

CELEBRATE 58

CITY OF DUARTE

FIFTY-EIGHTH ANNIVERSARY CELEBRATION

AS MAYOR OF THE CITY OF DUARTE, AND ON BEHALF OF
THE DUARTE CITY COUNCIL AND STAFF, I WOULD LIKE TO
INVITE YOU TO JOIN US FOR AN INFORMAL CELEBRATION
OF OUR CITY'S INCORPORATION IN AUGUST 1957

TO BE HELD ON

TUESDAY, AUGUST 25, 2015

6:00 TO 7:00 P.M.

DUARTE COMMUNITY CENTER
1600 HUNTINGTON DRIVE

~ LIGHT REFRESHMENTS ~

YOU ARE ALSO INVITED TO ATTEND OUR
COMMUNITY CELEBRATIONS ON
SATURDAY, SEPTEMBER 26, 2015

DUARTE'S ROUTE 66 PARADE — 10:00 A.M.
(HUNTINGTON DRIVE — HISTORIC ROUTE 66)

CITY PICNIC — 11:00 A.M. — 4:00 P.M.

ROYAL OAKS PARK
(2627 ROYAL OAKS DRIVE)
GAMES, FOOD, BOOTHS, AND ENTERTAINMENT

TZEITEL PARAS-CARACCI
MAYOR

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: August 20, 2015
SUBJECT: Comments on Agenda Items, Meeting of August 25, 2015

Note: At 6:00 p.m., the City will celebrate its 58th Anniversary by holding a reception in the Community Center.

ITEM 6.A. The City Council will recognize Senior Planner Ms. Irma Hernandez for her 13 years of service to the City of Duarte. Irma will be moving on to a new position with the city of Anaheim.

ITEM 6.B. New East Patrol Division Chief Stephen Johnson will be introduced to the City Council. As Division Chief with the Los Angeles County Sheriff Department, Chief Johnson will oversee duties that encompass six Sheriff Stations, 12 contract cities, and their associated unincorporated communities.

ITEM 6.C. Retiring Duarte Children's Librarian Kay Pearlman will be recognized by the City Council. Kay has held this position for the past 16 years, during which time she has watched the Duarte Library evolve, and has played many roles in its success. Although service to children has always been Kay's primary focus and responsibility, she has often gone outside the library walls to reach families throughout the community.

ITEM 6.D. The Duarte Library teen volunteers will be recognized by the City Council for their work and time dedicated to the community.

ITEM 6.E. The City Council will introduce the new Mayor's Youth Council members and present their Certificates of Appointment to them. The Mayor's Youth Council meets the first Monday of each month at 6:00 p.m. at the Teen Center. All terms will expire on June 30, 2016.

ITEM 6.F. Outgoing Public Services Commissioner Swati Puri will be recognized for her service as a Commissioner from January 2014 – July 2015. A plaque will be presented to Ms. Puri.

ITEM 10.D (Consent Calendar). This is a Council Bill to consider a resolution denying the appeal by Roxana Ponce De Leon of the determination of the City's Finance Director to revoke a business license for activities at 1740 Huntington Drive, Suite 102.

ITEM 10.E (Consent Calendar). A request has been made by the Friends of the Duarte Library for the City to co-sponsor the 2nd Annual Friends of the Duarte Library Wine Down with Friends event, which will be held on November 4, 2015, at D'Aquino Italian Imports. Attendees will have the opportunity to support Friends of the Duarte Library and Duarte Unified School District graduates through fundraising efforts, including an auction. In terms of co-sponsorship, the City will provide access to City marketing venues, website, electronic sign, and social media platforms.

ITEM 10.F (Consent Calendar). A request has been made by the City of Hope for the City to co-sponsor two events: The Walk for Hope Los Angeles scheduled for November 8, 2015, and Hope, Sweat, and Cures scheduled for February 14, 2016. The Walk for Hope runs from 6:00 a.m. – 1:00 p.m. and takes place along Duarte Road. It is a family-friendly, 5K/2K fundraising walk with all funds raised supporting the City of Hope's Women's Cancer Program. The event also features a Survivor's Pavilion, an expo area with over 40 exhibitors, sponsors, a team photo area, entertainment, and food trucks. Hope, Sweat, and Cures is a new endurance team raising funds for City of Hope research and treatment

facilities. The team will participate in a variety of half marathons, full marathons, cycling, and triathlon events.

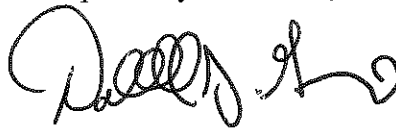
The City will provide access to the City's various marketing venues including banner opportunities, website, electronic sign, and social media platforms. In turn, the City of Hope will prominently display the City's logo on a series of banners along Buena Vista Street and other printed/electronic marketing materials associated with both events.

ITEM 10.G (Consent Calendar). This item will authorize the City Manager to execute a Professional Services Agreement with Aquatics Design Group for the development of a detailed Request for Proposal and Scope of Work for repairs to the Duarte pools, along with oversight of the project. The Duarte pools are in extremely poor condition, with repairs needed to the pool plaster, tiles, and deck, as well as additional concrete bench and step repairs, and other ancillary repairs and refurbishment. The City has been awarded \$257,000 in grant money from the Los Angeles County Maintenance and Servicing Program, and this money will be used to help pay for this project.

ITEM 12. On June 15, 2015, the Planning Commission adopted a resolution to modify CUP 95-1 with updated conditions of approval for the Route 66 Roadhouse & Tavern. The modification of the CUP was the result of recurring law enforcement activity and non-compliance with the original conditions of approval. The applicant has appealed a condition of approval that requires security personnel to be on duty during the evening hours of operation beginning at 6:00 p.m. and must remain on duty for at least one-half hour after the establishment closes or until all patrons have vacated the area utilized and/or adjacent to the subject property, to ensure the areas are free of people loitering or causing a disturbance. This condition was added by the Planning Commission to address security issues. Staff recommends that City Council uphold the Planning Commission decision.

ITEM 13. A presentation will be made by the IBI Group on the Duarte Gold Line Station Transit Analysis Final Report. As the Council knows, the Metro Gold Line Foothill Extension is scheduled to begin operations in Spring 2016 at our Duarte/City of Hope Station. This new high capacity transit service will enhance transit service for Duarte residents and visitors to the City. To help take advantage of this opportunity, the City contracted with IBI Group to conduct an analysis of the existing Duarte Transit service, and develop cost-effective improvement proposals to serve the new station. This report includes an overview of the study process, the findings of the outreach effort, potential improvement options, and next steps.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Darrell J. George', with a stylized flourish at the end.

Darrell J. George
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 – AUGUST 11, 2015

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 in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Paras-Caracci called the meeting to order at 7:07 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Fasana, Finlay, Kang, Reilly, Paras-Caracci ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Melching
ADOPTION OF AGENDA	Finlay moved, Reilly seconded to adopt the Agenda, and carried unanimously.
PLEDGE TO THE FLAG	Luisa Flores led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	A moment of reflection was observed.
FITNESS/MENTAL WARM-UP	Fasana and Finlay provided the warm-up.
SPECIAL ITEMS Proclamation–Voting Rights Act 50 th Anniversary	Mayor Paras-Caracci read and presented the Proclamation for the 50 th Anniversary of the Voting Rights Act to Gary Moody, President of the Pasadena Branch of the NAACP. Jack Ochoa discussed polling place locations for voters south of Duarte Road. Fasana asked for a staff report and analysis about the polling place locations that were discussed. Lino Paras stated some areas are beyond the jurisdiction of Duarte, and the County is responsible.
Presentation–SGV Mosquito and Vector Control District	Jason Farned, SGV Mosquito and Vector Control District, presented a PowerPoint about West Nile virus and invasive mosquitoes, including prevention, species, suggestions, sterile male release program, and emptying of swimming pools. Fasana asked that the presentation be linked to the City’s website. Lino Paras stated seniors have a less immune system, there are many mosquitos in his neighborhood, and he would like Vector Control to be more creative.
ANNOUNCEMENTS	Joanna Gee, Duarte Library, announced upcoming reading programs, events, and story times for August and September. Karen Herrera presented community announcements about City events, celebrations, and activities in August and September.

ORAL COMMUNICATIONS

The following spoke on items not on the Agenda.
Lino Paras – Watering schedule.

CONSENT CALENDAR

Finlay moved, Kang seconded to approve the Consent Calendar, as follows, and carried unanimously.
Approve Items A, B, C, D, E, G, H, J.
Receive and File Item F.
Remove Item I.

ITEM REMOVED – Item I SCE Street Light Acquisition

Fasana declared a conflict of interest and left the building. Craig Hensley presented a staff report about the item.

Finlay moved, Kang seconded to approve the expenditure of \$10,000 to Southern California Edison Company for the Street Light Acquisition Program, and a related General Fund budget amendment, and carried with Fasana absent from the vote.

Fasana returned to the room and resumed his Chair on the dais.

APPEAL

Roxana Ponce De Leon c/o
Bellagio Fountain of Youth
Business License Revocation

Melching stated this item is an appeal about the revocation of a business license, the City Council sits as fact finders, judge, and jury, the City Attorney is the moderator, the City Council's role is to receive information, the only issue tonight is the Finance Director's decision to revoke the business license of Roxana Ponce De Leon c/o Bellagio Fountain of Youth, and the decision to be made tonight is if the revocation should be upheld.

Ed Meyer stated he is present to facilitate the communication between the City Council and Ms. Ponce De Leon, as she does not understand business English, and stated she stands on one document from the City dated July 29, 2015, stating there is one violation.

Matthew Silver, Silver & Wright, representing City staff, presented a brief overview of why the Finance Director's decision should be upheld, stated the Duarte Municipal Code provides for revocation when appropriate, the three applicable circumstances are if the business license was obtained by misrepresentation (the nature of the business was misrepresented as the business license application lists coaching, nutrition, and weight loss control, and the actual use was massage), violations of the Duarte Municipal Code, resolutions, or ordinances of the City (massage business was operating during a moratorium prohibiting any massage businesses in the City), and when the business operation is different than what is listed on the business license (the license was issued for coaching, nutrition, and weight loss control, and during an undercover operation, it was confirmed that it was actually being utilized for massage, as a representative from the City received a 1½-hour massage there, and there were online advertisements and reviews about massages provided at this business).

Larry Breceda, Public Safety Manager, provided testimony about the misrepresentation of the business license, including a time-

line of previous communications with Ms. Ponce De Leon about massage, the moratorium, her request for exemptions, his advice to wait until the moratorium was over to apply for a massage license, stated there were no problems communicating over the phone, they both spoke in English, she did not ask for an interpreter, she received a license for a wellness center, Public Safety received a complaint that massage was being conducted at the address (1740 Huntington Drive #102), he conducted several inspections and online research, there was advertising for massages by appointment only, there were reviews about massages received, discussed the undercover operation, stated Ms. Ponce De Leon admitted conducting massages for over one year, he observed an unpermitted shower room addition, listed a number of citations that were issued, and stated a Business License Revocation Hearing was held on May 13, 2015, and the license was revoked.

Susie Ledesma, Public Safety Department, provided testimony and a timeline about calling Bellagio and making an appointment for massage, including appointment date, cost, type of service, and confirmation, discussed the circumstances on the date she received the massage, including the door to the business being locked upon arrival, the female who peeked through the curtain and unlocked the door introducing herself as Roxana Ponce De Leon, Ms. Ponce De Leon's statement that she had been doing massages at that location for one year and that she did not provide any weight management programs including acupuncture, described her 1½-hour massage, stated she paid \$60 cash and asked for a receipt, Ms. Ponce De Leon told her she did not have any receipts, she could return later and get one, stated Ms. Ponce De Leon unlocked the door, and then Ms. Ledesma left.

Matthew Silver stated even if the massage was done along with the licensed business, it was still a violation of the municipal code due to the moratorium prohibiting massage, there was no CUP then or now, there are no grandfathering rights, Ms. Ponce De Leon applied for a massage license two months after the moratorium, the business could ultimately operate by following the current code requirements, and requested that City Council uphold the revocation of the business license as the Duarte Municipal Code requires it, and there are at least three different bases for upholding the revocation.

Staff responded to questions asked by City Councilmembers pertaining to dates of massage activity, when informational tip was received, dates of business license application/denial for massage, specific dates and sequence of events for coaching, nutrition, and weight loss control license, and zoning retail license.

Roxana Ponce De Leon presented testimony and stated Mr. Yoo-hanna told her to go to City Hall and ask for a business license, discussed acupuncture, massage, nutrition, and weight control, stated she opened a wellness center, not only massage, she has

been in this business for 13 years, apologized for conducting massages, she was desperate to pay her bills, she received her applications and was told to get a fictitious name, she operated for seven years with no problems in Pasadena, she was told she needed certification, she cleaned and decorated the building, she applied for her business license in June, and in July she was told about the moratorium.

Roxana Ponce De Leon responded to questions asked by City Councilmembers pertaining to her previous business in Pasadena, her profession, her apology for performing massages, the moratorium on massage establishments, and dates on her applications.

Mayor Paras-Caracci asked if anyone in the audience wished to speak on the item.

Lino Paras stated the City is represented by a lawyer, she could be violating herself, he doesn't think there is enough time for City Council to make a decision tonight, it could be entrapment, and it could be a miscommunication.

Melching stated Ms. Ponce De Leon has had legal representation, the item tonight deals with revocation, Ms. Ponce De Leon is here voluntarily and asked for the appeal, this is not a criminal proceeding, entrapment is in criminal proceedings, this is a civil matter, the assertions did not have to do with inappropriate acts, only massage without the appropriate business license, and the decision to be made tonight is if the business license was properly revoked.

After deliberation, Fasana moved, Paras-Caracci seconded to uphold the determination of the City's Finance Director and to deny the appeal, with the friendly amendment that the appellant can apply for a business license and will not be treated with prejudice, and that a resolution memorializing the bases for the City Council's determination will be considered at the next regularly scheduled meeting, and carried by the following Roll Call vote:

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

NOES: None

ORAL COMMUNICATIONS
(Continued)

The following spoke on items not on the Agenda.
Steve Hernandez – Pro-active community.

ITEMS FROM CITY COUNCIL/
CITY MANAGER

REILLY: Suggested Buena Vista south of Duarte Road be included in the bike routes, stated National Night Out at Encanto Park was a success and suggested it be rotated around to other parks, the city of Los Angeles is selling Ontario airport, and attended senior scam stopper forum at the Senior Center, Duarte Historical Museum exhibit, concert, Metro workshop, and Foothill Unity Center back-to-school event.

FASANA: Stated staff did a great job at National Night Out, requested an update on the first mile/last mile bike path and the Emerald Necklace project, and thanked staff, School District,

and City of Hope for the success of the student ROP program.

FINLAY: Attended Chapcare grand opening in Monrovia and ROP graduation, stated the new School Superintendent is the right person for the District, the transfer of the Ontario airport is supported by SCAG, and congratulated staff on the fine job and huge success of National Night Out.

KANG: Stated the ROP program is a hidden gem, invited all to attend the Duarte/City of Hope Station dedication, he wants to donate ten ham radios to the City and hopes kids will become involved, inquired about the status of the weeds at Central Avenue and 605 underpass (staff responded), and inquired about the status of the Edison service road.

PARAS-CARACCI: Thanked staff and the community for the success of National Night Out, she was deeply touched by the experience and closing ceremonies of the Special Olympics, inquired if there are programs of inclusion in our region, asked if there could be a sign at the Starbucks drive-through and inquired about a replacement market at the former Ralphs location (staff responded), attended Mayor's Youth Council meeting, the Golden Streets event is exciting, asked that staff look into the possibility of a farmer's market, with perhaps an item on the Economic Development Commission's agenda to start the discussion, stated she would like a policy guideline that allows the City to ask for sponsorships and feels it should come to Council if money or items are being requested, at the open house for Commissioners, she would like the Ad Hoc Committee, the Youth and Family Committee, and the Mayor's Youth Council to be invited, and that information be made available about how to file for City Council, including FPPC information, regarding the cancellation of the upcoming City Council election, stated all can campaign together, and she attended the ROP program and appreciates the partnership with the City of Hope.

ADJOURNMENT

The meeting was adjourned at 10:00 p.m.

Mayor Tzeitel Paras-Caracci

ATTEST:

City Clerk

MINUTES

CITY COUNCIL OF THE CITY OF DUARTE SPECIAL MEETING – AUGUST 18, 2015

CALL TO ORDER	The City Council of the City of Duarte met in a special meeting in the Duarte City Hall Conference Room, 1600 Huntington Drive, Duarte, California. Mayor Paras-Caracci called the meeting to order at 5:04 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Finlay, Reilly, Paras-Caracci ABSENT: Fasana, Kang ADMINISTRATIVE STAFF: City Manager George, City Attorney Melching
ADOPTION OF AGENDA	Finlay moved, Reilly seconded to adopt the Agenda, and carried with Fasana and Kang absent.
BUSINESS ITEM Council Bill 15-R-17 Appointment of Nominees 11/3/15 Election	There was no public input. Melching read by title Council Bill 15-R-17: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, PROVIDING FOR THE APPOINTMENT TO THE OFFICES OF THE CITY OF DUARTE THAT WERE TO BE ELECTED ON TUESDAY, NOVEMBER 3, 2015
RESOLUTION NO. 15-17	Finlay moved, Reilly seconded to adopt Resolution No. 15-17, and carried with Fasana and Kang absent.
ADJOURNMENT	The meeting was adjourned at 5:07 p.m.

Mayor Tzeitel Paras-Caracci

ATTEST:

City Clerk

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
DENYING THE APPEAL BY ROXANA PONCE DE LEON C/O BELLAGIO
FOUNTAIN OF YOUTH OF THE DETERMINATION OF THE CITY'S
FINANCE DIRECTOR TO REVOKE A BUSINESS LICENSE FOR
ACTIVITIES AT 1740 HUNTINGTON DRIVE, SUITE 102**

WHEREAS, on September 14, 2014, Roxana Ponce De Leon as owner of a business named Bellagio Fountain of Youth ("Ms. Ponce De Leon") applied for a business license purportedly for office and retail space relating to a weight loss business at 1740 Huntington Drive, Suite 102, Duarte; and

WHEREAS, On April 6, 2015, the City of Duarte's ("City") Public Safety Department received a complaint that Ms. Ponce De Leon was conducting massages at 1740 Huntington Drive, Suite 102 without proper permits or City approvals; and

WHEREAS, a subsequent investigation by the City's Public Safety Department confirmed that Ms. Ponce De Leon was in fact conducting massages at 1740 Huntington Drive, Suite 102 without proper permits or City approvals; and

WHEREAS, on April 22, 2015, the City provided notice to Ms. Ponce De Leon that the business license for activities at 1740 Huntington Drive, Suite 102 was revoked and that she had 10 days to request an appeal of that decision to the City's Finance Director; and

WHEREAS, Ms. Ponce De Leon filed a timely appeal of the City's decision to the City's Finance Director, and Ms. Ponce De Leon was accordingly notified by the City that the hearing on the business license revocation would occur on May 13, 2015; and

WHEREAS, on May 13, 2015, the City conducted a business license revocation hearing pursuant to Duarte Municipal Code section 5.04.250; despite having notice of such hearing, Ms. Ponce De Leon did not attend; and

WHEREAS, on May 13, 2015, after conducting a business license revocation hearing pursuant to Duarte Municipal Code section 5.04.250, the City's Finance Director ordered the business license revoked pursuant to Duarte Municipal Code section 5.04.230 and 5.04.240 because Ms. Ponce De Leon (by and through Bellagio) was performing massage without proper permits or licenses to perform massage, and for knowingly misrepresenting to the City that the business would only be providing nutrition and weight loss counseling and selling massage products; and

WHEREAS, on May 13, 2015, Ms. Ponce De Leon was notified by letter of the City's Finance Director's determination to revoke the business license, and of her right to appeal that decision to the City Council of the City of Duarte ("City Council"); and

WHEREAS, on June 1, 2015, Ms. Ponce De Leon, through her attorney Victor S. Korechoff, appealed the Finance Director's May 13, 2015, decision to revoke the business license; and

WHEREAS, the hearing for Ms. Ponce De Leon's appeal to the City Council was originally scheduled to occur on June 23, 2015, but was continued at the request of, and with the concurrence of, Ms. Ponce De Leon's attorney to August 11, 2015; and

WHEREAS, on August 11, 2015, after giving the notice required by Duarte Municipal Code section 5.04.260(a), the City Council held an appeal hearing on the determination made by the City's Finance Director; and

WHEREAS, at the appeal hearing on August 11, 2015, the City Council considered the appeal filed by Ms. Ponce De Leon, the staff report, and all of the information, testimony, and evidence presented including the testimony of Ms. Ponce De Leon, her representative, and the public;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Duarte, California, as follows:

SECTION 1. All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

SECTION 2. The City Council finds and determines as follows:

A. The determinations of the City's Finance Director are affirmed in full. The City's Finance Director correctly determined that Ms. Ponce De Leon (by and through Bellagio) was (1) performing massage without proper permits or licenses to perform massage, and (2) knowingly misrepresenting to the City that the business would only be providing nutrition and weight loss counseling and selling massage products.

B. The activities identified by the Finance Director served as a sufficient basis for revocation of Ms. Ponce De Leon's business license under Duarte Municipal Code section 5.04.230 and 5.04.240 which prohibit any misrepresentation or any material fact provided in connection with the procurement of a business license, and which provide that a business license may be revoked if: (1) the holder of the license or permit has obtained the license or permit by misrepresentation; and/or (2) the holder of the license or permit has failed to comply with one or more of the specific provisions of the Duarte Municipal Code or any other resolution or ordinance of the City; and/or (3) the license or permit is being used for a purpose different from that for which it was issued.

SECTION 3. The City Council, based on all of the information, testimony, and evidence presented at its meeting on August 11, 2015, and the findings and determinations set forth in Section 2 (including those incorporated by reference from the recitals), hereby denies the appeal by Ms. Ponce De Leon, affirms the determination of the City's Finance Director, and upholds the revocation of Ms. Ponce De Leon's business license.

SECTION 4. The revocation of Ms. Ponce De Leon's business license provided for herein is without prejudice to Ms. Ponce De Leon to immediately apply for such permits and authorizations from the City as are required for her to legally conduct a massage business in the City of Duarte.

PASSED, APPROVED, AND ADOPTED this 25th day of August, 2015.

Mayor Tzeitel Paras-Caracci

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 15-19 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 25th day of August, 2015, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California



AGENDA MEMO

TO: CITY COUNCIL

FROM: Karen A. Herrera, Deputy City Manager

SUBJECT: 2nd Annual Friends of the Duarte Library Wine Down with Friends
Co-Sponsorship Request

DATE: August 25, 2015

RECOMMENDATION: That the Duarte City Council, by motion, co-sponsor the Friends of the Duarte Library Wine Down with Friends on November 4, 2015, at D'Aquino Italian Imports.

BACKGROUND: The Friends of the Duarte Library are requesting that the City of Duarte officially co-sponsor the upcoming 2nd Annual Wine Down With Friends taking place at D'Aquino Italian Imports, 1850 Business Center Drive, on November 4 from 5:30-7:30 p.m. (See Attachment A) Attendees will have the opportunity to support Friends of the Duarte Library and Duarte Unified School District graduates through fundraising efforts, including an auction.

Through fundraising efforts, Friends of the Duarte Library will be able to buy hundreds of books for the Duarte Library, hold special library events, support the library's summer reading program, and offer scholarships to Duarte graduating students.

DISCUSSION: In terms of co-sponsorship, the City will provide access to City marketing venues, website, electronic sign, social media platforms etc. which generally comes with a co-sponsorship designation.

FISCAL IMPACT: None

Attachment: Wine Down Invitation



Save the Date

For the 2nd Annual
Friends of the Duarte Library

Wine Down with Friends

Wednesday, Nov. 4, 2015

5:30 - 7:30 pm

D'Aquino Italian Imports

1850 Business Center Drive, Duarte 91010

For information:

Susan Windham

(626) 301-0439

Tickets:

\$25 in advance

\$30 at the door

Sponsored by *Friends of the Duarte Library*



Good Morning Karen and Tzeitel!

Hoping you can help out the Friends of the Duarte Library(FDL)!

We are holding our second annual Wine Down with Friends on Nov. 4 at D'Aquinos, once again. We would like to have the event displayed on the digital sign out in front of city hall. Joanna Gee spoke to someone who told her that we needed to have the city co-sponsor the event and get it on an council agenda. I am not sure how to go about making that happen.

Can you tell me how to proceed? Thanking you in advance for your assistance!

Wendy Wright, President FDL

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Wendy Wright
626-372-0540

--

Wendy Wright
626-372-0540



AGENDA MEMO

TO: CITY COUNCIL
FROM: Karen A. Herrera, Deputy City Manager
SUBJECT: City of Hope Co-Sponsorship Requests
1) Walk for Hope and 2) Hope, Sweat, and Cures
DATE: August 25, 2015

RECOMMENDATION: That the Duarte City Council, by motion, co-sponsor two City of Hope events: The Walk for Hope Los Angeles scheduled for November 8, 2015, and Hope, Sweat, and Cures scheduled for February 14, 2016.

BACKGROUND: The City of Hope is requesting that the City of Duarte officially co-sponsor two events. The Walk for Hope, scheduled for November 8, 2015, runs from 6am-1pm and takes place along Duarte Road. The Walk for Hope is a family-friendly, 5K/2K fundraising walk with all funds raised supporting the City of Hope's Women's Cancer Program. The designated route passes by the Helford Clinical Research Hospital, where patients can view walkers as they cheer, wave, and salute the patients. The event also features a Survivor's Pavilion, an expo area with over 40 exhibitors, sponsors, a team photo area, entertainment, and food trucks.

Hope, Sweat, and Cures, scheduled for February 14, 2016, is a new endurance team raising funds for City of Hope research and treatment facilities. The team will participate in a variety of half marathons, full marathons, cycling, and triathlon events. (See Attachment A) The main event of the series is the LA Marathon of which the City will be co-sponsoring.

