

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: September 16, 2020
SUBJECT: Comments on Agenda Items, Meeting of September 22, 2020

ITEM 7.H. (Consent Calendar). Staff is recommending that the City Council accept as complete the Drywell and Catch Basin at Royal Oaks Park Project in the amount of \$72,014, and authorize the City Clerk to initiate the Notice of Completion.

ITEM 7.I. (Consent Calendar). Staff is recommending that the City Council award the construction contract for the City Hall Roof Replacement Project to Commercial Waterproofing Systems, Inc. in the amount of \$110,398, and to approve a General Fund budget amendment of \$110,398.

During the last rainfall of spring, City Hall experienced various leaks in the building, most notably in the area above the City Manager's Office. Concurrently, Climatec had just begun working on the City Hall roof for the installation of the Roof Mounted Solar PV System, as part of the Infrastructure Modernization Program approved by City Council in September 2019. Recognizing that the existing roof has served the City well past its lifespan and in effort to keep the program on schedule, City staff and Climatec representatives agreed to continue on with the solar installation and address a more permanent solution for the exposed leaks at a later date in the overall project timeline.

Respectfully submitted,

Dr. Daniel Jordan
City Manager

MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY/COMMUNITY FACILITIES FINANCING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – SEPTEMBER 8, 2020

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

To follow the new Order issued by the Governor, the City Council meeting was closed to the public. Members of the public were able to participate on Zoom. The Granicus “live-stream” option was not used, as it was determined that the Community Center would be kept available should an emergency arise due to the Bobcat fire. Public comments were submitted electronically by emailing duarteinfo@accessduarte.com before or during the meeting, prior to the close of public comment. Emailed public comments were read into the record.

CALL TO ORDER

The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in a regular meeting by teleconference in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Kang called the meeting to order at 7:02 p.m.

RECORDATION OF ATTENDANCE

The following were in attendance:

PRESENT: Fasana, Finlay, Lewis, Paras-Caracci, Reilly, Urias,
Kang

ABSENT: None

ADMINISTRATIVE STAFF PRESENT: City Manager
Jordan, City Attorney Cosgrove

ADOPTION OF AGENDA

Fasana moved, Urias seconded to adopt the Agenda, and carried by the following Roll Call vote:

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang

ANNOUNCEMENTS

Victoria Rocha presented community announcements including blood drives, food distribution, Parks and Recreation events, community clean-up, and census survey information.

Brian Villalobos presented an update on the Bobcat fire.

ORAL COMMUNICATIONS

The following spoke on items not on the Agenda.
Andrew Raubitschek – Duarte wilderness preserve.

9/08/20

SPECIAL ITEMS

-San Gabriel Valley Consortium on Homelessness

-Homeless Services Deputy for Supervisor Kathryn Barger

Presentations were made by Scott Chamberlain (San Gabriel Valley Consortium on Homelessness), Dana Vanderford (Supervisor Barger's Office), and Sarah Tower and Shawn Morrissey (Union Station) about the homelessness situation, and included information and answers to questions from Councilmembers about stakeholders, meetings, issues, advocacy, bridge and permanent housing, riverbed, upcoming winter shelter season, regional concept with cohort of cities, funding partners, collaborations, services provided, need for sub-regional concept, and Measure H. Urias asked that staff start working with the Supervisor's office, looking at potential sites for the homeless, along with the city of Azusa.

CONSENT CALENDAR

Paras-Caracci moved, Reilly seconded to adopt the Consent Calendar, as follows, and carried by the following Roll Call vote:

Approve Items A, B, C, D, E, G, H.

Remove Item F.

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang

NOES: None

Item E – RESOLUTION 20-29
Unrepresented Employees

Council Bill 20-R-29 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, RESCINDING RESOLUTION NO. 19-13 AND ESTABLISHING A SALARY SCHEDULE AND COMPENSATION PLAN FOR UNREPRESENTED REGULAR EMPLOYEES

ITEM REMOVED – Item F
Council Bill 20-R-30
Hispanic Heritage Month

Council Bill 20-R-30 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE COMMEMORATING HISPANIC HERITAGE MONTH

The Council Bill was read in its entirety.

ITEM F – APPROVED
RESOLUTION NO. 20-30

Urias moved, Paras-Caracci seconded to adopt Resolution No. 20-30, and carried by the following Roll Call vote:

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang

NOES: None

BUSINESS ITEM

-Designation of Voting Delegate/
Alternate for League Conference
-Recommendation concerning
Resolution (not considered)

Kang moved, Reilly seconded to designate Toney Lewis as the Voting Delegate (no Alternate designated) for the League of California Cities Virtual Conference to be held October 7-9, 2020, with the recommendation concerning the resolution not considered, and carried by the following Roll Call vote:

AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang

NOES: None

ITEMS FROM CITY COUNCIL/
CITY MANAGER

COSGROVE: Stated the residential eviction moratorium has been extended, and his office is working on the letter about the MS4 permit.

JORDAN: Thanked staff for helping with cooling centers and working so hard for our City.

LEWIS: Stated he spoke with the firemen on the strike team, thanked them for their service, and stated the new B-shift Captain at Station 44 is a female.

REILLY: Stated Friday is 9/11 and discussed her experience, she was glad to see the presentations about homelessness, the San Gabriel River is not a safe habitat for the homeless, that land must be reclaimed, thanked Mayor Kang for the mask give away at Royal Oaks, and thanked staff for the fabulous job they are doing during the recent crises.

PARAS-CARACCI: Thanked those who gave the presentations about homelessness, there is an overgrowth of weeds on the property at the southwest corner of Royal Oaks and Vineyard, regarding power outages, stated continued communication from SCE and the City is important, she is thankful for the cooling centers, inquired if the hours could possibly be shifted to 12:00 p.m. – 7:00 p.m., and stated she registered the Walk For Hope Team Duarte, and hopes to raise \$2500.

FINLAY: Thanked staff and the firefighters, and regarding broadband in our City, inquired if school students are being well served (Kang responded, and stated we need to get more variety for broadband in our City, and we need to talk with Charter).

FASANA: Stated Edison sent out a detailed explanation about power outages, noted there have been extremely and unusually high temperatures, and discussed Spectrum's connections.

URIAS: Thanked staff for helping with the cooling center and organizing transportation, thanked Public Safety for working and monitoring the fire, and stated he appreciates the updates.

The meeting was adjourned at 9:01 p.m. in memory of Esther Cardona.

ADJOURNMENT

Mayor Samuel Kang

City Clerk

9/08/20



City of Duarte

Council Warrant Register By Account

By Fund

Payment Dates 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-4809	LUISA VIELMA	Rec Refund-Little All Stars (Logan Vielma)	215470		35.00
100-4809	SINDHU CHANDRAN	Rec Refund-Little All Stars (Arjun Sunil)	215441		35.00
100-4809	ANDREA MONTERO	Rec Refund-Little All Stars (Ariana Montero)	215456		35.00
100-4809	SINDHU CHANDRAN	Recreation Refund-Soccer (Aarav Sunil)	215441		35.00
100-1610-7618	LANDSCAPE WAREHOUSE INC	Sports Parks Hose Bib Key	681		34.62
100-1405-7612	CALIFORNIA WATER ENVIRON	Gerard Batista Certification 10/1/20 - 9/30/21	215440		91.00
100-1610-7652	FAITH FIRE EXTINGUISHER & S	CC Kitchen Fire System Servic	215447		176.29
100-1205-7650	ADVANTAGE FORD LINCOLN	Vehicle #35 Service/Repair	215435		97.48
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	215450		634.76
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	215471		1,374.11
100-1610-7618	MAINTEX INC	Janitorial Supplies	682		1,125.50
100-1410-7810	A1 MAINTENANCE SERVICES	Las Brisas Sweeping 8/2020	215434		61.00
100-1410-7810	A1 MAINTENANCE SERVICES	Las Posadas Sweeping 8/2020	215434		61.00
100-1610-7652	SIMON EQUIPMENT RENTALS	Scissor Lift Rental (SC Painting	215465		473.52
100-1405-7801	COUNTY OF LOS ANGELES DEP	Industrial Waste Inspections 6/2020	215443		1,567.29
100-1405-7965	COUNTY OF LOS ANGELES DEP	BV St/Central Ave Traffic Signal Design 6/2020	215443		3,913.69
100-1405-7967	RKA CONSULTING GROUP	Duarte Inspection Srvc 7/202	215461		4,480.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 7/2020	215461		4,120.00
100-1405-7969	RKA CONSULTING GROUP	Plan Check Engineer 7/2020	215461		2,600.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 7/202	215461		720.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	215450		437.09
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	215442		68.94
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 8/2020	215446		135.00
100-1205-7980	MYRON CORP	Public Safety Planners	215458		1,399.22
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped Access Engineering 7/2020	215461		2,645.00
100-1405-7969	RKA CONSULTING GROUP	FY21 LLD Engineering Srvc 7/2020	215461		2,406.25
100-1405-7965	RKA CONSULTING GROUP	Duarte Road Lighting/Ped Improvements 7/2020	215461		1,840.00
100-1205-7655	T-MOBILE	Emergency Asset Tracking 7/21/20 - 8/20/20	215469		12.60
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	215450		352.08
100-1410-7650	CITY OF MONROVIA	Fuel-Field Srvc 7/2020	215455		1,314.20
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 7/2020	215455		1,203.56
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Development 7/2020	215455		44.31
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 7/2020	215455		4,976.03
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	215442		35.00
100-1610-7652	ALBERTOS PLUMBING	Fitness Ctr Drinking Fountain Installation	215436		1,750.00
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	215471		88.24
100-1205-7610	U.S. BANK	Mtg w/DHS (Re: Start of School) (Raffi's Catering)	689		39.69
100-1205-7610	U.S. BANK	School Safety Meeting (Monrovia Pizza Co)	689		52.63

