDREW BUGARIN	CC Rent Deposit Refund 9/30/2023	219120		500.00
100-2120	CLAIRE BONAPARTE	ROP Bldg Rent Deposit Refund 9/30/2023	219118		150.00
100-2120	LAUREN LEE	TC Rental Deposit Refund 10/1/2023	219140		300.00
100-2120	CALVERY NEW SONG	Pool Rental Deposit Refund 9/30/2023	219122		200.00
100-1605-7736	THE TALENTED ARTS SCHOOL …	Instructor Fee-Hip Hop Summer S2	3802		196.00
100-1605-7730	DANNY MORENO	Halloween Howl Entertainment 10/31/2023	219148		600.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	3780		706.59
100-1610-7652	AIR-TRO INC	Public Safety HVAC Routin…	219115		168.00
100-1810-7660	CALIFORNIA STATE DEPARTM…	Fingerprint Apps 9/2023	3772		256.00
100-2012	CALIFORNIA BUILDING STAND…	Green Bldg Fee Q3 2023	219121		152.00
100-2013	DEPARTMENT OF CONSERVAT…	Strong Motion Fee (SMIP) Q3 2023	219132		461.00
100-5004	DEPARTMENT OF CONSERVAT…	Local Agency Fee Q3 2023	219132		-23.05
100-5004	CALIFORNIA BUILDING STAND…	Local Gov't Retainer Q3 2023	219121		-15.20
100-1205-7782	ALL CITY MANAGEMENT SERV…	Crossing Guard Srvcs 9/17/2023 - 9/30/2023	3767		6,960.69
100-1605-7730	PARTY PRONTO INC	Halloween Howl Inflatables 10/31/2023	219151		1,530.00
100-1815-7980	THE TECHNOLOGY DEPOT INC	Public Safety Service Call NVR Software Issue	3801		225.00
100-1610-7652	PRONTO GYM SERVICES INC	FC Equipment Curl Arm Pad	219154		426.32
100-1205-7980	ELIJAH MORALES	DuSD Tutoring Program	219147	202211/1205-7980-Live Scan/…	435.00
100-1010-7612	SAN GABRIEL VALLEY CITY M…	Brian Villalobos Dues 7/1/2023 - 6/30/2024	219158		55.00
100-1810-7980	LOS ANGELES UNIFIED SCHOO…	Andres Rangel Bilingual Testing Services	219141		90.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3798		69.87
100-1205-7761	SUPERIOR CT OF CAL CO OF L…	Citation Revenue Tax 9/2023	219163		4,088.00
100-1410-7887	GARVEY EQUIPMENT COMPA…	Equipment Maintenance Repairs	219138		106.79
100-1410-8030	GARVEY EQUIPMENT COMPA…	Small Equipment Replacement	219138		613.20
100-1805-7610	CSMFO	Angela Chiaromonte 2024 Conference Registration	219129		515.00
100-2121	SLATER BUILDERS	Refund-SPDR 2020-16/819 Buena Vista WELO Fees	219161		1,540.00
100-4201	TESLA ENERGY OPERATIONS I…	Permit #2023-640 Refund/2646 Starcrest Dr	219165		200.00
100-2121	ARMSTRONG & WALKER LAN…	COH Warsaw Courtyard Landscape Review	3768		1,620.00
100-1205-7761	DATA TICKET INC	Parking Citation Processing 9/2023	3777		1,405.09
100-1805-7653	SECTRAN SECURITY INC	October 2023 Courier Pick-up	3793		321.13
100-1015-7682	BURKE, WILLIAMS & SORENS…	Labor Legal 9/2023	3770		2,747.50

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3774		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3774		9.31
100-1405-8100	LANDSCAPE WAREHOUSE III	Irrigation-Route 66 Sign Project	3783	202317/1405-8100-Other Cap ..	286.23
100-2126	ACR BUILDERS INC	Const/Demo Deposit Refund (Pmt#2022-671)	219114		1,600.00
100-5004	ACR BUILDERS INC	Administrative Fee (Pmt#2022-671)	219114		-125.00
100-1205-7761	DATA TICKET INC	Admin Citation Processing 9/2023	3777		507.19
100-1410-7650	CIMA FIRE PROTECTION CO	Field Srvcs Vehicle Fire Extinguisher Service	219127		213.00
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maint 8/2023	219145		850.37
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3798		136.68
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3798		98.10
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3798		12.12
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3798		27.33
100-2120	IMELDA CASTANEDA	SC Rent Deposit Refund 10/7/2023	219126		500.00
100-4402	IMELDA CASTANEDA	Kitchen Cleaning 10/7/2023	219126		-46.00
100-2120	BAO-CHAU NGUYEN	TC Rental Deposit Refund 10/7/2023	219149		300.00
100-2120	MARIANA GONZALEZ	ROP Bldg Rental Deposit Refund 10/7/2023	219139		150.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAC Maint Contract (Quarterly)	3765		1,038.00
100-1815-7632	OKTA INC	Identity Service Provider 10/31/2023 - 10/30/2024	3786		8,723.25
100-1815-7965	MAXTREME INC	IT Helpdesk 10/2023	3784		12,500.00
100-2023	KELLY BARNES	City Kitty Father Passing Gift	219117		75.00
100-2122	DIVISION OF THE STATE ARCH…	Disability Access Fee Q3 2023	219133		134.80
100-2122	WILLARD KENNETH BERRY	Business License Refund	3769		4.00
100-4004	WILLARD KENNETH BERRY	Business License Refund	3769		132.00
100-1610-8100	DANNY LETNER INC	Change Order	219131		-20,160.00
100-1610-8100	DANNY LETNER INC	Fitness Center Roof Replacement Warranty	219131		22,160.00
100-1020-7724	SOUTHERN CALIFORNIA EDIS…	PO Pkg Lot Lease 11/1/2023 - 1/31/2024	3796		2,305.50
				Fund 100 - GENERAL FUND Total:	**216,592.55**
Fund: 220 - GAS TAX FUN					
220-2127	PALP INC	Retention	3788	202125/220-2127-Highland/H…	-2,365.00
220-2205-8100	PALP INC	Highland/Huntington Traffic Signal Upgrades-Final	3788	202125-Highland/Huntington …	47,300.00
220-2225-7965	RKA CONSULTING GROUP	Huntington Dr Survey & Utility Research 8/2023	3790		845.00
				Fund 220 - GAS TAX FUN Total:	**45,780.00**
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
400-4005-8041	MOORE IACOFANO GOLTSMA…	Design Services–Duarte Park Revitalization 8/2023	219146	202213-Capial Exp-Duarte Par…	4,912.00
400-4005-7965	STILLWATER ECOSYSTEM, WA…	Fish Cyn Trail Environmental Plan 9/4/23 - 10/1/23	219162	202214-Exp-Fish Cyn Trail Res…	4,909.09
				Fund 400 - PARK DEVELOPMENT GRANT FUND Total:	**9,821.09**
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-8013	FOOTHILL TRANSIT	54th Installment of 3rd Bus 9/2023	3779		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2023	3779		34,376.18
440-5004	FOOTHILL TRANSIT	Duarte Local Service 8/2023	3779		-1,709.24
440-4405-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	219136		12.00
440-4405-7814	SUPERIOR PROPERTY SERVICE…	Graffiti Removal 9/2023	219164		388.41

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
440-4405-7650	CIMA FIRE PROTECTION CO	Transportation Dept Fire Extinguisher Service	219127		93.50
				Fund 440 - PROPOSITION A TRANSIT FUND Total:	**37,047.90**
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	54th Installment of 3rd Bus 9/2023	3779		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2023	3779		28,125.96
460-5004	FOOTHILL TRANSIT	Duarte Local Service 8/2023	3779		-1,398.47
460-4605-7814	SUPERIOR PROPERTY SERVICE…	Graffiti Removal 9/2023	219164		291.31
				Fund 460 - PROPOSITION C TRANSIT FUND Total:	**30,199.11**
Fund: 680 - Duarte Housing Authority					
680-6805-7965	HARRIS & ASSOCIATES	FY23 Housing Authority Report 8/27/23 - 9/30/23	3781		2,845.00
				Fund 680 - Duarte Housing Authority Total:	**2,845.00**
				Grand Total:	**342,285.65**

Report Summary

Fund Summary

Fund		Payment Amount
100 - GENERAL FUND		216,592.55
220 - GAS TAX FUN		45,780.00
400 - PARK DEVELOPMENT GRANT FUND		9,821.09
440 - PROPOSITION A TRANSIT FUND		37,047.90
460 - PROPOSITION C TRANSIT FUND		30,199.11
680 - Duarte Housing Authority		2,845.00
	Grand Total:	**342,285.65**

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7612	Publications and Dues	55.00
100-1010-7670	Legal Notices	1,923.65
100-1010-7980	Other Expenses	79.16
100-1015-7680	City Attorney Legal	10,333.83
100-1015-7682	Labor Counsel Legal	6,427.50
100-1015-7686	Other Legal Services	10,115.25
100-1020-7724	Post Office Parking	2,305.50
100-1205-7610	Travel, Mtgs & Conf	40.14
100-1205-7612	Publications and Dues	90.00
100-1205-7614	Office Supplies	21.99
100-1205-7636	Uniforms	752.95
100-1205-7650	Vehicle Maintenance	72.00
100-1205-7655	Emergency Services	215.61
100-1205-7761	Parking Ticket Collect	6,000.28
100-1205-7762	Parking Pass Kiosk Costs	492.06
100-1205-7779	Youth Programs	2,227.89
100-1205-7780	Animal Control	6,571.54
100-1205-7781	Contract Law Enforceme…	66.00
100-1205-7782	Crossing Guard Contract…	20,113.11
100-1205-7887	Repairs & Replacements	29.36
100-1205-7980	Other Expenses	1,709.95
100-1205-8030	Other Equipment	337.31
100-1405-7614	Office Supplies	69.87
100-1405-7650	Vehicle Maintenance	18.00
100-1405-7800	Building Department Ser…	26,791.77
100-1405-7965	Professional Services	82.50
100-1405-7969	City Engineer	16,818.75
100-1405-8100	Other Capital Improvem…	286.23
100-1410-7650	Vehicle Maintenance	231.00
100-1410-7656	Emergency Generator	586.95
100-1410-7814	Graffiti Removal	4,175.43
100-1410-7887	Repairs & Replacements	297.15
100-1410-8030	Other Equipment (Capita…	613.20
100-1500	Advances	100.00
100-1605-7610	Travel, Mtgs & Conf	95.00
100-1605-7612	Publications and Dues	15.00
100-1605-7650	Vehicle Maintenance	18.00
100-1605-7730	Special Events	2,905.00
100-1605-7732	City Picnic	1,356.36
100-1605-7733	Senior Center	1,044.89
100-1605-7735	Teen Center	331.74
100-1605-7736	Youth & Adult Recreatio…	196.00
100-1605-7741	Sports/Playground Progr…	78.22
100-1605-7980	Other Expenses	11,040.05
100-1610-7617	Pool Chemicals	706.59
100-1610-7618	Building Supplies	4,663.31
100-1610-7636	Uniforms	322.37

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7650	Vehicle Maintenance	850.37
100-1610-7652	Building Maint Services	12,583.50
100-1610-8100	Other Capital Improvem…	2,000.00
100-1805-7610	Travel, Mtgs & Conf	515.00
100-1805-7614	Office Supplies	202.64
100-1805-7653	Bank Charges	321.13
100-1805-7654	Audit Services	16,125.00
100-1810-7611	Training	63.33
100-1810-7660	Other Services	406.00
100-1810-7673	Physical Exams	114.00
100-1810-7980	Other Expenses	90.00
100-1815-7632	Software	10,312.00
100-1815-7821	Network & Internet Serv…	608.30
100-1815-7830	Telephone Services	2,131.67
100-1815-7965	Professional Services	12,500.00
100-1815-7980	Other Expenses	1,645.38
100-1815-8011	Computer Equipment (C…	1,727.02
100-1825-7613	Duplications And Photos	387.58
100-1825-7630	Equipment Lease	2,393.87
100-1825-7631	Equipment Maintenance	562.75
100-2012	Green Building Fees Pay…	152.00
100-2013	Strong Motions Fees Pay…	461.00
100-2023	EE City Kitty Contributio…	75.00
100-2026	EE Equipment Deposit	25.00
100-2120	Refundable Deposits	2,200.00
100-2121	Pass Through Deposits	3,160.00
100-2122	Disability Access & Educ …	138.80
100-2125	Metro Pass Through (TA…	95.00
100-2126	Construction and Demoli…	1,600.00
100-4004	Business License Tax	132.00
100-4201	Building Permits	400.00
100-4402	Community Center Renta..	-46.00
100-5004	Other Revenue	-163.25
220-2127	Retention Payable	-2,365.00
220-2205-8100	Other Capital Improvem…	47,300.00
220-2225-7965	Professional Services	845.00
400-4005-7965	Professional Services	4,909.09
400-4005-8041	Park Improvements (Cap…	4,912.00
440-4405-7650	Vehicle Maintenance	105.50
440-4405-7814	Graffiti Removal	388.41
440-4405-7960	Foothill Transit Operatio…	34,376.18
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-1,709.24
460-4605-7814	Graffiti Removal	291.31
460-4605-7960	Foothill Tranist Operatio…	28,125.96
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-1,398.47
680-6805-7965	Professional Services	2,845.00
	Grand Total:	**342,285.65**

Project Account Summary

Project Account Key	Payment Amount
None	273,152.08
202118-ATP Cycle 4-City Engineer	13,473.75
202125/220-2127-Highland/Hunt Traffic Signal	-2,365.00
202125-Highland/Huntington Traffic Signal Improv	47,300.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-23	535.00
202213-Capial Exp-Duarte Park Improvements	4,912.00

Project Account Summary

Project Account Key	Payment Amount
202214-Exp-Fish Cyn Trail Restoration/Access Plan	4,909.09
202316/1405-7965-Melcanyon Debris Catch Basin	82.50
202317/1405-8100-Other Cap Improv-Route 66 Art	286.23
Grand Total:	**342,285.65**