DISCUSSION: In terms of co-sponsorship, the City will provide access to the City's various marketing venues including banner opportunities, website, electronic sign, social media platforms etc. which generally comes with a co-sponsorship designation. In turn, the City of Hope will prominently display the City's logo on a series of banners along Buena Vista Street and other printed/electronic marketing materials associated with both events. (Attachment B)

FISCAL IMPACT: None

ATTACHMENTS: Hope, Sweat, and Cures Brochure
Walk for Hope Marketing Opportunities Overview

Hope SWEAT AND CURES

City of Hope.



LET'S SWEAT THE BIG STUFF!

... the things that really matter, like finding cures for cancer, diabetes, HIV/AIDS and other life-threatening diseases!

HOPE SWEAT & CURES
is City of Hope's fitness and fundraising team for research and treatment.

HOPESWEATCURES.ORG

UPCOMING EVENTS:



SEPTEMBER 6, 2015



SEPTEMBER 6, 2015



OCTOBER 10, 2015



OCTOBER 31, 2015



NOVEMBER 15, 2015



NOVEMBER 21, 2015



FEBRUARY 14, 2016

When you join the Hope Sweat & Cures team and fund raise for City of Hope's research and treatment, you will receive perks that may include roundtrip airfare, hotel, pre-race dinner and more! All team members will receive guaranteed entry, FREE virtual training, fundraising support and an official race-day jersey.

Let's sweat the big stuff,
like finding cures!

City of Hope.

WALK FOR HOPE

WOMEN'S CANCERS WOMEN'S CURES

PRESENTED BY



WALK FOR HOPE LOS ANGELES | SUNDAY, NOVEMBER 8, 2015 | CITY OF HOPE, DUARTE, CA
 WWW.WALK4HOPE.ORG

City of Duarte: Walk for Hope Marketing Opportunities	Walk for Hope Event Announcement
Community Calendar	Monthly listing (August-November)
E-news sign ups	Inclusion in the following: • Family Events • Mayor's Youth Council (youth group volunteer opportunities) • Community Newsletter
Social Media - Twitter	Monthly posts (August-November; COH will provide copy)
Internet Tiles - City of Duarte Landing Page (accessduarte.com)	Month of October/November
Banner on Buena Vista Street; additional street signs throughout City of Duarte	October 8-November 8
Volunteer Opportunities page (accessduarte.com)	About Duarte > Volunteer Opportunities: COH to provide copy about the W4H volunteer program including link to W4H volunteer application form (August-October)
Summer concert series (In-Kind)	Opportunity to sponsor (in-kind) a summer concert series (August?)
Duarte Community Center	Rack cards
Duarte Fitness Center	Rack cards
Duarte Teen Center	Rack cards/volunteer forms
City Hall	Rack cards (for employees and community board, if applicable)
City Hall Digital Board	October 8-November 8 (COH to provide copy)
Duarte Transit (Commuter, Blue and Green Route)	Interior card (can supply in both English/Spanish)



MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: CESAR MONSALVE, PARKS AND RECREATION DIRECTOR

SUBJECT: DUARTE POOL PROJECT CONSULTANT AGREEMENT

DATE: 8/18/15

Recommendation

To authorize the City Manager to sign a professional services agreement between the City of Duarte and Aquatics Design Group in the amount up to \$19,500. Aquatics Design Group will be hired to write a detailed Request For Proposal and Scope of Work for the repairs to the Duarte pools and will conduct oversight over the duration of the project.

Discussion

The Duarte pools are in extremely poor condition with repairs needed to the pool plaster, tiles and deck as well as additional concrete bench and step repairs and other ancillary repairs and refurbishment. Over the last few years repairs and upgrades to the pool chlorinating system, motors, heaters, filters, mechanical and electrical systems have been completed and what now remains to be repaired are the outside areas. The City of Duarte has been awarded \$257,000 in grant money from the Los Angeles County Maintenance and Servicing program and this money will be used to help pay for this project. During the Duarte budget workshop and budget approval process, the Duarte City Council recognized the need to move ahead with the repairs to the 33 year old Duarte City Pools and approved the allocation of money from the general fund to offset any additional costs, beyond what has been awarded, that may be needed to complete the project.

Staff has determined that a critical action needed to complete this project that is cost effective and that will provide long-term quality results, is to consult with an expert in this field who has extensive experience with similar and larger scale projects. Contracting with a consultant will allow for our RFP and project scope to include specific design elements, preferred materials and construction techniques that are beyond staff's expertise to determine and the consultant will be able to provide expert project oversight during the construction period. Additionally, the use of the consultant will allow us to determine where we can effectively reduce the overall project's costs by providing expert testing and analysis of the pool's infrastructure and components and provide guidance on what to either repair, replace or refurbish. Finding these cost savings could potentially offset much of the cost of hiring a consultant while still enabling us to complete the repairs at the highest quality level possible so that our residents will have this much needed and important public facility for many more years to come.

Conclusion

Aquatics Design Group's Project Manager is Greg Cannon and the company is based in Carlsbad California. Aquatic Design Group is one of the premier aquatics consulting

firms in the United States; they have completed projects throughout the U.S. and worldwide and the range of projects is expansive, ranging from city community pools to college campus aquatic centers to well-regarded hotel resorts. To name only a few projects completed in California alone, many that are award winning designs, Aquatics Design Group's work includes: Fontana Park Aquatics Center in Fontana, Gauche Aquatic Park in Yuba City, Lompoc Aquatic Center in Lompoc, Jurupa Valley Aquatic Center in Jurupa, Grand Del Mar Resort in San Diego, Montage Resort and Spa in Laguna Beach, Chico State Aquatics Center in Chico and San Diego State Aztec Aquaplex in San Diego.

In trying to serve the City's best interests, staff solicited and interviewed an additional consulting firm, California Waters, to provide a comparison in the services to be rendered and a cost estimate. After the interview, California Waters accompanied staff for a walkthrough and provided immediate verbal suggestions and described their approach to these projects. Unfortunately, California Waters has withdrawn from this process, though staff's initial impression was poor. One additional company, Aquatic Tech was also solicited but they declined their services. Staff has come away from this process satisfied that Aquatic Design Group is by far the best company to hire for this project. The breadth and variety of projects they have completed and positive reference checks with the City of Torrance, a recently completed project site, leads staff to conclude that this is our best choice and we are confident in their abilities to ensure that the project is completed on time and that quality assurance and patron safety are the top priorities.

Attached is information on Aquatic Design Group and their contract form.

1.0 INTRODUCTION

- 1.1 AQUATIC DESIGN GROUP, INC. of Carlsbad, California (hereinafter referred to as "CONSULTANT"), proposes to provide consulting design services to City of Duarte, (hereinafter referred to as "CLIENT") for the following project:

City of Duarte Swimming Pools
Duarte, California

- 1.2 In conformance with the Request for Proposal dated August 19, 2015 as issued by Cesar Monsalve, Director of Parks and Recreation, CONSULTANT shall provide:

2.0 SCOPE OF WORK

- 2.1 CONSULTANT shall provide design and engineering services as hereinafter described for the following:
- 2.1.1 Repair and rehabilitation of plaster and tile finish of competition swimming pool and adjacent pool deck repairs
 - 2.1.2 Repair and rehabilitation of plaster and tile finish of children's swimming pool and adjacent pool deck repairs
 - 2.1.3 Pool decks and diving board stand repairs.

3.0 SCOPE OF SERVICES

- 3.1 Schematic Design Phase:
- 3.1.1 CONSULTANT shall review the program furnished by CLIENT to ascertain the requirements of the project and shall arrive at a mutual understanding of such requirements with CLIENT.
 - 3.1.2 Based upon the mutually agreed upon program, schedule and construction budget requirements, CONSULTANT shall prepare, for approval by CLIENT, Schematic Design Documents consisting of drawings and other documents illustrating the scale and relationship of swimming pool project components. Schematic Design Phase deliverables shall include the following:

- .1 Swimming pool plan views.
- .2 Swimming pool longitudinal sections.
- .3 Swimming pool finish details.
- .4 Swimming pool deck repair and appurtenances details.

3.1.3 CONSULTANT shall submit to CLIENT an estimate of probable construction cost based upon current area, volume, or other unit costs.

3.2 Design Development Phase:

3.2.1 Based upon the approved Schematic Design Documents and any adjustments authorized by CLIENT in the program, schedule or construction budget, CONSULTANT shall prepare, for approval by CLIENT, Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the Project as to swimming pool architectural, structural, mechanical and electrical systems, materials and such other elements as may be appropriate. Design Development Phase deliverables shall include the following:

- .1 Swimming pool plan views.
- .2 Swimming pool longitudinal and cross-sections.
- .3 Swimming pool finish details.
- .4 Swimming pool rail goods / competitive equipment details.
- .5 Outline specification in CSI format.
- .6 Swimming pool deck, deck drainage and appurtenances details.

3.2.2 CONSULTANT shall provide CLIENT with building and infrastructure requirements, including design criteria, as needed to service the swimming pool equipment, including:

- .1 Swimming pool equipment room dimensions.
- .2 Sanitary/storm sewer requirements and points of connection.
- .3 Domestic water requirements and points of connection.
- .4 Natural gas requirements and points of connection.
- .5 HVAC requirements for swimming pool equipment.
- .6 Electrical requirements and points of connection for swimming pool equipment.

.7 Swimming pool deck repair and appurtenances details.

3.2.3 CONSULTANT shall advise CLIENT of any adjustments to the estimate of probable construction cost.

3.3 Construction Documents Phase:

3.3.1 Based upon the approved Design Development Documents and any further adjustments in the scope or quality of the Project or in the construction budget authorized by CLIENT, CONSULTANT shall prepare, for approval by CLIENT, Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for construction of the swimming pool(s). Construction Documents Phase deliverables shall include the following:

.1 Architectural Drawings:

- Swimming pool plan views.
- Swimming pool longitudinal and cross-sections.
- Swimming pool finish details.
- Swimming pool rail goods.
- Swimming pool deck plan views.

.2 Structural Drawings:

- Miscellaneous swimming pool structural details.
- Miscellaneous swimming pool deck and appurtenances structural details.

.3 Mechanical Drawings:

- Swimming pool piping repair plan.

.4 Electrical Drawings:

- Swimming pool underwater lighting repair plan.
- Miscellaneous swimming pool electrical details.

.5 Miscellaneous:

- Swimming pool repair structural calculations if required.
- Final form swimming pool technical specifications in CSI format.
- Miscellaneous swimming pool deck and appurtenances details.

3.3.2 CONSULTANT shall advise CLIENT of any adjustments to previous estimates of probable construction cost indicated by changes in requirements or general market conditions.

3.3.3 CONSULTANT shall assist CLIENT in the preparation of the necessary bidding information, bidding forms, the Conditions of the Contract, and the form of Agreement between the Owner and the Contractor, as it relates to the swimming pool(s).

3.4 Plan Approval, Bidding or Negotiation Phase:

3.4.1 CONSULTANT shall assist CLIENT in connection with CLIENT's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project. CLIENT shall bear primary responsibility for approvals from governmental authorities having jurisdiction over the Project.

3.4.2 CONSULTANT, following CLIENT's approval of the Construction Documents and the latest estimate of probable construction cost, shall assist CLIENT in obtaining bids or negotiated proposals and assist in awarding and preparing contracts for construction. Services provided by CONSULTANT during this phase to include:

- .1 Assist CLIENT in preparation of addenda.
- .2 Assist CLIENT in responding to Contractor requests for clarification of the Construction Documents.
- .3 Assist CLIENT in review of bids and/or proposals in determination of lowest responsive bidder/proposer.

3.5 Construction Observation Phase:

3.5.1 CONSULTANT shall be a representative of and shall advise and consult with CLIENT: 1) during construction until final payment to the Contractor is due; and 2) as an Additional Service at CLIENT's direction from time to time during the correction period described in the Contract for Construction. CONSULTANT shall have authority to act on behalf of CLIENT only to the extent provided in this proposal unless otherwise modified. CONSULTANT shall provide the following construction support services:

- .1 Provide clarification, as required, of construction documents and respond to contractor requests for information.
- .2 Review and approval of swimming pool-related sample and material submittals specified in Contract Documents.
- .3 Assistance with the issuance and negotiation of change orders.
- .4 Review of contractor-submitted Record Drawings for contract conformance and completeness based upon field observations.

3.5.2 CONSULTANT shall visit the site at intervals appropriate to the stage of construction or otherwise agreed by CLIENT and CONSULTANT in writing to become generally familiar with the progress and quality of the Work completed and to determine in general if the Work is being performed in a manner indicating that the Work when completed will be in accordance with the Contract Documents. However, CONSULTANT shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of on-site observations, CONSULTANT shall keep CLIENT informed of the progress and quality of the Work, and shall endeavor to guard CLIENT against defects and deficiencies in the Work.

3.6 Visits to the Project Site:

3.6.1 CONSULTANT shall visit the offices of CLIENT and/or the Project Site in conformance with the following schedule:

- .1 Schematic Design Phase..... One (1) site visit
- .2 Design Development Phase..... One (1) site visit

- .3 Construction Documents Phase..... Zero (0) site visits
- .4 Construction Observation Phase..... Four (4) site visits

- 3.7 CONSULTANT's services are intended for the CLIENT's sole use and benefit and solely for the CLIENT's use on the Project. Except as agreed to in writing, CONSULTANT's services and work product shall not be used or relied on by any other person or entity, or for any purpose following substantial completion of the Project.
- 3.8 CONSULTANT's services shall be provided consistent with and limited to the standard of care applicable to such services, which is that CONSULTANT shall provide its services consistent with the professional skill and care ordinarily provided by consultants practicing in the same or similar locality under the same or similar circumstances.
- 3.9 CONSULTANT shall seek to comply with Building Codes applicable to the Project as is consistent with the professional standard of care and may seek and rely on the direction and input of public officials and others in doing so.
- 3.10 CONSULTANT's services shall be limited to those expressly set forth above, and CONSULTANT shall have no other obligations or responsibilities for the Project except as agreed to in writing or as provided in this Agreement.
- 3.11 This Agreement and all obligations described herein are intended for the sole benefit of the Parties and are not intended to create any third party rights or benefits.

4.0 EXCLUSIONS TO SCOPE OF SERVICES

- 4.1 CLIENT shall provide full information regarding requirements for the project, including a program which shall set forth CLIENT's design objectives, constraints and criteria, including space requirements and relationships, flexibility and expandability, special equipment, systems and site requirements. Additional information that may be required by CONSULTANT as prepared by other members of the project team shall include:
 - 4.1.1 Base sheets in digital (AutoCAD .dwg) format, including, but not limited to, the following:

- .1 Proposed drawing title block.
- .2 Site plan illustrating proposed swimming pool location(s).
- .3 Floor plan illustrating proposed swimming pool mechanical equipment room location.

4.1.2 Soils testing/engineering, including finalized geotechnical investigation report. Note: Unusual soil conditions such as expansive soils, fill soils, soils with low bearing capacity (under 2,000 psf), and high water tables which require additional engineering will be considered an additional service and compensated for in conformance with Article 7.1.2, below.

4.1.3 Destructive testing of existing pool structures to confirm as-built condition. Note: CONSULTANT cannot guarantee structural integrity of existing pool structures without confirming as-built condition of pool wall thickness, concrete reinforcement and compressive strength. Additional engineering for deficient structures will be considered an additional service and compensated for in conformance with Article 7.1.2, below.

4.1.4 Utilities design to swimming pool mechanical equipment points of connection, including:

- .1 Sanitary sewer.
- .2 Storm sewer.
- .3 Domestic water.
- .4 Natural gas.
- .5 Pool heater flues and combustion / ventilation air louvers.
- .6 Design and specification of heat exchangers (if utilized in lieu of pool heaters), including hot water or steam piping and controls.
- .7 Electrical distribution, including single line diagram, three phase conduit and conductors, motor starters, and single phase conduit and conductors.
- .8 Telephone and data communications.

4.1.5 Architectural, structural, mechanical, HVAC and electrical design of mechanical equipment room or other building structures as required; architectural and structural design of waterslides, waterslide towers or

other wet play equipment (engineered shop drawings to be furnished by specialty vendors).

4.1.6 Landscape design including fencing, planting, irrigation, site drainage and site lighting.

4.1.7 Miscellaneous plan check and permit fees as may be required by regulatory agencies.

4.1.8 CLIENT shall provide a complete bid documents set, featuring 100% construction drawings, specifications and addenda in half size to CONSULTANT.

4.2 All construction projects require inspection and maintenance following completion. Operation, inspection, and maintenance are the sole responsibility of the Project Owner and CONSULTANT shall have no responsibility for any failures by the Project Owner or others to properly operate, inspect, or maintain the Project.

5.0 MUTUAL INDEMNIFICATION WITH LIMITATION OF LIABILITY

5.1 CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold harmless CLIENT, its officers, directors and employees (collectively, CLIENT) against damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by CONSULTANT's negligent performance of professional services under this Agreement and that of its sub-consultants or anyone for whom CONSULTANT is legally liable.

5.2 CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold harmless CONSULTANT, its officers, directors, employees and sub-consultants (collectively, CONSULTANT) against damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by CLIENT's negligent acts in connection with the Project and the acts of its contractors, subcontractors or consultants or anyone for whom CLIENT is legally liable.

5.3 It is understood and agreed that the duty to indemnify does not include the duty to defend.

- 5.4 Neither CLIENT nor CONSULTANT shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.
- 5.5 Should CONSULTANT have been found to have been negligent in the performance of professional services, the maximum aggregate amount of CLIENT's recovery against CONSULTANT and/or its employees shall be limited to the amount of the fee paid to CONSULTANT.

6.0 USE OF DOCUMENTS / ELECTRONIC FILES

- 6.1 CLIENT acknowledges the CONSULTANT's construction documents as instruments of professional service. Nevertheless, the drawings and specifications shall become the property of CLIENT upon completion of the work and payment in full of all monies due to the CONSULTANT. CLIENT shall not reuse or make any modifications to the drawings and specifications without the prior written consent of CONSULTANT. CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) arising or allegedly arising out of any unauthorized reuse or modification of the construction documents by CLIENT or any person or entity that acquires or obtains the plans and specifications from or through CLIENT without the written authorization of the CONSULTANT.
- 6.2 Electronic files may be provided by CONSULTANT for review by CLIENT and use by the Design Team in the preparation of construction documents. CONSULTANT assumes no responsibility for determining whether the data or software format are correct, up-to-date, or together represent actual conditions, or liability for the translations or results thereof. Acceptance or use by CLIENT of electronic files shall constitute a total release from liability, and as an indemnification for all costs or expenses from any claims, suits, judgments, or any other actions or liability as a result of such use. Under no circumstances shall delivery of the electronic files be deemed a sale by CONSULTANT, and CONSULTANT makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall CONSULTANT be liable for any loss of profit or any consequential damages as a result of re-use of electronic files. Drawing plan views may be delivered in AutoCAD .dwg or Adobe .pdf format. Drawing detail sheets are considered proprietary and will be delivered in AutoCAD .dwf or Adobe .pdf format only.

7.0 COMPENSATION

7.1 CLIENT shall compensate CONSULTANT for services rendered as follows:

7.1.1 Basic Services: The Scope of Services described above shall be compensated for by a lump sum, fixed fee equivalent to: NINETEEN THOUSAND FIVE HUNDRED DOLLARS and 00/100 (\$19,500.00) assigned to CONSULTANT.

7.1.2 Additional Services: If requested, additional services will be billed for on an hourly basis, in conformance with the rates outlined in Article 7.3, below.

7.1.3 Reimbursable Expenses: In addition to basic compensation, Reimbursable expenses will be billed at CONSULTANT's direct cost, and shall include the following:

- .1 Plotting and reproduction expense of Drawings, Specifications and other documents.
- .2 Special delivery and handling of documents and correspondence such as courier and overnight delivery services.
- .3 Travel and lodging expense associated with travel outside of Southern California in connection with the Project.

7.2 Terms of Payment:

7.2.1 Payments for Basic Services shall be made based upon percentage of completion in not less than monthly installments, in conformance with the following schedule of values:

.1	Schematic Design Phase.....	\$ 1,950.00
.2	Design Development Phase.....	\$ 4,875.00
.3	Construction Documents Phase.....	\$ 9,750.00
.4	Plan Approval, Bidding or Negotiation Phase...	\$ 975.00
.5	Construction Observation Phase.....	\$ 1,950.00

7.3 Hourly Rates:

- 7.3.1 Compensation for additional services (when requested and authorized in advance by CLIENT) shall be provided in conformance with the following hourly rates:

.1	Principal.....	\$ 195.00 per hour
.2	Project Architect / Engineer.....	\$ 175.00 " "
.3	Project Manager.....	\$ 155.00 " "
.4	Designer.....	\$ 110.00 " "
.5	Clerical.....	\$ 60.00 " "

8.0 TIME

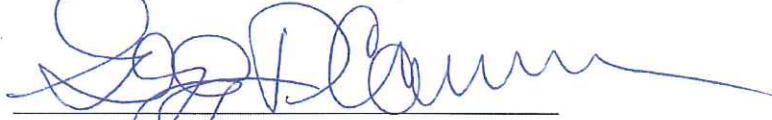
- 8.1 CONSULTANT shall prosecute design work in conformance with the following schedule, contingent upon receipt of all required information (program, base sheets, soils data, etc.) from CLIENT or CLIENT's designated representative:

- 8.1.1 Schematic Design Phase: Complete within Fourteen (14) calendar days of CONSULTANT's receipt of fully executed professional services agreement between CLIENT and CONSULTANT.
- 8.1.2 Design Development Phase: Complete within Fourteen (14) calendar days of approval of Schematic Design Documents and authorization to proceed with Design Development Phase.
- 8.1.3 Construction Documents Phase: Complete within Twenty (20) calendar days of approval of Design Development Documents and authorization to proceed with Construction Documents Phase.

9.0 AUTHORIZED SIGNATURES

- 9.1 This proposal is valid for thirty (30) calendar days from the date referenced below and is submitted for and in behalf of CONSULTANT by:

AQUATIC DESIGN GROUP, INC.



By: Greg Cannon
Its: Project Manager



By: Scott J. Ferrell, AIA
Its: Principal

19 August 2015

Date

- 9.2 This proposal is accepted for and in behalf of CLIENT by:

Cesar Monsalve
Director of Parks and Recreation

Signature of Authorized Representative

COMPANY BACKGROUND



Aquatic Design Group (ADG) is a full service aquatic consulting firm. The focus of our services is swimming pool / water feature architecture and engineering. We specialize in turning ideas into reality and transforming concepts into completed, fully detailed construction documents. Design commissions include competition pools, recreation pools, leisure pools, and a variety of decorative water features such as fountains, lakes and other naturalistic water elements.

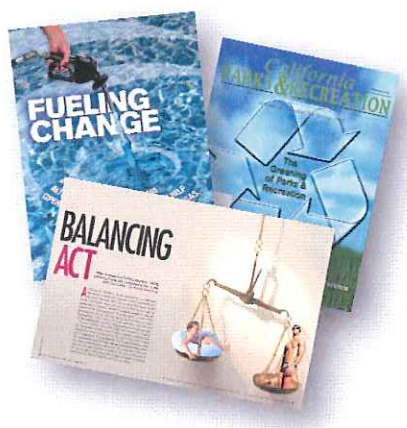
The Principals of ADG have been involved in the aquatic industry for over 25 years, and have been responsible for the design and processing of over 2,500 projects. When compared with generalist A&E firms that may produce only a dozen or so aquatic facility projects within their lifetime, ADG is uniquely qualified to provide these highly specialized services. ADG has completed projects in all regions of the Continental USA, Alaska and Hawaii. We also have twenty plus years of international experience, including regions such as Africa, Asia, the Caribbean, Central America, Europe, Mexico, the Middle East, the Islands of the Pacific and Polynesia.

Sharing Our Expertise:

Because of our experience and knowledge base, principals and associates within the firm are looked to as a resource within the various markets we work in.

Articles authored by firm principals and associates have been published in:

- Aqua Magazine
- Aquatics International Magazine
- Arizona Park and Recreation
- Athletic Business Magazine
- California Parks and Recreation Magazine
- Carlsbad Magazine
- Estates West
- Green Lodging News
- Hotel Global Network
- Journal on Active Aging
- NACDA Athletics Administration
- Oregon Park and Recreation Magazine
- Park and Recreation Business
- Pool and Spa Marketing Magazine
- Recreation Management
- Resort and Recreation
- Splash Magazine
- Swimming World
- Texas Recreation and Park Society Magazine
- Washington Park and Recreation Association Today



To learn more visit our [Resources Page](#).

Our expertise has also been called on for presenting educational sessions at the following industry conferences:

- Arizona Parks and Recreation Annual Conference (APRA)
- Athletic Business Exposition (AB Expo)
- California Park and Recreation Conference (CPRS)
- College Swim Coaches Association of America Annual Conference (CSCAA)
- The National Intramural Recreational Sports Association Trade Show (NIRSA)
- National Recreation and Parks Association Annual Convention (NRPA)
- NRPA Annual Revenue School / Director's Conference
- Oregon Recreation and Park Association Annual Conference (ORPA)
- Texas Park and Recreation Conference (TRAPS)

RELATED INFO

[Company Background](#)
[Firm Profile](#)
[Mission Statement](#)
[References](#)

- Utah Recreation and Parks Association Annual Conference (URPA)
- Washington Recreation and Parks Association Annual Conference (WRPA)
- The World Aquatic Health Conference (WAHC)

To learn more about ADG's upcoming speaking engagements visit our [Upcoming Events Page](#).

Staff members of ADG have experience within the aquatic industry both in design *and* construction. This enables us to properly detail a project in a way that design professionals and contractors can easily understand. All members of the ADG design team have collaborated previously on dozens of projects. The same dedicated team remains with the project from concept to completion. Our well documented track record provides testimony to decades of successfully addressing project budgets and timely completion of services.