Council Warrant Register By Account

Payment Dates: 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7610	U.S. BANK	Mtg w/ Boys & Girls Club	689		54.39
100-1205-7610	U.S. BANK	(Bhanu Indian Cuisine)			
		Grant Discussion w/APU	689		90.13
		(Max's Mexican Cuisine)			
100-1205-7614	U.S. BANK	Office Supplies (Target)	689		19.82
100-1205-7762	U.S. BANK	Parking Kiosk Repair Shipping	689		44.00
		(FedEx)			
100-1205-7779	U.S. BANK	DART Vitruel Events Book	689		21.00
		Club (Audible Amazon)			
100-1205-7980	U.S. BANK	Adobe Creative Cloud	689	201904-Other Exp-Tobacco Gr	52.99
100-1205-7980	U.S. BANK	Staff /CERT Food-Ranch2 Fire	689		57.30
		(Smart & Final)			
100-1205-7980	U.S. BANK	Water Delivery (Sparkletts)	689		270.02
100-1205-7980	U.S. BANK	Staff/CERT Food-Ranch2 Fire	689		130.00
		(Max's Cuisine)			
100-1205-7980	U.S. BANK	COVID-19 Cleaning Supplies	689	202024- Other Expense/Coro	84.09
		(Quill Corp)			
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	686		110.39
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	686		226.48
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	686		53.52
100-1610-7618	STAPLES ADVANTAGE	Office Supplies	686		79.36
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	686		32.60
100-1610-7616	POOL & ELECTRICAL PRODUC	Pool Chemical Testers	215460		61.56
100-1605-7614	STAPLES ADVANTAGE	Pencils	686		6.55
100-1610-7618	STAPLES ADVANTAGE	Hand Sanitizer (COVID-19)	686	202024-Bldg Supp-Coronaviru	44.53
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 8/2020	215459		100.00
100-1205-7762	CALE AMERICA INC	WTP Fees 8/2020	215439		152.40
100-1205-7650	BLACK AND WHITE EMERGEN	Vehicle #23 Light Set-up	673		3,685.92
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	215442		35.00
100-1010-7965	TRIEPEI SMITH & ASSOCIATES	Social	688		37.50
		Media/Website/Content Mg			
100-1405-7800	CHARLES ABBOTT ASSOCIATES	Building & Safety Svcs 8/202	675		6,801.23
100-2121	FOOTHILL UNITY CENTER	Homeless Hygiene Program	215449		8,738.31
100-1610-7618	MAINTEX INC	Janitorial Supplies	682		565.35
100-1610-7650	WARDS SERVICE	Vehicle #20 Tire Patch	690		25.00
100-1610-7650	WARDS SERVICE	Vehicle #14 Major	690		1,928.87
		Service/Repair			
100-4204	CONCEPCION RAMOS CRUZ	Dog License Overpayment	215444		35.00
100-1405-7965	KOA CORPORATION	Duarte CIP Update Services	215453		3,270.00
		8/2020			
100-2120	TONEY LEWIS	Candidate Printing Deposit	215454		400.00
		Refund			
100-1025-7701	AREA D CIVIL DEFENSE/DISAS	FY21 Area D Fees	215437		1,101.65
100-1020-7712	GOVERNANCE SCIENCES GRO	FlashVote 9/1/20 - 8/31/21	215451		6,400.00
		(Cmty Info Tool)			
100-1205-7650	BLACK AND WHITE EMERGEN	Vehicle #22 Light Set-up	673		3,668.89
100-1205-7655	THOMSON REUTERS-WEST PU	Emergency Software 8/1/20 -	215468		166.88
		8/31/20			
100-1205-7780	SAN GABRIEL VALLEY HUMAN	Animal Shelter Services 9/202	215463		5,166.67
100-1605-7728	CMC LIVESCAN & NOTARY SER	Livescan Services 8/2020	676	202107-Duarte's Promise-Exp	23.00
100-1810-7660	CMC LIVESCAN & NOTARY SER	Livescan Services 8/2020	676		138.00
100-1405-7975	MOORE IACOFANO GOLTSMA	Website Hosting-Town	215457		2,462.50
		Ctr/Duarte Station 7/2020			
100-1810-7965	SHAW HR CONSULTING	HR Consulting 9/3/20	215464		325.00
100-1810-7965	SHAW HR CONSULTING	HR Consulting 7/16/20 -	215464		3,580.00
		8/26/20			
100-1405-7965	BUCKNAM INFRASTRUCTURE	GIS Program	215438		942.50
100-1605-7728	CALIFORNIA STATE DEPARTME	Fingerprint Apps 8/2020	674	202107-Duarte's Promise-Exp	30.00
100-1810-7660	CALIFORNIA STATE DEPARTME	Fingerprint Apps 8/2020	674		15.00
100-1610-7652	POST ALARM SYSTEMS	Ch/City Yard Alarm	683		87.56
		Monitoring 10/1/20 - 10/31/2			

Council Warrant Register By Account

Payment Dates: 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1410-7814	SUPERIOR PROPERTY SERVICE	Citywide Graffiti Removal 8/2020	215467		1,843.05
100-1020-7712	JCL TRAFFIC SERVICES	COVID-19 Message Board Rental	215452	202024-Comm Information-C	1,880.00
100-1405-7614	STAMP-OUT INC	Office Supplies	685		49.76
100-1010-7980	THE SAUCE CREATIVE SERVICE	Fall 2020 Newsletter	684		237.04
100-1205-7613	THE SAUCE CREATIVE SERVICE	Fall 2020 Newsletter	684		237.03
100-1605-7739	THE SAUCE CREATIVE SERVICE	Fall 2020 Newsletter	684		474.08
100-1410-7650	WARDS SERVICE	Vehicle #2 Service/Repair	690		564.56
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 8/1/20 - 8/31/20	EFT10278		1,080.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 9/1/20 - 10/1/20	EFT10261		267.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 9/1/20 - 10/1/20	EFT10262		247.00
100-1815-7630	DE LAGE LANDEN FINANCIAL	iMac Lease Pymt 13 of 24	EFT10263		1,015.63
100-1825-7626	FEDEX	Document Delivery	215448		29.96
100-1205-7655	EVERBRIDGE INC	Nixle Engage 9/28/20 - 9/27/2	677		4,000.00
100-1020-7710	DUARTE CHAMBER OF COMM	FY21 1st Payment-Annual Service Contract	215445		22,550.00
100-4807	DANNY OKEEFE ROSS	Fitness Ctr Membership Refund	215462		110.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 7/2020 - 8/2020	215472		2,200.00
100-1020-7722	GRANICUS INC	Civica Website Hosting 9/19/20 - 10/18/20	679		755.64
Fund 100 - GENERAL FUND Total:					129,331.81

Fund: 220 - GAS TAX FUN

220-2210-7812	SUPERIOR PAVEMENT MARKI	Rt 66 Striping (Huntington Dr)	687		3,495.00
Fund 220 - GAS TAX FUN Total:					3,495.00

Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND

240-2421-7887	BEE REMOVERS	Bee Removal (Las Lomas Villa	672		285.00
240-2426-7810	A1 MAINTENANCE SERVICES	Grocery Outlet Ctr Sweeping 8/2020	215434		784.00
240-2405-7890	COUNTY OF LOS ANGELES DEP	Installation of 38 Overhead Signs 6/2020	215443		44,293.55
240-2405-7890	COUNTY OF LOS ANGELES DEP	KITS Monitoring Services 6/2020	215443		130.68
240-2405-7890	COUNTY OF LOS ANGELES DEP	Traffic Signal Ped Push Buttons Installation	215443		37,121.52
240-2405-7890	COUNTY OF LOS ANGELES DEP	Traffic Signal Maintenance 6/2020	215443		10,633.69
240-2405-7890	JTB SUPPLY COMPANY	Traffic Signal Sign Arm	680		1,138.80
240-2410-7662	BEE REMOVERS	Bee Removal (1850 Highland Ave)	672		235.00
240-2410-7663	BEE REMOVERS	Bee Removal (Duarte Rd Median)	672		120.00
240-2410-7891	SITEONE LANDSCAPE SUPPLY	Irrigation Repairs-Duarte Rd Median	215466		73.42
240-2410-7662	SITEONE LANDSCAPE SUPPLY	Irrigation Inventory Supplies	215466		178.72
240-2410-7891	SITEONE LANDSCAPE SUPPLY	Irrigation Repairs-Hunt Dr Median	215466		108.74
240-2433-7887	SITEONE LANDSCAPE SUPPLY	Irrigaiton Repairs (Buena Vista LLD)	215466		237.49
240-2410-7888	SITEONE LANDSCAPE SUPPLY	Irrigation Repair (Citywide Landscape)	215466		49.47
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					95,390.08

Fund: 440 - PROPOSITION A TRANSIT FUND

440-4405-7619	CITY OF MONROVIA	Fuel-Transportation Dept 7/2020	215455		18.29
440-4405-8013	FOOTHILL TRANSIT	18th Installment of 3rd Bus 9/2020	678		4,523.11

Council Warrant Register By Account

Payment Dates: 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2020	678		27,623.00
Fund 440 - PROPOSITION A TRANSIT FUND Total:					32,164.40
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	18th Installment of 3rd Bus 9/2020	678		2,544.25
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2020	678		22,600.63
Fund 460 - PROPOSITION C TRANSIT FUND Total:					25,144.88
Grand Total:					285,526.17

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	129,331.81
220 - GAS TAX FUN	3,495.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	95,390.08
440 - PROPOSITION A TRANSIT FUND	32,164.40
460 - PROPOSITION C TRANSIT FUND	25,144.88
Grand Total:	285,526.17

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7965	Professional Services	37.50
100-1010-7980	Other Expenses	237.04
100-1020-7710	Chamber Of Commerce	22,550.00
100-1020-7712	Community Information	8,280.00
100-1020-7722	City Web Site	755.64
100-1020-7726	Council Cablecasting	2,200.00
100-1025-7701	Area D Civil Defense	1,101.65
100-1205-7610	Travel, Mtgs & Conf	236.84
100-1205-7613	Duplications And Photos	237.03
100-1205-7614	Office Supplies	19.82
100-1205-7650	Vehicle Maintenance	8,655.85
100-1205-7655	Emergency Services	4,179.48
100-1205-7762	Parking Pass Kiosk Costs	196.40
100-1205-7779	Youth Programs	21.00
100-1205-7780	Animal Control	5,166.67
100-1205-7781	Contract Law Enforceme	4,976.03
100-1205-7980	Other Expenses	1,993.62
100-1405-7612	Publications and Dues	91.00
100-1405-7614	Office Supplies	386.63
100-1405-7650	Vehicle Maintenance	44.31
100-1405-7800	Building Department Ser	7,315.23
100-1405-7801	Industrial Waste Inspecti	1,567.29
100-1405-7965	Professional Services	12,611.19
100-1405-7967	Public Works Inspection	4,480.00
100-1405-7969	City Engineer	9,846.25
100-1405-7975	Economic Development	2,462.50
100-1410-7650	Vehicle Maintenance	1,878.76
100-1410-7810	Street Sweeping	122.00
100-1410-7814	Graffiti Removal	1,843.05
100-1605-7614	Office Supplies	92.67
100-1605-7728	Americorp's VIP Progra	53.00
100-1605-7739	Publicity	474.08
100-1610-7616	Pool Supplies	61.56
100-1610-7617	Pool Chemicals	1,423.93
100-1610-7618	Building Supplies	3,311.71
100-1610-7636	Uniforms	138.94
100-1610-7650	Vehicle Maintenance	1,953.87
100-1610-7652	Building Maint Services	2,622.37
100-1810-7660	Other Services	153.00
100-1810-7965	Professional Services	3,905.00
100-1810-7980	Other Expenses	100.00
100-1815-7630	Equipment Lease	1,015.63
100-1815-7632	Software Maintenance	1,080.00
100-1825-7626	Postage	29.96
100-2120	Refundable Deposits	400.00
100-2121	Pass Through Deposits	8,738.31
100-4204	Animal Licenses	35.00
100-4807	Health Membership Fee	110.00

Account Summary

Account Number	Account Name	Payment Amount
100-4809	Sports Program Fees	140.00
220-2210-7812	Street Striping & Markin	3,495.00
240-2405-7890	Repairs-Traffic Signal	93,318.24
240-2410-7662	Other Serv-Citywide	413.72
240-2410-7663	Other Serv-Medians	120.00
240-2410-7888	Repairs-Citywide	49.47
240-2410-7891	Repairs-Medians	182.16
240-2421-7887	Repairs & Replacements	285.00
240-2426-7810	Street Sweeping	784.00
240-2433-7887	Repairs & Replacements	237.49
440-4405-7619	Fuel And Oil	18.29
440-4405-7960	Foothill Transit Operatio	27,623.00
440-4405-8013	Vehicles (Capital)	4,523.11
460-4605-7960	Foothill Tranist Operatio	22,600.63
460-4605-8013	Vehicles (Capital)	2,544.25
Grand Total:		285,526.17

Project Account Summary

Project Account Key	Payment Amount
None	283,411.56
201904-Other Exp-Tobacco Grant	52.99
202024- Other Expense/Coronavirus Response	84.09
202024-Bldg Supp-Coronavirus Response	44.53
202024-Comm Information-Coronavirus Response	1,880.00
202107-Duarte's Promise-Expense	53.00
Grand Total:	285,526.17