Council Warrant Register By Vendor

City of Duarte

By Fund

Payment Dates 10/12/2023 - 10/25/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr HVAC Maint Contract (Quarterly)	20466461		3,420.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAC Maint Contract (Quarterly)	20466460		1,038.00
				Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:	**4,458.00**
Vendor: T4726 - ACR BUILDERS INC					
100-2126	ACR BUILDERS INC	Const/Demo Deposit Refund (Pmt#2022-671)	R99280		1,600.00
100-5004	ACR BUILDERS INC	Administrative Fee (Pmt#2022-671)	R99280		-125.00
				Vendor T4726 - ACR BUILDERS INC Total:	**1,475.00**
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	Duarte Pk Bldg HVAC Routine Call	437876		136.00
100-1610-7652	AIR-TRO INC	City Yard HVAC Rouitine Call	437877		136.00
100-1610-7652	AIR-TRO INC	Public Safety HVAC Routin...	437915		168.00
				Vendor 2061 - AIR-TRO INC Total:	**440.00**
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Glen Miller Park Main Line Repair	681866		2,900.00
100-1610-7652	ALBERTOS PLUMBING	Beardslee Park Toilet Replacement	681888		595.00
100-1610-7652	ALBERTOS PLUMBING	Public Safety Plumbing Repairs	681889		424.75
100-1610-7652	ALBERTOS PLUMBING	City Mgr Office RR Sink Repair	681890		559.90
				Vendor 5561 - ALBERTOS PLUMBING Total:	**4,479.65**
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 8/20/2023 - 9/2/2023	87376		6,920.64
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 9/3/2023 - 9/16/2023	87858		6,231.78
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 9/17/2023 - 9/30/2023	88222		6,960.69
				Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:	**20,113.11**
Vendor: T4724 - ANDREW BUGARIN					
100-2120	ANDREW BUGARIN	CC Rent Deposit Refund 9/30/2023	R100874		500.00
				Vendor T4724 - ANDREW BUGARIN Total:	**500.00**
Vendor: 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT					
100-2121	ARMSTRONG & WALKER LAN...	COH Warsaw Courtyard Landscape Review	10102023		1,620.00
				Vendor 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT Total:	**1,620.00**
Vendor: 0299 - B & H SIGN COMPANY					
100-1605-7980	B & H SIGN COMPANY	Balance-T Paras-Caracci Park Signage	20489		10,967.40
				Vendor 0299 - B & H SIGN COMPANY Total:	**10,967.40**
Vendor: T4729 - BAO-CHAU NGUYEN					
100-2120	BAO-CHAU NGUYEN	TC Rental Deposit Refund 10/7/2023	R101025		300.00
				Vendor T4729 - BAO-CHAU NGUYEN Total:	**300.00**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4679 - BROCKS SAW & MOWER					
100-1410-7887	BROCKS SAW & MOWER	Equipment Maintenance Repairs	1526		190.36
				Vendor 4679 - BROCKS SAW & MOWER Total:	**190.36**
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENS…	Labor Legal 9/2023	308997		2,747.50
				Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:	**2,747.50**
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 9/2023	176970		492.06
				Vendor 5559 - CALE AMERICA INC Total:	**492.06**
Vendor: 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION					
100-2012	CALIFORNIA BUILDING STAND…	Green Bldg Fee Q3 2023	7/2023 - 9/2023		152.00
100-5004	CALIFORNIA BUILDING STAND…	Local Gov't Retainer Q3 2023	7/2023 - 9/2023		-15.20
				Vendor 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION Total:	**136.80**
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1810-7660	CALIFORNIA STATE DEPARTM…	Fingerprint Apps 9/2023	685067		256.00
				Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:	**256.00**
Vendor: T4713 - CALVERY NEW SONG					
100-2120	CALVERY NEW SONG	Pool Rental Deposit Refund 9/30/2023	R101046		200.00
				Vendor T4713 - CALVERY NEW SONG Total:	**200.00**
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES I…	CH(2)/PS/SC/TC Copier Lease 10/1/2023 - 10/31/2023	31281442		1,729.27
100-1825-7631	CANON FINANCIAL SERVICES I…	CH(2)/PS/SC/TC Copier Maint 8/1/2023 - 8/31/2023	31281442		524.98
				Vendor 5719 - CANON FINANCIAL SERVICES INC Total:	**2,254.25**
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA …	CMD-Salina Printer Maint 8/27/23 - 9/26/23	6005642489		37.77
				Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:	**37.77**
Vendor: 6229 - CAPITAL ONE					
100-1605-7735	CAPITAL ONE	TC Back to School Movie Night Supplies	09008		89.33
100-1605-7741	CAPITAL ONE	Youth Sport Supplies	04133		79.98
100-1605-7733	CAPITAL ONE	Senior Ctr Survivor Event	03449		113.97
100-1605-7735	CAPITAL ONE	Survivor Supplies	04629		198.90
100-1605-7733	CAPITAL ONE	Survivor Hula Hoops	01549		30.16
100-1605-7733	CAPITAL ONE	Survivor Supplies	09492		69.39
100-1605-7741	CAPITAL ONE	Return-Youth Sports Supplies	02345		-56.89
100-1605-7735	CAPITAL ONE	TC/CHYLL Event Supplies	00527		11.66
100-1605-7735	CAPITAL ONE	TC Office Supplies	01183		20.62
100-1605-7732	CAPITAL ONE	City Picnic Supplies	03795		277.08
				Vendor 6229 - CAPITAL ONE Total:	**834.20**
Vendor: 6357 - CARLOS FELIPE PEREZ					
100-1605-7733	CARLOS FELIPE PEREZ	SC Monster Mash Halloween DJ 10/31/2023	45201		575.00
100-1605-7730	CARLOS FELIPE PEREZ	Halloween Howl DJ Services 10/31/2023	45201-10022023		775.00
				Vendor 6357 - CARLOS FELIPE PEREZ Total:	**1,350.00**
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES…	Building & Safety Srvcs 9/2023	66405		25,858.77
				Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:	**25,858.77**
Vendor: 5197 - CIMA FIRE PROTECTION CO					
100-1410-7650	CIMA FIRE PROTECTION CO	Field Srvcs Vehicle Fire Extinguisher Service	17216		213.00
				Vendor 5197 - CIMA FIRE PROTECTION CO Total:	**213.00**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4164656479		227.36
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4164656479		9.31
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4168170453		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4168170453		9.31
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4168872557		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4168872557		9.31
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4169596125		17.94
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4169596125		45.52
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4170301067		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4170301067		9.31
				Vendor 5140 - CINTAS CORPORATION #693 Total:	**405.13**
Vendor: 0903 - CITY OF MONROVIA					
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maint 8/2023	2400493		850.37
				Vendor 0903 - CITY OF MONROVIA Total:	**850.37**
Vendor: T4723 - CLAIRE BONAPARTE					
100-2120	CLAIRE BONAPARTE	ROP Bldg Rent Deposit Refund 9/30/2023	R100911		150.00
				Vendor T4723 - CLAIRE BONAPARTE Total:	**150.00**
Vendor: 6544 - CLOUD CONNECT SOLUTIONS					
100-1815-7830	CLOUD CONNECT SOLUTIONS	Phone/SD Wan w/VELO/SIP & E911 Bundle 11/2023	1046		1,667.47
				Vendor 6544 - CLOUD CONNECT SOLUTIONS Total:	**1,667.47**
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1205-7980	CMC LIVESCAN & NOTARY SE...	Livescan Services 9/2023	CMC18030	202211/1205-7980-Live Scan/...	100.00
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 9/2023	CMC18030		150.00
				Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:	**250.00**
Vendor: 0868 - CPRS DISTRICT 13					
100-1605-7610	CPRS DISTRICT 13	Susie Perez Professional Training	CPRS D143 Event		25.00
100-1605-7610	CPRS DISTRICT 13	(2) SC/Sports Professional Training/Development	CPRS D144 Event		70.00
				Vendor 0868 - CPRS DISTRICT 13 Total:	**95.00**
Vendor: 4171 - CSMFO					
100-1805-7610	CSMFO	Angela Chiaromonte 2024 Conference Registration	200018262		515.00
				Vendor 4171 - CSMFO Total:	**515.00**
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7741	CURO MANAGED PRINT PRO...	Playground & Sports Field Signs	7128		55.13
100-1205-7980	CURO MANAGED PRINT PRO...	Red Ribbon Week Event Yard Signs	7135		349.54
				Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:	**404.67**
Vendor: 6493 - DANNY LETNER INC					
100-1610-8100	DANNY LETNER INC	Fitness Center Roof Replacement Warranty	64820		22,160.00
100-1610-8100	DANNY LETNER INC	Change Order	64820		-20,160.00
				Vendor 6493 - DANNY LETNER INC Total:	**2,000.00**
Vendor: 6231 - DANNY MORENO					
100-1605-7730	DANNY MORENO	Halloween Howl Entertainment 10/31/2023	13176		600.00
				Vendor 6231 - DANNY MORENO Total:	**600.00**
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7652	DARRELL RAY CARROLL	Key Copies	25054		74.42
				Vendor 5025 - DARRELL RAY CARROLL Total:	**74.42**
Vendor: 5501 - DATA TICKET INC					
100-1205-7761	DATA TICKET INC	Parking Citation Processing 9/2023	157437		1,405.09

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7761	DATA TICKET INC	Admin Citation Processing 9/2023	156770		507.19
				Vendor 5501 - DATA TICKET INC Total:	**1,912.28**
Vendor: 5132 - DEPARTMENT OF CONSERVATION					
100-2013	DEPARTMENT OF CONSERVAT…	Strong Motion Fee (SMIP) Q3 2023	7/2023 - 9/2023		461.00
100-5004	DEPARTMENT OF CONSERVAT…	Local Agency Fee Q3 2023	7/2023 - 9/2023		-23.05
				Vendor 5132 - DEPARTMENT OF CONSERVATION Total:	**437.95**
Vendor: 5248 - DIVISION OF THE STATE ARCHITECT					
100-2122	DIVISION OF THE STATE ARCH…	Disability Access Fee Q3 2023	7/2023 - 9/2023		134.80
				Vendor 5248 - DIVISION OF THE STATE ARCHITECT Total:	**134.80**
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE					
100-1605-7733	DUARTE PETTY CASH/BINGO …	SC Bingo Prize Money	11/2023		140.00
				Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE Total:	**140.00**
Vendor: 6366 - DUTHIE ELECTRIC SERVICE CORPORATION					
100-1410-7656	DUTHIE ELECTRIC SERVICE CO…	Emergency Generator Semi Annual Service	A119174		426.95
				Vendor 6366 - DUTHIE ELECTRIC SERVICE CORPORATION Total:	**426.95**
Vendor: 6460 - ELIJAH MORALES					
100-1205-7980	ELIJAH MORALES	DuSD Tutoring Program	9/4/2023 - 9/23/2023	202211/1205-7980-Live Scan/…	435.00
				Vendor 6460 - ELIJAH MORALES Total:	**435.00**
Vendor: T4725 - ERIKA DUGUE					
100-2120	ERIKA DUGUE	TC Mtg Room Rental Deposit Refund 9/30/2023	R100727		100.00
				Vendor T4725 - ERIKA DUGUE Total:	**100.00**
Vendor: 6532 - EXTRA SPACE STORAGE INC					
100-1405-7800	EXTRA SPACE STORAGE INC	Building Plans Storage 10/1/2023 - 10/31/2023	192952046		460.00
100-1405-7800	EXTRA SPACE STORAGE INC	Building Plans Storage 10/1/2023 - 10/31/2023	192952189		473.00
				Vendor 6532 - EXTRA SPACE STORAGE INC Total:	**933.00**
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	6249		72.00
100-1205-7781	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	6249		66.00
100-1405-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	6249		18.00
100-1410-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	6249		18.00
100-1605-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	6249		18.00
				Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:	**192.00**
Vendor: 2638 - FRIENDS OF THE DUARTE LIBRARY					
100-1605-7612	FRIENDS OF THE DUARTE LIBR…	Membership Dues 7/1/2023 - 6/30/2024	10022023		15.00
				Vendor 2638 - FRIENDS OF THE DUARTE LIBRARY Total:	**15.00**
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	149556		706.59
				Vendor 4690 - FULLER ENGINEERING INC Total:	**706.59**
Vendor: 4308 - GARVEY EQUIPMENT COMPANY					
100-1410-7887	GARVEY EQUIPMENT COMPA…	Equipment Maintenance Repairs	156537		106.79
100-1410-8030	GARVEY EQUIPMENT COMPA…	Small Equipment Replacement	156538		613.20
				Vendor 4308 - GARVEY EQUIPMENT COMPANY Total:	**719.99**
Vendor: T4727 - IMELDA CASTANEDA					
100-2120	IMELDA CASTANEDA	SC Rent Deposit Refund 10/7/2023	R101017		500.00