Aquatic Design Group is committed to providing superior design and engineering services to its' Clients. Decisions are always made with the Client's best interest as the determining factor. Our demonstrated leadership in energy conservation and sustainable design is unequalled. Aquatic Design Group was one of the first designers of commercial swimming pools to utilize smart pump controls for the recirculation pumps. Smart pump controls are the next step up from a variable frequency drive system. Whether we use solar electric panels, solar heating systems, co-generation systems, or geo-thermal systems our designs feature the best methods for water conservation, energy savings and sustainable design. Our best advertising is our long list of satisfied Clients, who over the years have also become great friends.

We invite you to select Aquatic Design Group, and Let us Turn Your Ideas Into Reality.

LATEST NEWS & EVENTS

10.8.13 - Two ED sessions will be presented at this year's 2013 NRPA Conference & Expo

9.30.13 - Join ADG at the WWA Annual Symposium & Trade Show

9.15.13 - See ADG's latest Educational Session at the 2013 ORPA Conference

7.26.13 - Keep up to date with ADG on our Facebook page

NEWSLETTER SIGN-UP

Your Email Address



RECREATION



Water Works Park
 Denton, TX

Swimming pools have undergone a considerable evolution over the last two decades. In years past almost all new pools were rectilinear and tried to accommodate all users in the same water space. Commonly this resulted in a body of water that wasn't perfect for any group. Over the last twenty or so years there has been a movement within the industry to design separate bodies of water specific to each user group and individual programmatic function.

Recreational water space has perhaps undergone the greatest change over this time period. Historically these pools featured a rectilinear shape with a small area for shallow water and maybe a diving board or slide at the deeper end. Today many of these pools resemble mini water parks with a free flowing design featuring any numbers of elements including zero-depth or beach entries, river currents, climbing walls, climb on structures, interactive water play features, a series of water slides, and

in-pool lounge areas to name but a few.

This move has been made not only as the needs and expectations of recreational swimmers and patrons change, but also in an effort for municipalities to recoup their operating costs and turn their local pool into a potential source of revenue generation.

Specific Types of Recreational Pools Include:

- **Multi-Purpose** - Including areas for all users including some lap lanes for recreational swimming, a large shallow water area for small children, an area with more exciting features for older children, teenagers, and adults, and an area to relax for those looking to just cool off.
- **Children's Play Pool** - Including either zero-depth or very shallow water to around 18 inches of water. These pools will typically have interactive wet play elements such as water buckets, cannons, and sprays and climb-on structures featuring slides and other interactive water play elements.
- **Splash Pads / Spray Grounds** - Areas with no standing water but plenty of elements for children to play in. These areas are perhaps the single fastest growing segment of in the aquatics industry today.
- **Action-Themed** - Another growing area in the aquatics world is that of higher thrill attractions. These range from high and themed water slides, waves that users can boogie board or surf on, climbing walls (both for children and adults), wave pools, and white water areas where users can kayak or navigate using the same equipment they would in rivers across the world.

[View Our Recreation Portfolio Here.](#)

RELATED INFO

[Competition](#)

[Recreation](#)

[Hospitality & Leisure](#)

[Water Features](#)

LATEST NEWS & EVENTS

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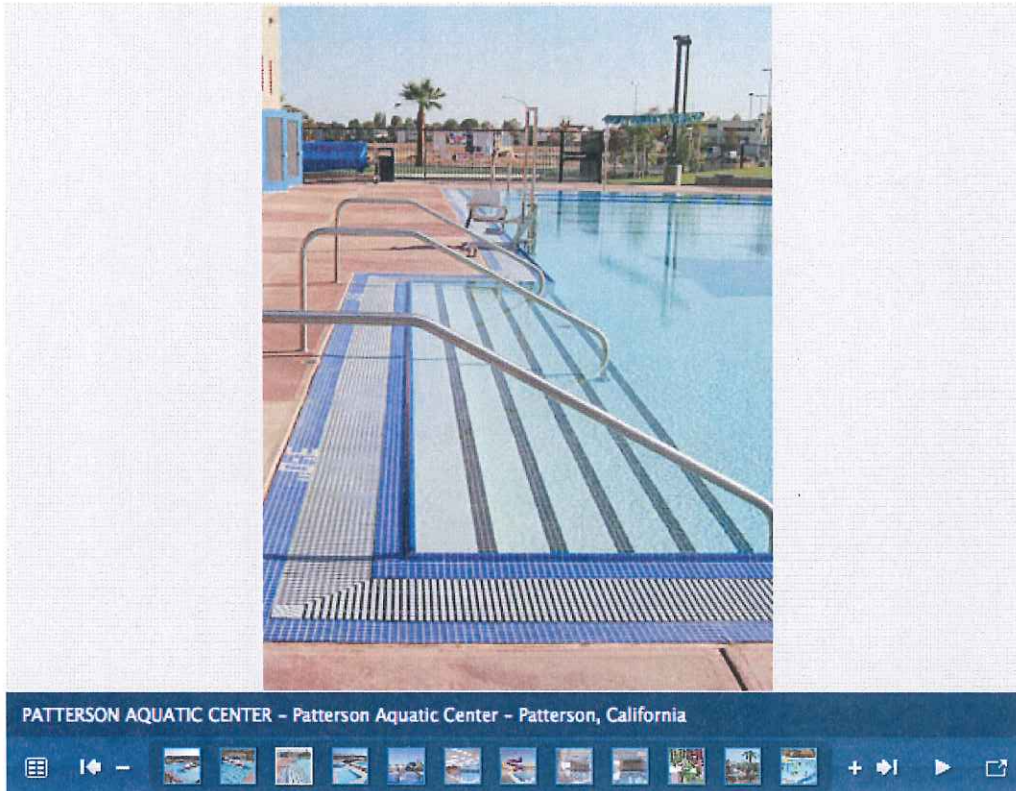
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NEWSLETTER SIGN-UP



2012

UNIVERSITY STUDENT UNION AT CALIFORNIA STATE UNIVERSITY NORTHRIDGE

Northridge, California

December 2012 Facilities of Merit, Athletic Business

Master planning, programming, planning, construction documents and construction observation as required for the construction of a 6,500 SF recreational swimming pool with lap swim lanes, zero-depth entry, water volleyball and water basketball courts for the new CSU Northridge student recreation center.



EAST OAKLAND SPORTS CENTER

Oakland, California

December 2012 Facilities of Merit, Athletic Business

March 2012 Building for Social Change Featured Project, Architectural Record

Programming, planning, construction documents and construction observation as required for the construction of a new 3,501 square foot recreational pool incorporating zero-depth entry, waterslide with receiving pool and three (3) wet play elements for the City of Oakland.

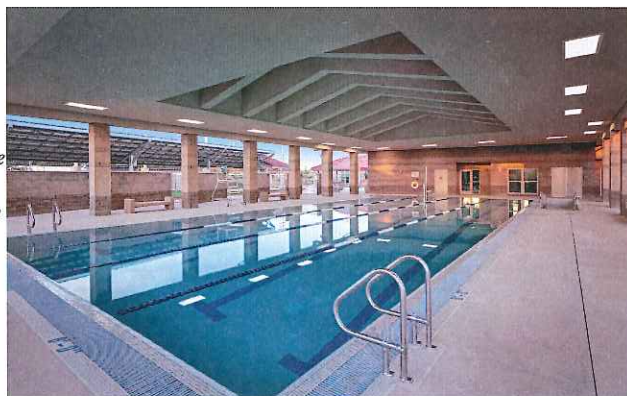


P060 WOUNDED WARRIOR FACILITY

Camp Pendleton, California

22012 Dream Design Showcase Award for Hope and Care Project, Aquatics International

Programming, planning, construction documents and construction observation as required for the construction of a new 10 meter x 25 meter lap pool, new 2.44 meter x 3.66 meter therapy pool, outdoor lap pool decks and pool deck drainage system and thermal solar system for pool water heating and five (5) decorative fountains a design-build project for NAVFAC Southwest. Project was the first Navy project to be certified LEED PLATINUM.



AWARDS BY YEAR

2012

2011

2010

2009

2008

2007

2006

2005

2003

2002

2001

2000

THE COVE WATERPARK - JURUPA AQUATIC CENTER

Riverside, California

2012 Dream Design Award for Family Aquatic Center, Aquatics International.

Programming, planning, construction documents and construction observation as required for the construction of: a 25 yard x 35 meter competition pool; a 10,672 square foot lazy river; a 5,153 square foot activity pool with zero depth entry and pirate themed climbable wet play structure; three (3) waterslides with 1,088 square foot waterslide receiving pool; a 1,088 square foot lagoon pool; and a FlowRider™ body boarding ride for the County of Riverside.



GARVEY PARK SPLASH ZONE

Rosemead, California

2012 Dream Design Award for Leisure Pool/Family Aquatic Center/Renovation, Aquatics International.

Conceptual design, programming, planning, construction documents and construction observation as required for the rehabilitation of the Garvey Park Aquatic Center, providing a new 2,480 square foot bathhouse, new wet play area, teaching pool, water slides and new pool decks and deck drainage system.



LATEST NEWS & EVENTS

- 10.8.13 - Two ED sessions will be presented at this year's 2013 NRPA Conference & Expo
- 9.30.13 - Join ADG at the WWA Annual Symposium & Trade Show
- 9.15.13 - See ADG's latest Educational Session at the 2013 ORPA Conference
- 7.26.13 - Keep up to date with ADG on our Facebook page

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Mr. Ryan Currie
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Mr. Bud Houston
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Mr. Jack Patton

Mr. Randy Robbins

Mr. Mark Schatz

RELATED INFO

[Company Background](#)[Firm Profile](#)[Mission Statement](#)[References](#)

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Mr. Larry Wolff
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Mr. Kenneth Zuschlag
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Ms. Anita Sayed
Colorado Time Systems, Inc.
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Mr. Phil Whitten
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Association of America
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AUGUST 9 - 15, 2015

Legal Notice

Legal Notice

Legal Notice

Legal Notice

CITY OF DUARTE

Notice is hereby given that the City Council of the City of Duarte will conduct a public hearing on August 25, 2015 at 7:00 p.m., in the City Hall Council Chambers, 1600 Huntington Drive, Duarte, California, to consider the following:

Appeal of Planning Commission Decision to Modify Conditional Use Permit 95-1: The Duarte City Council will consider an appeal of the Planning Commission's decision to modify Conditional Use Permit (CUP) 95-1. CUP 95-1 currently regulates the Route 66 Roadhouse & Tavern located at 1846 Huntington Drive. At a regular scheduled meeting the Planning Commission adopted PC Resolution 15-04 to modify CUP 95-1 with updated conditions of approval for the business owner/operator to comply with. The appellant Betty Barnes, owner and operator of the Route 66 Roadhouse & Tavern, is appealing from the Planning Commission decision.

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to exemption in Section 15301, Class 1 of Title 14 of the California Code of Regulations. Therefore, no further environmental review is necessary in accordance with CEQA Guidelines and a Notice of Exemption has been prepared for this project.

Any interested party may appear in person or by agent and be heard. If you challenge this matter in court, you may be limited to raising only the issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing. Written correspondence may be sent to Duarte City Hall, Community Development Department, at 1600 Huntington Drive, Duarte, CA 91010. For further information regarding this application, please contact David F. Eoff IV, Associate Planner in the Community Development Department, Monday through Thursday at (626) 357-7931, ext. 239, between the hours of 7:30 a.m. and 6:00 p.m.

Marla Akana
City Clerk

PUBLISH: August 15, 2015
"The Duartean"
MAIL/POST: August 13, 2015
Duarte City Hall
Duarte Library
Duarte Office of Public Safety
Published: Duartean Aug 15, 2015 AD#701263



CITY COUNCIL STAFF REPORT

DATE: AUGUST 25, 2015

TO: HONORABLE MAYOR AND DUARTE CITY COUNCIL

FROM: DAVID F. EOFF IV, ASSOCIATE PLANNER

SUBJECT: APPEAL OF PLANNING COMMISSION DECISION TO MODIFY CONDITIONAL USE PERMIT (CUP) 95-1 FOR THE ROUTE 66 ROADHOUSE & TAVERN

SUMMARY

Conditional Use Permit (CUP) 95-1 allows the sale of alcoholic beverages along with live entertainment and dancing at the Route 66 Roadhouse & Tavern, located at 1846 Huntington Drive. On June 15, 2015 the Planning Commission adopted PC Resolution 15-04 modifying CUP 95-1 with updated conditions of approval. The Planning Commission's decision to modify the CUP was a result of recurring law enforcement activity and non-compliance with the previous conditions of approval. The owner/operator of the Route 66 Roadhouse & Tavern, Betty Barnes, is appealing the Planning Commission decision to modify the CUP.

Staff recommends the City Council adopt Resolution 15-R-18 denying the appeal and upholding the Planning Commission decision to modify CUP 95-1 with the updated conditions of approval previously approved with PC Resolution 15-04.

BACKGROUND

CUP 95-1 was approved on February 21, 1995. The CUP allows the sale of alcoholic beverages for onsite consumption and a variety of entertainment (dancing, live music) at the Route 66 Roadhouse & Tavern at 1846 Huntington Drive. There were 16 conditions of approval imposed on the CUP at the time of approval, including a condition allowing the City to schedule the CUP for modification and/or revocation before the Planning Commission (COA #10 Exhibit F). Shortly after in 1995, a Dance and Entertainment permit (required by CUP 95-1) was granted to the owner at the time and included 11 additional conditions of approval that became part of the conditions imposed on CUP 95-1. All of the conditions were intended to ensure the business maintains a safe and orderly operation, and prevent adverse impacts on the surrounding community.

In early February 2015, Public Safety and the Sheriff's Department personnel informed City Staff that the Route 66 Roadhouse & Tavern has generated a significantly high rate of law enforcement calls for service over the past several years. According to a law enforcement activities report from the Los Angeles County Sheriff's Department, roughly 75 calls for law enforcement services occurred at the Route 66 bar dating back to 2010. Many of these service calls were a response to patron and/or owner disputes, which often lead to physical altercations including assault with a deadly weapon. The activities report also identified responses to loitering, intoxication, vehicle and personal theft, and excessive burglary alarms that were often times false alarms. These disputes or altercations occur both inside and outside of the

business, and sometimes involve a large number of people causing the dispute to impact adjacent properties.

Based on this, Planning and Public Safety Staff reviewed the conditions of approval for the Route 66 business, inspected the location for compliance, and found a number of CUP violations on the property in addition to the excessive calls for law enforcement service. Many of the violations are related to the law enforcement service calls, while others are simply a result of non-compliance. The Route 66 bar is also a well-known gathering place for notable motorcycle clubs. There have been several occurrences where large groups of people associated with these clubs have been observed at the Route 66 bar gathering in the parking lot areas. The Public Safety Department has indicated that the business owner has advertised, promoted, and facilitated special events for the motorcycle clubs at the Route 66 property all without approved special event permits and in violation of the conditional use permit. These special events attract large number of attendees, mainly members of the motorcycle clubs, and involve a variety of outdoor activities such as outdoor music, portable restrooms, and the use of canopy structures. These occurrences necessitated the use of "Safe Streets" or "Special Assignment" deputies by the Sheriff's Department to monitor the events at the Route 66 so patrons and the community remain safe.

Staff determined that it was reasonable to initiate the revocation/modification process. The extent of the violations at the Route 66 Roadhouse and Tavern could warrant revocation of the existing CUP, which would require the business operation to cease at the site. However, Staff recommended the Planning Commission modify the conditions of approval associated with the CUP to create standards that will allow the business to continue operation as long as the business remains in compliance. The existing conditions from CUP 95-1 and the Dance & Entertainment permit were combined into one complete set of regulations applicable to the business. The changes to the combined set consist of updated/expanded conditions, brand new conditions, existing conditions with no substantive change, and existing conditions that were removed because they were no longer applicable. The final set of conditions was included with PC Resolution 15-04 and adopted by the Planning Commission at the June 15, 2015 meeting. For reference, the Planning Commission Staff Report is attached (Exhibit C) and includes additional analysis on the CUP modification.

APPEAL

Chapter 19.144 of the Duarte Development Code outlines the procedures for the appeal of decisions rendered by the Planning Commission. During the appeal hearing, the issues raised and considered by the City Council are not limited to those raised by the appellant, and may include any aspect of the proposed project, whether or not originally considered as part of the decision being appealed. In hearing the appeal, the City Council may affirm, affirm in part, or reverse the Planning Commission decision being appealed. The City Council may also adopt additional conditions of approval to address issues or concerns other than the subject of the appeal.

Mrs. Barnes filed an appeal of the Planning Commission's decision and is requesting an amendment to condition number 4.C (Exhibit A) of the modified conditions of approval. Condition number 4 requires the business owner or representative to provide a security plan to

the Public Safety Department for review. The security plan contains several components that cover: A - a designated contact person; B - an operational security system; C - acceptable security personnel; and D - a closed circuit surveillance system. Section 4.C requires at least one (1) acceptable security personnel on duty to monitor and control the behavior of patrons inside and outside the building. The condition also provides specific criteria for licensing, scheduling, attire, and other responsibilities for security personnel to comply with.

The appeal is directly related to the required schedule of security personnel. The condition as approved by the Planning Commission requires security personnel to:

- Be on duty during the evening hours of operation beginning at 6:00 PM and must remain on duty for at least one half-hour after the establishment closes or until all patrons have vacated the area utilized and/or adjacent to the subject property to ensure the areas are free of people loitering or causing a disturbance.

As stated in the letter of appeal (Exhibit B), the appellant is requesting the condition be amended to require security personnel to:

- Be on duty during the evening hours of operation of **Friday and Saturday beginning at 8:00 PM**. Security personnel must remain on duty for at least one half-hour after the establishment closes or until all patrons have vacated the area utilized and/or adjacent to the subject property to ensure the areas are free of people loitering or causing a disturbance.

The appellant indicated the calls for law enforcement service have decreased over the past two years. Friday and Saturday are the evenings that include live entertainment and dancing, which typically generates the most business and likelihood for security.

ANALYSIS

The Planning Commission decision to modify CUP 95-1 was based upon reoccurring law enforcement activity and non-compliance with various conditions of approval. To mitigate these ongoing matters the CUP was reanalyzed and the associated conditions of approval were clarified and/or expanded to address the lack of security and other property violations.

The requirement for security personnel is not a "new" condition being imposed on the business owner. In 1995, approval of the Dance and Entertainment Permit included Condition #9, which states: "*A minimum of two uniformed security guards shall be posted on the premises during special entertainment programs whereby a cover charge or admission fee is required. One security guard shall be posted at each entrance and one security guard shall monitor the parking lot areas and the exterior areas of the building.*" It is unlikely this condition was complied with in the past. It is also unlikely the condition, as it is written above, will be sufficient enough to prevent many of ongoing activities that are the subject and reason behind the modifications. The Planning Commission decision to modify this condition came as a recommendation from Public Safety Department and LA County Sheriff's Department as a way to abate the recurring need for law enforcement and the unwanted activities stemming from the Route 66 business operation. The condition was expanded substantially with supplemental

criteria and included as a component of the comprehensive security plan as seen in Condition #4.

Route 66 Roadhouse is permitted to operate seven days a week from 6:00 AM to 2:00 AM. While some days may be busier than others, the business is open regularly to patrons and tends to follow a typical operation schedule. Like most bar, lounge, night club or tavern establishments that provide alcoholic beverages and entertainment, the amount of patrons and potential activity occurring on any given night is difficult to anticipate. The business owner has requested to minimize the on-duty hours for the security personnel to Friday and Saturday evenings only, when they provide live entertainment and generate the most business. This may be true, however, further analyzing the Sheriff's incident report shows the calls for service occurring sporadically throughout the week with various requests ranging from physical altercations and assault with a deadly weapon, to loitering and intoxication. The Route 66 business website also promotes a variety of entertainment events that also occur throughout the week. According to the website, patrons can partake in karaoke on Tuesdays, an "open mic blues jam" on Thursdays (similar to karaoke), live sporting events are shown on television throughout the week, and billiard and dart leagues are also provided. Many of the incidents occurring at the Route 66 establishment might be avoided or mitigated by the on-duty security personnel, without assistance from law enforcement.

The Planning Commission also imposed a condition requiring a six-month review of the Route 66 property and business operation to ensure compliance with all of the conditions. As part of this review the Sheriff's incident report was updated and similar calls for service from the previous report were identified, including brandishing and assault with a firearm. These factors, along with additional observations from the Public Safety and LA County Sheriff Department, warrant the need for security personnel to be on duty seven days a week and solidify the approval of the entire modification.

RECOMMENDATION

Staff recommends the City Council adopt Resolution 15-R-18 denying the appeal and upholding the Planning Commission decision to modify CUP 95-1 with the updated conditions of approval.

Respectfully Submitted,



David F. Eoff IV
Associate Planner

Attachments

- Exhibit A - Council Resolution No. 15-R-18
- Exhibit B - Letter of Appeal from Mrs. Betty Barnes
- Exhibit C - Planning Commission Staff Report Dated June 15, 2015
- Exhibit D - Letter from Temple Station Captain, LA County Sheriff Department
- Exhibit E - Letter from the Director of Public Safety Department
- Exhibit F - Original Conditions of Approval for CUP 95-1

**CITY OF DUARTE
RESOLUTION NO. 15-R-18**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE DENYING AN APPEAL FILED BY BETTY BARNES, OWNER/OPERATOR OF THE ROUTE 66 ROADHOUSE & TAVERN, AND UPHOLDING THE PLANNING COMMISSION DECISION TO MODIFY CONDITIONAL USE PERMIT 95-1 FOR THE ROUTE 66 ROADHOUSE & TAVERN DUE TO RECURRING LAW ENFORCEMENT ACTIVITY AND NON-COMPLIANCE WITH CONDITIONS OF APPROVAL WHICH HAVE CAUSED THE USE TO BECOME DETRIMENTAL TO THE PUBLIC HEALTH, SAFETY, AND WELFARE, AND CONSTITUTES A PUBLIC NUISANCE, PURSUANT TO CHAPTER 19.152 OF THE DUARTE DEVELOPMENT CODE.

WHEREAS, Route 66 Roadhouse & Tavern (the "Business") is regulated by Conditional Use Permit 95-1 ("CUP 95-1"), which includes conditions of approval and allows the sale of alcoholic beverages for on-site consumption in conjunction with dancing and entertainment at the site located at 1846 Huntington Drive; and

WHEREAS, the Business is a well known gathering place for motorcycle clubs, resulting in large gatherings in the parking lot areas and unpermitted outdoor activities; and

WHEREAS, the Los Angeles County Sheriff's Department has responded to over 75 calls for service at the Business over the past five years; and

WHEREAS, there have been repetitious and ongoing violations of the City of Duarte's Municipal Code, Development Code and the Conditions of Approval to CUP 95-1 at the Business; and

WHEREAS, in 2003 and 2005, the City provided written notice to the owner of the Business of the repetitious and ongoing violations of the Municipal Code, Development Code and Conditions of Approval to CUP 95-1; and

WHEREAS, on February 23, 2015 Los Angeles County Sheriff's responded to an assault with a deadly weapon and attempted murder call at the Business; and

WHEREAS, Condition #10 of CUP 95-1 allows the permit to be scheduled for a revocation hearing before the Planning Commission based on any problems associated with the sale of alcoholic beverages; and

WHEREAS, Section 19.152.040 of the Duarte Development Code lists seven findings that provide the grounds for the modification or revocation of a conditional use permit, of which, only one of the seven findings needs to be made by the Planning Commission to modify or revoke the permit; and

WHEREAS, on June 15, 2015 at 7:00 p.m., the Planning Commission of the City of Duarte held a duly noticed public hearing in the City Council Chambers for the revocation or modification of CUP 95-1, considered the analysis and recommendation provided in the staff report, and all of the information, evidence and public testimony received at the hearing, and

adopted PC Resolution 15-04 approving the modifications to CUP 95-1 for the Route 66 Roadhouse & Tavern; and

WHEREAS, Chapter 19.144 of the Duarte Development Code provides procedures for the appeal of decisions rendered by the Planning Commissions; and

WHEREAS, on July 14, 2015, the owner/operator of the Route 66 Roadhouse & Tavern filed an appeal of the Planning Commission decision to modify CUP 95-1 with the Duarte City Clerk in compliance with Chapter 19.144 of the Duarte Development Code; and

WHEREAS, on August 25, 2015 the City Council of the City of Duarte held a duly noticed public hearing to receive oral and written testimony related to the appeal of the modification of CUP 95-1; and

WHEREAS, the City Council has considered the analysis and recommendation provided in the staff report for the appeal of the modification of CUP 95-1 and all of the information, evidence and public testimony received at the public hearing held on August 25, 2015 at 7:00 p.m. in the City Council Chambers.

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

SECTION 1. All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

SECTION 2. In accordance with Section 19.152.040 of the Duarte Development Code, based upon substantial evidence presented to the City Council during the public hearing conducted with regard to the appeal of the modification of CUP 95-1, including written staff reports and verbal testimony, the City Council hereby finds as follows:

- (a) One or more of the conditions of the original CUP 95-1 have not been substantially fulfilled or have been violated and/or the original CUP 95-1 is in violation of statute, ordinance, law or regulation in that:

Condition #10 of the original conditions of approval for CUP 95-1 states: "Any problems associated with the sale of alcoholic beverages on the subject site may warrant the matter being scheduled for a revocation hearing before the planning commission". The Business' operation has created a nuisance and has become incompatible with the reasonable operation of a business of this type and in this area. According to the LA County Sheriff's incident report there have been approximately 75 calls for law enforcement service at the Business since 2010. These calls range from patron disputes and fights to, most recently, assault with a deadly weapon. Often times the disputes and physical altercations occur within the parking lot areas and involve a large number of people, which can negatively impact the surrounding developments. The disputes are often a result of intoxication.