City of Duarte

Council Warrant Register By Vendor

By Fund

Payment Dates 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
100-1410-7810	A1 MAINTENANCE SERVICES	Las Brisas Sweeping 8/2020	194285		61.00
100-1410-7810	A1 MAINTENANCE SERVICES	Las Posadas Sweeping 8/2020	194286		61.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					122.00
Vendor: 0091 - ADVANTAGE FORD LINCOLN					
100-1205-7650	ADVANTAGE FORD LINCOLN	Vehicle #35 Service/Repair	473685		97.48
Vendor 0091 - ADVANTAGE FORD LINCOLN Total:					97.48
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Fitness Ctr Drinking Fountain Installation	681376		1,750.00
Vendor 5561 - ALBERTOS PLUMBING Total:					1,750.00
Vendor: T3502 - ANDREA MONTERO					
100-4809	ANDREA MONTERO	Rec Refund-Little All Stars (Ariana Montero)	2000783.002		35.00
Vendor T3502 - ANDREA MONTERO Total:					35.00
Vendor: 0866 - AREA D CIVIL DEFENSE/DISASTER MANAGEMENT					
100-1025-7701	AREA D CIVIL DEFENSE/DISAS	FY21 Area D Fees	2008		1,101.65
Vendor 0866 - AREA D CIVIL DEFENSE/DISASTER MANAGEMENT Total:					1,101.65
Vendor: 6187 - BLACK AND WHITE EMERGENCY VEHICLES LLC					
100-1205-7650	BLACK AND WHITE EMERGEN	Vehicle #23 Light Set-up	3647		3,685.92
100-1205-7650	BLACK AND WHITE EMERGEN	Vehicle #22 Light Set-up	3650		3,668.89
Vendor 6187 - BLACK AND WHITE EMERGENCY VEHICLES LLC Total:					7,354.81
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7965	BUCKNAM INFRASTRUCTURE	GIS Program	352-03.11		942.50
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					942.50
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 8/2020	160645		152.40
Vendor 5559 - CALE AMERICA INC Total:					152.40
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1605-7728	CALIFORNIA STATE DEPARTME	Fingerprint Apps 8/2020	465739	202107-Duarte's Promise-Exp	30.00
100-1810-7660	CALIFORNIA STATE DEPARTME	Fingerprint Apps 8/2020	465739		15.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					45.00
Vendor: 6099 - CALIFORNIA WATER ENVIRONMENT ASSOCIATION					
100-1405-7612	CALIFORNIA WATER ENVIRON	Gerard Batista Certification 10/1/20 - 9/30/21	416961		91.00
Vendor 6099 - CALIFORNIA WATER ENVIRONMENT ASSOCIATION Total:					91.00
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES	Building & Safety Svcs 8/202	61488		6,801.23
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					6,801.23
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4058992525		68.94
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4059666659		35.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4061056481		35.00
Vendor 5140 - CINTAS CORPORATION #693 Total:					138.94
Vendor: 0903 - CITY OF MONROVIA					
100-1410-7650	CITY OF MONROVIA	Fuel-Field Svcs 7/2020	2100469		1,314.20
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 7/2020	2100470		1,203.56
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Development 7/2020	2100471		44.31

Council Warrant Register By Vendor

Payment Dates: 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 7/2020	2100472		4,976.03
Vendor 0903 - CITY OF MONROVIA Total:					7,538.10
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1605-7728	CMC LIVESCAN & NOTARY SER	Livescan Services 8/2020	CMC-2318	202107-Duarte's Promise-Exp	23.00
100-1810-7660	CMC LIVESCAN & NOTARY SER	Livescan Services 8/2020	CMC-2318		138.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					161.00
Vendor: T4354 - CONCEPION RAMOS CRUZ					
100-4204	CONCEPION RAMOS CRUZ	Dog License Overpayment	8312020		35.00
Vendor T4354 - CONCEPION RAMOS CRUZ Total:					35.00
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DEP	Industrial Waste Inspections 6/2020	20081700359		1,567.29
100-1405-7965	COUNTY OF LOS ANGELES DEP	BV St/Central Ave Traffic Signal Design 6/2020	20081700456		3,913.69
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					5,480.98
Vendor: T4355 - DANNY OKEEFE ROSS					
100-4807	DANNY OKEEFE ROSS	Fitness Ctr Membership Refund	R1001888.004		110.00
Vendor T4355 - DANNY OKEEFE ROSS Total:					110.00
Vendor: 6064 - DE LAGE LANDEN FINANCIAL SERVICES INC					
100-1815-7630	DE LAGE LANDEN FINANCIAL	iMac Lease Pymt 13 of 24	69135998		1,015.63
Vendor 6064 - DE LAGE LANDEN FINANCIAL SERVICES INC Total:					1,015.63
Vendor: 0074 - DUARTE CHAMBER OF COMMERCE					
100-1020-7710	DUARTE CHAMBER OF COMM	FY21 1st Payment-Annual Service Contract	9142020		22,550.00
Vendor 0074 - DUARTE CHAMBER OF COMMERCE Total:					22,550.00
Vendor: 5639 - EVERBRIDGE INC					
100-1205-7655	EVERBRIDGE INC	Nixle Engage 9/28/20 - 9/27/2	M54923		4,000.00
Vendor 5639 - EVERBRIDGE INC Total:					4,000.00
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 8/2020	90376		135.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					135.00
Vendor: 4294 - FAITH FIRE EXTINGUISHER & SAFETY EQUIPMENT CO					
100-1610-7652	FAITH FIRE EXTINGUISHER & S	CC Kitchen Fire System Servic	3951		176.29
Vendor 4294 - FAITH FIRE EXTINGUISHER & SAFETY EQUIPMENT CO Total:					176.29
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	7-120-68374		29.96
Vendor 0087 - FEDEX Total:					29.96
Vendor: T0183 - FOOTHILL UNITY CENTER					
100-2121	FOOTHILL UNITY CENTER	Homeless Hygiene Program	7979		8,738.31
Vendor T0183 - FOOTHILL UNITY CENTER Total:					8,738.31
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	141951		634.76
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	142005		437.09
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	142060		352.08
Vendor 4690 - FULLER ENGINEERING INC Total:					1,423.93
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 8/1/20 - 8/31/20	3784450857		1,080.00
Vendor 6181 - GOOGLE LLC Total:					1,080.00
Vendor: 6158 - GOVERNANCE SCIENCES GROUP INC					
100-1020-7712	GOVERNANCE SCIENCES GRO	FlashVote 9/1/20 - 8/31/21 (Cmty Info Tool)	20-Duarte		6,400.00
Vendor 6158 - GOVERNANCE SCIENCES GROUP INC Total:					6,400.00

Council Warrant Register By Vendor

Payment Dates: 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5347 - GRANICUS INC					
100-1020-7722	GRANICUS INC	Civica Website Hosting 9/19/20 - 10/18/20	131219		755.64
Vendor 5347 - GRANICUS INC Total:					755.64
Vendor: 3957 - JCL TRAFFIC SERVICES					
100-1020-7712	JCL TRAFFIC SERVICES	COVID-19 Message Board Rental	105567	202024-Comm Information-C	1,880.00
Vendor 3957 - JCL TRAFFIC SERVICES Total:					1,880.00
Vendor: 6009 - KOA CORPORATION					
100-1405-7965	KOA CORPORATION	Duarte CIP Update Services 8/2020	JC06053 - 1		3,270.00
Vendor 6009 - KOA CORPORATION Total:					3,270.00
Vendor: 3968 - LANDSCAPE WAREHOUSE INC					
100-1610-7618	LANDSCAPE WAREHOUSE INC	Sports Parks Hose Bib Key	4139461		34.62
Vendor 3968 - LANDSCAPE WAREHOUSE INC Total:					34.62
Vendor: 1927 - LEVON YOTNAKHPARIAN					
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 7/2020 - 8/2020	9152020		2,200.00
Vendor 1927 - LEVON YOTNAKHPARIAN Total:					2,200.00
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 9/1/20 - 10/1/20	60647		267.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 9/1/20 - 10/1/20	60648		247.00
Vendor 5761 - LIFE STORAGE #530 Total:					514.00
Vendor: T4251 - LUISA VIELMA					
100-4809	LUISA VIELMA	Rec Refund-Little All Stars (Logan Vielma)	2000772.002		35.00
Vendor T4251 - LUISA VIELMA Total:					35.00
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Janitorial Supplies	800162-00		1,125.50
100-1610-7618	MAINTEX INC	Janitorial Supplies	802814-00		565.35
Vendor 5868 - MAINTEX INC Total:					1,690.85
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-1405-7975	MOORE IACOFANO GOLTSMA	Website Hosting-Town Ctr/Duarte Station 7/2020	0065884		2,462.50
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					2,462.50
Vendor: 5048 - MYRON CORP					
100-1205-7980	MYRON CORP	Public Safety Planners	116279951		1,399.22
Vendor 5048 - MYRON CORP Total:					1,399.22
Vendor: 4607 - NAVIA BENEFIT SOLUTIONS					
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 8/2020	10278628		100.00
Vendor 4607 - NAVIA BENEFIT SOLUTIONS Total:					100.00
Vendor: 5166 - POOL & ELECTRICAL PRODUCTS INC					
100-1610-7616	POOL & ELECTRICAL PRODUC	Pool Chemical Testers	21107544		61.56
Vendor 5166 - POOL & ELECTRICAL PRODUCTS INC Total:					61.56
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	Ch/City Yard Alarm Monitoring 10/1/20 - 10/31/2	1299516		87.56
Vendor 2466 - POST ALARM SYSTEMS Total:					87.56
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7967	RKA CONSULTING GROUP	Duarte Inspection Srvcs 7/202	30239		4,480.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 7/2020	30240		4,120.00
100-1405-7969	RKA CONSULTING GROUP	Plan Check Engineer 7/2020	30241		2,600.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 7/202	30242		720.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped Access Engineering 7/2020	30305		2,645.00

Council Warrant Register By Vendor

Payment Dates: 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1405-7969	RKA CONSULTING GROUP	FY21 LLD Engineering Svcs 7/2020	30306		2,406.25
100-1405-7965	RKA CONSULTING GROUP	Duarte Road Lighting/Ped Improvements 7/2020	30307		1,840.00
Vendor 0904 - RKA CONSULTING GROUP Total:					18,811.25
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMAN	Animal Shelter Services 9/202	9-2020D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 6168 - SHAW HR CONSULTING					
100-1810-7965	SHAW HR CONSULTING	HR Consulting 9/3/20	15744		325.00
100-1810-7965	SHAW HR CONSULTING	HR Consulting 7/16/20 - 8/26/20	15745		3,580.00
Vendor 6168 - SHAW HR CONSULTING Total:					3,905.00
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7652	SIMON EQUIPMENT RENTALS	Scissor Lift Rental (SC Painting	117576		473.52
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					473.52
Vendor: T4241 - SINDHU CHANDRAN					
100-4809	SINDHU CHANDRAN	Rec Refund-Little All Stars (Arjun Sunil)	2000774.002		35.00
100-4809	SINDHU CHANDRAN	Recreation Refund-Soccer (Aarav Sunil)	2000810.002		35.00
Vendor T4241 - SINDHU CHANDRAN Total:					70.00
Vendor: 0218 - STAMP-OUT INC					
100-1405-7614	STAMP-OUT INC	Office Supplies	195912		49.76
Vendor 0218 - STAMP-OUT INC Total:					49.76
Vendor: 2688 - STAPLES ADVANTAGE					
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3454844097		110.39
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3454844098		226.48
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3454844099		53.52
100-1610-7618	STAPLES ADVANTAGE	Office Supplies	3454844099		79.36
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3454907783		32.60
100-1605-7614	STAPLES ADVANTAGE	Pencils	3454987371		6.55
100-1610-7618	STAPLES ADVANTAGE	Hand Sanitizer (COVID-19)	3455377623	202024-Bldg Supp-Coronaviru	44.53
Vendor 2688 - STAPLES ADVANTAGE Total:					553.43
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICE	Citywide Graffiti Removal 8/2020	16425		1,843.05
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,843.05
Vendor: 4241 - THE SAUCE CREATIVE SERVICES CORP					
100-1010-7980	THE SAUCE CREATIVE SERVICE	Fall 2020 Newsletter	4405		237.04
100-1205-7613	THE SAUCE CREATIVE SERVICE	Fall 2020 Newsletter	4405		237.03
100-1605-7739	THE SAUCE CREATIVE SERVICE	Fall 2020 Newsletter	4405		474.08
Vendor 4241 - THE SAUCE CREATIVE SERVICES CORP Total:					948.15
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PU	Emergency Software 8/1/20 - 8/31/20	842925201		166.88
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					166.88
Vendor: 5866 - T-MOBILE					
100-1205-7655	T-MOBILE	Emergency Asset Tracking 7/21/20 - 8/20/20	8212020		12.60
Vendor 5866 - T-MOBILE Total:					12.60
Vendor: 6100 - TONEY LEWIS					
100-2120	TONEY LEWIS	Candidate Printing Deposit Refund	R85907		400.00
Vendor 6100 - TONEY LEWIS Total:					400.00