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-4402	IMELDA CASTANEDA	Kitchen Cleaning 10/7/2023	R101017		-46.00
				Vendor T4727 - IMELDA CASTANEDA Total:	**454.00**
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Srvcs10/2023	979952		1,723.28
				Vendor 6309 - INX BUILDING MAINTENANCE Total:	**1,723.28**
Vendor: 3643 - KELLY BARNES					
100-2023	KELLY BARNES	City Kitty Father Passing Gift	10172023		75.00
				Vendor 3643 - KELLY BARNES Total:	**75.00**
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
100-1405-8100	LANDSCAPE WAREHOUSE III	Irrigation-Route 66 Sign Project	4189725	202317/1405-8100-Other Cap ..	286.23
				Vendor 3968 - LANDSCAPE WAREHOUSE III Total:	**286.23**
Vendor: T4513 - LAUREN LEE					
100-2120	LAUREN LEE	TC Rental Deposit Refund 10/1/2023	R100938		300.00
				Vendor T4513 - LAUREN LEE Total:	**300.00**
Vendor: 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT					
100-1810-7980	LOS ANGELES UNIFIED SCHOO…	Andres Rangel Bilingual Testing Services	3334		90.00
				Vendor 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT Total:	**90.00**
Vendor: 6122 - MACLEOD WATTS INC					
100-1805-7654	MACLEOD WATTS INC	FY23 GASB75 Valuation	09293Duarte		6,125.00
				Vendor 6122 - MACLEOD WATTS INC Total:	**6,125.00**
Vendor: T4728 - MARIANA GONZALEZ					
100-2120	MARIANA GONZALEZ	ROP Bldg Rental Deposit Refund 10/7/2023	R101031		150.00
				Vendor T4728 - MARIANA GONZALEZ Total:	**150.00**
Vendor: 4422 - MARILYN MAYS					
100-1500	MARILYN MAYS	Advance-Duarte Unity March	11/4/2023		100.00
				Vendor 4422 - MARILYN MAYS Total:	**100.00**
Vendor: 4286 - MAXTREME INC					
100-1815-7632	MAXTREME INC	Accessduarte.com SSL (Security) Certificate	13696		178.00
100-1815-7980	MAXTREME INC	iPhone/Laptop Cases/Power Strips/USB Cables	13696		1,420.38
100-1815-8011	MAXTREME INC	FC Membership Card Printer	13696		1,727.02
100-1815-7632	MAXTREME INC	Office 365 7/2023 - 9/2023	13697		1,410.75
100-1815-7965	MAXTREME INC	IT Helpdesk 10/2023	13701		12,500.00
				Vendor 4286 - MAXTREME INC Total:	**17,236.15**
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-1405-7965	MOORE IACOFANO GOLTSMA…	Mel Canyon ENV Srvcs 7/1/2023 - 8/31/2023	0082857	202316/1405-7965-Melcanyo…	82.50
				Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:	**82.50**
Vendor: 5794 - MOSS, LEVY & HARTZHEIM LLP					
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY23 Year End Fieldwork	14422		10,000.00
				Vendor 5794 - MOSS, LEVY & HARTZHEIM LLP Total:	**10,000.00**
Vendor: T3141 - NATASHA MARTINEZ					
100-2026	NATASHA MARTINEZ	Equipment Deposit Refund	8012023		25.00
				Vendor T3141 - NATASHA MARTINEZ Total:	**25.00**
Vendor: 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA					
100-1810-7673	OCCUPATIONAL HEALTH CEN…	Drug/Alcohol Testing 9/25/2023	80671673		114.00
				Vendor 6317 - OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA Total:	**114.00**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6124 - OKTA INC					
100-1815-7632	OKTA INC	Identity Service Provider 10/31/2023 - 10/30/2024	INV225555		8,723.25
				Vendor 6124 - OKTA INC Total:	**8,723.25**
Vendor: 6280 - ONLY CREMATIONS FOR PETS					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 9/2023	3096157		520.00
				Vendor 6280 - ONLY CREMATIONS FOR PETS Total:	**520.00**
Vendor: 6286 - PARTY PRONTO INC					
100-1605-7730	PARTY PRONTO INC	Halloween Howl Inflatables 10/31/2023	O42508		1,530.00
				Vendor 6286 - PARTY PRONTO INC Total:	**1,530.00**
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 11/1/23 - 11/30/23	1622058		191.22
				Vendor 2466 - POST ALARM SYSTEMS Total:	**191.22**
Vendor: 5403 - PRONTO GYM SERVICES INC					
100-1610-7652	PRONTO GYM SERVICES INC	FC Equipment Curl Arm Pad	23408		426.32
				Vendor 5403 - PRONTO GYM SERVICES INC Total:	**426.32**
Vendor: 6176 - QUADIENT LEASING USA INC					
100-1825-7630	QUADIENT LEASING USA INC	PS Postage Machine Lease 11/1/2023 - 1/31/2024	Q1003374		664.60
				Vendor 6176 - QUADIENT LEASING USA INC Total:	**664.60**
Vendor: 0768 - RALPHS GROCERY COMPANY					
100-1605-7980	RALPHS GROCERY COMPANY	Staff Training Drinks	042777		72.65
				Vendor 0768 - RALPHS GROCERY COMPANY Total:	**72.65**
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENT…	TAP Card Reload 9/2023	6021144		95.00
				Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:	**95.00**
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 8/2023	33997		680.00
100-1405-7969	RKA CONSULTING GROUP	Contract Engineer 8/2023	33998		1,280.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 8/2023	33999	202118-ATP Cycle 4-City Engi…	13,473.75
100-1405-7969	RKA CONSULTING GROUP	Duarte Rd/Highland Striping Improvements 8/2023	34000		520.00
100-1405-7969	RKA CONSULTING GROUP	FY24 LLMD Engineering Srvcs 8/2023	34001		865.00
				Vendor 0904 - RKA CONSULTING GROUP Total:	**16,818.75**
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 8/2023	972386		10,333.83
100-1015-7686	RUTAN & TUCKER LLP	Land Value General City LItigation 8/2023	972387		1,647.25
100-1015-7686	RUTAN & TUCKER LLP	Mel Cyn Eminent Domain 8/2023	972388		8,468.00
100-1015-7682	RUTAN & TUCKER LLP	Personnel Matter Legal 8/2023	972389		3,680.00
				Vendor 0196 - RUTAN & TUCKER LLP Total:	**24,129.08**
Vendor: 3115 - SAN GABRIEL VALLEY CITY MANAGERS' ASSOCIATION					
100-1010-7612	SAN GABRIEL VALLEY CITY M…	Brian Villalobos Dues 7/1/2023 - 6/30/2024	10062023		55.00
				Vendor 3115 - SAN GABRIEL VALLEY CITY MANAGERS' ASSOCIATION Total:	**55.00**
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMAN…	Animals Shelter Services 10/2023	10/2023D		5,833.33
				Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:	**5,833.33**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	October 2023 Courier Pick-up	23100625		321.13
			Vendor 6277 - SECTRAN SECURITY INC Total:		**321.13**
Vendor: 0202 - SHAFFER AWARDS					
100-1010-7980	SHAFFER AWARDS	CMO Name Tags	7615		79.16
100-1205-7614	SHAFFER AWARDS	Office Supplies	7638		21.99
			Vendor 0202 - SHAFFER AWARDS Total:		**101.15**
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS…	Trash Bags-Parks & Bus Stops	046003		1,249.63
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS…	Building Maintenance Supplies	046004		1,034.55
100-1610-7618	SIGNAL HILL AUTO ENTERPRIS…	Building Maintenance Supplies	046116		1,986.84
			Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:		**4,271.02**
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7618	SIMON EQUIPMENT RENTALS	Roto Tiller Rental	155185		140.21
			Vendor 0206 - SIMON EQUIPMENT RENTALS Total:		**140.21**
Vendor: T4156 - SLATER BUILDERS					
100-2121	SLATER BUILDERS	Refund-SPDR 2020-16/819 Buena Vista WELO Fees	R93000		1,540.00
			Vendor T4156 - SLATER BUILDERS Total:		**1,540.00**
Vendor: 0209 - SMART & FINAL					
100-1605-7733	SMART & FINAL	SC Monthly Dance Refreshments	194588		116.37
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	791655		252.08
100-1605-7735	SMART & FINAL	TC MYC Dinner Supplies	062477		11.23
100-1810-7611	SMART & FINAL	Ergonomics Training Snacks	395333		63.33
			Vendor 0209 - SMART & FINAL Total:		**443.01**
Vendor: 5447 - SOUTHERN CALIFORNIA EDISON					
100-1020-7724	SOUTHERN CALIFORNIA EDIS…	PO Pkg Lot Lease 11/1/2023 - 1/31/2024	7701214498		2,305.50
			Vendor 5447 - SOUTHERN CALIFORNIA EDISON Total:		**2,305.50**
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS…	Legal Advertising 9/2023	573477		1,923.65
			Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:		**1,923.65**
Vendor: 2688 - STAPLES ADVANTAGE					
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3549140831		53.84
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3549140831		262.15
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3549518591		69.87
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3549822940		136.68
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3549822940		98.10
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3549822941		12.12
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3549822941		27.33
			Vendor 2688 - STAPLES ADVANTAGE Total:		**660.09**
Vendor: 6462 - SUNBELT RENTALS INC					
100-1605-7732	SUNBELT RENTALS INC	City Picnic Generator Rental	144923829-0001		1,079.28
			Vendor 6462 - SUNBELT RENTALS INC Total:		**1,079.28**
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 9/21/2023	SA-37764		160.00
			Vendor 1610 - SUNWEST ENGINEERING Total:		**160.00**
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF L…	Citation Revenue Tax 9/2023	10092023		4,088.00
			Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:		**4,088.00**
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICE…	Graffiti Removal 9/2023	17911		4,175.43
			Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:		**4,175.43**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4730 - TESLA ENERGY OPERATIONS INC					
100-4201	TESLA ENERGY OPERATIONS I…	Permit #2023-640 Refund/2646 Starcrest Dr	R97249		200.00
				Vendor T4730 - TESLA ENERGY OPERATIONS INC Total:	**200.00**
Vendor: 6369 - THE TALENTED ARTS SCHOOL OF PERFORMING ARTS					
100-1605-7736	THE TALENTED ARTS SCHOOL …	Instructor Fee-Hip Hop Summer S2	0000033		196.00
				Vendor 6369 - THE TALENTED ARTS SCHOOL OF PERFORMING ARTS Total:	**196.00**
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 11/2023	22052		464.20
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 11/2023	22053		608.30
100-1815-7980	THE TECHNOLOGY DEPOT INC	Public Safety Service Call NVR Software Issue	22093		225.00
				Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:	**1,297.50**
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST P…	EOC Software 9/1/2023 - 9/30/2023	849017430		215.61
				Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:	**215.61**
Vendor: T3263 - TITAN SOLAR CONSTRUCTION					
100-4201	TITAN SOLAR CONSTRUCTION	Permit Refund Pmt#2023-324/2915 Freeborn St	R100275		200.00
				Vendor T3263 - TITAN SOLAR CONSTRUCTION Total:	**200.00**
Vendor: 4751 - TOM'S CLOTHING & UNIFORMS INC					
100-1205-7636	TOM'S CLOTHING & UNIFOR…	ACO/CSO Uniforms (Leyland)	22561		194.02
100-1205-7636	TOM'S CLOTHING & UNIFOR…	ACO/CSO Uniforms (Caban)	24479		360.48
				Vendor 4751 - TOM'S CLOTHING & UNIFORMS INC Total:	**554.50**
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	Public Safety Meeting Supplies (Target)	9252023LB		40.14
100-1205-7612	U.S. BANK	Larry Breceda MMASC Dues 8/24/2023 - 8/24/2024	9252023LB		90.00
100-1205-7636	U.S. BANK	Don Vailliancourt Uniform Pants (5.11 Inc)	9252023LB		198.45
100-1205-7779	U.S. BANK	DART Raffle Prizes for City Picnic (Target)	9252023LB		110.00
100-1205-7779	U.S. BANK	DART Universal Horror Nights 9/15 (USH Ticketing)	9252023LB		1,722.00
100-1205-7779	U.S. BANK	DART Beach Trip Supplies (Walmart)	9252023LB		72.54
100-1205-7779	U.S. BANK	DART Beach Trip 9/16/23 Parking (City of HB)	9252023LB		15.00
100-1205-7779	U.S. BANK	DART Universal Trip 9/15/23 Parking (USH Parking)	9252023LB		90.00
100-1205-7779	U.S. BANK	DART Event Food 9/20/23 (Wingstop)	9252023LB		37.46
100-1205-7779	U.S. BANK	DART Universal Trip 9/15/23 Dinner (In-N-Out)	9252023LB		180.89
100-1205-7780	U.S. BANK	A/C Training Cups (Target)	9252023LB		7.71
100-1205-7780	U.S. BANK	A/C Training Food (Tropicana Market)	9252023LB		210.50
100-1205-7887	U.S. BANK	iPhone Maintenance Kit (Amazon)	9252023LB		19.37
100-1205-7887	U.S. BANK	Warranty Replacement iPhone Case (Otterbox)	9252023LB		9.99
100-1205-7980	U.S. BANK	Red Ribbon Week Ribbons (Nimco)	9252023LB		229.21
100-1205-7980	U.S. BANK	Cmty Outreach Stickers (Creative Services)	9252023LB		515.95
100-1205-7980	U.S. BANK	City Picnic Supplies (Target)	9252023LB		36.11
100-1205-7980	U.S. BANK	Inter-Dept Employee Meeting 8/31/23 (Smart&Final)	9252023LB		32.03

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7980	U.S. BANK	City Picnic Volunteer Ice (Smart & Final)	9252023LB		12.11
100-1205-8030	U.S. BANK	Computer Storage/Memory Upgrade (Crucial)	9252023LB		176.60
100-1205-8030	U.S. BANK	EOC Outdoor Timers for Cameras (Amazon)	9252023LB		44.97
100-1205-8030	U.S. BANK	Computer Storage Transfer Device (Amazon)	9252023LB		23.14
100-1205-8030	U.S. BANK	LASD Key Lock Box (Amazon)	9252023LB		92.60
				Vendor 4484 - U.S. BANK Total:	**3,966.77**
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR C…	Facility Pest/Mosquito Control Srvcs 9/8/2023	311858C		707.85
				Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:	**707.85**
Vendor: 6396 - WILLARD KENNETH BERRY					
100-2122	WILLARD KENNETH BERRY	Business License Refund	R101224		4.00
100-4004	WILLARD KENNETH BERRY	Business License Refund	R101224		132.00
				Vendor 6396 - WILLARD KENNETH BERRY Total:	**136.00**
				Fund 100 - GENERAL FUND Total:	**216,592.55**
Fund: 220 - GAS TAX FUN					
Vendor: 5554 - PALP INC					
220-2127	PALP INC	Retention	3-27174 R2	202125/220-2127-Highland/H…	-2,365.00
220-2205-8100	PALP INC	Highland/Huntington Traffic Signal Upgrades-Final	3-27174 R2	202125-Highland/Huntington …	47,300.00
				Vendor 5554 - PALP INC Total:	**44,935.00**
Vendor: 0904 - RKA CONSULTING GROUP					
220-2225-7965	RKA CONSULTING GROUP	Huntington Dr Survey & Utility Research 8/2023	34002		845.00
				Vendor 0904 - RKA CONSULTING GROUP Total:	**845.00**
				Fund 220 - GAS TAX FUN Total:	**45,780.00**
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
400-4005-8041	MOORE IACOFANO GOLTSMA…	Design Services–Duarte Park Revitalization 8/2023	0083022	202213-Capial Exp-Duarte Par…	4,912.00
				Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:	**4,912.00**
Vendor: 6526 - STILLWATER ECOSYSTEM, WATERSHED & RIVERINE SCIENCES					
400-4005-7965	STILLWATER ECOSYSTEM, WA…	Fish Cyn Trail Environmental Plan 9/4/23 - 10/1/23	10420001	202214-Exp-Fish Cyn Trail Res…	4,909.09
				Vendor 6526 - STILLWATER ECOSYSTEM, WATERSHED & RIVERINE SCIENCES Total:	**4,909.09**
				Fund 400 - PARK DEVELOPMENT GRANT FUND Total:	**9,821.09**
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 5197 - CIMA FIRE PROTECTION CO					
440-4405-7650	CIMA FIRE PROTECTION CO	Transportation Dept Fire Extinguisher Service	17217		93.50
				Vendor 5197 - CIMA FIRE PROTECTION CO Total:	**93.50**
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY L…	Citywide Vehicle Cleaning 9/2023	6249		12.00
				Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:	**12.00**
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	54th Installment of 3rd Bus 9/2023	SI009766		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2023	SI009767		34,376.18
440-5004	FOOTHILL TRANSIT	Duarte Local Service 8/2023	SI009767		-1,709.24
				Vendor 3192 - FOOTHILL TRANSIT Total:	**36,553.99**

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICE…	Graffiti Removal 9/2023	17911		388.41
			Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:		**388.41**
			Fund 440 - PROPOSITION A TRANSIT FUND Total:		**37,047.90**
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	54th Installment of 3rd Bus 9/2023	SI009766		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2023	SI009767		28,125.96
460-5004	FOOTHILL TRANSIT	Duarte Local Service 8/2023	SI009767		-1,398.47
			Vendor 3192 - FOOTHILL TRANSIT Total:		**29,907.80**
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICE…	Graffiti Removal 9/2023	17911		291.31
			Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:		**291.31**
			Fund 460 - PROPOSITION C TRANSIT FUND Total:		**30,199.11**
Fund: 680 - Duarte Housing Authority					
Vendor: 6175 - HARRIS & ASSOCIATES					
680-6805-7965	HARRIS & ASSOCIATES	FY23 Housing Authority Report 8/27/23 - 9/30/23	59645		2,845.00
			Vendor 6175 - HARRIS & ASSOCIATES Total:		**2,845.00**
			Fund 680 - Duarte Housing Authority Total:		**2,845.00**
			Grand Total:		**342,285.65**

Report Summary

Fund Summary

Fund		Payment Amount
100 - GENERAL FUND		216,592.55
220 - GAS TAX FUN		45,780.00
400 - PARK DEVELOPMENT GRANT FUND		9,821.09
440 - PROPOSITION A TRANSIT FUND		37,047.90
460 - PROPOSITION C TRANSIT FUND		30,199.11
680 - Duarte Housing Authority		2,845.00
	Grand Total:	**342,285.65**

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7612	Publications and Dues	55.00
100-1010-7670	Legal Notices	1,923.65
100-1010-7980	Other Expenses	79.16
100-1015-7680	City Attorney Legal	10,333.83
100-1015-7682	Labor Counsel Legal	6,427.50
100-1015-7686	Other Legal Services	10,115.25
100-1020-7724	Post Office Parking	2,305.50
100-1205-7610	Travel, Mtgs & Conf	40.14
100-1205-7612	Publications and Dues	90.00
100-1205-7614	Office Supplies	21.99
100-1205-7636	Uniforms	752.95
100-1205-7650	Vehicle Maintenance	72.00
100-1205-7655	Emergency Services	215.61
100-1205-7761	Parking Ticket Collect	6,000.28
100-1205-7762	Parking Pass Kiosk Costs	492.06
100-1205-7779	Youth Programs	2,227.89
100-1205-7780	Animal Control	6,571.54
100-1205-7781	Contract Law Enforceme…	66.00
100-1205-7782	Crossing Guard Contract…	20,113.11
100-1205-7887	Repairs & Replacements	29.36
100-1205-7980	Other Expenses	1,709.95
100-1205-8030	Other Equipment	337.31
100-1405-7614	Office Supplies	69.87
100-1405-7650	Vehicle Maintenance	18.00
100-1405-7800	Building Department Ser…	26,791.77
100-1405-7965	Professional Services	82.50
100-1405-7969	City Engineer	16,818.75
100-1405-8100	Other Capital Improvem…	286.23
100-1410-7650	Vehicle Maintenance	231.00
100-1410-7656	Emergency Generator	586.95
100-1410-7814	Graffiti Removal	4,175.43
100-1410-7887	Repairs & Replacements	297.15
100-1410-8030	Other Equipment (Capita…	613.20
100-1500	Advances	100.00
100-1605-7610	Travel, Mtgs & Conf	95.00
100-1605-7612	Publications and Dues	15.00
100-1605-7650	Vehicle Maintenance	18.00
100-1605-7730	Special Events	2,905.00
100-1605-7732	City Picnic	1,356.36
100-1605-7733	Senior Center	1,044.89
100-1605-7735	Teen Center	331.74
100-1605-7736	Youth & Adult Recreatio…	196.00
100-1605-7741	Sports/Playground Progr…	78.22
100-1605-7980	Other Expenses	11,040.05
100-1610-7617	Pool Chemicals	706.59
100-1610-7618	Building Supplies	4,663.31
100-1610-7636	Uniforms	322.37

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7650	Vehicle Maintenance	850.37
100-1610-7652	Building Maint Services	12,583.50
100-1610-8100	Other Capital Improvem…	2,000.00
100-1805-7610	Travel, Mtgs & Conf	515.00
100-1805-7614	Office Supplies	202.64
100-1805-7653	Bank Charges	321.13
100-1805-7654	Audit Services	16,125.00
100-1810-7611	Training	63.33
100-1810-7660	Other Services	406.00
100-1810-7673	Physical Exams	114.00
100-1810-7980	Other Expenses	90.00
100-1815-7632	Software	10,312.00
100-1815-7821	Network & Internet Serv…	608.30
100-1815-7830	Telephone Services	2,131.67
100-1815-7965	Professional Services	12,500.00
100-1815-7980	Other Expenses	1,645.38
100-1815-8011	Computer Equipment (C…	1,727.02
100-1825-7613	Duplications And Photos	387.58
100-1825-7630	Equipment Lease	2,393.87
100-1825-7631	Equipment Maintenance	562.75
100-2012	Green Building Fees Pay…	152.00
100-2013	Strong Motions Fees Pay…	461.00
100-2023	EE City Kitty Contributio…	75.00
100-2026	EE Equipment Deposit	25.00
100-2120	Refundable Deposits	2,200.00
100-2121	Pass Through Deposits	3,160.00
100-2122	Disability Access & Educ …	138.80
100-2125	Metro Pass Through (TA…	95.00
100-2126	Construction and Demoli…	1,600.00
100-4004	Business License Tax	132.00
100-4201	Building Permits	400.00
100-4402	Community Center Renta..	-46.00
100-5004	Other Revenue	-163.25
220-2127	Retention Payable	-2,365.00
220-2205-8100	Other Capital Improvem…	47,300.00
220-2225-7965	Professional Services	845.00
400-4005-7965	Professional Services	4,909.09
400-4005-8041	Park Improvements (Cap…	4,912.00
440-4405-7650	Vehicle Maintenance	105.50
440-4405-7814	Graffiti Removal	388.41
440-4405-7960	Foothill Transit Operatio…	34,376.18
440-4405-8013	Vehicles (Capital)	3,887.05
440-5004	Other Revenue	-1,709.24
460-4605-7814	Graffiti Removal	291.31
460-4605-7960	Foothill Tranist Operatio…	28,125.96
460-4605-8013	Vehicles (Capital)	3,180.31
460-5004	Other Revenue	-1,398.47
680-6805-7965	Professional Services	2,845.00
	Grand Total:	**342,285.65**

Project Account Summary

Project Account Key	Payment Amount
None	273,152.08
202118-ATP Cycle 4-City Engineer	13,473.75
202125/220-2127-Highland/Hunt Traffic Signal	-2,365.00
202125-Highland/Huntington Traffic Signal Improv	47,300.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-23	535.00
202213-Capial Exp-Duarte Park Improvements	4,912.00

Project Account Summary

Project Account Key	Payment Amount
202214-Exp-Fish Cyn Trail Restoration/Access Plan	4,909.09
202316/1405-7965-Melcanyon Debris Catch Basin	82.50
202317/1405-8100-Other Cap Improv-Route 66 Art	286.23
Grand Total:	**342,285.65**

ITEM: 7.E

Receive and File the Monthly Financial Update

Recommended Action:
It is recommended that the City Council receive and file the monthly financial update.