Furthermore, dating back to 2003, the owner of the Business has failed to address non-compliance with several conditions of approval associated with CUP 95-1. Examples of such non-compliance include: The recreation vehicle stored in the rear parking area being used for living or sleeping; Improper illumination of the parking lot and drive aisles, the damaged and/or inoperable exterior building light fixtures; and

special events, involving large outdoor gatherings, outdoor cooking and outdoor music, conducted on the property without the proper approval from the City. There has been correspondence with the business regarding the non-compliance and direction on correcting it. However, recent inspections show that many of the violations were never addressed or have reoccurred.

- (b) The improvement/use allowed by the original CUP 95-1 has become detrimental to the public health, safety, or welfare or the manner of operation constitutes or is creating a public nuisance in that:

As discussed in section (a) above, there have been over 75 calls for law enforcement services at the Route 66 Roadhouse & Tavern over the past five years. The number of service calls and the magnitude of these calls have created adverse impacts on the community and surrounding developments. The high rate and nature of these calls creates an undesirable operation within the community and undue toll on law enforcement resources.

SECTION 3. Based upon the substantial evidence and testimony received at public hearing and the findings and conclusions set forth hereinabove, the City Council hereby adopts this Resolution and denies the appeal by upholding the Planning Commission decision to modify CUP 95-1, subject to the conditions of approval attached hereto as Exhibit "A-1" and incorporated herein by this reference. The Conditions of Approval are deemed necessary to protect the public health, safety and general welfare and are reasonable and proper in accordance with the intent and purposes of the Duarte Development Code.

SECTION 4. The modification of Conditional Use Permit 95-1 by the Planning Commission, upheld by the City Council, is exempt from the California Environmental Quality Act (CEQA) pursuant to exemption in Section 15301, Class 1 of Title 14 of the California Code of Regulations. Approval of the modification to CUP 95-1 involves negligible or no expansion of an existing use. Therefore, no further environmental review is necessary.

SECTION 5. The City Clerk shall certify to the adoption of this Resolution and transmit a certified copy of this Resolution, by mail, to the owner of the Business at the address of record set forth in the application.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Duarte at a regular meeting held on the 25th day of August 2015.

Mayor Tzeitel Paras-Caracci

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution 15-18 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 25th day of August, 2015, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

EXHIBIT A-1

Conditions of Approval

Modification to Conditional Use Permit 95-1

On-Sale of Alcoholic Beverages in Conjunction with Dancing and Live Entertainment

Located at 1846 Huntington Drive (Route 66 Roadhouse & Tavern)

The following conditions of approval are hereby incorporated as part of Conditional Use Permit 95-1 to ensure the business maintains a safe and orderly operation that will prevent and alleviate adverse impacts to the surrounding community. All conditions of approval shall be fully complied with by the owner, applicant, and all agents thereof. Any violation or failure to comply with the conditions of approval associated with this Conditional Use Permit should be grounds for initiation of proceedings for the revocation of the CUP by the Planning Commission pursuant to Section 19.152.030 of the Duarte Development Code.

1. This CUP is subject to a six (6) month review from the date of the Planning Commission's decision. The Planning Division shall conduct a review of the property and business operation to ensure compliance with all conditions of approval. An update of the six (6) month review shall be provided to the Planning Commission during a scheduled Planning Commission meeting. Additionally, this CUP may be called for review or revocation at any time if a violation of the approved conditions is alleged, or if it is alleged that the business operation or its patrons are creating a public nuisance, as substantiated by the LA County Sheriff's Department, Public Safety Department, or any other City Department. The applicant and successors shall operate the subject premises in a safe and sanitary manner at all times. Such review of the CUP may include any remedy available to the City that will prevent negative impacts on the property and surrounding developments. Problems or continued/repeated violations of any Municipal Code or Development Code provisions, conditions of approval or any other governmental regulations may be grounds for initiation of proceedings for the revocation of this CUP before the Planning Commission pursuant to Section 19.152.030 of the Duarte Development Code.
2. The business owner shall submit sufficient detail to the Community Development Department to ensure that food is available to patrons at all times. Failure to provide food shall require the scheduling of this matter to the Planning Commission for possible revocation of the Conditional Use Permit.
3. All exterior areas, including parking areas and drive aisles shall be illuminated in a manner that ensures the safety of the business, patrons, employees, and the general public. The existing wall mounted lights and pole lights extending above the roofline shall be removed. New parking lot light standards and exterior wall-mounted security lighting shall be installed to provide sufficient illumination throughout the entire parking lot area and around the building perimeter without creating light glare and/or spill-over onto adjacent properties. The business owner shall submit a lighting site plan and a certified photometric study with a point-by-point analysis to the Planning Division within sixty (60) days of the Planning Commission's decision. The lighting plan shall depict the location, type, and related specifications of the parking lot lights and wall-mounted lights. The lighting plan shall also be prepared by licensed architect or design professional and shall accurately depict the property line boundaries to ensure all lighting and associated installations occur within the subject property's boundaries. Removal of the existing lights, and installation and

operation of the new lights shall be complete no later than sixty (60) days from the City's approval. All necessary permits shall be obtained prior to installation of any lights. All lighting shall use an energy-efficient lighting source such LED. A final inspection from the Planning Division shall be required following the installation of all the lights.

4. The business owner or representative shall submit a security plan to the Public Safety Department for review and approval. The contents of the security plan shall be incorporated as conditions of approval associated with CUP 95-1. The security plan shall be submitted within thirty (30) days from the Planning Commission's decision. Upon approval, the business owner shall obtain any necessary permits for the security plan and implement the contents of the security plan into the business operation within thirty (30) days. A final approved copy of the security plan shall be provided to the Public Safety Department and Planning Department, and shall be subject to an annual review. Failure to comply with the approved security plan at any time shall constitute as a violation of this Conditional Use Permit. At minimum, the security plan shall include the following:
 - A. A designated contact person for all safety and security management, including telephone numbers where the contact person may be reached 24 hours a day, seven days a week.
 - B. An operational security alarm system equipped with burglary and emergency alarms monitored by a reputable alarm monitoring company 24 hours a day, seven days a week. The alarm monitoring company shall take the immediate and appropriate action when an alarm is triggered. Additionally, the business owner shall comply with all requirements of Chapter 9.05 of the Duarte Municipal Code (Burglar and Robbery Alarms).
 - C. At least one (1) acceptable security personnel on duty who will monitor and control the behavior of patrons inside and outside the building, including the parking lot and any adjacent property under the establishment's control and/or influence. Additionally, a minimum of two security personnel shall be on duty at any point the business is expected to have 50 patrons or has unexpectedly reached or exceeded 50 patrons. The Public Safety Director shall have the ability to require additional security personnel regardless of the time of day for special events or as deemed necessary for the general welfare of the business and community. The security personnel shall:
 - o Be licensed and retained from a security firm approved by the Public Safety Director. If the business owners decides to employ security personnel that will be in possession of a firearm while on the establishment's premises, the security personnel shall provide the proper documentation to the Public Safety Director, including but not limited too, a copy of the license issued to the security authorizing the possession of the firearm, a copy of the security personnel's law enforcement identification, a copy of the security personnel's California drivers license or ID card.
 - o Be on duty during the evening hours of operation beginning at 6:00 p.m. and shall remain on duty for at least one-half hour after the establishment closes or until all patrons have vacated the area utilized and/or adjacent to the subject property to ensure the areas are free of people loitering or causing a disturbance.

- While on duty, wear a nameplate containing the security personnel's name and the word "SECURITY" printed in bold capital lettering and in a contrasting color. The nameplate shall be exhibited prominently on the security personnel clothing and shall be visible and easily read at all times. As an alternative, the security personnel name and word "SECURITY" may be embroidered on the security personnel's outermost garment, still meeting the above requirements.
 - Not sit at the bar, consume alcoholic beverages or any controlled substance, be under the influence of alcoholic beverages or any controlled substance, or engage in any violations of the law while on duty.
 - Along with the business operator, manage all activity outside the establishment to ensure there are no impediments to pedestrian travel in the walkways, sidewalks or other Public right-of-way, no blockage of neighboring businesses, and no disturbance of the public peace.
- D. A closed circuit television system consisting of interior and exterior surveillance cameras and a digital video recorder (DVR) for recording surveillance camera footage. The cameras shall provide sufficient coverage of the entire establishment on the inside and along the perimeter on the outside, as determined by the Public Safety Director. All DVR footage shall remain stored for a minimum of thirty (30) days and shall remain locked in a location accessible only to the business owner or management. The DVR footage shall also be made available for review upon reasonable request to City Manager, City Manager's designee, City law enforcement or any City Code Compliance officer.
5. The business owner shall correct any safety or security problem or security plan violation immediately after receiving written notice of such problem from the Public Safety Department.
 6. The recreation vehicle parked/stored near the southwest area of the property and any additional inoperable vehicles shall be promptly removed from the premises within ten (10) days of receiving written notice from the City. As stated in Section 19.38.030 of the Duarte Development Code, living or sleeping in any vehicle or trailer is strictly prohibited. Continued non-compliance with this condition of approval or Section 19.38.030 of the Duarte Development Code constitutes a violation of this CUP and may lead to a possible revocation hearing before the Planning Commission.
 7. "No Loitering", "No Drinking", and "No Possession of Opened Alcoholic Beverage Container" signs shall be placed on the building exterior. Signage size, design and placement shall be reviewed by the Community Development Department. No signs advertising the sale of beer, wine, other alcoholic beverage products, or tobacco shall be installed on the exterior of the premises, or within the interior of the premises directed and intended to be visible toward the exterior of the premises, in accordance with the provisions of the Duarte Municipal Code.
 8. Special events shall require approval from the Public Safety Department and Community Development Department, and be in compliance with Chapter 19.124 of the Duarte Development Code. Special events include but are not limited to: yard, rummage, or other sales events; car washes; donation events, fairs, exhibitions, food events, gatherings or

congregations outside of the business walls and/or the use of: temporary structures or canopies within the parking lot, and porta-potties or other mobile restrooms. Unless otherwise approved through a special event permit, the business owner shall not allow patrons to gather and/or congregate in the parking lot areas of the property in a manner that may create a public nuisance to the community and surrounding developments.

9. All activities related to this business shall be conducted inside the enclosed building, unless otherwise approved through with a Special Event/Temporary Use Permit.
10. The playing of music or other forms of audio projections through outside speakers is prohibited, unless otherwise approved with a Special Event/Temporary Use Permit.
11. Any outdoor storage, including trailers, associated with the use is expressly prohibited on the subject property.
12. The parking lot area shall be properly maintained and kept clear from litter and debris at all times.
13. The business owner shall comply with all applicable California Laws including the Alcohol Beverage Control Act as defined by Division 9 of the California Business and Professions Code. Should at any time the Alcoholic Beverage License issued to the business owner be revoked for any purpose, this CUP shall be come null and void.
14. All requirements of the Department of Alcoholic Beverage Control (ABC) shall be complied with and such requirements shall be made conditions of approval of this Conditional Use Permit.
15. The sale of alcoholic beverages for offsite consumption is strictly prohibited. Alcoholic beverages may only be consumed inside the building. The consumption of alcoholic beverages outside of the building in the parking area or anywhere else on-site is strictly prohibited.
16. Any problems associated with the sale of alcoholic beverages on the subject site may warrant the matter being scheduled for a revocation hearing before the Planning Commission.
17. The business owner, on an annual basis, shall apply for and maintain a Dance & Entertainment Permit pursuant to Section 5.82 of the Duarte Municipal Code. All conditions of approval of the Dance & Entertainment Permit are incorporated as conditions of this Conditional Use Permit, and shall be fully complied with.
18. Entertainment shall be defined consistent with Exhibit C of February 21, 1995 staff report as amended below:
 - Modification to line number 4 - The entertainment shall be for patron dancing only to live and recorded music only.
 - Modification to line number 7 - Sporting events will sometimes be televised.
19. The doors of the establishment shall be kept closed during televised sports events, live entertainment, dancing, or music-related entertainment.

20. Sporting events shall be restricted to televised programming only.
21. Dancing shall be limited to patron dancing only.
22. All requirements of the Duarte Municipal Code, including the Duarte Development Code, as such requirements apply to this entitlement, shall be fully complied with and such requirements shall be made a Condition of Approval.
23. Any expansion or modification to the approved use as part of this conditional use permit, including but not limited to any substantial changes to the floor plan or additional services that may affect or intensify the business operation shall be reviewed by the Planning Division, and may require Planning Commission approval of a new conditional use permit.
24. In the event that the current business (Route 66 Roadhouse & Tavern) vacates the subject tenant space or a change of ownership occurs, the Conditional Use Permit in compliance with the provisions of Chapter 19.114 of the Duarte Development Code shall continue to be valid based on this approval, provided the new tenant/successor owner meets the requirements of this Conditional Use Permit. In the event the subject tenant space becomes vacant and/or the Conditional Use Permit is not actively exercised for a continuous period of twelve (12) months, this Conditional Use Permit and approval shall become invalid.
25. The decision of the Planning Commission may be appealed to the City Council of the Planning Commission's decision. Said appeal shall be in writing and filed with the City Clerks Office. The written appeal shall include reasons for the appeal and include the required appeal fee.
26. By acceptance of the approval of the project by the City, the applicant shall defend, indemnify and hold harmless the City of Duarte and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers and employees to challenge, set aside, void or annul the approval of the project or from any other action pertaining to this application or the granting of this conditional use permit which may be brought within the time period provided for such actions or challenges under applicable law.
27. The Business Owner shall sign an affidavit accepting the new conditions of approval of this Conditional Use Permit within 15 days from the date of approval by the Planning Commission. Failure of the Business Owner to sign such affidavit within such time period shall warrant revocation of this Conditional Use Permit pursuant to Section 19.152.030 of the Duarte Development Code.

RECEIVED

Tuesday, June 23rd, 2015

JUL 14 2015

City of Duarte
Planning Commission

CITY OF DUARTE

Re: Modification of Conditional Use Permit (5-1 for the operation of on-premise sales of alcoholic beverages and dancing & live entertainment

Dear Members of the City council,

Route 66 Roadhouse and Tavern (1846 Huntington Drive) is appealing the planning Commission Resolution No. PC 15-04 Exhibit E-1 Conditions of Approval Section 4 C. Route 66 Roadhouse and Tavern are provided this appeal in letter form. A description of the project being appealed and the basis for the appeal are set forth below.

Description of Decision Being Appealed

On Monday June 15th, 2015 the City of Duarte Planning Commission provided a conditions of approval for the modification to conditional use Permit 95-1, On Sale of Alcoholic Beverages in Conjunction with Dancing and Live Entertainment, Located at 1846 Huntington Dr (Route 66 Roadhouse and Tavern).

Under Section 4 C of the conditions of approval at least (1) acceptable security personnel on duty who will monitor and control the behavior of patrons inside and outside the building. Also under this condition, security personnel shall be on duty the evening hours of operation beginning at 6:00 p.m. and shall remain on duty for at least one-half hour after the establishment closes or until all patrons have vacated the area utilized and/or adjacent to the subject property to ensure the area are free of people loitering or causing a disturbance.

The Appellant respectfully request the condition be amended to (1) acceptable security personnel on duty who will monitor and control the behavior of patrons inside and outside the building and shall be on duty evening hours of operation of Friday and Saturday beginning at 8:00 p.m.. Security personnel shall remain on duty for at least one-half hour after the establishment closes or until all patrons have vacated the area utilized and/or adjacent to the subject property to ensure the area are free of people loitering or causing a disturbance.

The number of call for service for law enforcement has been reduced in the past two years. Friday and Saturday are the evenings which has live entertainment and dancing. Thus, generate the most business and the likelihood of the need for security.

Sincerely,



Betty Barnes, Appellant



PLANNING COMMISSION STAFF REPORT

Date: June 15, 2015

Project: Modification of Conditional Use Permit 95-1

Subject: Modification of Conditional Use Permit 95-1 for the operation of on-premise sales of alcoholic beverages and dancing & live entertainment

Location: 1846 Huntington Drive - Route 66 Roadhouse & Tavern

Applicant: City of Duarte

SUMMARY

The City of Duarte is pursuing a modification to Conditional Use Permit (CUP) 95-1, which allows the sell of alcoholic beverages or onsite consumption and live dancing and entertainment at the Route 66 Roadhouse & Tavern. The decision to modify the CUP is based upon reoccurring law enforcement activity and non-compliance with various conditions of approval. These ongoing matters have caused the business to become detrimental to the public health, safety, and general welfare of the community.

BACKGROUND

In 1964 CUP 28 was granted by the Planning Commission allowing the establishment to sell on-premise alcoholic beverages at 1846 Huntington Drive. The business operation has remained generally the same since the CUP's approval, however changes and/or expansion of services have led to the issuance of several new CUP's. Following CUP 28, the property was granted CUP 32 in 1966, CUP 66 in 1975, CUP 83-8 in 1983, CUP 83-12 in 1984, CUP 90-2 in 1990, and finally CUP 95-1 in 1995, which is the current CUP in effect on the property.

CUP 95-1 was approved on February 21, 1995. The CUP allows the sale of alcoholic beverages for onsite consumption and a variety of entertainment ranging from dancing to live and recorded music, billiards and other gaming devices, and satellite TV for viewing sporting events. There were 16 conditions of approval imposed on the CUP at the time of approval, including a condition allowing the City to schedule the CUP for modification and/or revocation before the Planning Commission (COA #10 Exhibit A). Shortly after, the applicant obtained a Dance and Entertainment permit (required by CUP 95-1) that included 11 conditions of approval that became part of the conditions imposed on CUP 95-1. All of the conditions are intended to ensure the business maintains a safe and orderly operation, and adverse impacts on the surrounding community are prevented.

In 2003 the business changed ownership to the current owner. As part of the ownership change, the new owner was required to maintain the same business operation as the previous approval, comply with all conditions approval, and address any non-compliance on the property. However, since the ownership change there has been on-going noncompliance with the conditions of approval, violations of the Duarte Development Code and Municipal Code, and several incidents

that question the acceptable operation of the business. The following information summarizes some of the incidents that have occurred during operation under the current owner.

In February of 2003, at the time of the ownership change, a letter was provided to the prospective owner explaining the requirements of CUP 95-1 and outlining concerns regarding compliance with the conditions of approval. The letter included a timeframe of roughly nine months to address violations related to: inability to serve food at all times (no operational kitchen), illegal mobile trailers stored in the rear parking lot area, inadequate or inoperable parking lot lighting, improper use of temporary banners, and general site maintenance.

After continued noncompliance, a second letter was sent to the business owner in September of 2005. The follow up letter reiterated the requirements of CUP 95-1 and provided an updated list of remaining items, which included everything from the previous letter except for the inability to serve food and some of the general site maintenance. A new item related to special events conducted on the property without the proper approval or permits was also listed on the follow up letter. Another timeframe of nearly one year was given to the business owner to address the non-compliance on the property. However upon recent inspections, it is evident that many of the same violations from 2003 and 2005 are still present on the property today.

The Route 66 Bar has seen an excessive amount of detrimental activity over the past several years. According to a law enforcement activities report from the Los Angeles County Sheriff's Department, there has been an excess of 75 calls for law enforcement services at the Route 66 bar dating back to 2010. Many of these service calls range from burglary alarm response to patron and/or business owner disputes. The disputes are often a result of disagreements or intoxication, which usually lead to physical altercations and/or assault with a deadly weapon. These disputes or altercations occur inside the business and outside in the parking lot areas, and sometimes involve a large number of people causing the dispute to carry over on to adjacent properties.

The Route 66 bar is also a well-known gathering place for notable motorcycle clubs. There have been several occurrences where large groups associated with these clubs have been observed at the Route 66 bar gathering in the parking lot areas. The Public Safety Department reports that the business owner has advertised, promoted, and facilitated special events for the motorcycle clubs at the Route 66 property all without approved special event permits and in violation of the conditional use permit. These special events have attracted large number of attendees, mainly members of the motorcycle clubs, and involve a variety of outdoor activities such as outdoor cooking, outdoor music, portable restrooms, and the use of canopy structures. These occurrences have necessitated the Sheriff's Department to assign Operation Safe Street Deputies or Duarte Special Assignment Deputies to monitor the events at Route 66 so patrons and the community remain safe.

ANALYSIS

In order to establish a bar, Lounge, Night Club or Tavern business that serves alcohol, prospective business owners must obtain approval of a conditional use permit that provides operational guidelines and conditions related to the operation of its business. Proprietors must then abide by these rules and operate a business that would not be detrimental to the City or endanger, jeopardize

or otherwise constitute a hazard to the public convince, health, interest, safety or general welfare of persons residing or working in the neighborhood of the use (DDC Section 19.114.050.B). If a business does not operate in compliance with the conditions of approval imposed or is otherwise detrimental to the public health, safety or welfare, the CUP is subject to a modification or revocation hearing. The Planning Commission has the authority to modify conditions of the conditional use permit or revoke the conditional use permit based on lack of compliance with conditions.

Staff was informed by Public Safety and the Sheriff's Department that the Route 66 Roadhouse and Tavern has experienced a significantly high rate of law enforcement calls for service over the past several years. These calls are mostly a response to physical altercations and disputes that would often time escalate to a level of uncontrollable. However, the service calls also include response to loitering, intoxication, vehicle and personal theft, and excessive burglary alarms that were often times false alarms. The high rate and nature of these calls creates an undesirable operation within the community and undue toll on law enforcement resources.

Based on this, Staff and Public Safety reviewed the conditions of approval for the Route 66 business, inspected the location for compliance, and found a number of CUP violations on the property. Examples of the violations include, inadequate/improper exterior lighting, stored recreation vehicles being used as a residence, numerous large gatherings and outdoor events, repeated problems associated with the sale of alcohol, and other violations of the Duarte Municipal Code were observed in addition to the excessive calls for law enforcement service. Many of the violations are directly related to the excessive calls for law enforcement services, while others are simply a result of non-compliance. Based on the number and severity of the violations of the CUP, Staff determined that it was reasonable to initiate the revocation modification process.

The extent of the violations at the Route 66 Roadhouse and Tavern could warrant revocation of the existing CUP, which would require that the business operation cease at the site. However, Staff is proposing the modification of several conditions and the addition of new conditions to create a new set of standards that will allow the business to continue operation as long as the business remains in compliance. The existing conditions from CUP 95-1 and the Dance & Entertainment permit will be combined into one complete set. The changes to the combined set, as illustrated in Exhibit D, will consist of updated/expanded conditions, brand new conditions, existing conditions that have no substantive change, and existing conditions no longer applicable that will be removed. The final set of conditions is included with PC Resolution 15-04 (Exhibit E). The following conditions clarify and expand the security requirements that have been lacking at the business and address other property violations.

Violation of Original Conditions

Original Condition

#10 (CUP 95-1): *"Any problems associated with the sale of alcoholic beverages on the subject site may warrant the matter being scheduled for a revocation hearing before the Planning Commission".*

Violation: The excessive amount of law enforcement service calls resulting from the operation of the Route 66 business has created a nuisance and has become incompatible with the reasonable

operation of a business of this type and in this area. The type of service calls and severity of these calls has created a business operation that has become detrimental the public health, safety and general welfare.

Recommended Action: Staff recommends modifying Condition #3 and #9 of the Dance & Entertainment (D&E) Permit. As explained below, modifying condition #3 will require improvements to the exterior lighting, modifying condition #9 will provide specific details for creating/implementing a security plan. The reoccurring need for law enforcement services at the Route 66 business could likely be a result of lacking security measures. Modifying the conditions will clarify the standards associated with operating a business like the Route 66 and provide additional requirements to ensure a safe and orderly operation is maintained. Condition #10 from CUP 95-1 will remain stated as is, but will be listed as Condition #16 on PC Resolution 15-04.

- **Security Lighting.** The current condition for exterior lighting is very general in nature, and based on the ongoing activities it does not appear that the intent of the condition is being met. The revised condition will be expanded to clarify typical lighting requirements for businesses like the Route 66. The condition will require installation of new parking lot lights and wall-mounted security lights to provide sufficient illumination throughout the property. To ensure the proper lighting is installed, the business owner will also be required to submit a lighting plan to the Community Development Department that will include the location of all the light fixtures and a certified photometric study showing the intensity and spread of illumination. Lastly, the expanded condition will require the removal of all the existing lighting that does not meet the current code requirements or the intent of the condition of approval. This revision is listed as Condition #3 on PC Resolution 15-04.
- **Security Personnel.** The current condition for security personnel requires two security guards during special entertainment programs. It is unlikely this condition has ever been complied with, and unlikely it is sufficient enough to prevent the current ongoing activities. The revised condition has been expanded substantially to abate many of the activities stemming from the Route 66 operation. The business owner will be required to submit a detailed security plan to the Public Safety Department and Planning Department for review that will include requirements such as a designated contact person, a operational security system linked to a reputable monitoring company, specific details on security personnel, and an operational surveillance camera system. This is listed as Condition #4 on PC Resolution 15-04.

Original Conditions

#2 (D&E Permit) - *"The applicant shall comply with all requirements of the Duarte Municipal Code."*

#5 (D&E Permit) - *"The playing of music or other forms of audio projections through outside speakers is prohibited."*

#11 (D&E Permit) - *"All activities related to this business shall be conducted within a totally enclosed building."*



#12 (CUP 95-1) - *"All requirements of the Duarte Municipal Code, as such requirements apply to this entitlement, shall be fully complied with and such requirements shall be made a Condition of Approval."*

Violation: The Route 66 business has repeatedly organized, promoted, and facilitated various outdoor events within the parking lot areas on the property. These events typically involve a variety of outdoor activities, such as cooking, music, and the use of tents and canopies. They also result in large gatherings of motorcycle club members occupying the parking lot and front door area, intimidating the general public who may consider patronizing the business. The conditions mentioned above specifically prohibit such activities. Furthermore, activities such as these require approval of a Special Event/Temporary Use Permit, as specified in Chapter 19.124 of the Duarte Development Code.