Council Warrant Register By Vendor

Payment Dates: 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1010-7965	TRIPEPI SMITH & ASSOCIATES	Social Media/Website/Content Mg	5385		37.50
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					37.50
Vendor: 4484 - U.S. BANK					
100-1205-7610	U.S. BANK	School Safety Meeting (Monrovia Pizza Co)	8252020BV		52.63
100-1205-7610	U.S. BANK	Mtg w/DHS (Re: Start of School) (Raffi's Catering)	8252020BV		39.69
100-1205-7610	U.S. BANK	Grant Discussion w/APU (Max's Mexican Cuisine)	8252020BV		90.13
100-1205-7610	U.S. BANK	Mtg w/ Boys & Girls Club (Bhanu Indian Cuisine)	8252020BV		54.39
100-1205-7614	U.S. BANK	Office Supplies (Target)	8252020BV		19.82
100-1205-7762	U.S. BANK	Parking Kiosk Repair Shipping (FedEx)	8252020BV		44.00
100-1205-7779	U.S. BANK	DART Vitruval Events Book Club (Audible Amazon)	8252020BV		21.00
100-1205-7980	U.S. BANK	Adobe Creative Cloud	8252020BV	201904-Other Exp-Tobacco Gr	52.99
100-1205-7980	U.S. BANK	COVID-19 Cleaning Supplies (Quill Corp)	8252020BV	202024- Other Expense/Coro	84.09
100-1205-7980	U.S. BANK	Staff/CERT Food-Ranch2 Fire (Max's Cuisine)	8252020BV		130.00
100-1205-7980	U.S. BANK	Water Delivery (Sparkletts)	8252020BV		270.02
100-1205-7980	U.S. BANK	Staff /CERT Food-Ranch2 Fire (Smart & Final)	8252020BV		57.30
Vendor 4484 - U.S. BANK Total:					916.06
Vendor: 6113 - WARDS SERVICE					
100-1610-7650	WARDS SERVICE	Vehicle #20 Tire Patch	80893		25.00
100-1610-7650	WARDS SERVICE	Vehicle #14 Major Service/Repair	80894		1,928.87
100-1410-7650	WARDS SERVICE	Vehicle #2 Service/Repair	80947		564.56
Vendor 6113 - WARDS SERVICE Total:					2,518.43
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	79390893		1,374.11
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	79416512		88.24
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					1,462.35
Fund 100 - GENERAL FUND Total:					129,331.81
Fund: 220 - GAS TAX FUN					
Vendor: 4917 - SUPERIOR PAVEMENT MARKINGS INC					
220-2210-7812	SUPERIOR PAVEMENT MARKI	Rt 66 Striping (Huntington Dr)	13090		3,495.00
Vendor 4917 - SUPERIOR PAVEMENT MARKINGS INC Total:					3,495.00
Fund 220 - GAS TAX FUN Total:					3,495.00
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
240-2426-7810	A1 MAINTENANCE SERVICES	Grocery Outlet Ctr Sweeping 8/2020	194284		784.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					784.00
Vendor: 1060 - BEE REMOVERS					
240-2421-7887	BEE REMOVERS	Bee Removal (Las Lomas Villa	598494		285.00
240-2410-7662	BEE REMOVERS	Bee Removal (1850 Highland Ave)	598523		235.00
240-2410-7663	BEE REMOVERS	Bee Removal (Duarte Rd Median)	598484		120.00
Vendor 1060 - BEE REMOVERS Total:					640.00
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
240-2405-7890	COUNTY OF LOS ANGELES DEP	Installation of 38 Overhead Signs 6/2020	20081700401		44,293.55

Council Warrant Register By Vendor

Payment Dates: 9/10/2020 - 9/23/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
240-2405-7890	COUNTY OF LOS ANGELES DEP	KITS Monitoring Services 6/2020	20081700406		130.68
240-2405-7890	COUNTY OF LOS ANGELES DEP	Traffic Signal Ped Push Buttons Installation	20081700476		37,121.52
240-2405-7890	COUNTY OF LOS ANGELES DEP	Traffic Signal Maintenance 6/2020	20081700749		10,633.69
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					92,179.44
Vendor: 6141 - JTB SUPPLY COMPANY					
240-2405-7890	JTB SUPPLY COMPANY	Traffic Signal Sign Arm	107783		1,138.80
Vendor 6141 - JTB SUPPLY COMPANY Total:					1,138.80
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7891	SITEONE LANDSCAPE SUPPLY	Irrigation Repairs-Duarte Rd Median	102693457-001		73.42
240-2410-7662	SITEONE LANDSCAPE SUPPLY	Irrigation Inventory Supplies	102694142-001		178.72
240-2410-7891	SITEONE LANDSCAPE SUPPLY	Irrigation Repairs-Hunt Dr Median	102765168-001		108.74
240-2433-7887	SITEONE LANDSCAPE SUPPLY	Irrigation Repairs (Buena Vista LLD)	102983244-001		237.49
240-2410-7888	SITEONE LANDSCAPE SUPPLY	Irrigation Repair (Citywide Landscape)	103108545-001		49.47
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					647.84
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					95,390.08
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 0903 - CITY OF MONROVIA					
440-4405-7619	CITY OF MONROVIA	Fuel-Transportation Dept 7/2020	2100473		18.29
Vendor 0903 - CITY OF MONROVIA Total:					18.29
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	18th Installment of 3rd Bus 9/2020	F2802-0920		4,523.11
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2020	SI007679		27,623.00
Vendor 3192 - FOOTHILL TRANSIT Total:					32,146.11
Fund 440 - PROPOSITION A TRANSIT FUND Total:					32,164.40
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	18th Installment of 3rd Bus 9/2020	F2802-0920		2,544.25
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 8/2020	SI007679		22,600.63
Vendor 3192 - FOOTHILL TRANSIT Total:					25,144.88
Fund 460 - PROPOSITION C TRANSIT FUND Total:					25,144.88
Grand Total:					285,526.17

Report Summary**Fund Summary**

Fund	Payment Amount
100 - GENERAL FUND	129,331.81
220 - GAS TAX FUN	3,495.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	95,390.08
440 - PROPOSITION A TRANSIT FUND	32,164.40
460 - PROPOSITION C TRANSIT FUND	25,144.88
Grand Total:	285,526.17

Account Summary

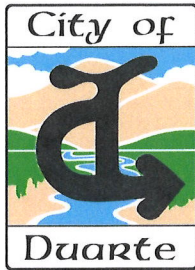
Account Number	Account Name	Payment Amount
100-1010-7965	Professional Services	37.50
100-1010-7980	Other Expenses	237.04
100-1020-7710	Chamber Of Commerce	22,550.00
100-1020-7712	Community Information	8,280.00
100-1020-7722	City Web Site	755.64
100-1020-7726	Council Cablecasting	2,200.00
100-1025-7701	Area D Civil Defense	1,101.65
100-1205-7610	Travel, Mtgs & Conf	236.84
100-1205-7613	Duplications And Photos	237.03
100-1205-7614	Office Supplies	19.82
100-1205-7650	Vehicle Maintenance	8,655.85
100-1205-7655	Emergency Services	4,179.48
100-1205-7762	Parking Pass Kiosk Costs	196.40
100-1205-7779	Youth Programs	21.00
100-1205-7780	Animal Control	5,166.67
100-1205-7781	Contract Law Enforceme	4,976.03
100-1205-7980	Other Expenses	1,993.62
100-1405-7612	Publications and Dues	91.00
100-1405-7614	Office Supplies	386.63
100-1405-7650	Vehicle Maintenance	44.31
100-1405-7800	Building Department Ser	7,315.23
100-1405-7801	Industrial Waste Inspecti	1,567.29
100-1405-7965	Professional Services	12,611.19
100-1405-7967	Public Works Inspection	4,480.00
100-1405-7969	City Engineer	9,846.25
100-1405-7975	Economic Development	2,462.50
100-1410-7650	Vehicle Maintenance	1,878.76
100-1410-7810	Street Sweeping	122.00
100-1410-7814	Graffiti Removal	1,843.05
100-1605-7614	Office Supplies	92.67
100-1605-7728	Americorp's VIP Progra	53.00
100-1605-7739	Publicity	474.08
100-1610-7616	Pool Supplies	61.56
100-1610-7617	Pool Chemicals	1,423.93
100-1610-7618	Building Supplies	3,311.71
100-1610-7636	Uniforms	138.94
100-1610-7650	Vehicle Maintenance	1,953.87
100-1610-7652	Building Maint Services	2,622.37
100-1810-7660	Other Services	153.00
100-1810-7965	Professional Services	3,905.00
100-1810-7980	Other Expenses	100.00
100-1815-7630	Equipment Lease	1,015.63
100-1815-7632	Software Maintenance	1,080.00
100-1825-7626	Postage	29.96
100-2120	Refundable Deposits	400.00
100-2121	Pass Through Deposits	8,738.31
100-4204	Animal Licenses	35.00
100-4807	Health Membership Fee	110.00

Account Summary

Account Number	Account Name	Payment Amount
100-4809	Sports Program Fees	140.00
220-2210-7812	Street Striping & Markin	3,495.00
240-2405-7890	Repairs-Traffic Signal	93,318.24
240-2410-7662	Other Serv-Citywide	413.72
240-2410-7663	Other Serv-Medians	120.00
240-2410-7888	Repairs-Citywide	49.47
240-2410-7891	Repairs-Medians	182.16
240-2421-7887	Repairs & Replacements	285.00
240-2426-7810	Street Sweeping	784.00
240-2433-7887	Repairs & Replacements	237.49
440-4405-7619	Fuel And Oil	18.29
440-4405-7960	Foothill Transit Operatio	27,623.00
440-4405-8013	Vehicles (Capital)	4,523.11
460-4605-7960	Foothill Tranist Operatio	22,600.63
460-4605-8013	Vehicles (Capital)	2,544.25
	Grand Total:	285,526.17

Project Account Summary

Project Account Key	Payment Amount
None	283,411.56
201904-Other Exp-Tobacco Grant	52.99
202024- Other Expense/Coronavirus Response	84.09
202024-Bldg Supp-Coronavirus Response	44.53
202024-Comm Information-Coronavirus Response	1,880.00
202107-Duarte's Promise-Expense	53.00
Grand Total:	285,526.17