Attachments:
7E - Monthly Financial Report for August 2023.pdf

City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended August 31, 2023
(16.7% of FY 2023-24 Completed)

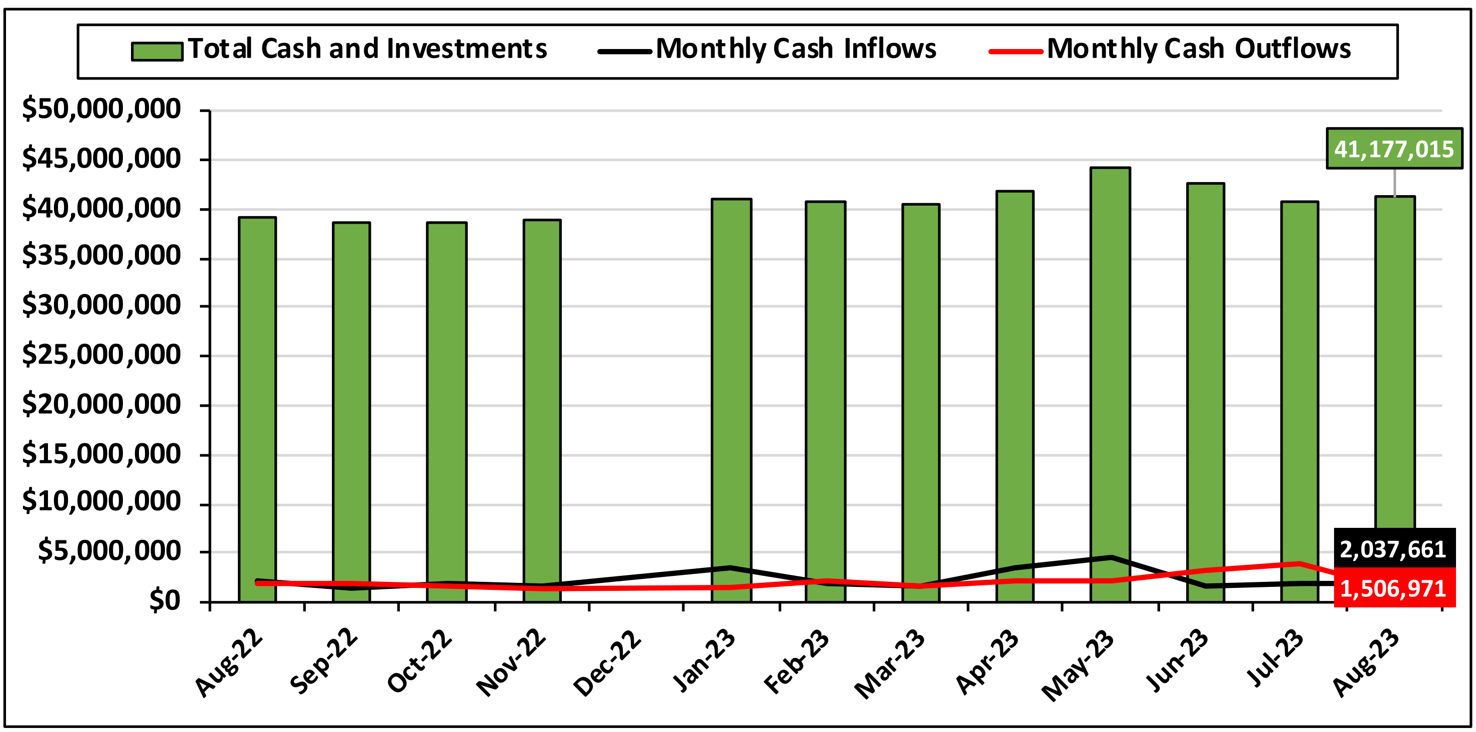
Contents **Page #**

CITY OF DUARTE

Treasury Report - Monthly Activity & Balances

Month Ended August 31, 2023

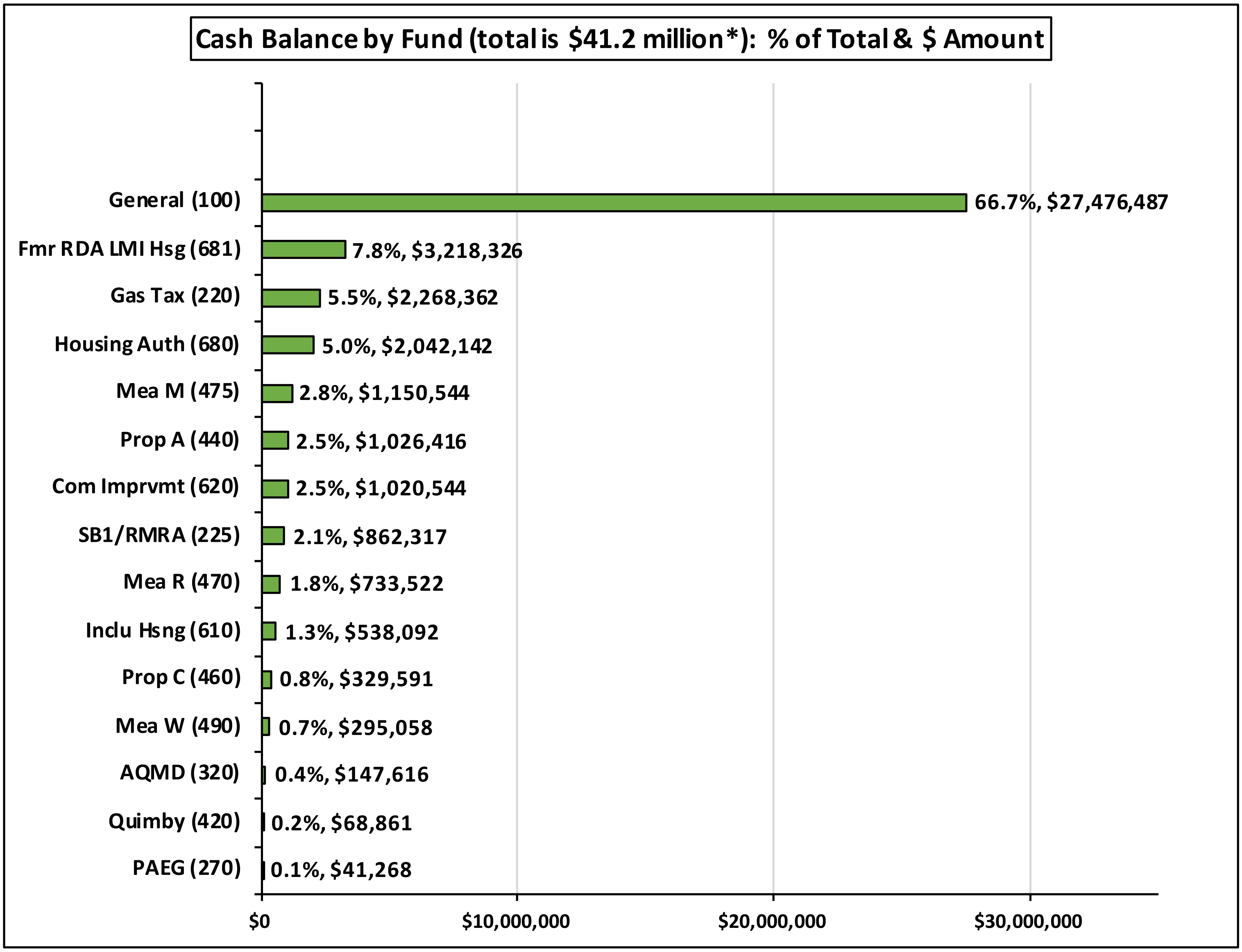
MONTHLY ACTIVITY	Bank*	LAIF*	Total
Beginning Balance (8/01/2023)	$4,414,631	$36,231,694	**$40,646,325**
Cash Inflows			
Receipts	$2,037,661	$0	**$2,037,661**
Transfers In	$0	$0	**$0**
Total Cash Inflows	$2,037,661	$0	**$2,037,661**
Cash Outflows			
Disbursements	$1,506,971	$0	**$1,506,971**
Transfers Out	$0	$0	**$0**
Total Cash Outflows	$1,506,971	$0	**$1,506,971**
Net Activity	$530,690	$0	**$530,690**
Ending Balance (8/31/2023)	**$4,945,321**	**$36,231,694**	**$41,177,015**



*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 August 31, 2023



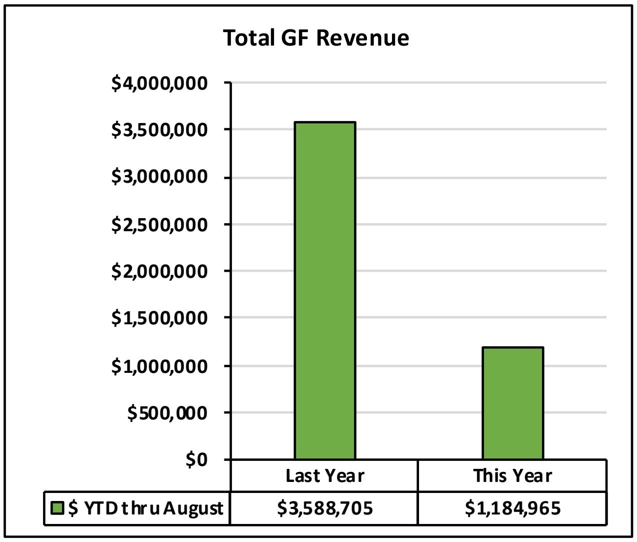
*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger is not equal to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as compared to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

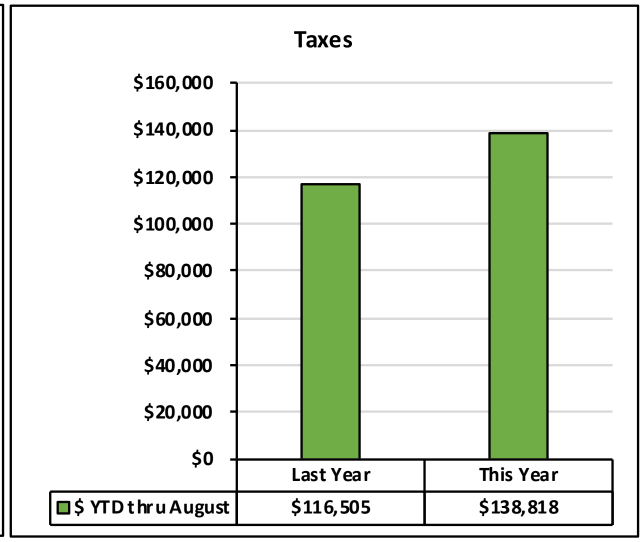
**Funds with zero or negative cash balances are not shown above. Those with negative balances are offset against the General Fund cash balance.

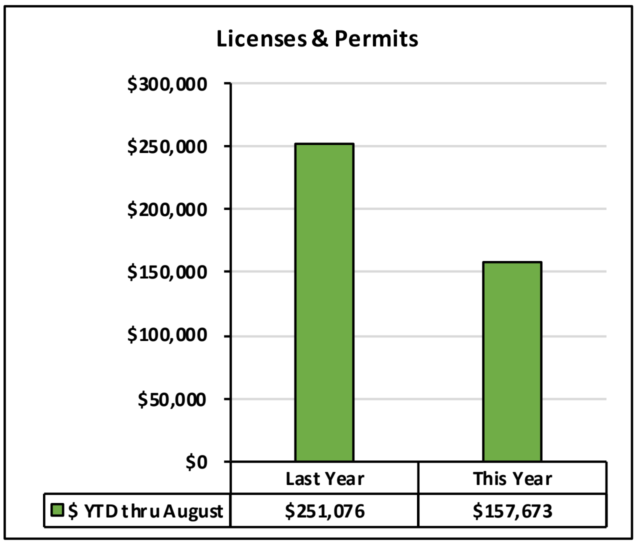
CITY OF DUARTE

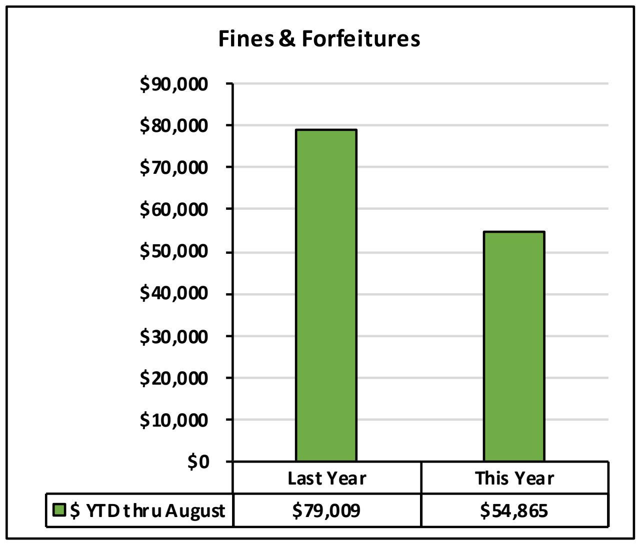
General Fund Revenue by Category & Major Sources

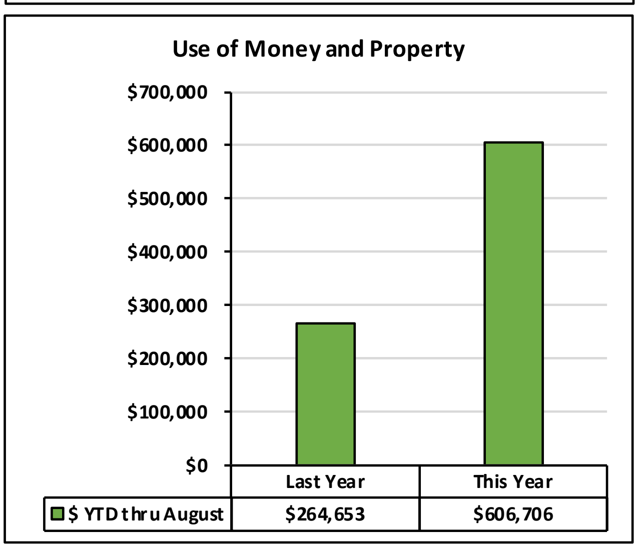
FY 2023-24 Year-to-Date Through August versus Prior Year