Recommended Action: Staff recommends adding a new condition (Condition #8 PC Resolution 15-04) that will require the business owner to obtain approval from the Public Safety Department and Community Development Department for all special events in compliance with Chapter 19.124 of the Duarte Development Code. The condition includes a variety of examples to help clarify when the permit may be necessary, many of which regularly occur at the Route 66 business. The condition will also restrict the business owner from allowing patrons to gather and/or congregate in the parking lot areas without approval of an outdoor special event. Staff understands there is a possibility that large crowds may arrive unannounced and unknowingly to the business owner. To address this concern, the security plan will allow the Public Safety Director to require immediate and/or additional security if whenever deemed necessary. Original Conditions #5 and #11 from D&E Permit and #12 from CUP 95-1 will remain stated as is but will be listed as Conditions #10, #9, and #22, respectively on PC Resolution 15-04. Original Condition #2 from D&E Permit will be stricken from the final list because it is a duplicate.

Original Condition

#6 (CUP 95-1): *"Any outdoor storage, including trailers, associated with the use is expressly prohibited on the subject property."*

Violation: There is currently a recreation vehicle and other vehicles being stored in the rear parking lot of the property. It is likely the recreation vehicle is being used as someone's living quarters, which is a violation of Development Code Section 19.38.080.B. Furthermore, Section 19.12.050.B of the Duarte Development Code prohibits outdoor storage of all types in the C-G zone.

Recommended Action: Staff recommends adding a new condition (Condition #6 PC Resolution 15-04) that will require the recreation vehicle and any other stored/inoperable vehicles to be removed from the property within ten days. Noncompliance could potentially lead to revocation of the CUP. The original Condition #6 from CUP 95-1 will remain stated as is, but will be listed as Condition #11 on PC Resolution 15-04.

Original Condition:

#10 (D&E Permit): *"The following exterior signs shall be posted at the site by June 12, 1995, subject to final approval by the Duarte Public Safety Department.*

Sign A:

Customer Parking Only.

Violators may be cited or towed away at owners expense.

Section 22658 (a) CVC DMC 11.04

Sec. 156.270 L.A. County Sheriff 4449861

Sign B:

No Drinking

No Loitering

DMC 9.24.025

DMC 9.16.010

Violation: None of the required signs above were observed during recent inspections of the Route 66 property. While all three signs are typical and necessary for the business operation, Sign B helps regulate and potentially prevent any unwanted activity, such as loitering, which is identified in the LA Count Sheriff's law enforcement activities report for the Route 66 business.

Recommended Action: Staff recommends modifying Original Condition #10 to include updated language that clarifies the type of signs required and the approval process that is needed. The modified condition will include the No Drinking and No Loitering signs, and require an additional sign to address possession of open alcoholic beverage containers. The modified condition will also include advertisement restrictions for alcoholic beverage and other similar products. The contents of the Original Condition #10 will be stricken, the modified/replacement condition will be listed as Condition #7 on PC Resolution 15-04.

In further response to the violations and ongoing activities at the Route 66 business, several brand new conditions have been added to CUP 95-1. The new conditions are not necessarily a modification to any original conditions but are still necessary for the safe and orderly operation of the business. The most notable new condition is discussed below, the remaining new conditions are standard conditions that are imposed on all CUP entitlements.

New Condition

#1 (PC Reso 15-04): *This CUP is subject to a six (6) month review from the date of the Planning Commission's decision. The Planning Division shall conduct a review of the property and business operation to ensure compliance with all conditions of approval. An update of the six (6) month review shall be provided to the Planning Commission during a scheduled Planning Commission meeting. Additionally, this CUP may be called for review or revocation at any time if a violation of the approved conditions is alleged, or if it is alleged that the business operation or its patrons are creating a public nuisance, as substantiated by the LA County Sheriff's Department, Public Safety Department, or any other City Department. The applicant and successors shall operate the subject premises in a safe and sanitary manner at all times. Such review of the CUP may include any remedy available to the City that will prevent negative impacts on the property and surrounding developments. Problems or continued/repeated violations of any Municipal Code or Development Code provisions, conditions of approval or any other governmental regulations may be grounds for initiation of proceedings for the*



revocation of this CUP before the Planning Commission pursuant to Section 19.152.030 of the Duarte Development Code.

Necessity for Condition: Due to the on going problems associated with the Route 66 business and the propensity reoccur, Staff suggests conducting a six-month review of the Route 66 to evaluate business operation and compliance with all the conditions approval. The results of the review will be provided to the Planning Commission as an update.

The Los Angeles County Sheriff's Department and the Duarte Public Safety Department have provided letters (Exhibit B and C respectively) discussing the activities at the Route 66 and recommendations on modifying the conditions. The business owner will be required to show compliance with all the updated conditions and new conditions, and provide proof that the business is in compliance with any existing conditions that were not significantly modified.

If the Planning Commission approves Resolution 15-04, in so doing so will modify CUP 95-1 and all modifications will become effective unless appealed to the City Council within 15 days of the Planning Commission's decision. Said appeal must be in writing and filed with the City Clerk's Office. The written appeal shall include reasons for the appeal.

RECOMMENDATION:

Based on the evidence set forth in this Staff Report, and repetitive activities and Code violations, which are detrimental to the public health, safety and welfare, Staff recommends the Planning Commission modify CUP 95-1 by adopting Resolution 15-04 (Exhibit E).

Respectfully Submitted,



David F. Eoff IV
Associate Planner

ATTACHMENTS

- Exhibit A – Conditions of Approval CUP 95-1
- Exhibit B – Letter from LA County Sheriff, Temple Station Captain
- Exhibit C – Letter from Director of Public Safety
- Exhibit D – Modified Conditions of Approval
- Exhibit E – PC Resolution 15-04



Jim McDonnell, Sheriff

County of Los Angeles
Sheriff's Department Headquarters

*4700 Ramona Boulevard
Monterey Park, California 91754-2169*



March 24, 2015

Darrell George
Duarte City Manager
1600 Huntington Drive
Duarte, California 91010

Re: Route 66 Roadhouse & Tavern at 1846 Huntington Drive, Duarte, CA 91010

Darrell
Dear Mr. ~~George~~:

In the past five years, Temple Station, the city of Duarte specifically, has received in excess of 75 calls for service at the Route 66 Roadhouse & Tavern. Calls for service have ranged from business disputes and fights, up to the most recent and significant, a stabbing assault. Historically, the bar has been a congregation spot for two motorcycle gangs, the Vagos and the Mongols.

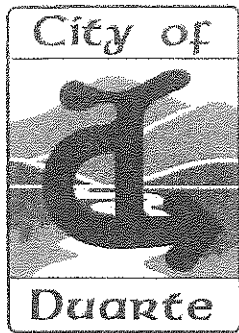
In regard to the aforementioned stabbing assault, witnesses identified the suspects as members of the Mongols motorcycle gang. Considering the number of calls for service and this most recent assault, the city of Duarte has grown concerned with the lack of security and video surveillance at the location. As a result of their concern, the city of Duarte is currently seeking authority to mandate full-time security and surveillance at the Route 66 Roadhouse & Tavern.

Temple Sheriff's Station is in full support of the City's recommendation for a full-time security operation and video surveillance at this location.

Sincerely,

JIM McDONNELL, SHERIFF

Coronne L. Jacob
Coronne L. Jacob, Captain
Temple Station



City of Duarte

1600 Huntington Drive, Duarte, CA 91010 - (626) 357-7931 - FAX (626) 358-0018

To: Craig Hensley; Director of Community Development

From: Brian Villalobos; Director of Public Safety

Subject: Conditional Use Permit for the Route 66 Roadhouse and Tavern

Date: March 23, 2015

On February 23, 2015, Temple Station Deputies responded to an assault with a deadly weapon call at the Route 66 Roadhouse and Tavern located at 1846 Huntington Drive in the City of Duarte. Deputies ended up writing an attempt murder report after gathering the facts surrounding the incident. Those facts included that the victim engaged in an argument with members of the Mongol Outlaw Motorcycle Gang inside the bar. When the victim walked out of the bar he was attacked by members of the gang and stabbed in the back by one of the gang members.

The Route 66 Roadhouse and Tavern has been known to be frequented by Outlaw Motorcycle Gangs most notably by the Vago's Outlaw Motorcycle Gang. There have been instances of the Vago's having approximately 20-40 members at the Route 66 Roadhouse and Tavern which has necessitated the Sheriff's Department assigning Operation Safe Street Deputies or Duarte Special Assignment Deputies to the location to monitor events to keep patrons and the community safe.

Additionally, Temple Station has had to respond to over 75 calls for service over the past five years to the Route 66 Roadhouse and Tavern. The calls ranging in service from burglary alarm calls, fights, drunken angry customers, and reports of stolen vehicles in the parking lot.

Based on the inordinate amount of times that Temple Station deputies have had to respond for calls for service to the Route 66 Roadhouse and Tavern and the fact that the establishment is frequented by Outlaw Motorcycle Gangs, it is my recommendation that the Conditional Use Permit for the Route 66 Roadhouse and Tavern be modified to include some security measures to ensure the patrons and community members safety. Those safety measures should include on site security for when the establishment has live music and special events as well as the installation of a video surveillance system that monitors both inside and outside the establishment.

CONDITIONAL USE PERMIT 95-1

CONDITIONS

1. Prior to the issuance of a Business License, the applicant shall submit sufficient detail to the Community Development Department to ensure that food is available to patrons at all times. Failure to provide food shall require the scheduling of this matter to the Planning Commission for possible revocation of the Conditional Use Permit.
2. The applicant, on an annual basis, shall apply for and maintain a *Dance and Entertainment Permit* pursuant to Section 5.82 of the Duarte Municipal Code. All fees associated with the prior business shall be paid prior to approval of the Dance and Entertainment Permit. All Conditions of Approval of the Dance and Entertainment Permit shall become conditions of this Conditional Use Permit. This Conditional Use Permit shall not become effective until approval of the Dancing and Entertainment Permit.
3. Prior to the issuance of a business license, the applicant shall submit an improvement plan that will show improvements to the exterior of the building and the parking area. Said plans shall pay particular attention to the trash enclosure, landscape areas, parking lot lighting and improvements to the exterior of the building. In addition, plans shall be submitted to the Building and Safety Department to ensure compliance with the American Disability Act.
4. All requirements of the Alcoholic Beverage Control board shall be complied with and such requirements shall be made a Conditions of Approval.
5. The sale of alcoholic beverages for consumption off the premises is prohibited.
6. any outdoor storage, including trailers, associated with the use is expressly prohibited on the subject property.
7. The parking lot area shall be properly maintained and kept clear from litter and debris at all times.
8. No signs or advertising of any type whatsoever shall be placed, erected and/or installed until plans have been submitted to and approved by the City's architectural Review Board.
9. The applicant shall comply with all applicable California Laws including the Alcohol Beverage Control Act as defined by Division 9 of the California Business and Professions Code. Should at any time the Alcoholic Beverage License issued to the applicant be revoked for any purpose, this Conditional Use Permit shall become null and void.

10. Any problems associated with the sale of alcoholic beverages on the subject site may warrant the matter being scheduled for a revocation hearing before the Planning Commission.
11. Any modifications and/or expansion to the use or changes in ownership including any transfer in stock of the Corporation shall require a new Conditional Use Permit.
12. All requirements of the Duarte Municipal Code, as such requirements apply to this entitlement, shall be fully complied with and such requirements shall be made a Condition of Approval.
13. The applicant shall sign an affidavit accepting the conditions of this Conditional Use Permit within 15 days from the date of approval by the Planning Commission.
14. The decision of the Planning Commission may be appealed to the City Council within 15 days of the Planning Commission's decision. Said appeal shall be in writing and filed with the City Clerks Office. The written appeal shall include reasons for the appeal.
15. In the event that the herein specified entitlement is not exercised within one year from the date of Planning Commission approval this entitlement shall become null and void.
16. Entertainment shall be defined consistent with Exhibit C of February 21, 1995 staf report as amended.

Description of Business: Exhibit C

Modification to line number 4 - The entertainment shall be for patron dancing only to live and recorded music only.

Modification to line number 7 - Sporting events will sometimes be televised.

/cup95-1c

ADDING - Condition No. 16. Entertainment shall be defined consistent with Exhibit C of February 21, 1995 staff report as amended.

Description of Business: Exhibit C

Modification to line number 4 - The entertainment shall be for patron dancing only to live and recorded music only.

Modification to line number 7 - Sporting events will sometimes be televised.

If you have any questions, please call me at (818) 357-7931, ext. 231.

Sincerely,

A handwritten signature in cursive script that reads "Steve Sizemore".

Steve Sizemore
Senior Planner

/cup95-1a

DANCING AND ENTERTAINMENT PERMIT

FOR LEGENDS NIGHTCLUB
1846 E. Huntington Drive

CONDITIONS

1. All requirements of Conditional Use Permit 95-1 shall apply to this Dancing and Entertainment Permit and shall be complied with by the applicant.
2. The applicant shall comply with all requirements of the Duarte Municipal Code.
3. All exterior areas, parking lots and drive aisles shall be illuminated in a manner which ensures the safety of the business patrons, employees and the general public, as determined by the City's Public Safety Department. The existing parking lot lighting shall be improved to meet this standard and shall be inspected by the Public Safety Department prior to the release of the applicant's improvement bond.
4. The doors of the establishment shall be kept closed during televised sports events, live entertainment, dancing or music-related entertainment.
5. The playing off music or other forms of audio projections through outside speakers is prohibited.
6. All requirements of the Duarte Noise Ordinance shall be complied with. (Duarte Municipal Code Section 9.68.)
7. Sporting events shall be limited to televised programming only.
8. Dancing shall be limited to patron dancing only, unless prior written approval is obtained from the City of Duarte. Application for non-patron dancing shall be filed at least ten days prior to the first date of the proposed program.
9. A minimum of two uniformed security guards shall be posted on the premises during special entertainment programs whereby a cover charge or admission fee is required. One security guard shall be posted at each entrance and one security guard shall monitor the parking lot areas and the exterior areas of the building.

Dancing & Entertainment Permit
Legends Nightclub
Page Two

10. The following exterior signs shall be posted at the site by June 12, 1995, subject to final approval by the Duarte Public Safety Department.

SIGN A

Customer Parking Only

Violators may be cited
or towed away at owner's
expense.

Section 22658 (a) CVC
DMC 11.04 Sec. 156.270
L.A. County Sheriff 4449861

SIGN B

No Drinking
D.M.C. 9.24.025

No Loitering
D.M.C. 9.16.010

11. All activities related to this business shall be conducted within a totally enclosed building.

MEMORANDUM

TO: Darrell J George, City Manager

FROM: Kristen Petersen, Assistant City Manager

Date: August 20, 2015

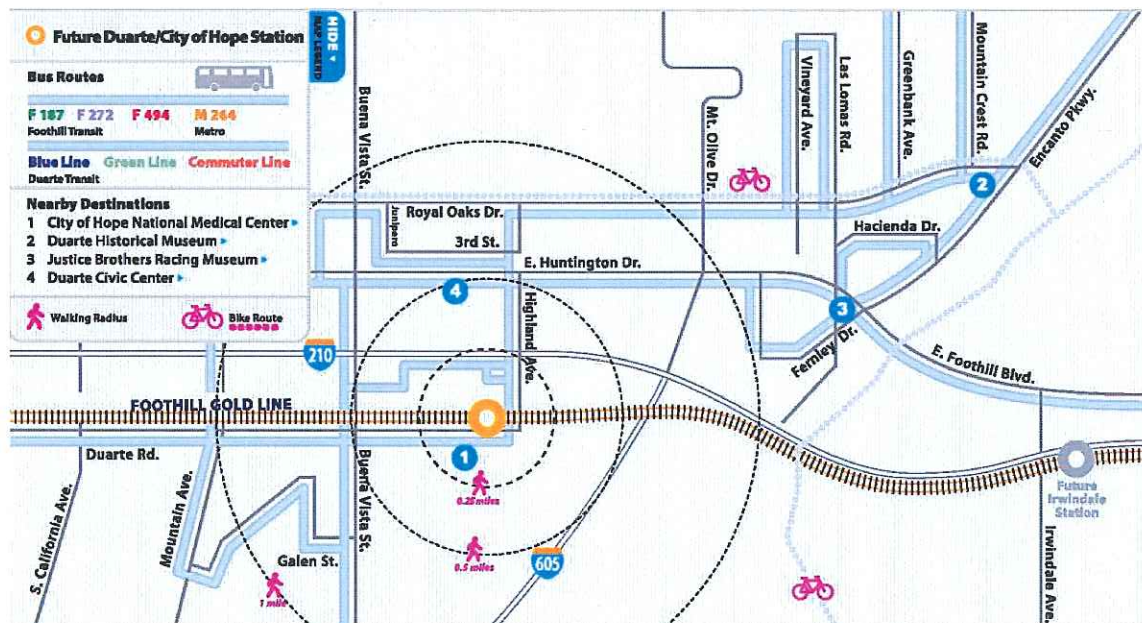
Subject: Duarte Gold Line Station Transit Analysis Final Report

Recommendation

It is recommended that the City Council receive and file the Duarte Gold Line Station Transit Analysis.

Background

The Metro Gold Line Foothill Extension is scheduled to begin operation in Spring 2016 with our new Duarte/City of Hope Station near Highland Avenue & Duarte Road (see figure below).



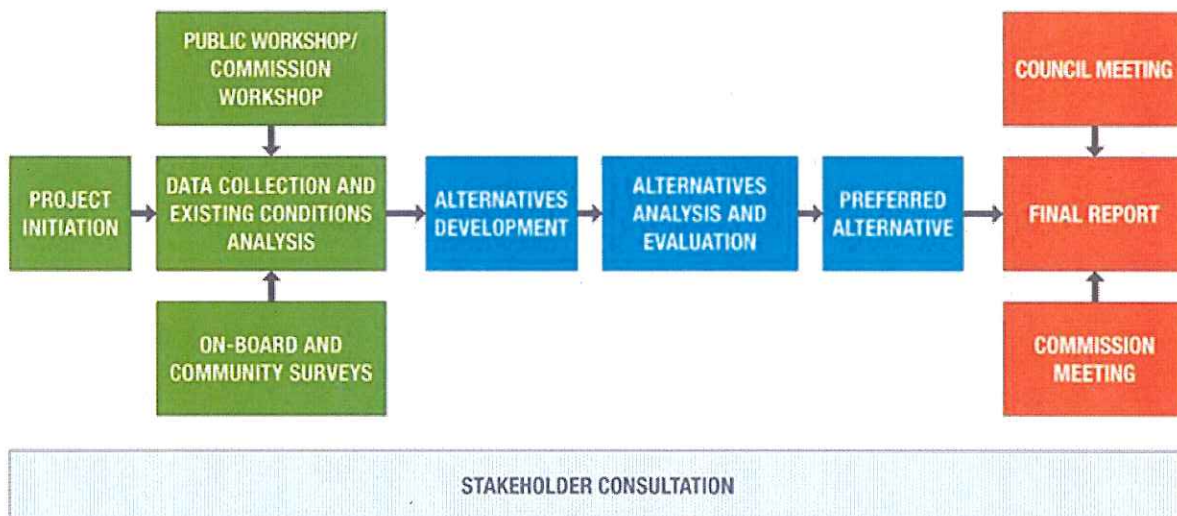
This new high capacity transit service will enhance transit service for Duarte residents and visitors to the City. To help take advantage of this opportunity, the City contracted with IBI Group to conduct an analysis of the existing Duarte Transit service and develop cost-effective improvement proposals to serve the new station.

This report includes an overview of the study process, the findings of the outreach effort, potential improvement options, and next steps.

Study Process

As depicted in the flowchart below, the study began with gathering information on the existing service. Operating data for several years was provided to the consultant and they met with Duarte Transit management staff. A review of peer operators in California was also conducted to provide insights and ideas for this analysis. At the same time, a multifaceted outreach effort was undertaken to gather information on both the existing service and ideas for future connections to the Gold Line. These data were used to develop improvement proposals that are being analyzed and costed to develop an improvement program related to the new Gold Line station and future operation of Duarte Transit. The study effort includes a report documenting the effort and recommendations, and presentations to the City Council.

Study Process



Duarte Transit Performance

Highlights of the performance of the existing service include:

- There are approximately 236,000 annual trips
- The annual budget is \$708,000
- The approximate cost per rider is \$3.00
- The free fare policy is funded by Proposition A Transit Funds

Since 2011:

- Ridership is up 1%
- Operating cost is up 11.6% (vehicle maintenance costs increased 98%)
- Cost per trip is up 9.3%

Outreach Effort – Stakeholder Input, Survey Findings and Open House

Stakeholder contacts have included:

- A presentation to the Duarte Chamber of Commerce on the study goals and process.
- A one-on-one meeting with Doug Edwards, who provided valuable insight on trip making by youth and seniors in Duarte. (Mr. Edwards works at Westminster Gardens and has worked on senior transportation issues on behalf of Supervisor Antonovich in the mid San Gabriel Valley area for many years. He is also a member of the Duarte Unified School Board.)
- A meeting with City of Hope staff to discuss the transportation needs of their staff and clients.
- Two workshops with City commissioners from all Commissions to discuss the study and improvement options.

Two formal surveys have been completed.

Community Survey – This survey attempted to reach a wide range of Duarte residents. It was provided in hard copy at the Route 66 City Picnic in September, at various City and Community facility locations, and was available on-line through January 2015. A total of 86 responses were received. There was a high level of satisfaction with the existing service, with 90% of respondents saying the service is convenient, and fares are reasonable. In addition, 88% feel safe on the bus and find the travel times to be reasonable. Other key findings include:

- Nearly half (46%) of respondents have two licensed drivers in the household.
- Nearly all respondents (98%) have at least one vehicle in the household.
- Almost all respondents drive (88%); 62% walk and 29% bike for their travel.

- Duarte Transit is used by 42% of respondents, followed by Gold Line 35%, Foothill 32%, Metro 25%, and Metrolink 14%.
- Reasons people don't use Duarte Transit include it takes too long (52%), it doesn't go close enough to their origin or destination (37%), or they don't know what bus to take (35%).
- Improvement ideas include better information (63%), shuttle service to Gold Line (46%), more frequent service (33%), later night service (32%), and phone in advance for pick up (26%).

On Board Survey – A comprehensive survey of Duarte Transit riders was completed in early December 2014. It covered all three routes and generated 436 responses. Key findings include:

- 96% walk to get to the bus stop
- 80% did not have a personal vehicle available
- 79% ride at least one day per week
- 43% make shopping trips
- 30% make work or school trips
- 83% find the buses run on schedule
- 98% strongly or somewhat agree the drivers are friendly
- 44% strongly or somewhat prefer flexible bus service
- 55% disagree strongly or somewhat that they would be willing to pay a higher fare to pick up/drop off service
- 92% agree strongly or somewhat that no changes should be made

Community Open House – The Open House was held on January 15 at the Duarte Senior Center. It included information stations for Duarte Transit, Gold Line Foothill Extension, Metro and Foothill Bus, Survey Results, and Improvement Concepts. Attendees were encouraged to fill in comment cards, and numerous comments were received, as summarized below.

Service Suggestions

- Would like to see later night service to connect to Gold Line and 187 (5 comments)
- Would like to have dial-a-ride service
- Improvements needed to make transit easier to use for shopping trips.
- Would like cab service or other for travel between home and bus stop (2 comments)
- Would like to have more frequent Duarte Transit service
- Reduce the number of stops to increase frequency
- Shuttle services, e.g., between station and City of Hope
- Would like to have Blue Line service to station
- Would like to have dial-a-ride or similar service in evenings to connect to Gold Line

- Would like to connect to YMCA on Mountain in Monrovia and Old Town Monrovia Street Fair
- Extend Route 187 to the station
- Service is needed between Encanto Park and the station via Huntington

Bicycle/Pedestrian

- Should have bicycle racks on buses to encourage ridership
- Need more bike paths
- Need greater focus on walking – wider sidewalks, better lighting
- Pedestrian improvements such as street lights and signals/signed crosswalks

Fares

- Duarte should provide a subsidy to residents for transit
- Need discounts for college students
- Add a minimum fare for users

General

- Uses the Gold Line now; will use it more when Duarte Station opens.
- Happy the Gold Line is coming to Duarte (2 comments)
- Duarte Transit buses need cleaning
- Enjoyed the Open House (2 comments)

Duarte Transit Goals

The consultant has proposed the following goals for transit in Duarte to help guide the development and evaluation of improvement options.

- Provide a range of mobility options to facilitate local access for residents to enable travel without having to drive.
- Provide a range of options for effective, time competitive connections for residents to access the station without driving.
- Provide a range of options for connections between the station and key activity centers for visitors to Duarte.

A presentation to City Council was given on February 24th to update the Council on the status of the analysis and present these proposed goals. These goals have been used in developing and evaluating improvement concepts and subsequently the development of a recommended approach for early action improvements.

Improvement Concepts

Based on the outreach effort, results of the surveys, comments from the Open House, and discussions with city staff, a wide range of improvement options have been identified and are shown in the Final Report on Table 5. They are multimodal in nature, addressing changes to existing transit services, ways to expand services to meet the future Gold Line, and consideration of other modes such as bicycle and pedestrian. The improvement options are summarized in the table below.