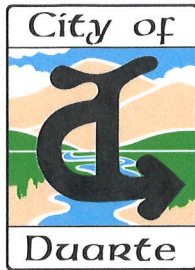


**PUBLIC SAFETY
STATUS REPORT
September 2020**



PROJECT/PROGRAM		STATUS
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>		
1. Part 1 Crimes	Part 1 Crime is down 15.41% year to date	
2. Crime Trends	Every category of Part 1 Crimes is down year to date. That is an amazing two week turnaround. As of two weeks ago we were exactly even in Part 1 Crimes year to date.	
<u>MEASURE H and OUTREACH COORDINATION</u>		
1. Five Cities Grant	The City of Duarte was assigned a case manager in April from Union Station. The case manager has been working from home and visiting Duarte locations twice a week. She has been working out of the Duarte Park Recreation Center. She continues to work daily with our Outreach Coordinator to provide services to the homeless. Three people have been housed to date. Two people who frequent the Beardslee Park area are awaiting placement into housing.	
2. Outreach Coordinator	The Outreach Coordinator (Tony Hadloc) makes a daily (Monday through Friday) sweep through the entire City and checks the parks twice daily in an effort to conduct daily outreach to the homeless. In addition, he responds to all calls for service from residents, businesses, and staff. He is in daily contact with the Union Station Case Manager. Tony can be reached at 626-357-7938 X317 or by email at hadloca@accessduarte.com if a call for service needs to be reported.	
<u>CODE ENFORCEMENT</u>		
1. Shopping Carts	Ordinance No. 20-O-06 went into effect on August 28 th . The Bobcat Fire has slowed the Public Safety Operations but 3 carts have been impounded to date.	
2. Short Term Rentals	Staff will be bringing an ordinance back to the City Council at the October 27th City Council meeting	

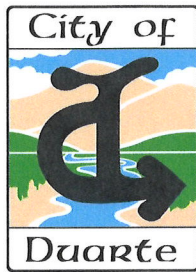
PROJECT/PROGRAM	STATUS
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center	The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is no end date for COVID – 19 operations. It was activated on September 7 for the Bobcat Fire and remained active until September 12. It has been operating remotely since and staff has been active at the Santa Fe Dam Command Post. As of now, the projected end date of the Bobcat fire is October 15.
2. Fire Safety Month	The Public Safety Department would like to remind everyone that October is Fire Safety Month, with Fire Prevention Week beginning Sunday, October 6th and going through Saturday, October 12th. Since 1922, the NFPA (National Fire Protection Association) has run an annual campaign to help educate the public on fire safety in an effort to reduce the number of deaths caused by fire. This year's campaign is "Not Every Hero Wears A Cape. Plan and Practice Your Escape!" The message behind this year's campaign is a hero can be someone who takes simple steps to keep themselves and others safe from fire. As Benjamin Franklin (the organizer of the first volunteer fire company in America) famously said, "By failing to prepare, you are preparing to fail." Fire safety is the one place you don't want to fail in your preparations. Don't wait, make a plan today!



COMMUNITY DEVELOPMENT STATUS REPORT SEPTEMBER 2020

PROJECT/PROGRAM	STATUS
<u>IN PROCESS</u>	
Slow Streets Program	In the first round of sign installation 28 signs were installed. Weekly installs continuing.
Frontier Communications	Moving utility box on Mountain & Euclid. To allow new crosswalk installation. Utility box replacement and new ramp work in process.
Housing Element	Signed contract with Karen Warner Associates to prepare the 2021-2029 Housing Element. The project will start with data collection. Public outreach is scheduled for Fall 2020. City was approved for a \$150,000 LEAP Grant from HCD that will fund this project.
Acquisition and Rehab Program	Signed contract with Harris & Associates to develop an acquisition and rehab program to encourage rehab of existing apartment complexes citywide with increased affordability. Funded by a State SB 2 Grant.
Winsor Circle	SoCal Gas installing new gas lines in neighborhood. In process.
New Traffic Signals	Work on new traffic signals at the City of Hope began September 1. New signal on Duarte Road at Circle Rd. in process. Median changes on Duarte Rd. are included in this project. Signals at Duarte Rd. at Village Rd. and Buena Vista at Village Rd. to follow in the next 12 months.
<u>DEVELOPMENT</u>	
New Hope Village	New 150 room hotel. Permits were issued in early June. Framing in process. Winter 2021 completion expected.
Esperanza at Duarte Station 1700 Business Center Dr.	Former Woodward building has been demolished. MBK submitted for building plan check on the 344 unit project. Late October start work is expected. Esperanza chosen by MBK as project name.
The Residences at Duarte Station 1750 Business Center Dr.	MBK, developer of Building A has recently purchased this property. The 292 unit building will be a second phase scheduled for 2022.
The Huntington (1413 Huntington Drive)	A 161 unit mixed use project. In construction. Framing in process now. Summer 2021 completion expected.
City of Hope	Working with the City of Hope on various projects in process, such as: north parking lot (approx. 1,000 spaces) construction to begin in September; Radial Imaging Center (9,000 s.f. building,

PROJECT/PROGRAM		STATUS
		in construction); infrastructure improvements, including three new traffic lights Summer 2020, Circle Rd. and Duarte Rd. first intersection; Medical Office Building completed recently completed; Duarte Outpatient Clinic (DOC), an upcoming 8 story, 350,000 square foot building approval process Fall 2020; and several other upcoming projects.
Wyndham Hawthorn Suites Hotel (1230 Huntington Drive)		The project was approved. It is a two phase project with a total of 178 rooms with 72 in the first phase. Demo in process. Staff has met with new Architect on working drawings. Continuing to encourage progress.
Verizon Cell Tower Construction 2701 Royal Oaks Drive		In construction. Spring 2021 completion expected.
New Commercial Building 2137 Huntington		Ready for permits. Owners in the process of hiring a general contractor. This will be a commercial building, Bright Smile Dental and retail space.
<u>PUBLIC WORKS</u>		
Town Center Sidewalk and Lighting Improvements		In design phase.
City Hall Courtyard Design		Draft engineer's plans completed. Had initial meeting with Landscape Architect.
New Historic Route 66 Signs		Street stencils have been repainted and "Historic Route 66" signs installed along Huntington Drive in both directions thru the city.
Central – 210 Traffic Signal		In process, Late Summer/Early Fall 2020 construction, most likely. Paid for by Caltrans.
SCE Steel Pole Replacement		SCE is replacing all SCE owned, metal, street lights. Project completed. Anticipating the Citywide LED lighting project, these lights will be LED at no additional cost to the City.
SCE Citywide LED Light Conversion		Recently completed. SCE replaced all SCE owned lights with LED fixtures.
<u>Climatec</u>		
Solar Panels Solar Thermal HVAC Irrigation Controls LED Lighting Building Controls Building Lighting		Completed. Completed. Completed. 95% complete. Installation to begin in early October. Completed. Completed.



PARKS AND RECREATION STATUS REPORT September 2020

PROJECT/PROGRAM		STATUS
<u>PARKS AND TRAILS</u>		
Playgrounds and Outdoor Exercise Equipment Still Closed	Although Duarte Parks remain open for passive use, and tennis and pickleball courts have reopened for one on one play, we want to remind the community that all park playgrounds and outdoor exercise equipment are still closed for public use in accordance with the Health Officer's Order. We appreciate the public's continued cooperation and help to mitigate the spread of COVID-19 in our community.	
<u>YOUTH AND SENIOR PROGRAMS</u>		
Fall Recreation Classes	This is the last week to register for the Department's fall recreational classes that will begin the week of Monday, September 28 th . With the exception of golf and tennis instruction, all classes will be facilitated virtually. To view the full list of fall recreational offerings, please visit accessduarte.com and then click on the City News icon.	
September Slumber Party	It's not too late to register for the Department's first virtual Slumber Party! The fun is happening this coming Friday, September 25 th from 7:00pm to 9:30pm. The party will include activities for the entire family including; DIY snack kits, crafts, and games. The last day to register for the party is Thursday, September 24 th at 4:00pm, to ensure party packs can be picked up in time for the event.	
<u>CITY FACILITIES</u>		
Field Rentals Resuming for Youth Sports Leagues	Based on the Reopening Protocols for Youth Sports Leagues released late last month by the County of Los Angeles Department of Public Health, the Department is now allowing for recreational youth sports leagues to rent field space for activities that enable all players and coaches to maintain six feet between each other. A breakdown of these activities, all the safety measures renters must implement, and an overview of the rental application process are available for review on the City's website under City Facility Rentals.	
Duarte Pool Open	While the Fitness Center remains closed due to the current Health Order in place, the Duarte Pool is open for Lap Swim seven days a week. In effort to support a safe and clean environment for both members and staff, everyone is being asked to: stay home if they are feeling sick, wear a face covering correctly when not in the water, leave six feet of space between themselves and others, wear their bathing suit to and from their home, and bring exact cash payment. Detailed schedule can be found at accessduarte.com/aquatics .	

SPECIAL EVENTS

Virtual Duarte Family Feud Fun	Come play the Feud with us virtually! The second annual Duarte Family Feud Fun event will take place this year on Saturday, October 10th from 9:00 a.m. to 3:00 p.m. Similar to the television version, two families will face off and be asked survey questions for points. After all the teams have played in a single elimination round, the brackets will determine the final four teams that will compete for the championship! Cash prizes will be awarded to the top 4 teams: 1st Place \$500, 2nd Place \$400, 3rd Place \$300, plus family fun pack raffles for all participating teams. Space is limited, so sign up today at the accessduarte.com/Department's Special Event webpage.
Halloween Howl Drive-Thru Event	On Friday, October 30 th from 6:30pm – 8:30pm, join the Department for its annual Halloween Howl! The event has been adapted to a drive-thru format to abide by the Health Officer's Order and limit the risk of exposure to COVID-19. Families are encouraged to decorate their vehicle, dress in their costumes, and come parade through the Duarte Civic Center to find special trick-or-treat stations, spooky touches and have the chance to win some killer prizes for being one of the best decorated vehicles of the night. Come if you dare!



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended August 31, 2020
(16.7% of FY 2020-21 Completed)