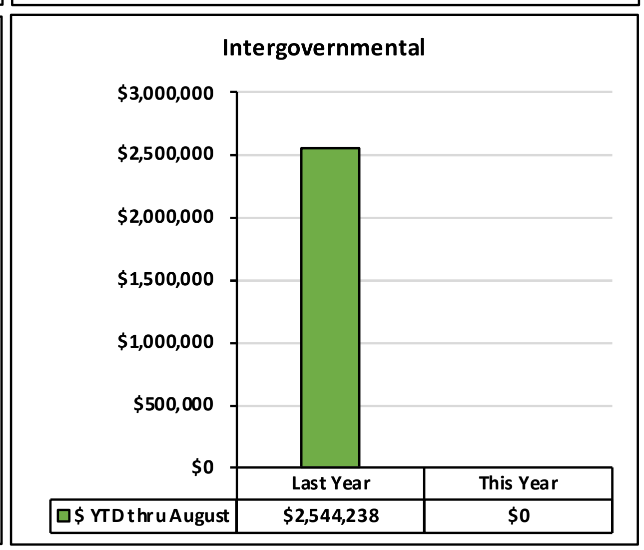




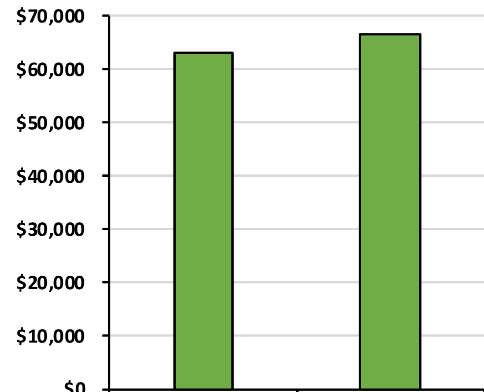






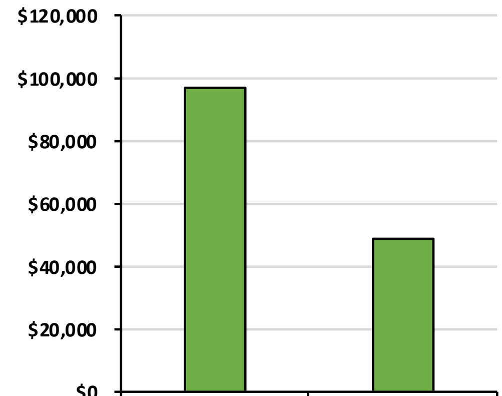


Recreation Fees



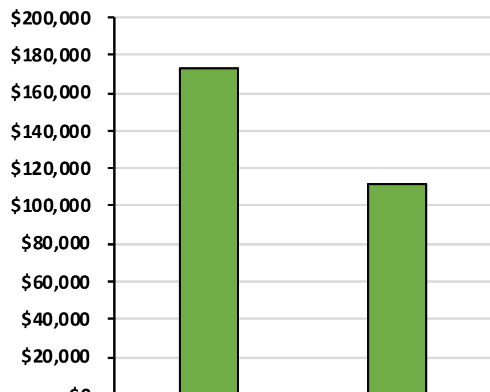
	Last Year	This Year
$ YTD thru August	$63,160	$66,494

Other Service Charges



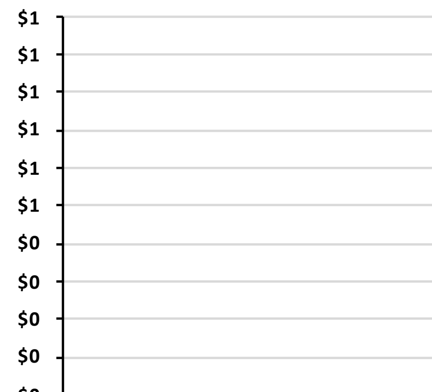
	Last Year	This Year
$ YTD thru August	$96,751	$48,851

Miscellaneous



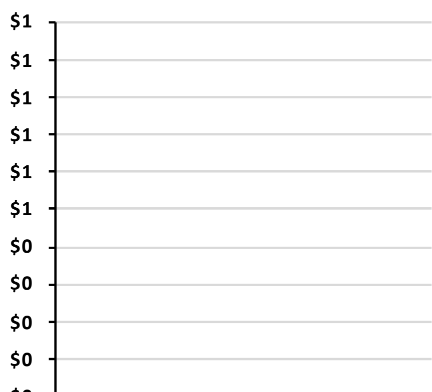
	Last Year	This Year
$ YTD thru August	$173,313	$111,558

Reimbursements



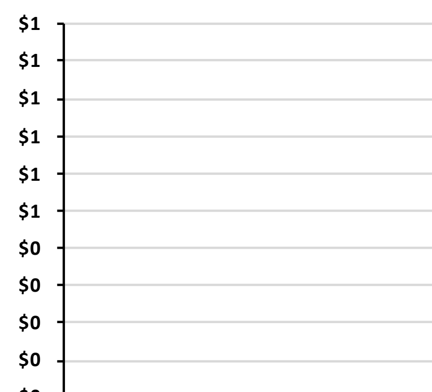
	Last Year	This Year
$ YTD thru August	$0	$0

Sales and Use Tax



	Last Year	This Year
$ YTD thru August	$0	$0

Transactions (New Sales) Tax

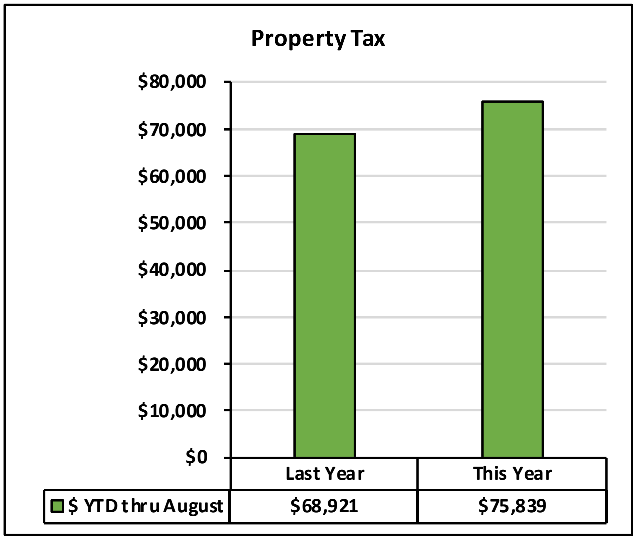


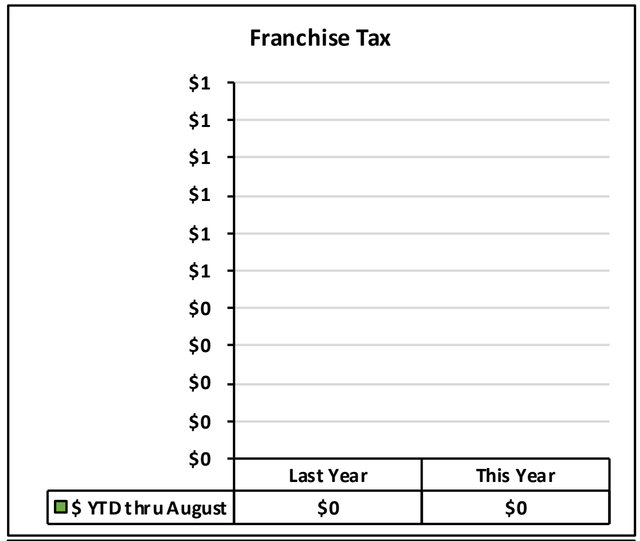
	Last Year	This Year
$ YTD thru August	$0	$0

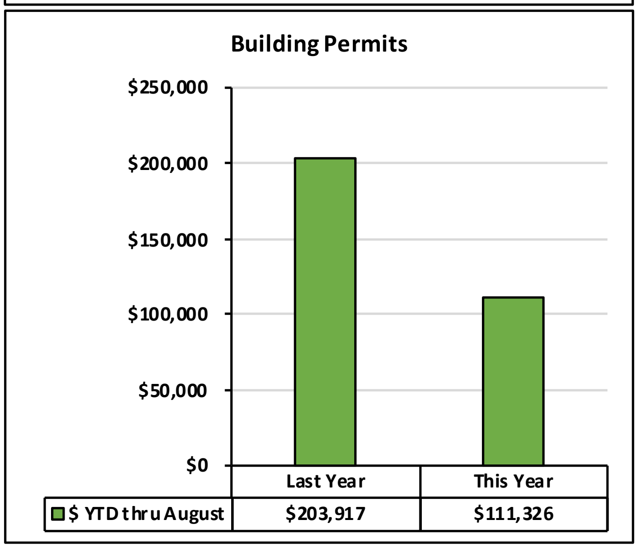
CITY OF DUARTE

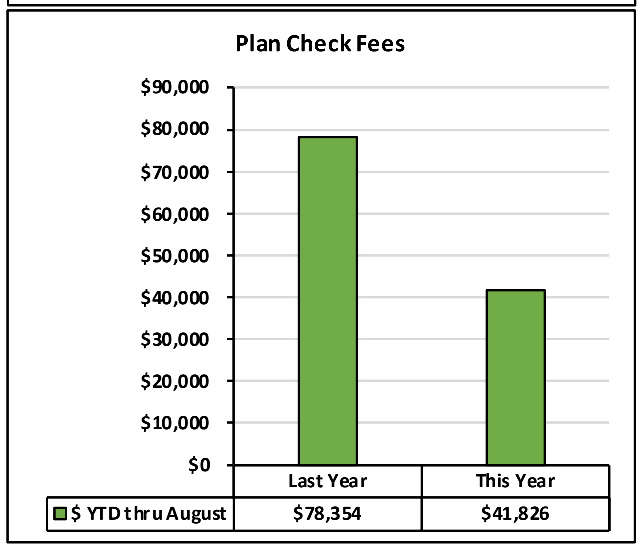
General Fund Revenue by Category & Major Sources

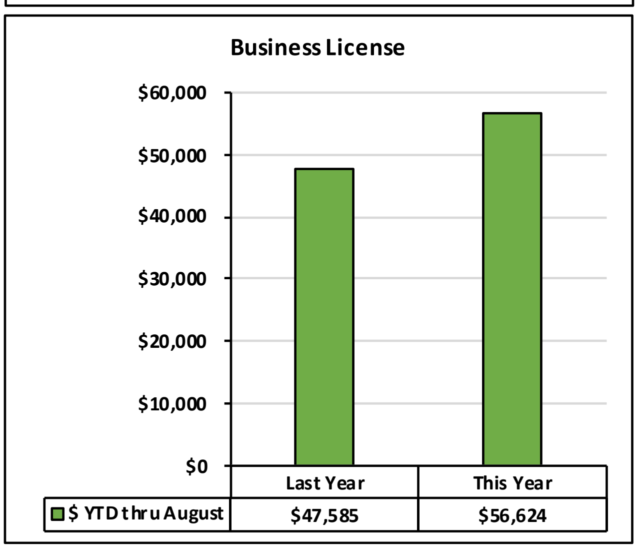
FY 2023-24 Year-to-Date Through August versus Prior Year

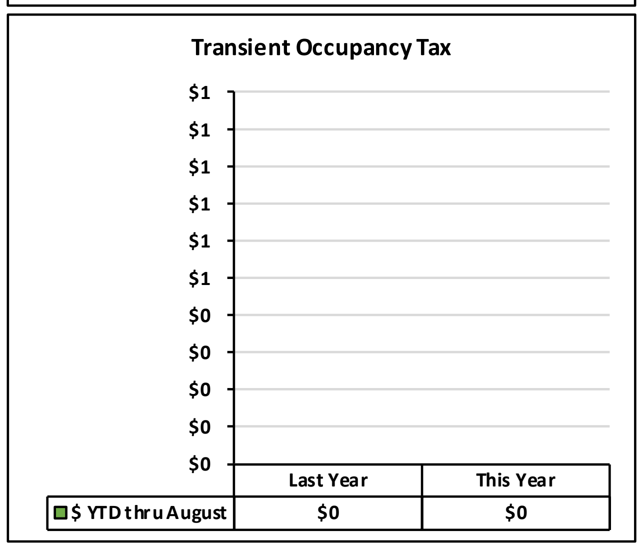








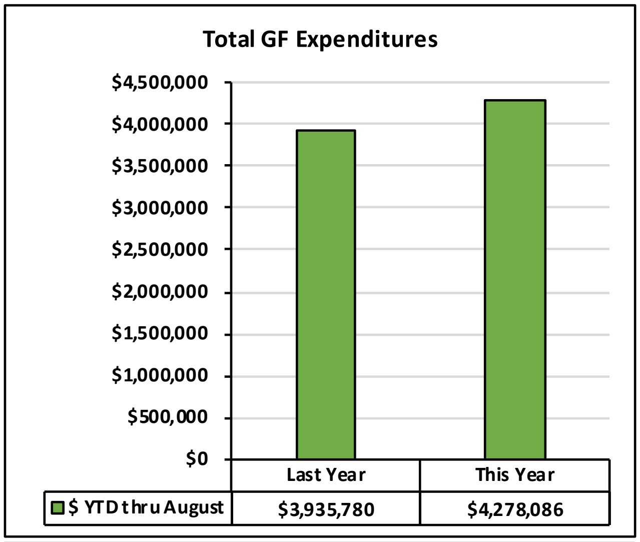


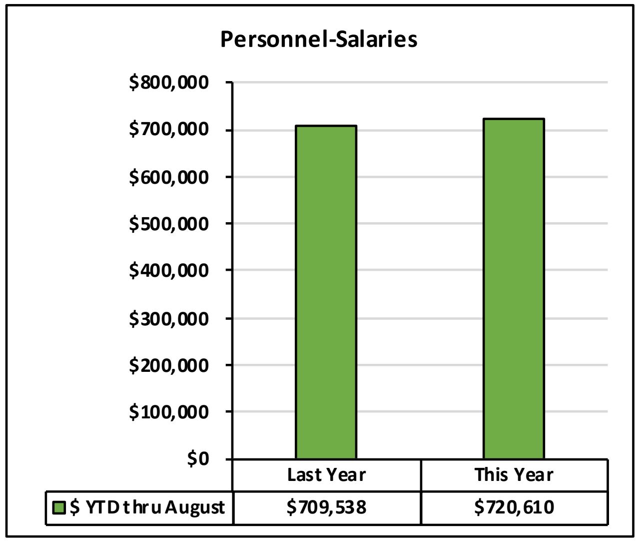


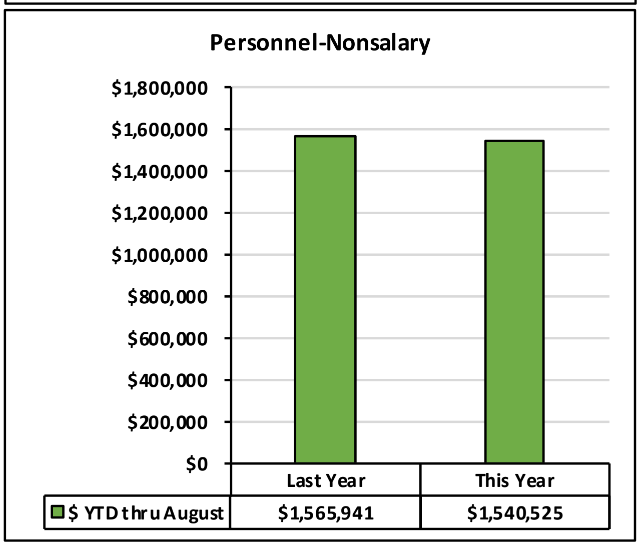
CITY OF DUARTE

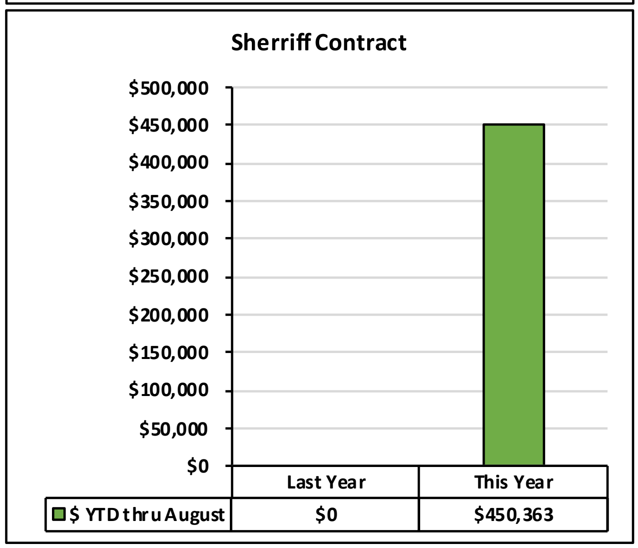
General Fund Expenditures by Category & Division