IMPROVEMENT TYPE/PROPOSAL
TRANSIT SERVICE
Service Modifications • More frequent service (i.e., reduced headways) – peak and/or all day • Realign Blue Line to serve station • Expand Red Line to serve am and pm peaks • Restructure Red Line to connect key activity centers and reduce maximum travel times • Purchase additional vehicles as needed • Consider route deviation, flex route, SMART feeder, and/or demand response services to reflect range of markets, travel demand, etc.
Weekend Service • Expand service coverage, frequency, and/or hours on Saturday • Add Sunday/holiday service
Late Night Service • Extend Blue and Green Line hours to operate later in the evening to better match Gold Line schedule • Provide demand responsive service or taxis to provide late night connections with the Gold Line
Local Circulator Service • Coordinate with City of Hope regarding their shuttle service to the station • New shuttle to connect Gold Line Station with downtown Duarte (Huntington & Buena Vista), Huntington, and key activity centers with unique branding (long range option) • Consider other options to connect station to downtown such as electric shuttle vehicles/carts, pedicabs, other
Operational Enhancements • Consider providing security cameras on new buses • Coordinate with Foothill, Metro and Gold Line regarding schedules and operations to make transfers more convenient
Service to Monrovia • Develop an agreement to extend service to Old Town in exchange for Monrovia Transit dial-a-ride service into Duarte

IMPROVEMENT TYPE/PROPOSAL
CAPITAL IMPROVEMENTS
Transit Priority Treatments • Signal priority to reduce travel time on congested arterials such as Huntington Drive. Coordinate with current Metro and Foothill efforts. • Develop a formal response plan for congestion incidents that affect Huntington Drive
Stop Improvements • Review bus stop amenities and enhance as appropriate to add shelters, trash cans, information, next bus arrival, etc.
Pedestrian Facilities • Review pedestrian walkways and travel paths around station (to parking lot, City of Hope, etc.). Improve as needed. • Review pedestrian walkways between the station, and Huntington and Buena Vista • Support and coordinate future pedestrian planning efforts
Bicycle Facilities • Facilitate bicycle access to station • Provide connections and routes between the station, and City and regional bicycle facilities • Review bicycle connections between the station, and Huntington and Buena Vista • Support and coordinate future bicycle planning efforts • Promote use of bike racks to be provided on new buses. Retrofit existing buses with bike racks as appropriate. • Develop or facilitate a bike share program
OTHER
Public Information/Marketing • Develop information for brochures and website regarding non-vehicular access to the station. Coordinate with Metro and Foothill marketing staffs. • Develop automatic vehicle location/computer aided dispatch (CAD/AVL) system to enable development of real time next bus information app and signs at bus stops, and facilitate incident response plan • Install information kiosks at the station and key stops in the City • Reach out to senior residential and recreational centers • Promote the senior ride training program • Participate in Goggle Transit information system • Develop an information effort aimed at young people, especially for late night services
Fare Policy • Consider fares on Duarte Transit for selected time of day, specific routes, and/or on-demand services (e.g., fares for late night or premium services) • Integrate fare payment for Foothill Transit, Metro Bus, and Gold Line

IMPROVEMENT TYPE/PROPOSAL**Demand Management**

- Consider fees for parking at station, consistent with Metro policy, to encourage use of multimodal access options
- Facilitate development of a car share program for travel between station, activity centers, and residences

Recommendations – A Way Forward**Early Action Improvements**

Based on discussions with City staff and consideration of the limited amount of funding that is readily available, the expansive list of implementation ideas was prioritized into an Early Action Improvement List, which focuses on those items that are considered to be essential and those that can be done within a reasonable cost. This list is reflected in the Final Report on page 32 in Table 6. As shown in the summary below actual programming of these improvements will depend on administrative action to incorporate them into the City's annual budget and/or make administrative resources available for their implementation. Other improvements on the more comprehensive list shown above can be considered to be longer range, pending the availability of additional financial resources.

Early Action Improvements

Improvement Description	Improvement Details	Cost Estimate
Realign Blue Line to serve Gold Line station	Realignment: Highland & Duarte. Reallocate existing service hrs.	0
Expand Red Line to serve am and pm peaks	Add service 7:00 – 9:00 am & 3:00-7:00 pm	\$104,000
Restructure Red Line to connect key activity centers and reduce maximum travel times	Route restructured	Included in service expansion - above
Provide demand responsive service or taxis to provide night service (potential pilot project)	Demand responsive service from 7:00-11:00 pm	\$71,000
Coordinate with City of Hope regarding their shuttle service to the station	--	0
Support and coordinate with future pedestrian planning efforts	--	0

Improvement Description	Improvement Details	Cost Estimate
Support and coordinate with future bicycle planning efforts to provide connections to/from the station	--	0
Bike racks on buses	Bike racks on all Duarte Transit buses	\$600/bus
Develop information for brochures and website regarding non-vehicular access to the station.	--	0
Reach out to senior residential and recreational centers to provide transit information	--	0
Promote the senior ride training program	--	0
Develop an information effort aimed at young adults for late night services	--	0
Participate in Google Transit information system	--	0
Consider fares on Duarte Transit for selected time of day, specific routes, and/or on-demand services (e.g., fares for late night or premium services)	--	Opportunity to generate revenue (& off-set deficit)

Funding

The City currently uses all available transit funding for Duarte Transit operations. Initial improvements such as extended hours and service on Sunday will require additional funding to implement. New sources could be explored such as:

- The state's Greenhouse Gas Reduction grant programs
- Fare revenue from selected services
- Advertising revenue
- Purchasing Prop A funds using City general fund revenue
- Private sector funding

Please note that this study was commissioned so that the City would have a plan for how to better utilize and enhance our existing Duarte Transit system in light of the fact that we are getting ready to have a brand new transportation opportunity in our City in the Duarte/City of Hope Gold Line Station. As Council says, "you plan to fail if you don't have a plan". We now have plan that we can utilize to map the way to success as resources become available. However, it is important to note that since we started this effort, we have since been notified that we were not

successful in receiving funding through our grant efforts. (MTA Call for Projects and Cap and Trade Transit Capital Program). As a result, we are in a precarious position of needing to decide how we will not only move forward with enhancements to our system, but more importantly how to reinvest in and sustain our existing system as we are in serious need of new buses. Staff will be conducting a workshop with Council at an upcoming City Council meeting to discuss the current condition of the bus fleet, costs related to maintenance and repair and the possibility of purchasing new buses without grant funds.

FINAL REPORT - JUNE 2015

Duarte Gold Line Station Transit Analysis

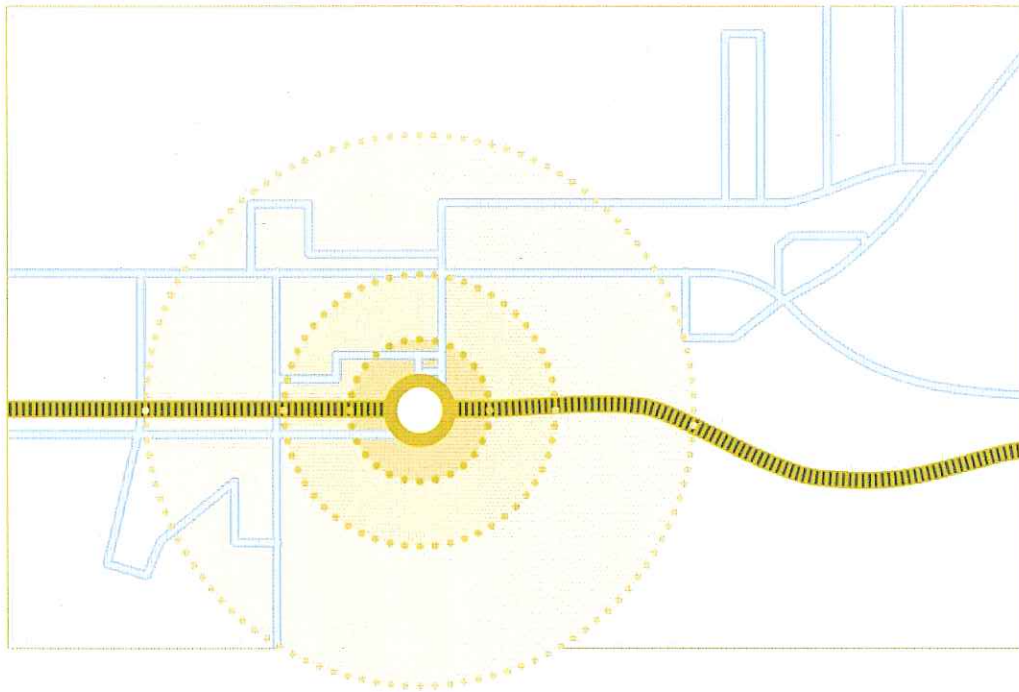


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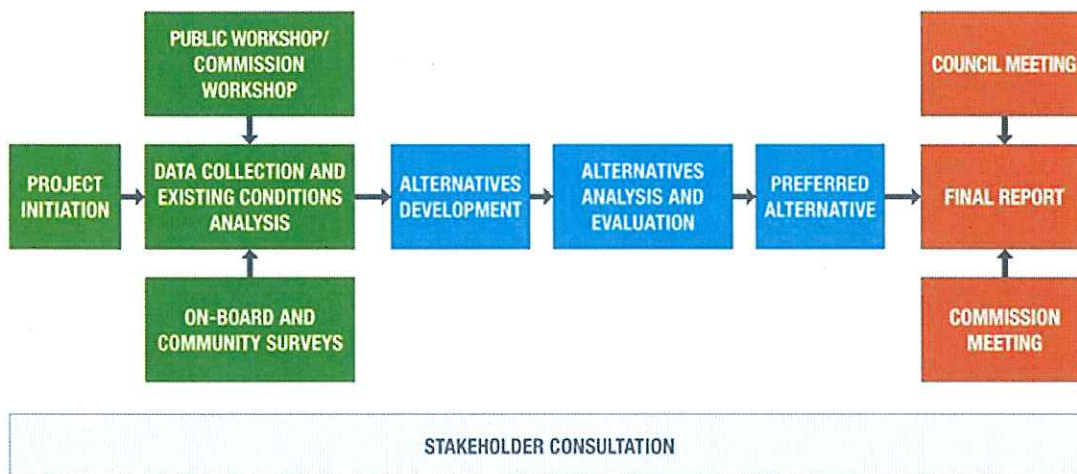
1.0 Introduction and Study Process

With the opening of the Gold Line and the new station in Duarte planned for early 2016, the opportunity is available now to plan for the integration of the station and the Gold Line's enhanced travel opportunities into the transportation system of the City. In March 2014, the Duarte City Council determined that it wanted an assessment of the City's current transportation systems and recommendations on how those systems could be revised, expanded, or changed to better interconnect and compliment the future Gold Line Station, and the Transit Orient Development provided for in the Metro Gold Line Specific Plan. In response, City staff developed a strategy that included development of the Duarte Transit Assessment and Optimization Plan. After reviewing the qualifications of several consulting firms, the City entered into a contract with IBI Group to conduct the study.

The study process included the following elements which are summarized in the flowchart:

- Reviewing the operating performance of Duarte Transit and conducting an extensive rider survey
- Reviewing peer systems
- Reaching out to the public including providing information at the Route 66 Parade and Picnic, an online survey, an on-board passenger survey, a community open house, and meeting with a key stakeholder and the City of Hope
- Making presentations to the Duarte Chamber of Commerce, City commissioners, and the City Council
- Developing improvement proposals, including conceptual cost estimates, and reviewing them with City staff
- Preparing the draft and final report

Study Process



This report documents the findings of the study process and presents a set of improvements for consideration and implementation. Following this Introduction, the report includes the following sections:

- 2.0 Existing Duarte Transit System, Peer System Review & the New Gold Line Service
- 3.0 Community Outreach Effort
- 4.0 Improvement Options and Proposals
- 5.0 Implementation
- Appendices – including Community Survey Form, On-Board Survey Form, Peer System Notes, Transit Vehicle Inventory, and Community Open House Posters

2.0 Existing Duarte Transit System, Peer System Review & the New Gold Line Service

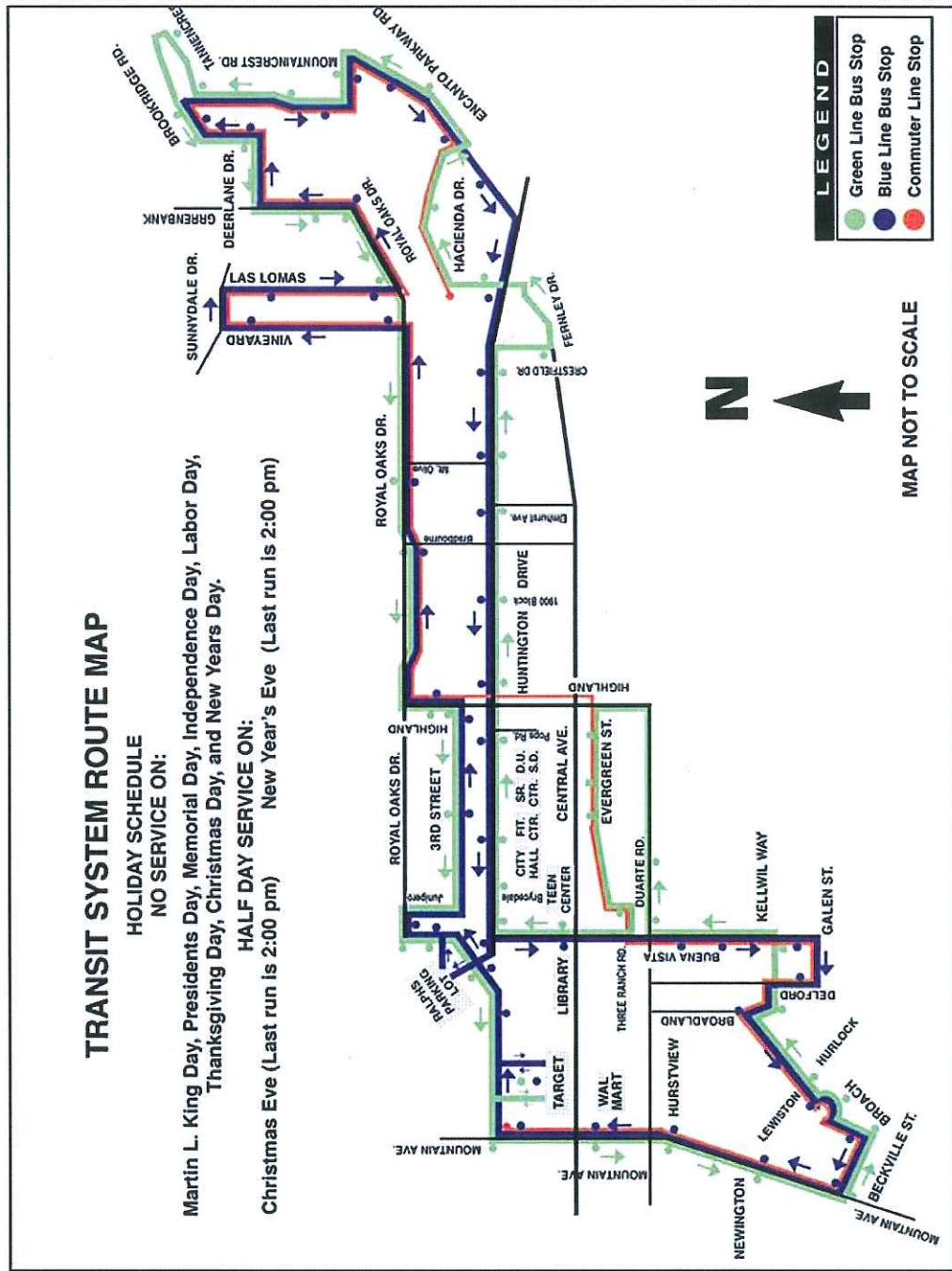
Existing System

Duarte Transit currently operates two fixed routes throughout the day and one commuter shuttle that operates on weekday mornings. The system supplements Metro and Foothill Transit regional bus routes and has been in operation since 1984. The service is operated by City staff, with 15-18 employees, and 2 supervisors. The current system map is shown in Figure 1 and key aspects of the service are summarized in Table 1.

Table 1 Duarte Transit Service Summary

Element	Information
Route Description	Green & Blue Routes • Monday – Friday, 7:00 am to 7:00 pm • Saturday, 8:00 am to 6:00 pm Blue Route Only • Hourly Service (clockwise & counter-clockwise directions) Commuter Route • Figure 8 pattern to Foothill & Metro transfer stops • Monday – Friday, 5:30 am to 7:00 am
Operating Performance	Indicators • Approximately 236,000 trips/year • \$708,000 annual budget • Approximate cost per rider - \$3.00 • Free fare policy • Funded by Prop A Transit Funds Since 2011 • Ridership up 1% • Operating cost up 11.6% - vehicle maintenance up 98% • Cost per trip up 9.3%

Figure 1 Duarte Transit System Map



System Performance and Evaluation

The consultant team was provided a comprehensive set of operating data and reports for the past 10+ years. This information was reviewed and compared to recent performance to help determine operating trends. A summary of the FY 2013 performance by month is presented in Table 2.

Table 2 Duarte Transit FY 13 System Performance

Month	Total Boardings (Passengers)	Revenue Hours	Passengers Per Rev. Hour	Revenue Miles	Passengers Per Revenue Mile	Total (Vehicle) Hours	Total (Vehicle) Miles	# of Vehicles Operated	Rev mph	Deadhead mph #
July '12	19,260	565	34.12	6,848	2.81	574	7,001	2	12	16
August '12	22,096	614	35.96	7,530	2.93	625	7,699	2	12	16
September '12	21,944	526	41.73	6,456	3.40	535	6,597	2	12	16
October '12	24,856	616	40.35	7,398	3.36	627	7,565	2	12	17
November '12	20,012	539	37.10	6,453	3.10	548	6,605	2	12	15
December '12	18,521	499	37.13	5,836	3.17	508	5,967	2	12	15
January '13	20,760	590	35.21	7,255	2.86	601	7,422	2	12	15
February '13	19,061	515	37.04	6,063	3.14	525	6,221	2	12	16
March '13	21,193	575	36.83	6,933	3.06	586	7,100	2	12	16
April '13	20,638	565	36.52	6,949	2.97	576	7,110	2	12	15
May '13	22,286	591	37.69	7,214	3.09	600	7,419	2	12	23
June '13	19,835	549	36.16	6,875	2.89	558	7,027	2	13	17
Totals	250,462	6,744	37.14	81,810	3.06	6,862	83,733		12	16

Table 3 presents a summary of key performance indicators and trends for past four years. Key point include:

- Ridership has fluctuated annually but over the four year period, experienced a less than one percent overall increase.
- Total cost of transit service has increased by 10.4 percent, largely attributable to vehicle maintenance costs.
- Similarly, the cost per trip has increased 9.3 percent.

Table 3 Duarte Transit Operations & Financial Summary

	2014	2013	2012	2011
Ridership	235,638	250,462	265,938	233,333
Revenue Hours	6,745	6,743	6,791	6,860
Revenue Miles	81,750	81,810	82,150	82,232
Total Cost	\$707,888		\$692,728	\$634,510
Cost/Trip	\$3.00		\$2.60	\$2.72
Funding: Sales Taxes (Prop A/C/R Local Return)	\$707,888		\$692,729	\$634,509

Vehicle Operations	\$368,004	\$338,412	\$328,366
Vehicle Maintenance	\$100,172	\$75,849	\$50,648
Non-Vehicle Maintenance	\$14,187	\$32,777	\$37,559
General Administration	\$225,525	\$245,690	\$217,937
TOTAL	\$707,888	\$692,728	\$634,510

The team also met with Duarte Transit's management staff. Key points from that discussion include:

- The system has a large number of regular riders who know their drivers and appreciate the personal service they receive.
- The system has no fare and any fare that might be charged in the future has to be considered in light of the cost to collect and account for the fares.
- Coordination with Foothill Transit on operational issues including transfer coordination has been good.
- No schedule information is provided at stops at this time and it might be desirable to do that.

- A route deviation service in the future would be in keeping with the friendly community service that is currently provided.

Current Fleet

The existing fleet includes six El Dorado National minibuses. Each bus seats 30 passengers. Two of the buses are 2006 models, two are 2002 models, and two are 1993. A picture of one of the buses is shown to the right. The 1993 buses are over 20 years old and are used as spares. The older age of the fleet has led to high maintenance costs. The fleet inventory is included in the appendix.



The oldest two buses are scheduled to be taken out of service in Spring 2016. The City is in the process of applying for funds to purchase six new buses, with a decision expected by August 2015. If the funding application is successful, it is expected the buses could be in service within six months, by February 2016. If the application is not successful, the City would have the option to use funds from other sources to purchase two new buses. Under this approach, new buses might be purchased two at a time every 12-18 month, leading to complete fleet replacement over a period three to four years. All new buses will be outfitted with bicycle racks.

Gold Line Station and Specific Plan

The new station will be located at the northwest corner of Duarte Road and Highland Avenue (see Figures 2 and 3). The passenger platform will be adjacent to Duarte Road, with 125 parking spaces provided on a lot north of the station on Huntington Avenue. Figure 4 shows the station layout.

The City has undertaken an extensive planning effort to develop a specific plan for the long term development of the area around the station. It is a mixed use plan with office, residential, and commercial uses. Figure 5 shows the current site plan and Figure 6 is a rendering of the station and development.