Contents

Page #

Treasury Report

Monthly Activity and Balances

2

Cash Balance by Fund

3

Budget-to-Actual Report

General Fund Revenue Dashboard

4-6

General Fund Expenditure Dashboard

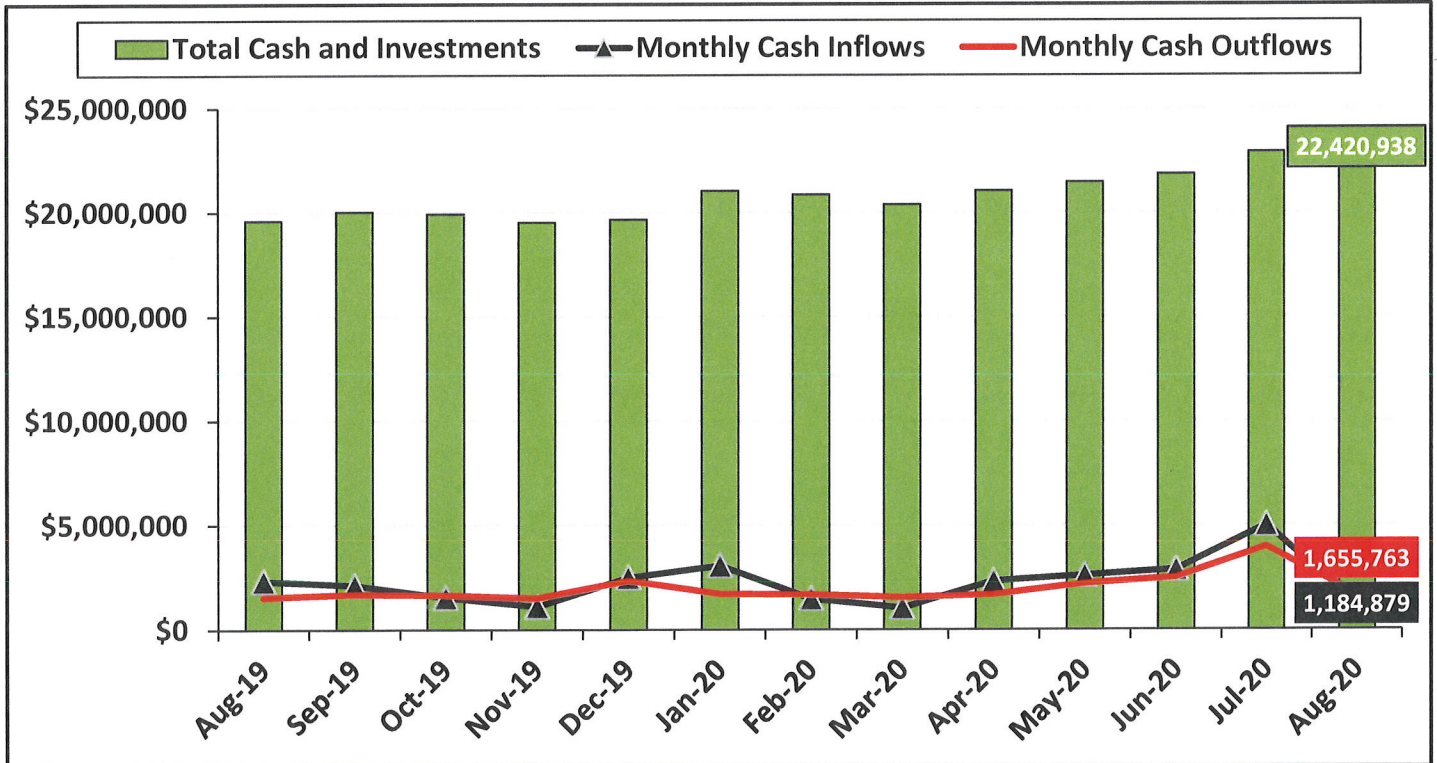
7-10

Revenue, Expenditures, Transfers and Surplus/Deficit by Fund

11

CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended August 31, 2020

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (08/01/2020)	\$7,529,159	\$15,362,663	\$22,891,822
Cash Inflows			
Receipts	\$1,184,879	\$0	\$1,184,879
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$1,184,879	\$0	\$1,184,879
Cash Outflows			
Disbursements	\$1,655,763	\$0	\$1,655,763
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$1,655,763	\$0	\$1,655,763
Net Activity	(\$470,884)	\$0	(\$470,884)
Ending Balance (08/31/2020)	\$7,058,275	\$15,362,663	\$22,420,938

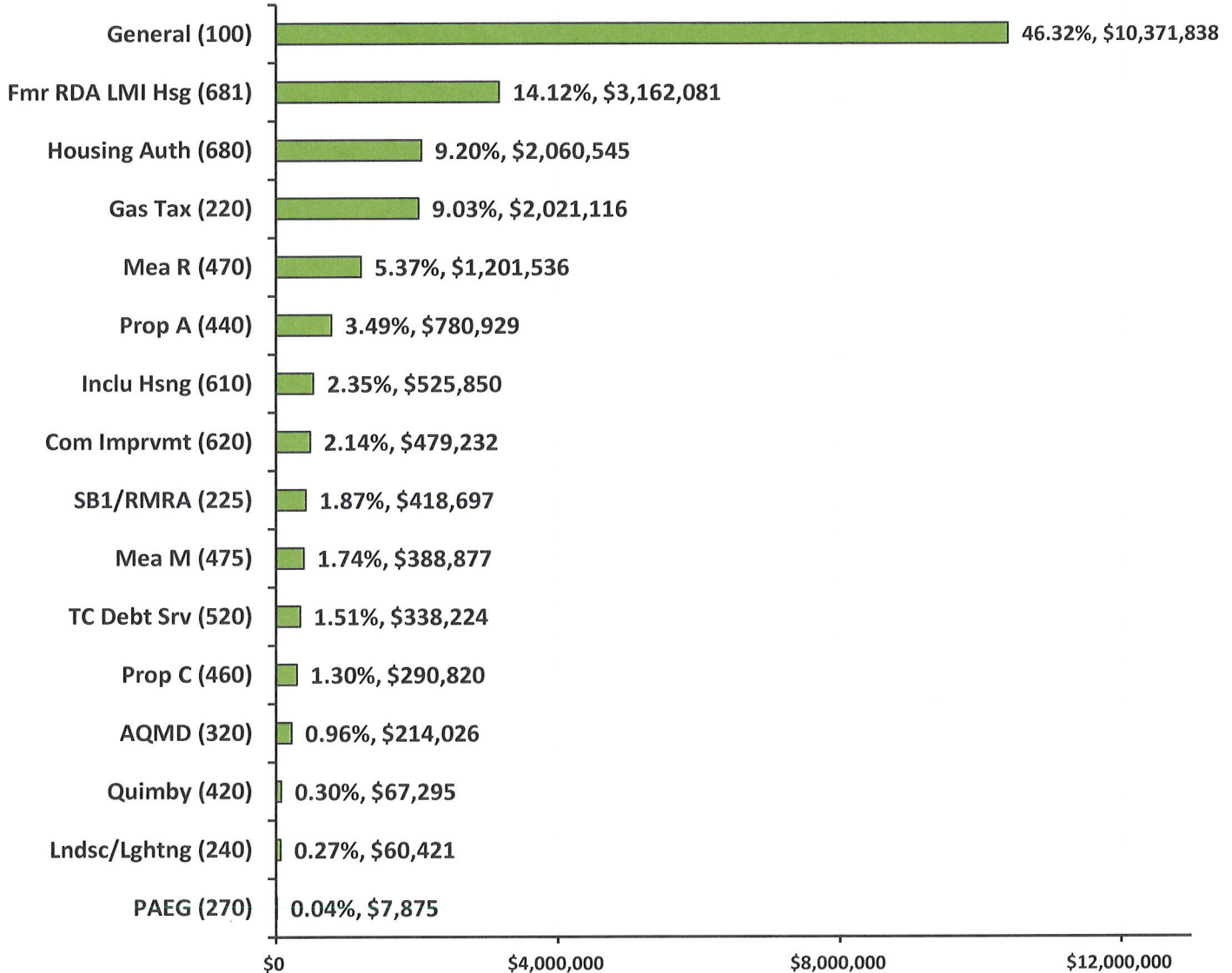


*The "Bank" balance refers to the balance in the City's primary checking account. The "LAIF" balance refers to the City's investment balance with the Local Agency Investment Fund, which is part of the State of California's Pooled Money Investment Account and administered by the California State Treasurer.

CITY OF DUARTE

Treasury Report - Cash Balance by Fund Month Ended August 31, 2020

Cash Balance by Fund (total is \$22.4 million*): % of Total & \$ Amount

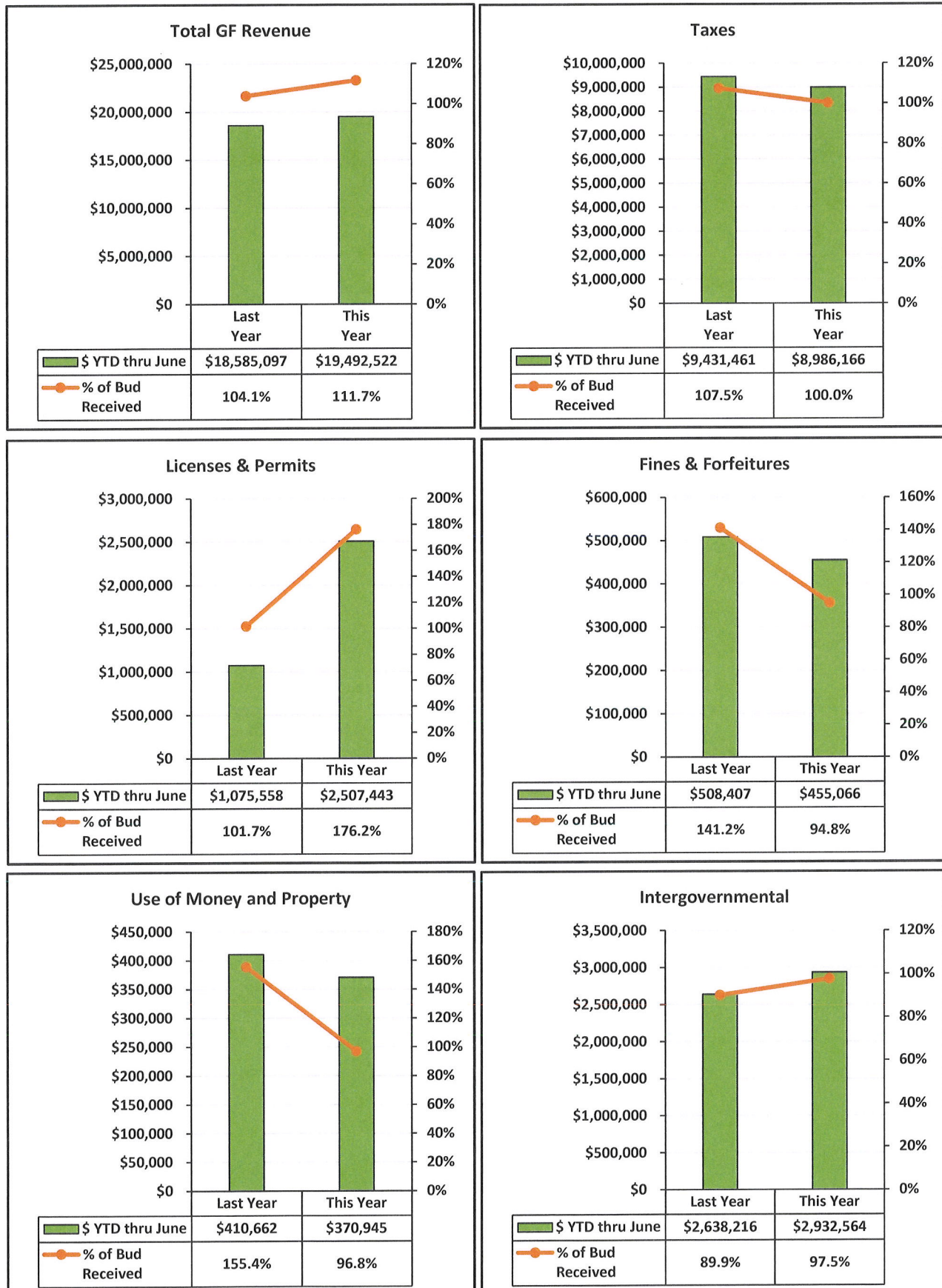


*Source: City of Duarte general ledger. Note that the total cash balance as shown in the City's general ledger does not equal precisely to the combined ending "Bank" and "LAIF" balances shown on the previous page. Because certain transactions are reflected at different times in the general ledger as 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.