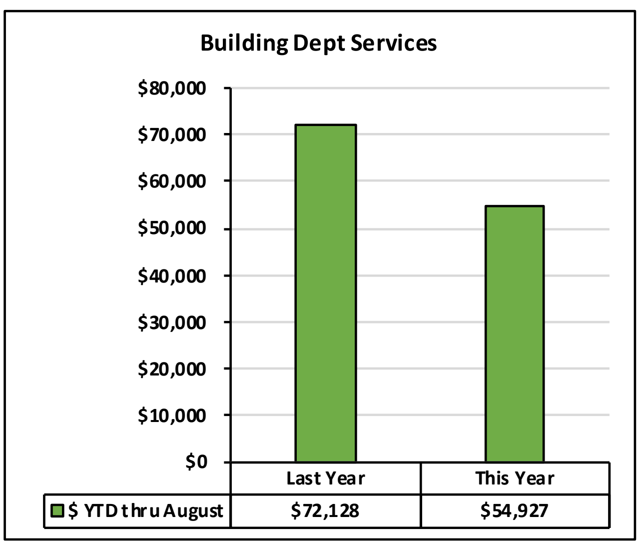
FY 2023-24 Year-to-Date Through August versus Prior Year

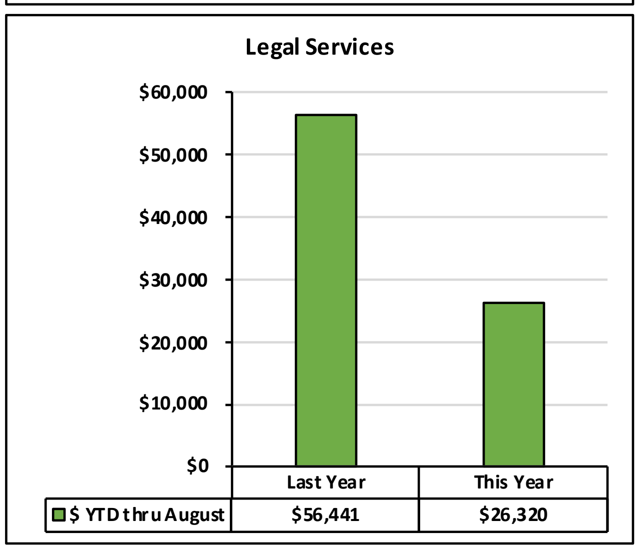








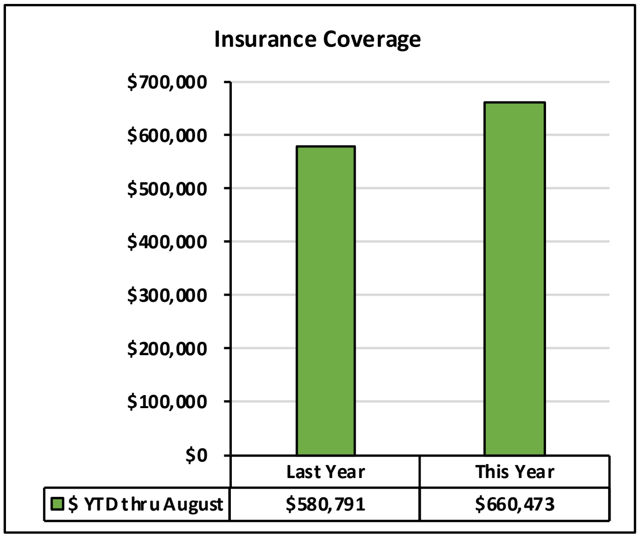


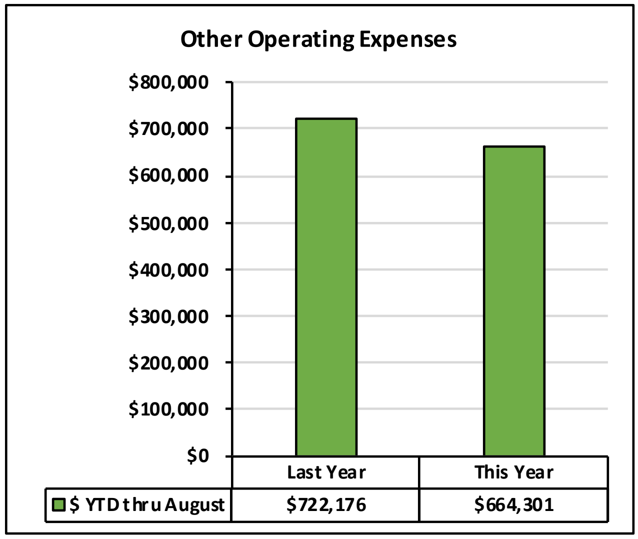


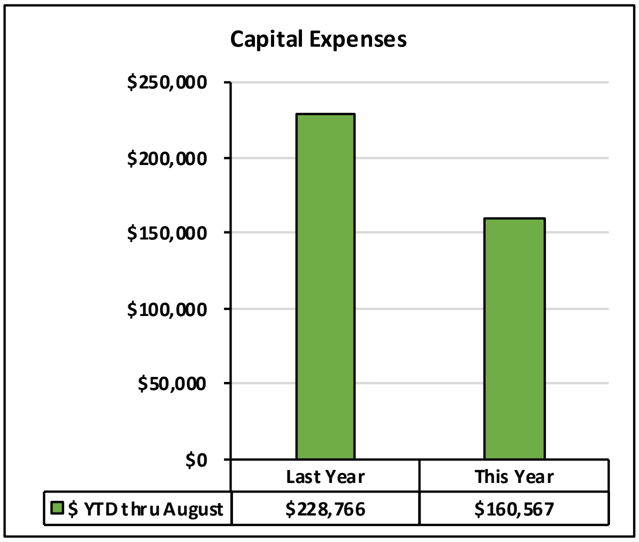
CITY OF DUARTE

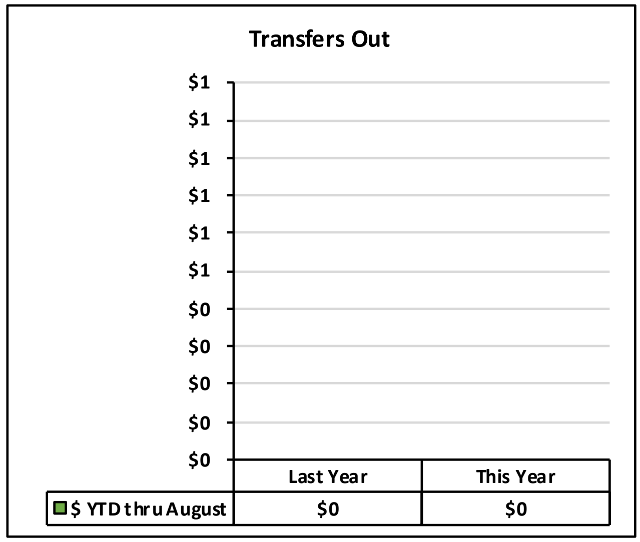
General Fund Expenditures by Category & Division

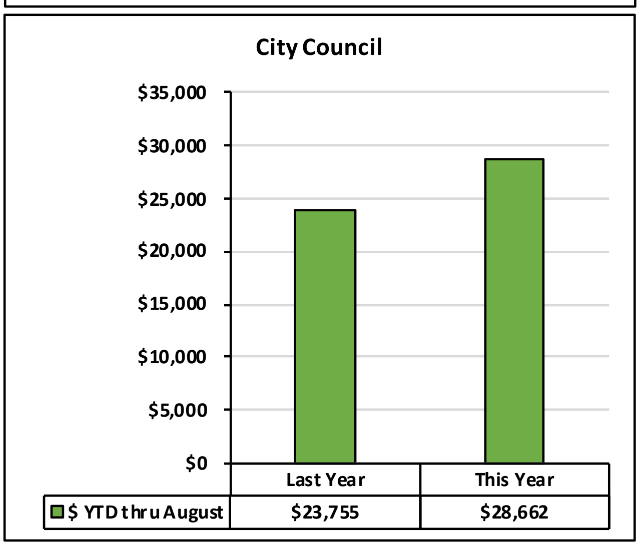
FY 2023-24 Year-to-Date Through August versus Prior Year

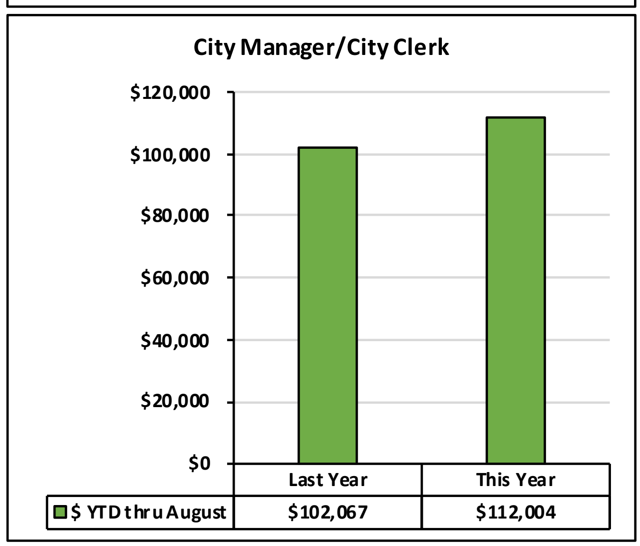




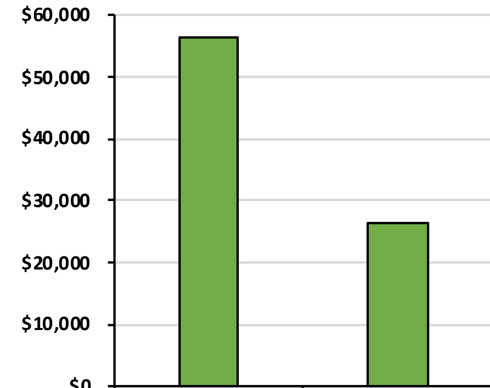






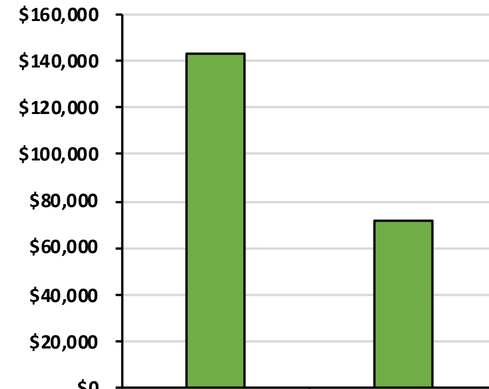


Legal Services



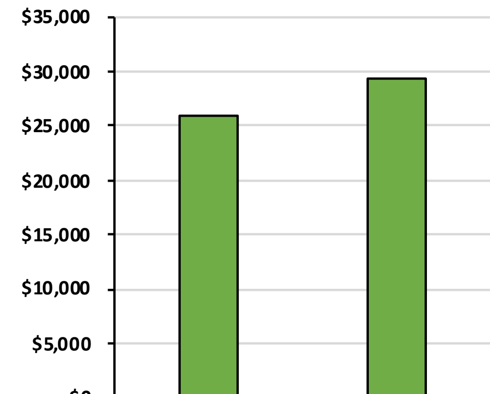
	Last Year	This Year
$ YTD thru August	$56,441	$26,320

Community Promotions



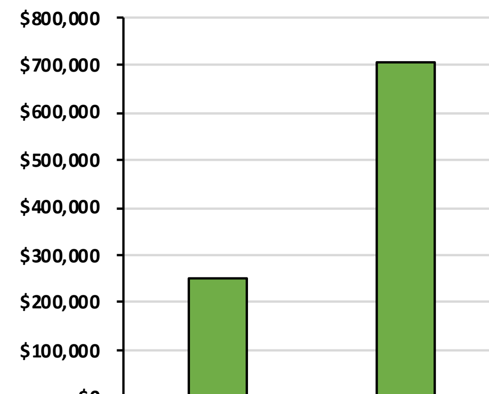
	Last Year	This Year
$ YTD thru August	$142,794	$71,509

Memberships



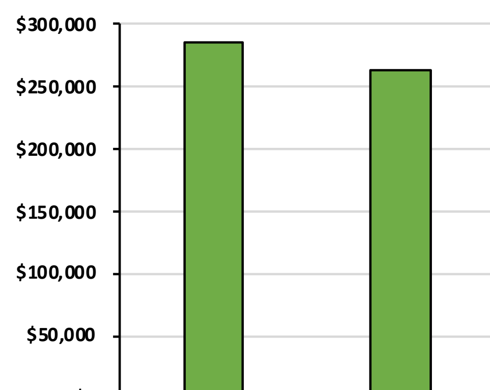
	Last Year	This Year
$ YTD thru August	$25,949	$29,441

Public Safety



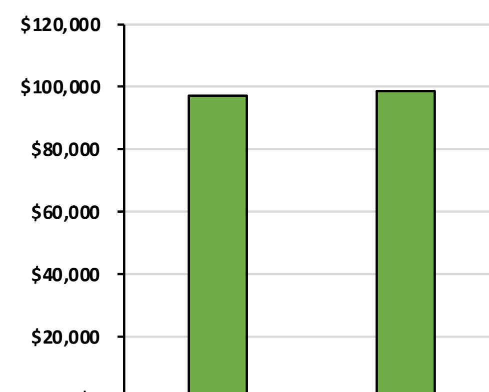
	Last Year	This Year
$ YTD thru August	$250,388	$707,032

Community Development



	Last Year	This Year
$ YTD thru August	$284,209	$261,852

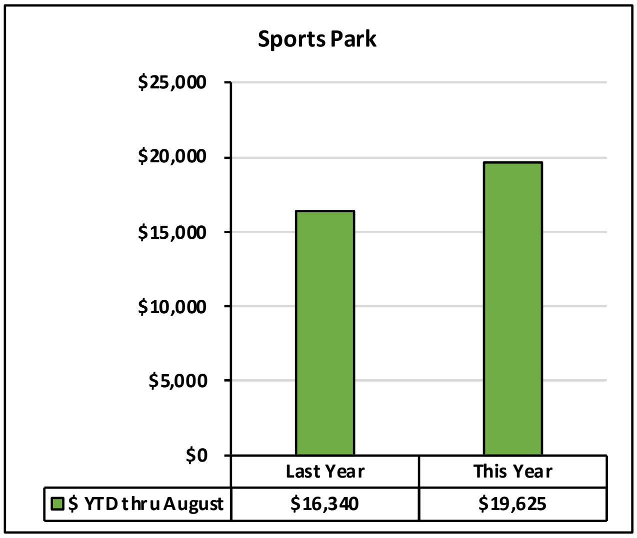
Field Services

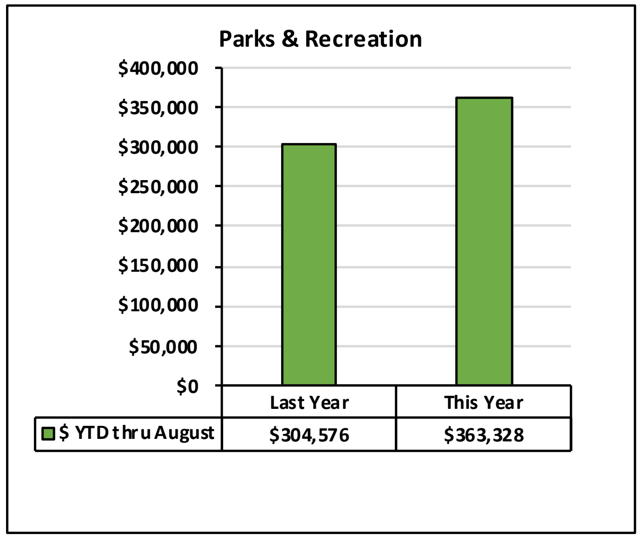


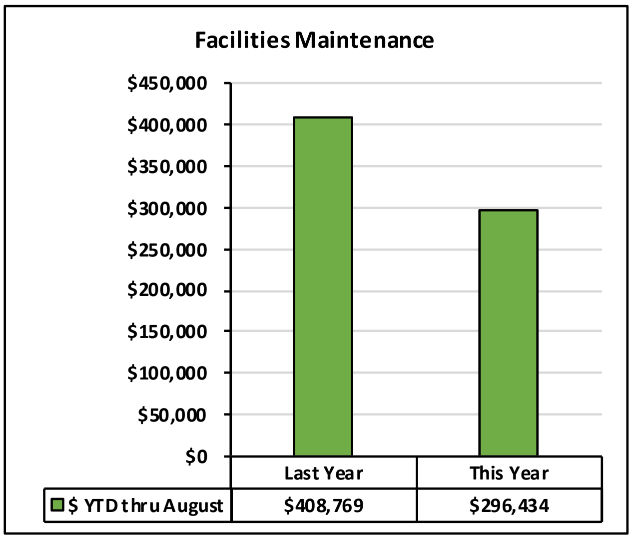
	Last Year	This Year
$ YTD thru August	$97,030	$98,540