Figure 2 Duarte Station Vicinity Aerial

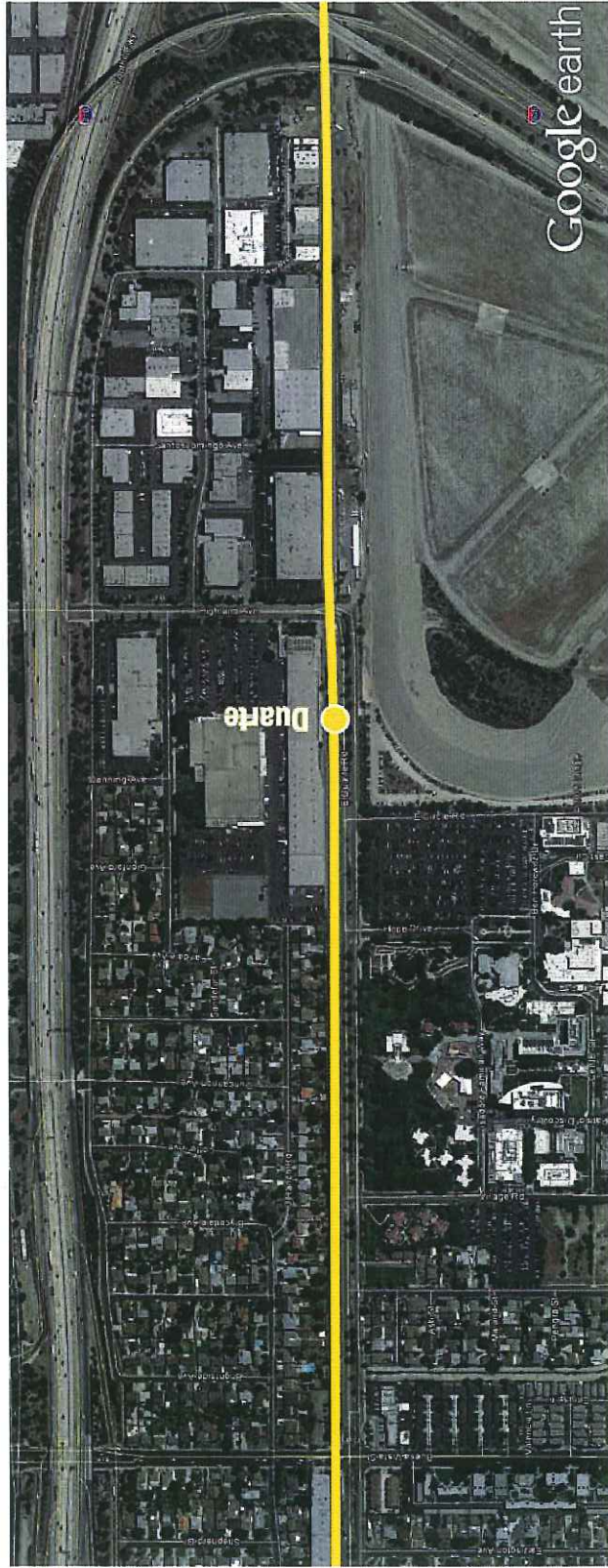


Figure 3 Station Area Walking & Biking Distances

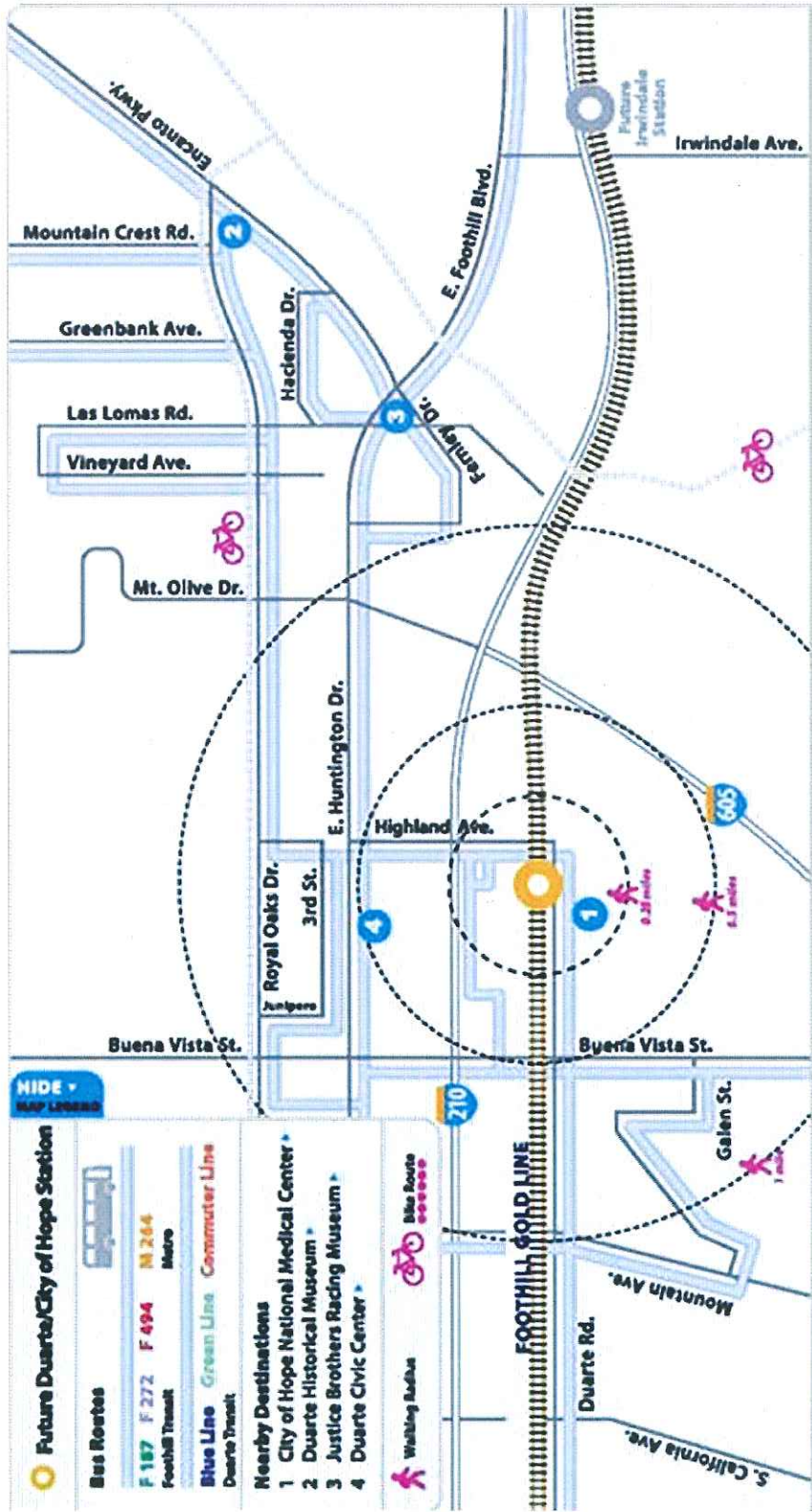


Figure 4 Duarte Station Platform & Parking

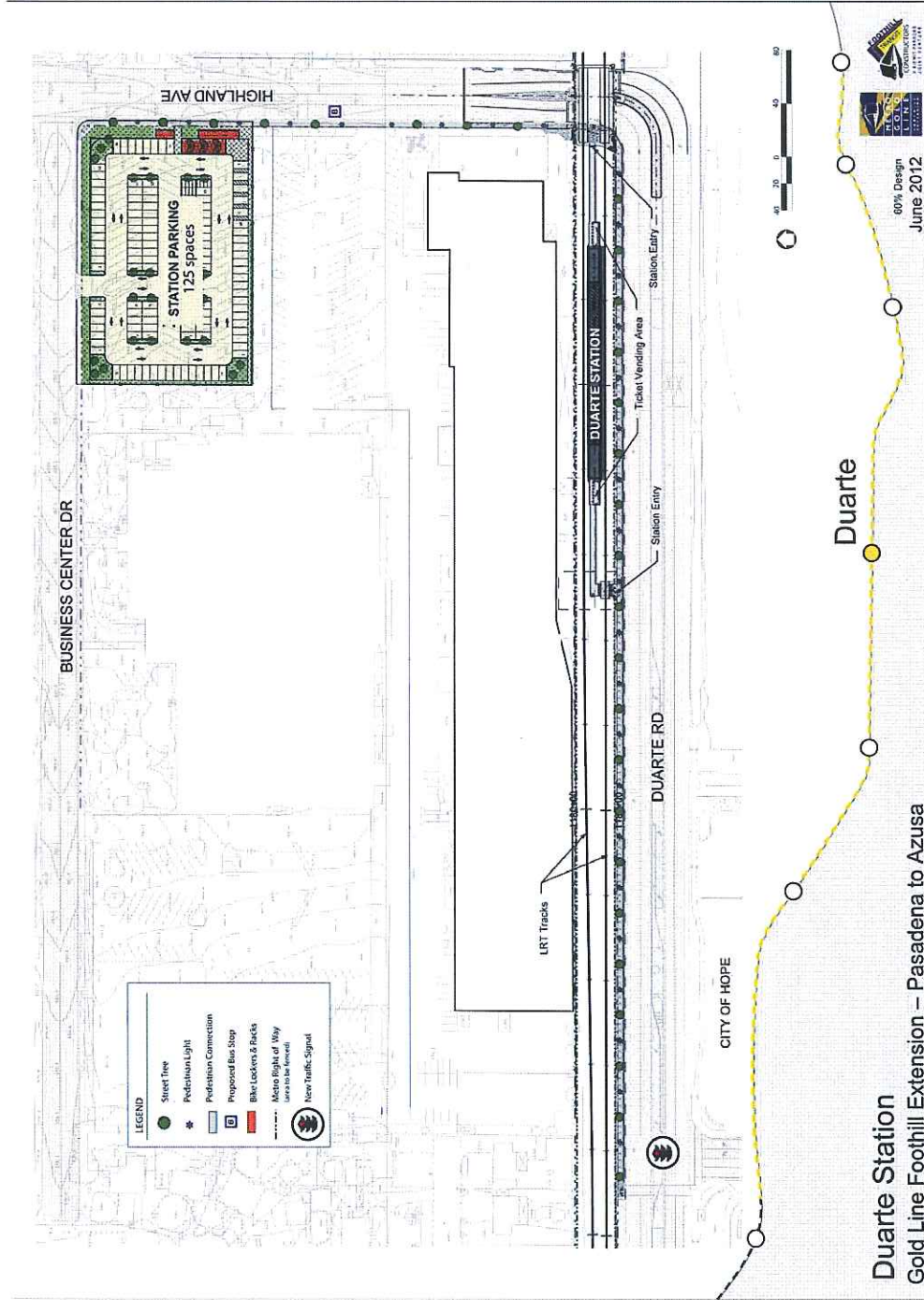


Figure 5 Duarte Station Area Site Plan



Source: DAHLIN group, 7-34-13.





DUARTE STATION SPECIFIC PLAN
Illustrative Site Plan
FIGURE 2-3

Figure 6 Duarte Station Rendering

Duarte Station Specific Plan



Conceptual Rendering
Image of Station Plaza area as viewed from the Highland Avenue/Duarte Road Intersection

Source: Dahlin Group

2-17

Peer System Review

Ten California transit operators of a size similar to Duarte Transit were reviewed to gather insights for consideration in developing improvement proposals. The operators are listed below.

- City of Corona
- City of Folsom
- City of Gardena
- City of Irvine iShuttle
- City of Lompoc
- City of Manteca
- City of Turlock
- Laguna Beach Municipal Transit
- Simi Valley Transit
- Thousand Oaks Transit

Five of the peers connect to rail services and all of them connect to local and express bus services. Summary information for each of the operators is presented in Table 4. The consultant team was able to contact five of the operators and notes from those contacts are included in the Appendix. Key findings from the review are listed below.

- Most of the operators have a fare.
- Most of the services are operated as a City service.
- Stop design and amenities are important to encourage choice riders to use the service to access regional transit and enhance pedestrian safety in getting to/from the stop.
- Most of the operators provide service six or seven days a week.
- One of the cities (Laguna Beach) recently developed a smart phone app to provide real time bus arrival and other information to make it easier for visitors to use the service.

Table 4 Peer System Summary

	Agency	City	Area	Region	Bus Routes	Connections	Vehicles Operated in Maximum Service
1	City of Corona	Corona	Los Angeles	South	2	MetroLink, Riverside Transit Agency	14
2	City of Folsom	Folsom	Sacramento	North	3	Sacramento Regional Transit District Buses & Gold Line Rail	13
3	City of Gardena Transportation Department	Gardena	Los Angeles	South	5	Metro Rail & Bus Services	49
4	City of Irvine iShuttle	Irvine	Orange County	South	4	Amtrak, MetroLink, OCTA Bus Services	17
5	City of Lompoc - Lompoc Transit	Lompoc	San Luis Obispo	Central	4	The Breeze (to Santa Maria), Clean Air Express (to Goleta and Santa Barbara), Wine Country Express (to Buelliton and Solvang)	12
6	City of Manteca	Manteca	Bay Area	North	3	San Joaquin Regional Transit District	5
7	City of Turlock	Turlock	Merced	North	4	Stanislaus Regional Transit, Merced Regional Transit System	8
8	Laguna Beach Municipal Transit	Laguna Beach	Orange County	South	3	OCTA Bus Services	24
9	Simi Valley Transit	Simi Valley	Ventura	South	4	Metro Bus Services	17
10	Thousand Oaks Transit	Thousand Oaks	Ventura	South	4	Metro Rail & Bus Services	20

3.0 Community Outreach

The outreach effort included the following elements:

Stakeholder Meetings

The consultant team had several contacts with key stakeholders in the City. A presentation was made to the Duarte Chamber of Commerce in November 2015, bringing the study to the attention of local business and government stakeholders.

The team also met with Doug Edwards in November, who is a member of the Duarte Unified School District board and a key figure in youth and senior community activities. He indicated that research has found transportation to be an important issue in the City. The primary travel demand for travel outside the City is to Monrovia and Arcadia; few travelers go to destinations to the east. Services other than fixed route transit should be considered to serve some kinds of travel. Also, some in the City might be willing to pay a fare for more direct trips without transfers.

City of Hope staff met with city staff and the consultant in January 2015, sharing insights on the travel needs of their campus and discussing their existing shuttle service. They expect some of their 4000 employees and 500 contractors will want to use the Gold Line to get to work or other travel. There are two loops on Duarte campus. One of them will pass by the station and may make stops there.

Community Survey

A survey for members of the Duarte community was developed early in the study. It was available on the City's website and in hard copy at City Hall and other locations in the City from September 2014 through January 2015. The survey was provided in both English and Spanish. The survey form is included in the Appendix.

A total of 59 surveys were completed, providing numerous insights regarding the existing Duarte Transit service and improvement suggestions. Key points are summarized below.

- **86%** say the service is convenient, fares are reasonable, and the service is safe.
- **53%** of respondents have two licensed drivers in the household.
- **100%** had at least one vehicle in the household.
- **92%** drive, **59%** walk, **27%** bike.
- **Duarte Transit** is used by **43%** of respondents, followed by **41%** Gold Line, **27%** Foothill, **20%** Metro, and **16%** Metrolink.
- **Reasons people don't use Duarte Transit:** it takes too long (**59%**), don't know what bus to take (**41%**), or it doesn't go close enough to origin or destination (**34%**).
- **Improvement ideas:** better information (**67%**), shuttle service to Gold Line (**50%**), more frequent service (**30%**), and phone in advance for pick up (**30%**).

On Board Passenger Survey

A survey of Duarte Transit riders was undertaken in early December. Passengers on all three lines were surveyed with 436 responses provided. The key results are listed below.

- 96% walk to get to the bus stop
- 80% did not have a personal vehicle available
- 79% ride at least one day per week
- 43% make shopping trips
- 30% make work or school trips
- 83% find the buses run on schedule
- 98% strongly or somewhat agree the drivers are friendly
- 44% strongly or somewhat prefer flexible bus service
- 55% disagree strongly or somewhat that they would be willing to pay a higher fare to pick up/drop off service
- 92% agree strongly or somewhat that no changes should be made

It is worth noting that there is a high degree of satisfaction among riders using the existing service, and over 90% of the riders do not want the service to be changed.

Community Open House

A community workshop was held at the Duarte Senior Center in January. There were over 60 attendees there to review the information posters and discuss the study with City, Metro, Foothill Transit, and consultant staff. A total of 18 comment cards were submitted. Key points from the comments cards and the conversations are listed below.



Specific Improvement Suggestions from the Comment Cards

Service

- Would like to see later night service to connect to Gold Line and 187 (5 comments)
- Would like to have dial-a-ride service
- Improvements needed to make transit easier to use for shopping trips.
- Would like cab service or other for travel between home and bus stop (2 comments)
- Would like to have more frequent Duarte Transit service
- Reduce the number of stops to increase frequency
- Shuttle services, e.g., between station and City of Hope
- Would like to have Blue Line service to station
- Would like to have dial-a-ride or similar service in evenings to connect to Gold Line
- Would like to connect to YMCA on Mountain in Monrovia and Old Town Monrovia Street Fair
- Extend Route 187 to the station
- Service is needed between Encanto Park and the station via Huntington

Bicycle/Pedestrian

- Should have bicycle racks on buses to encourage ridership
- Need more bike paths
- Need greater focus on walking – wider sidewalks, better lighting
- Pedestrian improvements such as street lights and signals/signed crosswalks

Fares

- Duarte should provide a subsidy to residents for transit
- Need discounts for college students
- Add a minimum fare for users

General

- Uses the Gold Line now; will use it more when Duarte Station opens.
- Happy the Gold Line is coming to Duarte (2 comments)
- Duarte Transit buses need cleaning
- Enjoyed the Open House (2 comments)

Comments from the Conversations with the Study Team

- The Blue Line should serve the new Gold Line Station
- More frequent service is needed
- There is interest in a call for reservation type service
- Later service is needed for commuters
- Blue Line service to Monrovia is needed.

Comments from Councilmembers

The consultant team had conversations with councilmembers during the Open House in January and other opportunities. Key comments included:

- It is important to have a wide range of transportation options for people to take advantage of the new Gold Line service.
- Bike connections to the station are important
- The success of this extension of the Gold Line could lead to early implementation of an additional extension further east

Commissioners Workshop

All City commissioners were invited to a presentation and discussion on January 22, 2015.

- There is interest in the Duarte business community in having a direct connection between the downtown area and the new Duarte Station with service to stops along Highland and Buena Vista Avenues. The service could provide high frequency and the vehicle could have a unique branding scheme.
- One way to provide a connection with Monrovia would be for its dial-a-ride to provide service on Friday night for the activities in downtown Monrovia
- Interest was expressed in a bike share program similar to ones in other cities in the area
- City of Hope should be considered for its travel needs, including the possibility of a lunchtime shuttle.
- The Gold Line station and service should be promoted in local publications such as Chamber of Commerce's newspaper The View.
- A guaranteed ride home service would be a good way to ensure travelers could use the Gold Line for evening trips.

Council Presentation

A status report was presented to Council on February 24, 2015, including discussion of initial improvement proposals.

- It is important to provide connections between the station and destinations in the City through services that require a short waiting time.
- Demand responsive service might be appropriate for early and late travel connections.

4.0 Goals & Objectives, Improvement Options and Proposals

Goals and Objectives for Transit in Duarte

Based on the review of Duarte Transit, the station plans, and the outreach effort, a set of improvement objectives, and improvement proposals were developed. The following goals and objectives were developed for use in developing the improvement options.

- Provide a range of mobility options to facilitate local access for residents to enable travel without having to drive.
- Provide a range of options for effective, time competitive connections for residents to access the station without driving.
- Provide a range of options for connections between the station and key activity centers for visitors to Duarte.

Improvement Concepts

The Gold Line extension is expected to operate a schedule similar to the existing Gold Line, which operates seven days a week. Service is provided on weekdays between 4:00 am and 230 am. Saturday, Sunday, and holiday service operates between 430 am – 230 am. Frequency ranges from 5 minutes during weekday peak periods to 20 minutes in the late evenings. Ridership at the station was projected in the 2007 environmental report at 1,315 boardings per average weekday, with 1,073 in the peak periods and 242 in the off-peak.

With this new level of service available with the opening of the Gold Line, several improvement concepts were considered to help address the broad range of mobility needs and trip purposes in Duarte, including:

- Service Expansion – to fill gaps and/or serve destination not currently served
- Fixed route, route deviation, and/or flex route services.
- Dial-a-Ride
- Hybrid Services – that might include alternative service types by day of week, time of day, and/or specific geographic areas or destinations
- SMART feeder services
- Shared-Use Mobility Options – ride share programs with phone apps for trip booking
- Related Mobility Options – promotion of bike share or car share programs
- Coordination Opportunities – with Foothill and Metro and/or local and neighboring community-based providers.

Proposed Service Improvements

The following specific improvement proposals were developed and discussed with City staff and presented to the City Council.

TRANSIT SERVICE

Service Modifications

- More frequent service (i.e., reduced headways) – peak and/or all day
- Realign Blue Line to serve station
- Expand Red Line to serve am and pm peaks
- Restructure Red Line to connect key activity centers and reduce maximum travel times
- Purchase additional vehicles as needed
- Consider route deviation, flex route, SMART feeder, and/or demand response services to reflect range of markets, travel demand, etc.

Weekend Service

- Expand service coverage, frequency, and/or hours on Saturday
- Add Sunday/holiday service

Late Night Service

- Extend Blue and Green Line hours to operate later in the evening to better match Gold Line schedule
- Provide demand responsive service or taxis to provide late night connections with the Gold Line

Local Circulator Service

- Coordinate with City of Hope regarding their shuttle service to the station
- New shuttle to connect Gold Line Station with downtown Duarte (Huntington & Buena Vista), Huntington, and key activity centers with unique branding (long range option)
- Consider other options to connect station to downtown such as electric shuttle vehicles/carts, pedicabs, other

Operational Enhancements

- Consider providing security cameras on new buses
- Coordinate with Foothill, Metro and Gold Line regarding schedules and operations to make transfers more convenient

Service to Monrovia

- Meet with Monrovia to discuss opportunities for shared used, i.e., extending Duarte service to Old Town in exchange for shared Dial-a-Ride Service

CAPITAL IMPROVEMENTS

Transit Priority Treatments

- Signal priority to reduce travel time on congested arterials such as Huntington Drive. Coordinate with current Metro and Foothill efforts.
- Develop a formal response plan for congestion incidents that affect Huntington Drive

Stop Improvements

- Review bus stop amenities and enhance as appropriate to add shelters, trash cans, information, next bus arrival, etc.

Pedestrian Facilities

- Review pedestrian walkways and travel paths around station (to parking lot, City of Hope, etc.). Improve as needed.
- Support and coordinate future pedestrian planning efforts

Bicycle Facilities

- Facilitate bicycle access to station
- Provide connections and routes between the station, and City and regional bicycle facilities
- Support and coordinate future bicycle planning efforts
- Promote use of bike racks to be provided on new buses. Retrofit existing buses with bike racks as appropriate.
- Develop or facilitate a bikeshare program

OTHER

Public Information/Marketing

- Develop information for brochures and website regarding non-vehicular access to the station. Coordinate with Metro and Foothill marketing staffs.
- Develop automatic vehicle location/computer aided dispatch (CAD/AVL) system to enable development of real time next bus information app and signs at bus stops, and facilitate incident response plan
- Install information kiosks at the station and key stops in the City
- Reach out to senior residential and recreational centers
- Promote the senior ride training program
- Participate in Google Transit information system
- Develop an information effort aimed at young adults for late night services
- Explore opportunities to incorporate advertising (and generate revenue) on transit buses

Fare Policy

- Consider fares on Duarte Transit for selected time of day, specific routes, and/or on-demand services (e.g., fares for late night or premium services)
- Integrate fare payment for Foothill Transit, Metro Bus, and Gold Line

Demand Management

- Facilitate development of a carshare program for travel between station, activity centers, and residences

Each of these improvements was analyzed for cost, market segment served, implementation process, time frame, and risks. The results are summarized in Table 5.

Table 5 Summary of Proposed Improvements

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
Duarte Transit Service Modifications							
1	More frequent peak service (Blue & Green Lines)	30-minute service between 6:00-9:00 am and 3:00-7:00 pm	\$250,000	Commuters	• Revise schedules • Hire and train drivers • Revise timetables	Near	Medium
2	More frequent all day service (Blue & Green Lines)	30-minute service until 7:00 pm	\$428,000	Choice Riders & Transit Dependents	• Revise schedules • Hire and train drivers • Revise timetables	Near	Medium
3	Realign Blue Line to serve station	Realignment: Highland & Duarte. Reallocate existing service hrs.	\$0	Choice Riders & Transit Dependents	• Realign route • Change/add stops • Revise schedules • Revise timetables	Near	Low
4	Expand Red Line to serve am and pm peaks	Add service 7:00 – 9:00 am & 3:00-7:00 pm	\$107,000	Commuters	• Revised schedules • Hire and train drivers • Revise timetables	Near	Medium

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
5	Restructure Red Line to connect key activity centers and reduce maximum travel times	Route restructured	Same as #4	Commuters & Choice Riders	• Realign route • Change/add stops • Revise schedules • Revise timetables	Near	Medium
6	Additional vehicles for frequency increases	--	\$500k/bus	Commuters, Choice Riders & Transit Dependents	• Determine number of buses needed • Develop specs • Procure • Acceptance testing	Near	Medium
7	Route deviation, flex route, SMART feeder, and/or demand response	Replace Red Line service. Peak hours only. 5:30-9:00 am 3:00-7:00 pm	\$134,000 plus additional admin cost	Commuters, Choice Riders & Transit Dependents	• Determine service plan	Near - Mid	Medium
Weekend Service							
8	Expand service coverage, frequency, and/or hours on Saturday	Extend Sat. service to 10:00 pm	\$15,000	Choice Riders & Transit Dependents	• Revise schedules • Hire and train drivers • Revise timetables	Mid	Medium
9	New Sunday/holiday service	8:00 am-6:00 pm	\$42,000	Choice Riders & Transit Dependents	• Revise schedules • Hire and train drivers • Revise timetables	Mid	Medium

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
Late Night Service							
10	Extend Blue and Green Line hours to operate later in the evening to better match Gold Line schedule	Extend hourly service to 11:00 pm	\$143,000	Commuters, Choice Riders & Transit Dependents	- Revise schedules - Hire and train drivers - Revise timetables	Near	Medium
11	Provide demand responsive service or taxis (potential pilot project)	Demand responsive service from 7:00-11:00 pm	\$71,000	Commuters, Choice Riders & Transit Dependents	- Develop service plan - Develop operating contracts	Near	Medium
Local Circulator Service							
12	Coordinate with City of Hope regarding their shuttle service to the station	--	TBD (Admin. responsibility)	Commuters & Visitors	- Discussions with City of Hope - Agreements as needed - Public information as appropriate	Near	Low
13	New shuttle to connect Gold Line Station with downtown Duarte, and key activity centers	Serve locations on the alignment M-F, 9:00 am-10:00 pm	\$232,000	Visitors	- Collaborate with Chamber of Commerce and Downtown business groups - Confirm activity to be served - Design route - Method of operation - Develop financial plan	Mid - Long	High

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
14	Other options to connect station to downtown such as electric shuttle vehicles/carts, pedicabs, other	M-F. 9:00 am-10:00 pm (@ \$50/hr.)	\$166,000	Visitors	Reach out to vendors and operators to determine what kinds of services are available	Mid - Long	Medium
Operational Enhancements							
15	Security cameras on buses (recording only)	--	\$3,500 – \$6,500/bus	Commuters, Choice Riders, Transit Dependents & Visitors	- Specify system components - Procure equipment - Install and test - Train staff	Mid	Medium
16	Coordinate with Foothill, Metro and Gold Line regarding schedules and operations to make transfers more convenient	--	TBD (Admin. responsibility)	Commuters, Choice Riders, Transit Dependents & Visitors	- Review timetables - Propose modifications - Discuss with Foothill, Metro, Gold Line - Implement agreed upon changes	Near - Mid	Low-Medium

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
Service to Monrovia							
17	Meet with Monrovia to discuss opportunities for shared use, i.e., extending Duarte service to Old Town in exchange for shared Dial-a-Ride Service	--	TBD (Admin. responsibility)	Choice Riders & Transit Dependents	- Initiate discussions with Monrovia - Reach consensus - Modify operation to fulfill terms	Mid - Long	High
Capital Improvements							
Transit Priority Treatments							
18	Signal priority to reduce travel time on congested arterials such as Huntington Drive. Coordinate with current Metro and Foothill efforts.	--	\$8,000-\$35,000 per intersection +\$1,500 per emitter (bus)	Commuters, Choice Riders & Transit Dependents	- Document current efforts by Foothill and Metro - Facilitate early implementation	Near - Mid	Medium

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
19	Develop a formal response plan for congestion incidents that affect Huntington Drive, in conjunction with other affected cities, SCAG, SGGOG	--	\$75,000 Conceptual Study \$250,000 Detailed Improvement Plan (Admin. responsibility)	Commuters, Choice Riders & Transit Dependents	- Develop study scope - Coordinate with Metro and Foothill - Consultant procurement - Develop response plan - Implement as needed	Mid	High
Stop Improvements							
20	Review bus stop amenities and enhance as appropriate to add shelters, trash cans, etc.	--	TBD Examples: Shelter \$6,000- \$8,000 Bench \$500- \$2,000	Commuters, Choice Riders, Transit Dependents & Visitors	- Inventory stops - Identify improvements - Procure items as needed - Install - Maintain - Coordinate with Metro and Foothill	Mid	Low

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
21 Real Time Information	Develop automatic vehicle location/computer aided dispatch (CAD/AVL) system to enable development of real time next bus information app and signs at bus stops, and facilitate incident response plan	Outfit buses with emitter. Install control in operations center	CAD: \$50,000+ AVL: \$4,000-\$6,500/bus	Commuters, Choice Riders, Transit Dependents & Visitors	- Develop scope for consultant assistance - Identify concept of operations - Review available systems - Develop specifications - Procure equipment - Install and test - Implement	Mid	High
	22 Install information kiosks at the station and key stops in the City. (An option would be display of timetable and other static info.)	Dependent on CAD/AVL system	\$3,000-\$5,000	Commuters, Choice Riders, Transit Dependents & Visitors	- Identify potential locations - Identify available hardware - Develop specs - Purchase and Install - Test - Implement	Mid-Long	Medium
Pedestrian Facilities							
23	Support and coordinate with future pedestrian planning efforts	--	TBD (Admin. responsibility)	Commuters, Choice Riders, Transit Dependents & Visitors	Transit staff participation in upcoming ped and bike study	Mid	Low