CITY OF DUARTE

General Fund Revenue by Category & Major Sources

FY 2019-20 Year-to-Date Through June versus Prior Year *PRELIMINARY*



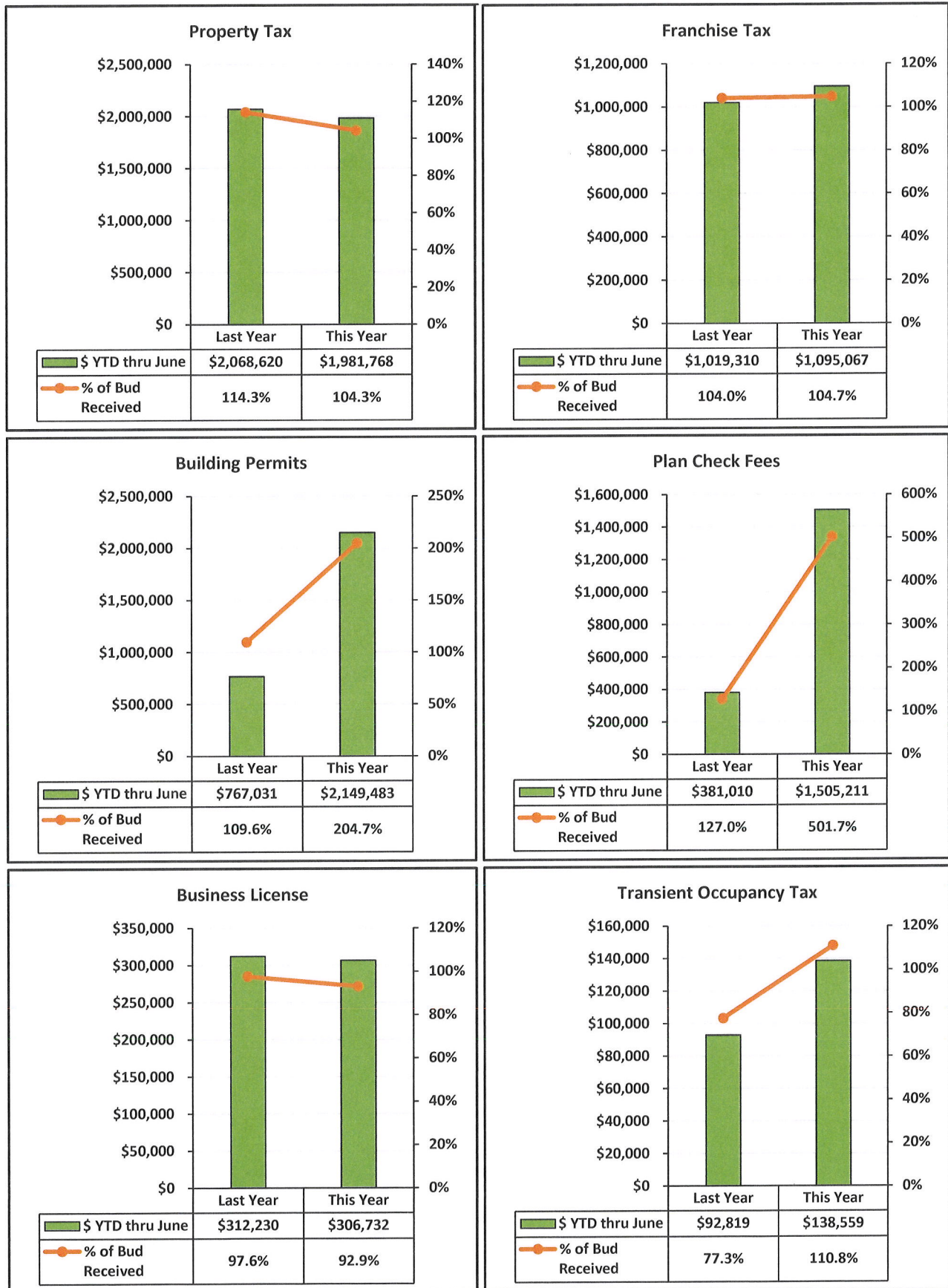
CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2019-20 Year-to-Date Through June versus Prior Year *PRELIMINARY*



CITY OF DUARTE

General Fund Revenue by Category & Major Sources FY 2019-20 Year-to-Date Through June versus Prior Year *PRELIMINARY*



CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2019-20 Year-to-Date Through June versus Prior Year *PRELIMINARY*



CITY OF DUARTE

General Fund Expenditures by Category & Division

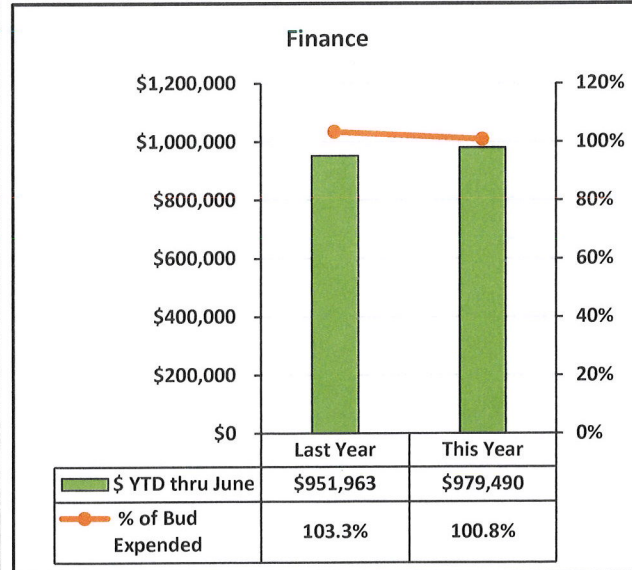
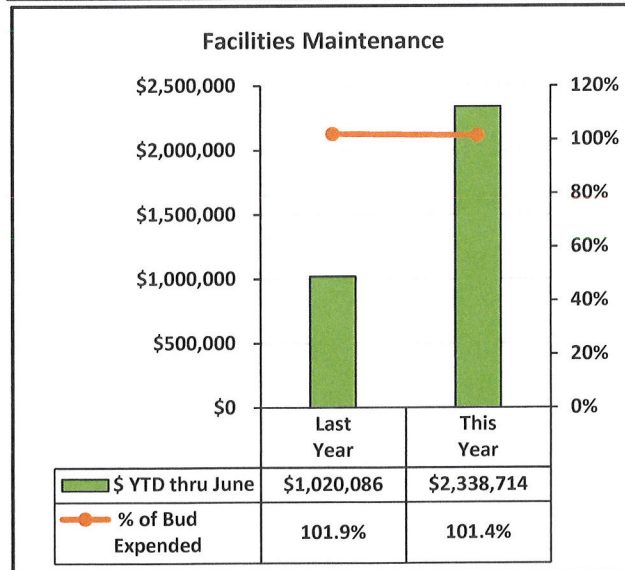
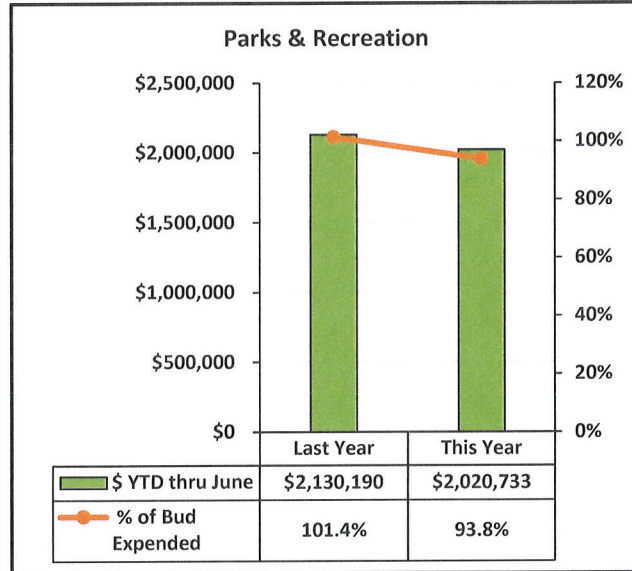
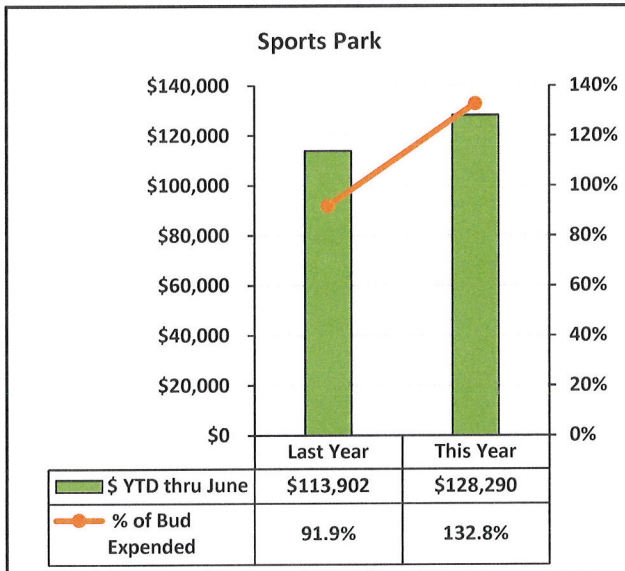
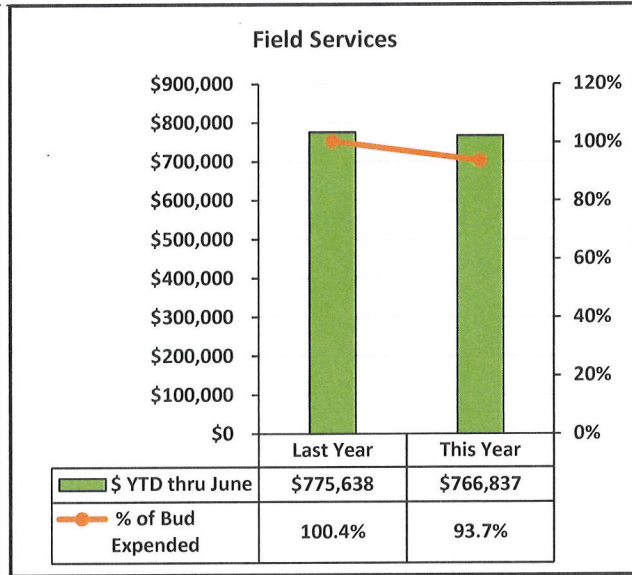
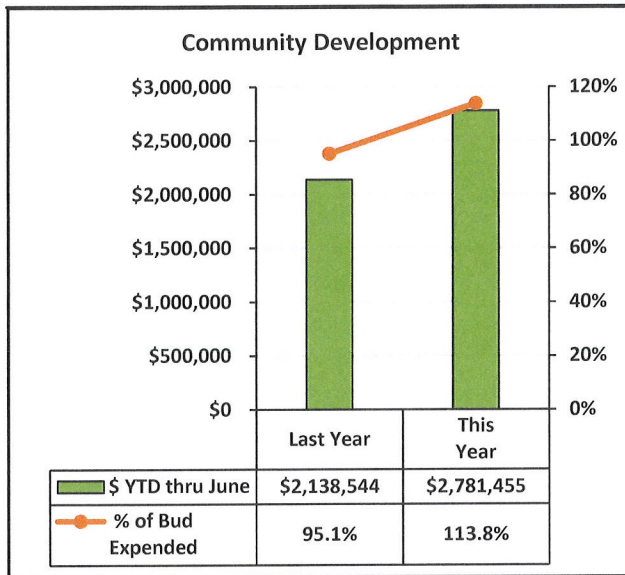
FY 2019-20 Year-to-Date Through June versus Prior Year *PRELIMINARY*