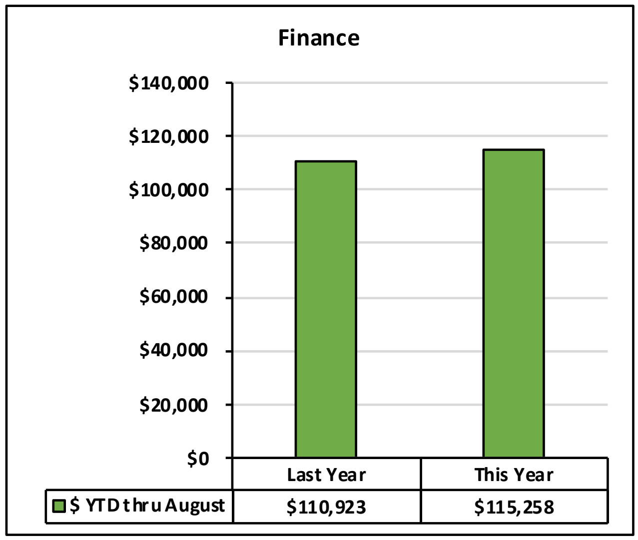
CITY OF DUARTE

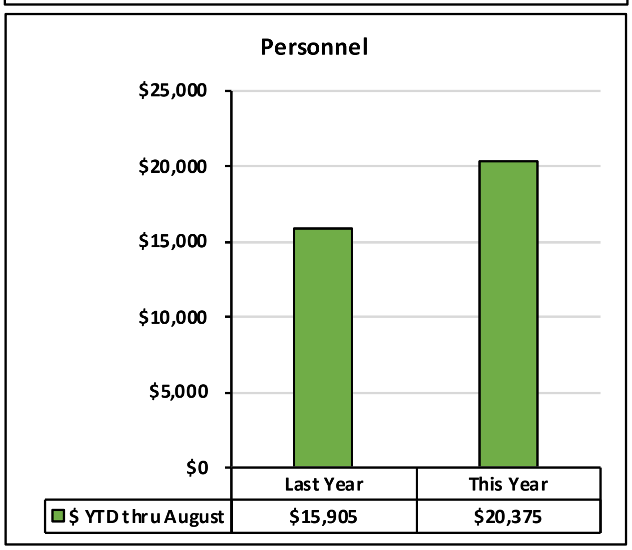
General Fund Expenditures by Category & Division
FY 2023-24 Year-to-Date Through August versus Prior Year

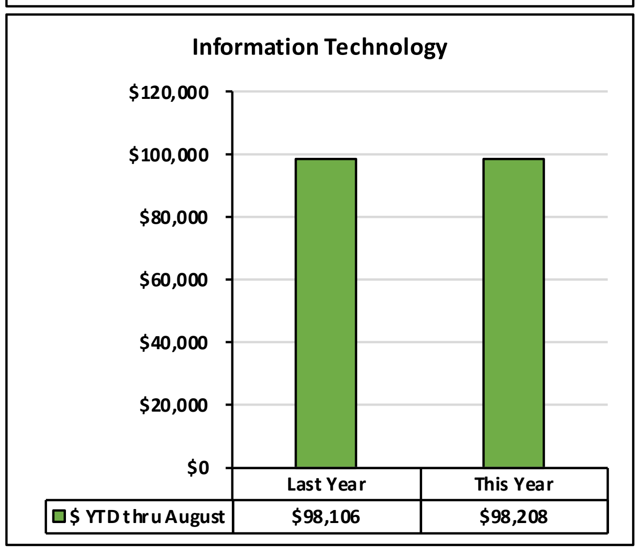








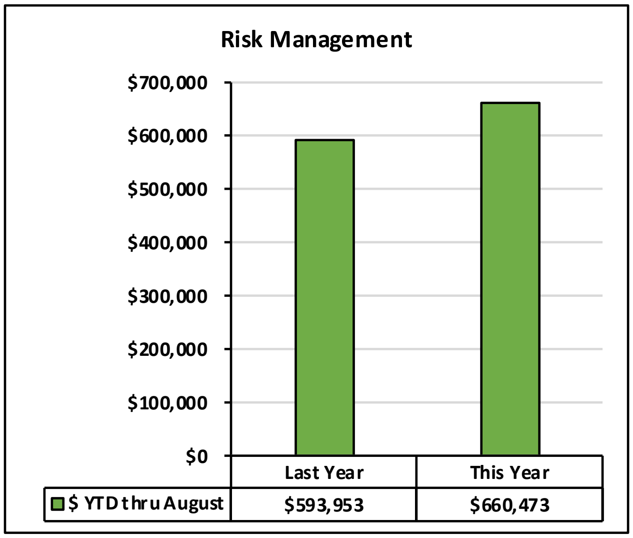


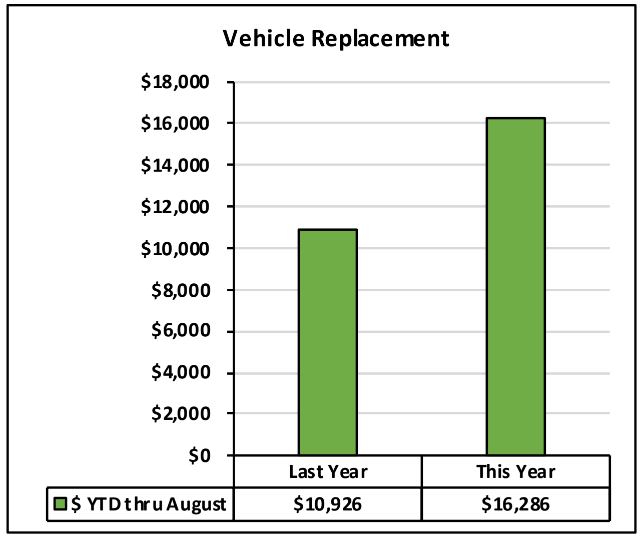


CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2023-24 Year-to-Date Through August versus Prior Year





CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund

FY 2023-24 Year-to-Date Through August

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	31,805,212	1,184,965	0	4,278,086	0	(3,093,121)	28,712,091
220	Gas Tax	2,149,582	115,008	0	16,994	0	98,013	2,247,596
225		842,668	0	0	0	0	0	842,668
240	Lghtng & Lndscpng	67,652	0	0	226,608	0	(226,608)	(158,956)
260	CDBG	0	0	0	117	0	(117)	(117)
270	PAEG	41,268	0	0	146	0	(146)	41,123
290	Supp Law Enfrcmnt	0	0	0	30,021	0	(30,021)	(30,021)
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	150,835	0	0	3,219	0	(3,219)	147,616
400	Park Development	(18,808)	0	0	8,170	0	(8,170)	(26,978)
420	Quimby	68,861	0	0	0	0	0	68,861
440	Prop A	948,893	98,590	0	26,758	0	71,832	1,020,726
460	Prop C	260,957	81,890	0	16,585	0	65,305	326,261
470	Mea R	652,248	61,275	0	0	0	61,275	713,522
475	Mea M	1,081,960	68,585	0	0	0	68,585	1,150,544
490	Mea W	342,985	0	0	47,927	0	(47,927)	295,058
520	Town Cntr Debt Serv	0	0	0	0	0	0	0
521	Infra Mod Debt Srv	0	0	0	220,837	0	(220,837)	(220,837)
610	Inclusionary Hsng	538,092	0	0	0	0	0	538,092
620	Community Impr	811,851	0	0	0	0	0	811,851
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,042,652	0	0	11,157	0	(11,157)	2,031,495
681	Fmr RDA L/M Hsg	4,100,079	0	0	0	0	0	4,100,079
Total - All Funds		**45,886,986**	**1,610,312**	**0**	**4,886,626**		**(3,276,314)**	**42,610,672**

ITEM: 7.F

Receive and File the Public Safety Department update

Recommended Action:
It is recommended that the City Council receive and file the Public Safety Department update.

Attachments:
7F - Public Safety Department October 2023.pdf

City of Duarte

PUBLIC SAFETY STATUS REPORT
October 2023

PROJECT/PROGRAM	STATUS
L.A. COUNTY SHERIFF'S DEPARTMENT	
1. Part 1 Crimes	Our current Part 1 crime rate has **decreased by 24.47%.** This improvement translates to 93 fewer incidents compared to the corresponding period last year. The notable contributors to this decline are grand theft auto and larceny theft. As per the Council's directive, the City of Duarte is working on the inclusion into the $0 bail injunction relief, alongside around twenty other municipalities. The Public Safety Department will oversee the impact of this measure on the community, conduct a thorough analysis of crime statistics, and furnish anecdotal evidence to substantiate the need for discontinuing the $0 bail schedule.
2. Special Assignment Team	Special Assignment Deputies are actively conducting ongoing special operations with the primary objective of mitigating theft incidents at prominent retailers within the city. These operations entail a comprehensive evaluation of the security protocols employed by these retailers, strategically designed to enhance both suspect apprehension and theft prevention. In light of an upsurge in criminal activity in the Buena Vista and Duarte Road area, deputies have initiated dialogue with neighboring property owners to implement no trespassing regulations on private property. Deputies have been diligently enforcing the Duarte Municipal Code concerning trespassing on private property, leading to several arrests for municipal trespass violations. The City Prosecutor is presently overseeing the management of these cases, with the city actively seeking stay-away orders against all individuals who were arrested. Our team has actively connected with the senior community through participation in parks and recreation events and engagement with senior living facilities. During these interactions, we have offered crime prevention guidance and conducted thorough reviews of their security protocols, providing valuable tips and insights to enhance their crime prevention efforts.
3. Neighborhood Watch	The Fraud and Cyber Crimes Bureau organized a workshop at the Duarte Community Center on October 4th, 2023, which was specifically designed to cater to families and older adults. The workshop's primary goal was to equip participants with valuable knowledge and strategies for protecting themselves from online threats and scams. The event saw an impressive turnout, with over 65 attendees in attendance.

PROJECT/PROGRAM	STATUS
	Additionally, a Neighborhood Watch meeting was held on the 500 block of Tocino Drive, focusing on educating residents about recent crime trends and fostering a sense of community policing to ultimately reduce overall crime.
MEASURE H and OUTREACH COORDINATION	
1. Outreach Coordinator	Tony Hadloc, the Outreach Coordinator, has been serving in this position since August 2018. According to his unofficial homeless count for the month, there are 23 individuals experiencing homelessness. Over the course of this month, Tony Hadloc has had 68 interactions with individuals facing homelessness, providing them with essential services and information regarding Duarte Regulations. One notable achievement during this period involved successfully placing an adult man and woman with long-term housing needs into housing. Emily Lepone, our dedicated Code Enforcement Officer, assumed her role on October 3, 2022. Since then, she has been diligently overseeing the enforcement of regulations related to outdoor camps, shopping carts, park rules, public right-of-way violations, and addressing nuisances within both our commercial establishments and residential areas. Her proactive initiatives have yielded significant results, including the protection of vacant businesses and their utilities, as well as safeguarding occupied businesses from utility theft.
2. L.A. CADA	The L.A. CADA High Acuity Team, dedicated to assisting individuals experiencing homelessness for over a year, commenced their operations in the City of Duarte on August 2, 2022. Similarly, the L.A. CADA Supplemental Program, focused on individuals who are recently homeless or at risk of homelessness, began their work in the City on Thursday, September 22, 2022. In this reporting timeframe, L.A. CADA is currently undergoing staff transitions in the data tabulation department, resulting in a temporary delay in reporting. Our team is actively collaborating with SGV COG and L.A. CADA to expedite the reporting process.
3. 2023 LAHSA Official Homeless Count	Duarte – 26 in 2023 (11 in 2022) Monrovia – 76 in 2022 Arcadia – 174 in 2022 Irwindale – 213 in 2022 Azusa – 220 in 2022 Planning for the 2024 Point in Time Count is underway, scheduled for January 23, 2024.
EMERGENCY PREPAREDNESS	

PROJECT/PROGRAM	STATUS
1. Emergency Operations Center (EOC)	In-person training for the Community Emergency Response Team (CERT) has commenced, with a total of twenty attendees. The training sessions are scheduled for the following dates: September 20, 27, October 4, 11, and 18, and will culminate with the final drill on October 28th. Hands-Only CPR Initiative by LA County Heart Heroes: Los Angeles County Public Health aims to educate 500,000 residents in hands-only "Sidewalk CPR" by December 31, 2023. In response, Duarte CERT has proactively taken the lead by sending three members to the instructor school, equipping them to teach our residents the technique. Duarte CERT has successfully trained 245 residents in hands-only CPR at the time of this report.

ITEM: 7.G

Resolution Fixing the City's 2024 Medical Insurance Contribution

Recommended Action:
It is recommended that the City Council approve Resolution No. 23-26 and Resolution No. 23-27 fixing the City’s Medical Insurance contribution for Councilmembers and Employees for 2024

Attachments:
7G - Resolutions for Health Care Contributions.pdf

Agenda Item:	7.G.
CM Review:	JCV
Fiscal Review:	al

City of Duarte

AGENDA REPORT

MEETING DATE:	October 24, 2023
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 2024 Medical Insurance Contribution
RECOMMENDATION:	It is recommended that the City Council approve Resolution No. 23-26 and Resolution No. 23-27 fixing the City's Medical Insurance contribution for Councilmembers and Employees for 2024
FISCAL IMPACT:	The City's contribution towards medical insurance is fixed at a 5% annual increase, which equates to an increase of approximately $17,000 and was already included in the 2023/24 budget.

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 negotiated Memorandums of Understanding ("MOUs"), the City will contribute toward the cost of medical insurance.

DISCUSSION/ANALYSIS
Pursuant to the terms of the Memorandums of Understanding ("MOUs"), the City will contribute toward the cost of medical insurance indexed to the cost of CalPERS Kaiser premiums in fiscal year 2021/22 and increased each subsequent year by a maximum of 5%. Healthcare premiums will change as of January 1, 2024, and as a result, the contribution needs to be adjusted.

The City's contribution towards healthcare premiums as of January 1, 2024 will be $775.41, $1,550.85 and $2,016.12 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. 23-26 and Resolution No. 23-27 fixing the City's Medical Insurance contribution for Councilmembers and Employees for 2024.

FISCAL IMPACT

The City's contribution towards medical insurance is fixed at a 5% annual increase, which equates to an increase of approximately $17,000 and was already included in the 2023/24 budget.

ATTACHMENTS

Resolution No. 23-26 and Resolution No. 23-27.

RESOLUTION NO. 23-26

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 $775.41 per month with respect to employee enrolled for self alone, $1,550.85 per month for employee enrolled for self and one family member, and $2,016.12 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, 2024.

PASSED, APPROVED, AND ADOPTED this 24th day of October, 2023.

____
Jody Schulz
Mayor

APPROVED AS TO FORM:

____
Thai Viet Phan
City Attorney

ATTEST:

____
Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 23-26 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 24th day of October, 2023, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

____
City Clerk Annette Juarez
City of Duarte, California

RESOLUTION NO. 23-27

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 $775.41 per month with respect to employee enrolled for self alone, $1,550.85 per month for employee enrolled for self and one family member, and $2,016.12 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, 2024.

PASSED, APPROVED, AND ADOPTED this 24th day of October, 2023.

____
Jody Schulz
Mayor

APPROVED AS TO FORM:

____

Thai Viet Phan
City Attorney

ATTEST:

____

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 23-27 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 24th day of October, 2023, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

____

City Clerk Annette Juarez
City of Duarte, California

ITEM: 7.H

Approval of a letter of Authorization, allowing the City Manager to Authorize the San Gabriel Valley Council of Governments (SGVCOG) to Submit a Regional Application on Behalf of the City for SB 1383 Local Assistance Grant Program

Recommended Action:

It is recommended that the City Council allow the City Manager to execute a letter of authorization, authorizing the San Gabriel Valley Council of Governments (SGVCOG) to submit a regional application on behalf of the city for SB 1383 Local Assistance Grant Program

Attachments:

7H - SGVCOG Letter of Authorization.pdf

Agenda Item: 7.H.

CM Review: JCV

Fiscal Review: AV

City of Duarte

AGENDA REPORT

MEETING DATE:	October 24, 2023
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Andres Rangel, Assistant to the City Manager
SUBJECT:	Approval of a letter of Authorization, allowing the City Manager to Authorize the San Gabriel Valley Council of Governments (SGVCOG) to Submit a Regional Application on Behalf of the City for SB 1383 Local Assistance Grant Program
RECOMMENDATION:	Allow the City Manager to execute a letter of authorization, authorizing the San Gabriel Valley Council of Governments (SGVCOG) to submit a regional application on behalf of the city for SB 1383 Local Assistance Grant Program.
FISCAL IMPACT:	If approved, the SGVCOG would be authorized to submit a regional application to secure approximately $75,000 on behalf of Duarte from the CalRecycle Local Assistance Grant Program for SB 1383 compliance.