CITY OF DUARTE

General Fund Expenditures by Category & Division

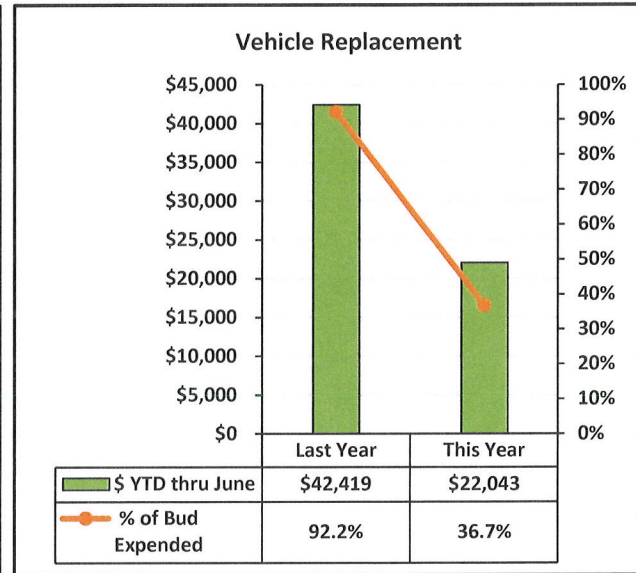
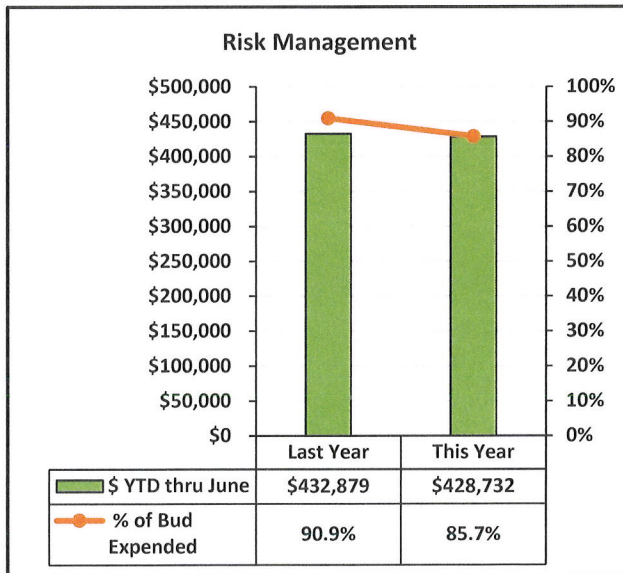
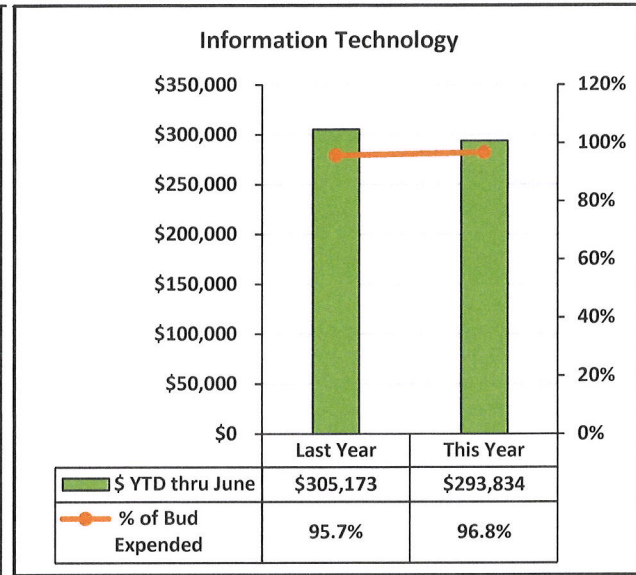
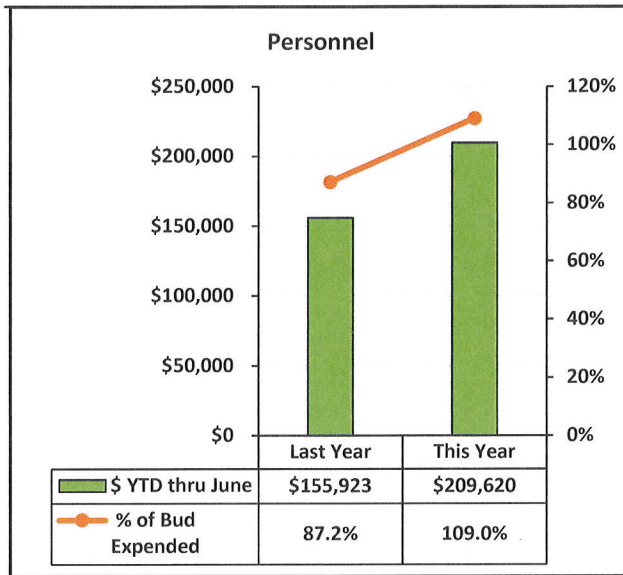
FY 2019-20 Year-to-Date Through June versus Prior Year *PRELIMINARY*



CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2019-20 Year-to-Date Through June versus Prior Year *PRELIMINARY*



CITY OF DUARTE

*Total Revenue, Expenditures, Transfers, and Annual Surplus/(Deficit) by Fund FY 2019-20 Year-to-Date Through June *PRELIMINARY**

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Annual Surplus / (Deficit)	Ending Fund Balance
100	General	16,048,520	17,452,294	2,040,228	19,243,660	702,767	(453,905)	15,594,615
220	Gas Tax	1,864,730	533,107	0	337,428	67,485	128,194	1,992,924
225	SB1/RMRA	391,038	387,660	0	300,000	60,000	27,660	418,698
240	Lghtng & Lndscpng	144,967	983,982	561,973	1,205,711	343,200	(2,956)	142,011
260	CDBG	0	54,551	0	54,551	0	0	0
270	PAEG	(28,899)	32,498	0	0	0	32,498	3,599
290	Supp Law Enfrmnt	0	157,073	0	157,174	0	(101)	(101)
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	71,671	147,091	0	0	4,736	142,355	214,026
400	Park Development	0	0	0	0	0	0	0
420	Quimby	52,571	21,049	0	6,325	0	14,724	67,295
440	Prop A	710,727	511,754	0	452,730	37,600	21,424	732,151
460	Prop C	232,329	359,208	0	313,628	30,800	14,780	247,109
470	Mea R	1,108,141	284,233	0	161,695	32,339	90,200	1,198,341
475	Mea M	386,634	302,852	0	291,710	58,000	(46,858)	339,776
490	Mea W	0	0	0	0	0	0	0
520	Town Cntr Debt Serv	559,339	7,081	0	152,680	0	(145,599)	413,740
521	Infra Mod Debt Srv	0	1,821	0	688	0	1,134	1,134
610	Inclusionary Hsng	517,766	8,084	0	0	0	8,084	525,850
620	Community Impr	450,168	7,028	0	0	0	7,028	457,196
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	1,269,082	20,975	140,794	29,080	0	132,689	1,401,771
681	Fmr RDA L/M Hsg	3,961,896	81,937	0	0	0	81,937	4,043,833
Total - All Funds		27,740,680	21,354,278	2,742,995	22,707,059	1,336,926	53,287	27,793,967



Agenda Item:	<u>7.H.</u>
CM Review:	<u>[Signature]</u>
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: September 22, 2020

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Yesenia Paez, Community Development Technician

SUBJECT: Notice of Completion: Construction of a Drywell and Catch Basin at Royal Oaks Park (Vineyard) for CEM Construction Corporation

RECOMMENDATION: That the City Council accept the Drywell and Catch Basin at Royal Oaks Park Project as complete in the final amount of \$72,014.00

FISCAL IMPACT: The total cost of the project is \$72,014.00 and will be funded through Measure W. The Drywell and Catch Basin at Royal Oaks Park Project had one change order resulting in a cost savings of \$1,186.00 from the original contract amount.

BACKGROUND

On June 9, 2020, the City Council awarded the contract for the construction of a drywell and catch basin located on Vineyard Avenue at Royal Oaks Park. The drywell installation was used to alleviate minor flooding in specific known areas of concern, particularly the southern section of Vineyard Avenue closest to Royal Oaks Drive. This project will capture and infiltrate rainfall runoff and nuisance flow along Vineyard Avenue.

The project also included the removal of existing sidewalk on Vineyard Avenue at Royal Oaks Park, new construction of ADA compliant concrete sidewalk, and the installation of a infiltration gallery system including a connecting pipe and catch basin. The infiltration system (NDS Storm Chamber System) was installed at 12 feet deep by 18 feet wide. The system will provide temporary storage at a capacity estimated of 528 cubic feet (3,949 gallons). Irrigation lines were also repaired and restored. Additionally, new sod was installed to match the surrounding existing grass.

The project was originally budgeted for the 2019-2020 fiscal year. The project was delayed as a result of COVID and did not start until Fiscal Year 2020-2021. Measure W funds may be used for projects related to stormwater, such as treating and infiltrating run off water.

RECOMMENDATION

That the City Council accept the Drywell and Catch Basin at Royal Oaks Park Project as complete in the final amount of \$72,014.00.

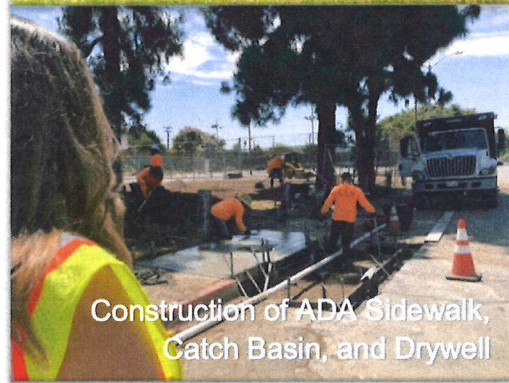
FISCAL IMPACT

The total cost of the project is \$72,014.00 and will be funded through Measure W. The Drywell and Catch Basin at Royal Oaks Park Project had one change order resulting in a cost savings of \$1,186.00 from the original contract amount.

ATTACHMENTS

Attachment A – Drywell Installation Photos

Construction of a Drywell and Catch Basin at Royal Oaks Park Project
Drywell Installation Photos – Attachment A





Agenda Item: 7.I.

CM Review: &

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: September 22, 2020

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

SUBJECT: Award of Contract – Roof Replacement for City Hall Building Project – Project 20-9; Budget Amendment

RECOMMENDATION: Staff recommends City Council award the construction contract for the Roof Replacement for the City Hall Building Project to Commercial Waterproofing Systems, Inc., as the lowest responsive and responsible bidder in the amount of \$110,398.00, and approve a budget amendment of \$110,398.00 from the General Fund.

FISCAL IMPACT: Budget amendment of \$110,398.00 from the General Fund (100-1610-8100).

BACKGROUND

During the last rainfall of spring, City Hall experienced various leaks in the building, most notably in the area above the City Manager's Office. Concurrently, Climatec had just begun working on the City Hall roof for the installation of the Roof Mounted Solar PV System, as part of the Infrastructure Modernization Program approved by City Council back in September 2019. Recognizing that the existing roof has served the City well past its lifespan and in effort to keep the program on schedule, City staff and Climatec representatives agreed to continue on with the solar installation and address a more permanent solution for the exposed leaks at a later date in the overall project timeline.

DISCUSSION/ANALYSIS

The Roof Replacement for the City Hall Building project consists of the removal of the existing Cal Shake tiles that were out of the work scope for the solar panel installation, replacement of any damaged plywood, installation of new concrete tiles that match the recent roof replacement of the Duarte Senior Center and the esthetic of the Civic Center buildings, custom flashing to edges of the solar panels, and a workmanship warranty.

On August 19, 2020, the City published an invitation to bid on the Roof Replacement for the City Hall Building Project 20-9 in accordance with Duarte Municipal Code (DMC) Section

2.36.060. On September 14, 2020, the City received six (6) bids for the subject project. The bids were reviewed for responsiveness to the bid specification requirements.

The following results were determined to be in conformance with the bid documents and specifications. Therefore, staff recommends that the bid be awarded to the lowest responsive and responsible bidder.

Responsive and responsible bidder results:

- | | |
|---|---------------|
| 1. Commercial Waterproofing Systems, Inc..... | \$ 110,398.00 |
| 2. OCC Builders..... | \$ 127,000.00 |
| 3. Los Angeles Apartment Corporation..... | \$ 168,410.05 |
| 4. Best Contracting Services, Inc..... | \$ 173,800.00 |
| 5. 4 Seasons Roofing..... | \$ 180,958.00 |
| 6. Commercial Roofing Systems..... | \$ 197,324.00 |

RECOMMENDATION

Staff recommends City Council award the construction contract for the Roof Replacement for the City Hall Building Project to Commercial Waterproofing Systems, Inc., as the lowest responsive and responsible bidder in the amount of \$110,398.00, and approve a budget amendment in the amount of \$110,398.00 from the General Fund.

FISCAL IMPACT

Funding for this project will require a budget amendment in the amount of \$110,398.00 from the General Fund (100-1610-8100).

ATTACHMENTS

Attachment A – Project Map

ATTACHMENT A

**City of Duarte:
Duarte City Hall & Fitness Center
109.6 kW, 252 SPR-435 Modules**