BACKGROUND

The passage of Senate Bill 1383 (SB 1383) in September 2016 imposed statewide targets to reduce the disposal of organic waste by 75 percent by January 1, 2025 (based on 2014 levels) and recover at least 20 percent of currently disposed edible food for human consumption by 2025. The California Department of Resources Recycling and Recovery (CalRecycle) finalized and adopted SB 1383 guidelines in November 2020 with the approval of the Office of Administrative Law. SB 1383 became effective on January 1, 2022 and all provisions of that law will be fully enforceable starting January 1, 2023.

To help alleviate the burden of creating and enforcing programs that implement SB 1383, CalRecycle offered financial assistance through its SB 1383 Local Assistance Grant Program. The only eligibility requirement was applicants must have adopted an enforceable SB 1383 ordinance by April 1, 2022, which the City has met by adopting Ordinance No. 905 on January 11, 2022. In its prior cycle, the City received $31,269, of which the city allocated $20,000 to participate in the SGVCOG Regional Food Recovery Program. The remainder was allocated on the development, outreach and implementation of the City's Organic Food Waste Recycling Program.

On September 14, 2023, CalRecycle opened a new round of Local Assistance Grant Funding. The City is estimated to receive a $75,000 allocation for this cycle. The application due date is November 15.

Unlike the prior cycle, CalRecycle announced that it will now be allowing regional organizations to apply on behalf of Cities. The SGVCOG has played an instrumental role in ensuring the City meets its Food Recovery Program requirements, which includes inspection of tier 1 and tier 2 businesses in Duarte, as well as establishing and operating supportive regional food recovery hubs.

DISCUSSION/ANALYSIS

Given the success of its Regional Food Recovery Program and the efficiency of addressing SB 1383 compliance requirements from a regional approach, the SGVCOG is offering to submit a regional application as lead applicant on behalf of member cities.

As the lead applicant, the SGVCOG would work closely with the City of Duarte to prepare a budget that curtails to City needs using its $75,000 allocation. However, grant writing and administration would be the responsibility of the SGVCOG, alleviating staff time.

The City would work with the SGVCOG to allocate any funding not used for the Regional Food Recovery Program to City programs by identifying those programs on the submitted application budget. Similar to other funding sources the SGVCOG administers, the City would receive this funding via funding requests from the SGVCOG once funds are dispersed.

Additionally, allowing the SGVCOG to be the lead regional applicant streamlines the ability to operate regional projects such as the Food Recovery Program, as it eliminates the need for multiple MOUs between various cities, specifically when purchasing equipment to support regional food hubs, or meeting future procurement goals.

If approved, the SGVCOG will submit a resolution to its governing board for approval, attaching signed letter of authorizations from participating Cities (Attachment A). Upon approval of its governing board, it will submit its regional application to CalRecycle by the November 15 deadline.

RECOMMENDATION

Allow the City Manager to execute a letter of authorization, authorizing the San Gabriel Valley Council of Governments (SGVCOG) to submit a regional application on behalf of the city for SB 1383 Local Assistance Grant Program.

FISCAL IMPACT

If approved, the SGVCOG would be authorized to submit a regional application to secure approximately $75,000 allocated to Duarte from the CalRecycle Local Assistance Grant Program for SB 1383 compliance.

ATTACHMENTS

Attachment A – Letter of Authorization

October 24, 2023

San Gabriel Valley Council of Governments
1333 Mayflower Avenue #360
Monrovia, CA 91060

RE: LETTER OF AUTHORIZATION

I am the City Manager of the City of Duarte. I am authorized to contractually bind the City of Duarte. Pursuant to this authority, I hereby authorize San Gabriel Valley Council of Governments to submit a regional application and act as Lead Agency on behalf of the City Duarte.

The San Gabriel Valley Council of Governments is hereby authorized to execute all documents necessary to implement the project under the San Gabriel Valley Regional Food Recovery Program.

This authorization is effective until June 30, 2026.

Sincerely,

Brian Villalobos
City Manager
City of Duarte
1600 Huntington Drive, Duarte, CA 91010
626-357-7931

ITEM: 7.I

Notice of Completion: Traffic & Street Improvement Project - Huntington Drive and Highland Avenue; Project No. 22-2

Recommended Action:

It is recommended that the City Council: (1) Authorize the Notice of Completion for the Traffic & Street Improvement Project – Huntington Drive and Highland Avenue in the amount of $325,191.94; and 2) Approve a budget amendment of $47,300

Attachments:
7I - Notice of Completion Traffic & Street Improvement.pdf

Agenda Item: 7. I.
CM Review: 3C ✓
Fiscal Review: AV

AGENDA REPORT

MEETING DATE:	October 24, 2023
TO:	Mayor and Members of the City Council
FROM:	Craig Hensley, Community Development Director
BY:	Marvin Carpio, Assistant Civil Engineer
SUBJECT:	Notice of Completion: Traffic & Street Improvement Project – Huntington Drive and Highland Avenue; Project No. 22-2
RECOMMENDATION:	It is recommended that the City Council: (1) Authorize the Notice of Completion for the Traffic & Street Improvement Project – Huntington Drive and Highland Avenue in the amount of $325,191.94; and 2) Approve a budget amendment of $47,300.
FISCAL IMPACT:	The Traffic & Street Improvement Project – Huntington Drive and Highland Avenue was included in the 2021/2022 Capital Improvement Program Budget and funded by Gas Tax Funds and Mitigation Funds from the MBK Rental Living. City Council approved the contract for $307,578.00 plus a 10% contingency in February 2022. Due to delays, $277,891.94 was expended in FY 22/23 and the final project costs of $47,300 in FY 23/24 will require a budget amendment to the Gas Tax Fund (220-2205-8100). Total project costs of $325,191.94 is under the original budget amount.

BACKGROUND

On February 22, 2022, City Council awarded the contract for Traffic & Street Improvement Project – Huntington Drive and Highland Avenue to PALP dba Excel Paving Co. The project's scope of work was to modify the existing traffic signal to add a protected left turn in both the northbound and southbound approaches at the intersection and their respective left-turn pockets. The work also included the reconfiguration of the medians approaching this intersection along Huntington Drive to increase the length of the left turn pocket storage.

This work is partially funded by the traffic mitigation measure for the Esperanza and Solana apartment complexes by MBK Rental Living which requires the installation of a left-turn pocket and traffic signal modifications to accommodate for the increased traffic at the intersection caused by the development. These improvements were of high priority to provide improved and safe turning movements for drivers.

RECOMMENDATION

It is recommended that the City Council: (1) Authorize the Notice of Completion for the Traffic & Street Improvement Project – Huntington Drive and Highland Avenue in the amount of $325,191.94; and 2) Approve a budget amendment of $47,300.

FISCAL IMPACT

The Traffic & Street Improvement Project – Huntington Drive and Highland Avenue was included in the 2021/2022 Capital Improvement Program Budget and funded by Gas Tax Funds and Mitigation Funds from MBK Rental Living. City Council approved the contract for $307,578.00 plus a 10% contingency in February 2022. Due to delays, $277,891.94 was expended in FY 22/23 and the final project costs of $47,300 in FY 23/24 will require a budget amendment to the Gas Tax Fund (220-2205-8100). Total project costs of $325,191.94 is under the original budget amount.

ATTACHMENTS

Attachment A. Before and After Photos
Attachment B. Notice of Completion

ATTACHMENT “A”

BEFORE | AFTER

ATTACHMENT "B"

(Please see next page)

RECORDING REQUESTED BY:

CITY OF DUARTE

WHEN RECORDED MAIL TO THIS ADDRESS:

CITY CLERK
CITY OF DUARTE
1600 Huntington Dr.
Duarte, CA 91010

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or AGENT of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The full name of the OWNER is: **CITY OF DUARTE**
3. The full address of the OWNER is: **1600 Huntington Dr. Duarte, CA 91010**
4. The nature of the interest or estate of the undersigned is: (i.e., In Fee.) **Fee Interest.**
5. A work of improvement on the property hereinafter described was COMPLETED on **Tuesday, September 5, 2023**
6. The work of improvement completed is described as follows: **Traffic & Street Improvement Project – Huntington Dr / Highland Ave; Project No. 22-2**
7. The name of the original contractor, if any, for such work of improvement is: **PALP dba Excel Paving**
8. The street address of said property is: **Intersection of Huntington Dr and Highland Ave**
9. The property on which said work of improvement was completed is in the City of Duarte, County of LOS ANGELES, State of CALIFORNIA, and is described as follows: **The scope of the work includes the removal and replacement of asphalt concrete and existing curbs, grinding of asphalt pavement, relocation/adjustment of existing utility covers, installing pavement striping and markings, installation of new traffic signal poles, mast arms, luminaires and all appurtenant work.**

CITY OF DUARTE

October 24, 2023

Signature of Owner or agent: **Brian Villalobos, City Manager**

VERIFICATION

I, the undersigned, declare under penalty of perjury under the laws of the State of California, that I am the **City Manager of the City of Duarte** of the aforesaid interest or estate in the property described in the above Notice, that I have read the said Notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

October 24, 2023 at Duarte, California

Brian Villalobos, City Manager

ITEM: 9.A

City Council Salary Adjustment

Recommended Action:

It is recommended that City Council conduct a public hearing; receive public testimony; and discuss and approve Ordinance No. 920 to increase City Council salaries beginning December 10, 2024, pursuant to Government Code section 36516

Attachments:

9A - City Council Salary Adjustment.pdf

Agenda Item:	9.A.
CM Review:	JCV
Fiscal Review:	JW

City of Duarte

AGENDA REPORT

MEETING DATE:	October 24, 2023
TO:	Mayor and Members of the City Council
FROM:	Thai Viet Phan, City Attorney
SUBJECT:	City Council Salary Adjustment
RECOMMENDATION:	It is recommended that City Council conduct a public hearing; receive public testimony; and discuss and approve Ordinance No. 920 to increase City Council salaries beginning December 10, 2024, pursuant to Government Code section 36516.
FISCAL IMPACT:	Depends on the increase approved by the City Council, but increases can be accounted for when approving the 2024-2025 Fiscal Year Budget.

BACKGROUND

California Government Code section 36516 provides that a City Council may establish their salary by ordinance, with a maximum initial salary determined by the City of Duarte's ("City) population. As a general law city, not a charter city, the City is limited to specific salary increases. City Council salaries may be increased by an ordinance amendment up to an amount equal to five percent (5%) for each calendar year from the last salary adjustment, without compounding. The City Council previously approved a first reading of an ordinance allowing for a salary adjustment equal to five percent (5%) per year for 18 years. At the ordinance's second reading, the City Council decided that a four-and-a-half percent (4.5%) per year for 18 years was more appropriate.

DISCUSSION

The current City Council salary is \$550 per month pursuant to the most recent salary adjustment in Ordinance No. 05-O-05 which took effect November 2005.

As mentioned above, the City Council's salaries may be increased up to an amount equal to five percent (5%) for each calendar year from the last salary adjustment. Thus, the maximum increase permitted by law is a total of 90% (18 years at 5% per year), non-compounded. This maximum amount would be an increase of \$495 per month for each Councilmember. City staff previously recommended that the City Council adopt the proposed Ordinance No. 920, which would result in the following new salary of \$1,045 per Councilmember.

However, at the October 9, 2023, City Council meeting when the second reading of the salary ordinance was to take place, the City Council determined that a four-and-a-half percent (4.5%) increase per year for 18 years was more appropriate. Thus, this Ordinance No. 920 has been updated to reflect the increase at four-and-a-half percent (4.5%) per year for 18 years, totaling $995.50. This ordinance is now set for a new first reading.

Pursuant to Government Code section 36516.5, a change in salary does not apply to an elected official during their term in office. However, the salary of all members of a city council serving staggered terms can be adjusted by virtue of the beginning of a new term of office for a single member. Therefore, any approved salary increase will not take effect until after the November 2024 election, but will apply to all members of the City Council. If approved, these increases would take effect on December 10, 2024, when a new term for Councilmembers representing Districts 2, 3, and 7 begins.

RECOMMENDATION

It is recommended that City Council conduct a public hearing; receive public testimony; and discuss and approve Ordinance No. 920 to increase City Council salaries beginning December 10, 2024, pursuant to Government Code section 36516.

FISCAL IMPACT

Depends on the increase approved by the City Council, but increases can be accounted for when approving the 2024-2025 Fiscal Year Budget.

ATTACHMENTS

Ordinance No. 920: An Ordinance of the City Council of the City of Duarte, California to Increase City Council Salaries Beginning December 10, 2024, Pursuant to Government Code Section 36516.

ORDINANCE NO. 920

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, TO INCREASE CITY COUNCIL SALARIES BEGINNING DECEMBER 10, 2024, PURSUANT TO GOVERNMENT CODE SECTION 36516.

WHEREAS, Pursuant to California Government Code section 36516, the salary paid to each member of the City Council is currently $550 as set by Ordinance 05-O-05 in 2005; and

WHEREAS, California Government Code section 36516 allows Councilmember salaries to be increased by no more than five percent (5%) for each calendar year since the last increase became operative; and

WHEREAS, the City Council last increased its salary by ordinance in 2005, 18 years ago; and

WHEREAS, thus, State law permits a maximum pay increase of ninety percent (90%); and

WHEREAS, the pay increase being adopted at this time equals 81%.

NOW, THEREFORE, the City Council of the City of Duarte hereby ordains as follows:

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

SECTION 2. Pursuant to California Government Code section 36516, the salary paid to each member of the City Council shall be $995.50.

SECTION 3. All ordinances, resolutions, or parts thereof in conflict with this Ordinance are hereby repealed.

SECTION 4. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, then such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council of the City of Duarte hereby declares the Council would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that anyone or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional, invalid, or ineffective.

SECTION 5. Pursuant to the provisions of Government Code section 36516.5, the new salary set by this Ordinance shall not take effect as to all members of the City Council until one or more members begins a new term of office following the 2024 General Municipal Election which new term is scheduled to commence on and as of December 10, 2024.

SECTION 6. The Mayor shall sign this ordinance and the City Clerk shall attest and certify to the passage and adoption of this Ordinance and cause this Ordinance to be published using the alternative summary and posting procedure authorized under Government Code section 36933.

SECTION 7. This Ordinance shall take effect thirty (30) days following its adoption.

This Ordinance was introduced for first reading on October 24, 2023, and **PASSED, APPROVED, AND ADOPTED** this 14th day of November 2023.

[Signatures on following page.]

Jody Schulz, Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. 920 was adopted by the City Council of said City of Duarte at a regular meeting of said City Council held on the 14th day of November 2023, by the following vote:

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

____
Annette Juarez
City Clerk

ITEM: 10.A

Discussion and Appointment of a Commissioner to the Public Works and Traffic Safety Commission to fill an existing vacancy

Recommended Action:

It is recommended that the City Council discuss and appoint a Commissioner to fill an existing vacancy on the Public Works and Traffic Safety Commission for the remaining of the term ending on December 31, 2026

Attachments:
10A - Commissioner Appointment.pdf

Agenda Item: 10.A.

CM Review: ECV

Fiscal Review: AV

City of Duarte

AGENDA REPORT

MEETING DATE:	October 24, 2023
TO:	Mayor and Members of the City Council
FROM:	Brian Villalobos, City Manager
BY:	Annette Juarez, City Clerk
SUBJECT:	Discussion and Appointment of a Commissioner to the Public Works and Traffic Safety Commission to fill an existing vacancy
RECOMMENDATION:	It is recommended that the City Council discuss and appoint a Commissioner to fill an existing vacancy on the Public Works and Traffic Safety Commission for the remaining of the term ending on December 31, 2026.
FISCAL IMPACT:	None

BACKGROUND

The City currently has one vacancy on the Public Works and Traffic Safety Commission with a term ending on December 31, 2026.

DISCUSSION/ANALYSIS

On September 12, 2023, Public Works and Traffic Safety Commissioner Paez was appointed to the Planning and Economic Development Commission to fill a vacancy. Her appointment created a vacancy which needs to be filled. The City Council shall appoint one Commissioner to fill that vacant seat for the remainder of the term which expires on December 31, 2026.

RECOMMENDATION

It is recommended that the City Council discuss and appoint a Commissioner to fill an existing vacancy on the Public Works and Traffic Safety Commission for the remaining of the term ending on December 31, 2026.

FISCAL IMPACT

None.

ATTACHMENTS

None.