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
Bicycle Facilities							
24	Support and coordinate with future bicycle planning efforts to provide connections to/from the station	--	TBD (Admin. responsibility)	Commuters, Choice Riders & Transit Dependents	- Ensure inclusion of Gold Line Station and other key transit stops in bike plans - Identify locations for bike lockers/racks and install them	Near - Mid	Low
25	Bike racks on buses	Bike racks on all Duarte Transit buses	\$600/bus	Commuters, Choice Riders & Transit Dependents	- Include bike racks on new buses. - Retrofit existing/spare vehicles as needed	Near	Low
26	Develop or facilitate a bikeshare program	--	TBD (Admin. responsibility)	Commuters, Choice Riders, Transit Dependents & Visitors	- Review operating programs in Southern California - Identify potential vendors - Develop program details - Implement	Mid	Medium

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
Public Information/ Marketing		*					
27	Develop information for brochures and website regarding non-vehicular access to the station.	--	TBD (Admin. responsibility)	Commuters, Choice Riders, Transit Dependents & Visitors	Coordinate with Metro and Foothill marketing staffs for inclusion of appropriate information in City's materials.	Near	Low
28	Reach out to senior residential and recreational centers to provide transit information	--	TBD (Admin. responsibility)	Choice Riders & Transit Dependents	- Develop information materials - Distribute to identified locations - Make presentations to groups	Near	Low
29	Promote the senior ride training program	--	TBD (Admin. responsibility)	Choice Riders & Transit Dependents	- Develop information materials - Distribute to identified locations - Make presentations to groups	Near	Low
30	Develop an information effort aimed at young adults for late night services	--	TBD (Admin. responsibility)	Choice Riders & Transit Dependents	- Develop information - Identify information outlets - Include information on city website	Near	Low

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
31	Participate in Google Transit information system	--	TBD (Admin. responsibility)	Commuters, Choice Riders, Transit Dependents & Visitors	• Contact Google • Identify participation requirements, including information and costs • Provide information	Near - Mid	Low
Fare Policy							
32	Consider fares on Duarte Transit for selected time of day, specific routes, and/or on-demand services (e.g., fares for late night or premium services)	--	TBD (Admin. responsibility)	Commuters, Choice Riders, Transit Dependents & Visitors	• Develop multiyear financial plan • Identify fare collection process • Determine where fares are to be applied • Determine if revenue generated is greater than collection requirements • Procure and implement fare collection system if it is found to be cost effective	Mid-Long	High

Item No.	Type/Proposed Improvement	Improvement Details	Estimated Cost	Market Segment/ Population Served	Implementation Process/Actions	Time Frame* (N, M, L)	Technical and/or Political Risk** (L, M, H)
33	Integrate fare payment for Foothill Transit, Metro Bus, and Gold Line (and Duarte if fares are implemented)	--	TBD (Admin. responsibility)	Commuters, Choice Riders, Transit Dependents & Visitors	- Review existing TAP card system - Support fare integration efforts of Metro, Foothill, Gold Line - Coordinate with transit agencies if decision is made to collect fares on Duarte Transit	Mid	Medium
Demand Management							
34	Consider fees for parking at station, consistent with Metro policy, to encourage use of multimodal access options	--	TBD (Admin. responsibility)	Commuters & Choice Riders	- Review current Metro policies - Review practices in other areas - Develop parking fee plan including charges and collection methods details - Implement	Mid	High
35	Facilitate development of a carshare program for travel between station, activity centers, and residences	--	TBD (Admin. responsibility)	Commuters, Choice Riders, Transit Dependents & Visitors	- Identify car share programs and vendors in the region - Initiate discussions with vendors - Develop program - Implement - Coordinate with Metro	Mid-Long	Medium

6.0 Implementation

Early Action Improvements

Based on discussions with City staff and consideration of the limited amount of funding that is readily available, the following list of early improvements focuses on those items that are considered to be essential for the Gold Line opening and those that can be done at low cost (see Table 6). Actual programming of these improvements will depend on administrative action to incorporate them into the City's annual budget and/or make administrative resources available for their implementation. It may be desirable to establish a new, perhaps part time, position to implement the items which are an administrative responsibility. Further, there may be ancillary incremental costs for the printing and production of brochures or other marketing material, for example. These costs are expected to be less than \$5,000. Other improvements in Table 5 can be considered to be longer range, pending the availability of additional financial resources.

Table 6 Early Action Improvements

Item No.	Improvement Description	Improvement Details	Cost Estimate
3	Realign Blue Line to serve station	Realignment: Highland & Duarte. Reallocate existing service hrs.	0
4	Expand Red Line to serve am and pm peaks	Add service 7:00 – 9:00 am & 3:00-7:00 pm	\$104,000
5	Restructure Red Line to connect key activity centers and reduce maximum travel times	Route restructured	Included in No. 4
11	Provide demand responsive service or taxis to provide night service (potential pilot project)	Demand responsive service from 7:00-11:00 pm	\$71,000
12	Coordinate with City of Hope regarding their shuttle service to the station	--	0
23	Support and coordinate with future pedestrian planning efforts	--	0
24	Support and coordinate with future bicycle planning efforts to provide connections to/from the station	--	0
25	Bike racks on buses	Bike racks on all Duarte Transit buses	\$600/bus
27	Develop information for brochures and website regarding non-vehicular access to the station.	--	0
28	Reach out to senior residential and recreational centers to provide transit information	--	0

Item No.	Improvement Description	Improvement Details	Cost Estimate
29	Promote the senior ride training program	--	0
30	Develop an information effort aimed at young adults for late night services	--	0
31	Participate in Google Transit information system	--	0
32	Consider fares on Duarte Transit for selected time of day, specific routes, and/or on-demand services (e.g., fares for late night or premium services)	--	Opportunity to generate revenue (& off-set deficit)

Funding

The City currently uses all available transit funding for Duarte Transit operations. Initial improvements such as extended hours and service on Sunday will require additional funding to implement. New sources need to be explored such as:

- The state's Greenhouse Gas grant program
- Fare revenue from selected services
- Advertising revenue
- Purchasing Prop A funds using City general fund revenue
- Private sector funding

Appendices

Community Survey Form



CITY OF DUARTE
TRANSIT SURVEY

We Need Your Input!

In a continued effort to best meet the transportation needs of the residents and visitors to our City, we are reviewing our public transit services. We want to know your thoughts on current transit services, areas for improvement and other transportation concepts that may be important to you and our community.

What you have to say is important in helping to make improvements and plan for the future.

Thank you for your participation.

IN THIS SECTION WE WANT TO KNOW ABOUT YOU AND YOUR HOUSEHOLD.

1. How many people live in your household? ☐☐
2. How many licensed drivers are there in your household? ☐☐
3. How many cars / SUVs / vans / motorcycles are there in your household? ☐☐
4. Which of the following income categories best matches your annual household income?
☐ Prefer not to answer ☐ Under \$20,000 ☐ \$20-\$50,000 ☐ \$51-\$75,000 ☐ \$76 - \$100,000 ☐ \$101-\$150,000 ☐ Over \$150,000
5. Which of the following age categories matches your age?
☐ Prefer not to answer ☐ Under 18 ☐ 19-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65-74 ☐ 75 or over

IN THIS SECTION WE WANT TO KNOW ABOUT YOUR USE OF TRANSIT AND YOUR TRAVEL PATTERNS.

6. What means of transportation do you or other members of your household use in a typical week and for what purpose? (Please check all that apply)

	Work	Social / Recreational	Shopping	Doctor / Medical	Education	Other
a. Car (as DRIVER)	☐	☐	☐	☐	☐	☐
b. Car (as PASSENGER)	☐	☐	☐	☐	☐	☐
c. Duarte Transit	☐	☐	☐	☐	☐	☐
d. Foothill Transit	☐	☐	☐	☐	☐	☐
e. Metro	☐	☐	☐	☐	☐	☐
f. Gold Line	☐	☐	☐	☐	☐	☐
g. Ride Share (i.e. Uber, Lyft, etc.)	☐	☐	☐	☐	☐	☐
h. Regular Taxi	☐	☐	☐	☐	☐	☐
i. Bicycled	☐	☐	☐	☐	☐	☐
j. Walked	☐	☐	☐	☐	☐	☐
k. Access ADA Paratransit	☐	☐	☐	☐	☐	☐
l. Metrolink	☐	☐	☐	☐	☐	☐
m. Other	☐	☐	☐	☐	☐	☐

About your use of Duarte's City Transit and suggestions for improvement:

7. If you do NOT use Duarte Transit bus service, why not? (Please check all that apply)

- | | | |
|---|--|---|
| ☐ I wouldn't take the bus under any circumstance | ☐ It is too expensive | ☐ I don't know what bus to take |
| ☐ Infrequent service | ☐ It takes too long to travel on the bus | ☐ Bus routes aren't direct enough |
| ☐ It doesn't go close enough to where I travel to and from | ☐ Buses are too crowded | ☐ Bus doesn't operate the hours of the day or the days of week that I would want to travel |
| ☐ I have difficulty getting to and from a bus stop | ☐ I would not feel safe and secure on public transit or waiting for a bus | |



8. The types of Duarte Transit service improvements that I would like to see: (Please check all that apply)

- | | |
|---|--|
| ☐ Better information on how to use the bus, bus schedules and routes | ☐ More frequent bus service |
| ☐ More direct or express service | ☐ Later night service |
| ☐ A shuttle bus service that I phone in advance to pick me up | ☐ Earlier morning service |
| ☐ Front door or curb pick-up | ☐ Fewer transfers required |
| ☐ Shuttle service to Gold Line | ☐ Better lighting at bus stops |
| ☐ More bus stops | ☐ More shelters or benches at bus stops |

9. If you DO use Duarte Transit bus service we want to know what you think of the bus service:

	Almost always	Often	Unsure	Not very often	Almost never
a. Bus service is convenient	☐	☐	☐	☐	☐
b. The travel times are reasonable	☐	☐	☐	☐	☐
c. I feel safe on the bus service	☐	☐	☐	☐	☐
d. Transit information is readily available	☐	☐	☐	☐	☐
e. Buses arrive on schedule (are punctual)	☐	☐	☐	☐	☐
f. Bus fares are reasonable	☐	☐	☐	☐	☐
g. Routing is direct enough	☐	☐	☐	☐	☐
h. Transfers are convenient	☐	☐	☐	☐	☐
i. Overall, I am satisfied with the bus service	☐	☐	☐	☐	☐

10. Please indicate how likely it is that you would use Duarte Transit based on the following:

	Would Certainly Use	Would Likely Use	Might Use	Not Very Likely Use	Would Never Use
a. Bus came within 1/4 mile of where I live	☐	☐	☐	☐	☐
b. I didn't have to make any transfers	☐	☐	☐	☐	☐
c. I received 'real-time' bus arrival information	☐	☐	☐	☐	☐
d. Bus dropped me off within 1/4 mile of my destination	☐	☐	☐	☐	☐
e. Buses operated Monday to Friday only	☐	☐	☐	☐	☐
f. Buses ran every 30 minutes	☐	☐	☐	☐	☐
g. I could phone and order the bus to pick me up at my front door	☐	☐	☐	☐	☐
h. Buses operated on weekends only	☐	☐	☐	☐	☐

11. COMMENTS

Thank you for your participation.



CIUDAD DE DUARTE
ENCUESTA SOBRE EL TRANSPORTE

NECESITAMOS SU APOYO!

En un continuo esfuerzo para mejor cumplir las metas del transporte de los residentes y visitantes a nuestra ciudad, estamos revisando nuestro servicio de transporte público. Queremos saber su opinión sobre el servicio de transportación, aéreas donde podríamos mejorar y otros conceptos de transporte que podrían beneficiarle a usted y a la comunidad.

Lo que usted tiene que decir es importante en ayudarnos a mejorar nuestros servicios y planear para el futuro.

Gracias por su participación.

EN ESTA SECCIÓN, QUEREMOS SABER SOBRE SU HOGAR.

1. ¿Cuántas personas viven en su hogar? ☐ ☐

2. ¿Cuántas personas en su hogar tienen licencia para manejar? ☐ ☐

3. ¿Cuántos coches / SUVs / vans / motocicletas hay en su hogar? ☐ ☐

4. ¿Cuál de las siguientes opciones mejor refleja el ingreso total de su hogar?

☐ Prefiero no responder ☐ <Menos de \$20,000 ☐ \$20-\$50,000 ☐ \$51-\$75,000 ☐ \$76 - \$100,000 ☐ \$101-\$150,000 ☐ Más de \$150,000

5. ¿Cuál de las siguientes opciones describe su edad?

☐ Prefiero no responder ☐ Bajo 18 ☐ 19-24 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65-74 ☐ 75 o mas

EN ESTA SECCIÓN NOS GUSTARÍA SABER SOBRE SU USO DE TRANSPORTE Y SU PREFERENCIA DE TRANSPORTE

6. ¿Qué tipo de transporte usa usted o otros miembros de su hogar en una semana típica y para que propósito? (Por favor de marcar todos los que apliquen)

	Trabajo	Social / Recreativo	Compras	Doctor / Medico	Educación	Otro
a. Coche (como CONDUCTOR)	☐	☐	☐	☐	☐	☐
b. Coche (como PASAJERO)	☐	☐	☐	☐	☐	☐
c. Duarte Transit	☐	☐	☐	☐	☐	☐
d. Foothill Transit	☐	☐	☐	☐	☐	☐
e. Metro	☐	☐	☐	☐	☐	☐
f. Gold Line	☐	☐	☐	☐	☐	☐
g. Coche compartido (Uber, Lyft, etc.)	☐	☐	☐	☐	☐	☐
h. Taxi Regular	☐	☐	☐	☐	☐	☐
i. Bicicleta	☐	☐	☐	☐	☐	☐
j. Caminar	☐	☐	☐	☐	☐	☐
k. Acceso ADA Paratransito	☐	☐	☐	☐	☐	☐
l. Metrolink	☐	☐	☐	☐	☐	☐
m. Otro	☐	☐	☐	☐	☐	☐

Sobre su uso del transporte de la ciudad de Duarte y sugerencias para mejorar:

7. Si NO usa el autobús, ¿por qué no? (Por favor de marcar todos que apliquen)

☐ Prefiero no tomar el autobús en cualquier circunstancia

☐ El servicio es infrecuente

☐ No pasa cerca de mi hogar

☐ Tengo dificultad ir a y venir de la parada del autobús

☐ Es muy caro

☐ Toma mucho tiempo viajar en autobús

☐ Los autobuses están muy congestionados

☐ No me siento seguro(a) en el autobús o en la parada del autobús

☐ No se cual autobús debo tomar

☐ Las rutas del autobús no son suficientemente directas

☐ Los autobuses no operan las horas del día o los días de la semana que yo necesito viajar



8. Tipos de mejoramientos que me gustaría ver en el servicio del Duarte Transit:
(Por favor de marcar todos que apliquen)

- | | |
|---|--|
| ☐ Mejor información en cómo usar el autobús, horarios y rutas de autobús | ☐ Más servicios frecuentes de autobús |
| ☐ Más servicios directos o exprés | ☐ Servicios más tarde en la noche |
| ☐ Poder llamar y pedir servicio de autobús a domicilio | ☐ Servicios más temprano por la mañana |
| ☐ Servicio al hogar, recoger en la puerta de la casa | ☐ Transferir autobuses menos frecuente |
| ☐ Servicio al Gold Line | ☐ Mejor iluminación en las paradas de autobús |
| ☐ Más paradas de autobús | ☐ Mas paradas cubiertas o banquillos in las paradas |

9. Si usted SÍ usa los servicios del Duarte Transit, queremos saber que piensa sobre nuestros servicios de autobús:

	Casi Siempre	Amenudo	No Estoy Seguro(a)	No Amenudo	Casi Nunca
a. El servicio es conveniente	☐	☐	☐	☐	☐
b. El tiempo de viaje es razonable	☐	☐	☐	☐	☐
c. Me siento seguro(a) en los autobuses	☐	☐	☐	☐	☐
d. Información de transito esta disponible regularmente	☐	☐	☐	☐	☐
e. Los autobuses llegan a tiempo (son puntuales)	☐	☐	☐	☐	☐
f. Las tarifas son razonables	☐	☐	☐	☐	☐
g. Las rutas son suficientemente directas	☐	☐	☐	☐	☐
h. Transferir del autobús son convenientes	☐	☐	☐	☐	☐
i. En general, estoy satisfecho(a) con el servicio de autobuses	☐	☐	☐	☐	☐

10. Por favor de marcar cuál sería la probabilidad qué usted usara el Duarte Transit basado en lo siguiente:

	Definitivamente	Lo usaría	A lo mejor	Seguramente no	Nunca
a. Si el autobús llegara a ¼ milla de mi hogar	☐	☐	☐	☐	☐
b. Si no tendría que tomar autobuses múltiples	☐	☐	☐	☐	☐
c. Si recibiera notificaciones de los autobuses en tiempo real	☐	☐	☐	☐	☐
d. Si el autobús me dejara a ¼ milla de mi destino	☐	☐	☐	☐	☐
e. Si los autobuses operaran de lunes a viernes solamente	☐	☐	☐	☐	☐
f. Si los autobuses pasaran cada 30 minutos	☐	☐	☐	☐	☐
g. Si pudiera llamar a un autobús para que me recogiera enfrente de mi casa	☐	☐	☐	☐	☐
h. Si los autobuses operaran los fines de semana solamente	☐	☐	☐	☐	☐

11. COMENTARIOS

GRACIAS POR SU PARTICIPACIÓN.

On-Board Passenger Survey Form



Duarte Transit
Customer Survey

Route: ☐ Green ☐ Blue ☐ Commuter
Trip #: _____

PLEASE DO NOT COMPLETE THIS
SURVEY MORE THAN ONCE TODAY

Welcome Aboard!

Thinking about the one-way trip you are making now, please answer the following questions:

1. Where did you begin the trip you are taking now? *Please be as specific as possible - Examples:*
Huntington & Mountain; City of Hope; Walmart
Monrovia, Azusa, etc.

Street address or Nearest intersection or Name of place or Another City/community

2. How did you get to the bus stop where you first boarded?

☐ Walked - how many minutes? _____
☐ Drove and parked near bus stop
☐ Rode in an agency van, taxi or other for-hire service
☐ Bicycled - how many minutes? _____
☐ Dropped off at bus stop by friend, neighbor or relative
☐ Other Specify: _____

3. Did you or will you transfer to or from another bus route to complete your trip?

☐ No
☐ Yes - MTA Line 264
☐ Yes - another Duarte Transit bus
☐ Yes - Foothill Transit
☐ Yes - Other - specify: _____

4. When you get off this bus, how will you get to your destination?

☐ Transfer to another bus route - which route? _____
☐ Bicycle
☐ Get picked up by friend, neighbor or relative
☐ Other - specify: _____
☐ Walk - how many minutes? _____
☐ Drive alone
☐ Get picked up by an agency van or other for-hire service

5. What is the final destination of the trip you are taking now? *Please be as specific as possible*

Examples:
Huntington & Mountain; City of Hope; Walmart
Monrovia, Azusa, etc.

Street address or Nearest intersection or Name of place or Another City/community

6. Did you or will you make this trip in reverse sometime today?

☐ No, only going one-way
☐ Yes, going and coming back today

7. What is the main reason for your trip today? *(Please check one only)*

☐ Commuting to / from work
☐ Medical / health care appointment
☐ Personal business, recreation or social
☐ Attending school - which school? _____
☐ Shopping
☐ Other - specify: _____

8. How often do you use Duarte Transit buses? *(Please check one only)*

- ☐ Regularly - daily
☐ Sometimes - 1-3 days per month
☐ First time riding
☐ Frequently - 1 to 3 days per week
☐ Rarely - less than once per month

9. If you have a personal vehicle, could you have used it instead of riding Duarte Transit today?

- ☐ Yes ☐ No

10. What do you think about the following statements - agree or disagree?

Statement	Agree Strongly	Agree Somewhat	No opinion/ Don't know	Disagree Somewhat	Disagree Strongly
Duarte buses mostly run on schedule.					
Duarte drivers are friendly and helpful.					
Duarte buses are clean and comfortable.					
I find it easy and convenient to get to the nearest Duarte Transit bus stop.					
I would prefer a more flexible bus service that offers pick-up/drop-off service at my home or residence.					
I would be willing to call or text in advance to request residential pick-up/drop-off service.					
I would be willing to pay a higher fare for residential pick-up/drop-off service.					
The bus system is fine as is. Don't change anything.					

12. Is there anything else you would like us to know about Duarte Transit service?

THANK YOU FOR YOUR TIME!
Please return this completed form to your bus driver or surveyor today.



Duarte Transit
Encuesta de Cliente

¡Bienvenidos A Bordo!

Route:	☐ Green	☐ Blue	☐ Commuter
Trip #:			

**POR FAVOR, NO COMPLETE ESTA
ENCUESTA MÁS DE UNA VEZ HOY**

Pensando en el viaje de ida que está haciendo ahora, por favor responda a las siguientes preguntas:

1. ¿Dónde inició el viaje que está tomando ahora? *Por favor, sea específico - Ejemplos:*

*Huntington & Mountain; City of Hope; Walmart
Monrovia, Azusa, etc.*

Calle ☐ Intersección más cercana ☐ Nombre de lugar ☐ Otra ciudad/comunidad

2. ¿Cómo llegó usted a la parada de autobús donde abordó por primera vez?

- | | |
|--|---|
| ☐ Andando - ¿Cuántos minutos? _____ | ☐ En bicicleta - ¿Cuántos minutos? _____ |
| ☐ Por coche y estacionamos cerca de parada de autobús | ☐ Dejado en la parada de autobús por un amigo, vecino o pariente |
| ☐ Por van público, taxi o otro servicio alquilado | ☐ Otro, sea específico: _____ |

3. ¿Usted se va a transferir a otro autobús para completar su viaje?

- | | | |
|---|--|--|
| ☐ No | ☐ Si - otro autobús de Duarte Transit | ☐ Si - Foothill Transit |
| ☐ Si - MTA Línea 264 | ☐ Si - Otro - sea específico: _____ | |

4. Al salir de este autobús, ¿cómo llegará a su destino?

- | | |
|--|--|
| ☐ Traslado a otro autobús - ¿Que ruta? _____ | ☐ Andar - ¿Cuántos minutos? _____ |
| ☐ Biciclata | ☐ Manejando en coche solo |
| ☐ Será recogido por un amigo, vecino o pariente | ☐ Será recogido por van público, taxi o otro servicio alquilado |
| ☐ Otro - sea específico: _____ | |

5. ¿Cuál es el destino final del viaje que está tomando hoy

Por favor, sea específico - Ejemplos:

*Huntington & Mountain; Ciudad de Hope; Walmart
Monrovia, Azusa, etc.*

Calle ☐ Intersección más cercana ☐ Nombre de lugar ☐ Otra ciudad/comunidad

6. ¿Ha hecho, o va hacer, este viaje en vuelta en algún momento hoy?

- | | |
|--|--|
| ☐ No, solo voy de ida | ☐ Si, voy y regreso hoy |
|--|--|

7. ¿Cuál es el motivo principal de su viaje hoy? *(Por favor marque una respuesta solamente)*

- | | |
|--|--|
| ☐ Conmutar a y desde mi trabajo | ☐ Asistir la escuela - ¿cual escuela? _____ |
| ☐ Medical / cita de cuidado de la salud | ☐ De compras |
| ☐ Negocios personal, recreación, o social | ☐ Otro - sea específico: _____ |

8. ¿Con qué frecuencia utiliza los autobuses Duarte? (Por favor marque una respuesta solamente)

- ☐ 1 Regularmente - diario
☐ 2 A veces - 1 a 3 días al mes
☐ 3 Es la primera vez
☐ 4 Frecuentemente - 1 a 3 días a la semana
☐ 5 Raramente - menos de una vez al mes

9. Si usted tiene un vehículo personal, ¿podría haber usado su vehículo en lugar de viajar por el Duarte Transit hoy?

- ☐ 1 Sí ☐ 2 No

10. ¿Qué piensa usted acerca de las afirmaciones siguientes? - acuerdo o desacuerdo?

Afirmación	Totalmente de acuerdo	Algo de acuerdo	No opinión/ No se	Algo en desacuerdo	Totalmente en desacuerdo
Los autobuses Duarte siguen su horario la mayoría del tiempo.					
Los conductores de autobuses de Duarte son muy amables y serviciales..					
Los autobuses Duarte son limpios y cómodos.					
Me resulta fácil y conveniente llegar a la parada de autobús Duarte más cercana.					
Preferiría un servicio de autobús más flexible que ofrece subida y bajada en mi casa o residencia					
Estaría dispuesta/o llamar o texto por adelantado para solicitar servicio residencial de subir/bajar.					
Estaría dispuesto a pagar una tarifa mas alta por servicio residencial de subir/bajar.					
El sistema de autobuses está bien como está. No cambien nada.					

12. ¿Hay algo mas que usted gustaria compartir con nosotros sobre el servicio regular de Duarte?

¡GRACIAS POR SU TIEMPO!
Favor de devolver hoy este formulario completado de encuesta a su conductor de autobús o a un encuestador.

Peer System Notes

Arcadia Transit

Arcadia Transit Services

- General Information
 - Arcadia Transit is a demand-response service offering shared curb-to-curb transportation to/from any destination within Arcadia city limits.
 - The service is provided based on space availability and is open to the general public.
 - Riders share the use of the vehicle, making the cost of the trip considerably less than a taxi.
 - Each Arcadia Transit van is clearly marked and features comfortable seating, a two-way radio and is wheelchair accessible.
- Service on Demand
 - Trip requests can be made the same day or up to seven days in advance.
 - Requests are honored as received and are based on availability.
 - In the event the requested time cannot be accommodated, the next available time will be offered.
- Standing Reservations
 - A standing reservation or subscription can be established for trips to the same location, at the same time, on the same day every week.
 - New subscriptions are honored as received based on space availability.
 - Patrons with subscriptions who will not be travelling for an extended period of time may suspend their reservations for up to 30 days
- Cancellations
 - For cancellation, call at least one hour prior to the scheduled pick-up time.
 - Patrons are encouraged to make every effort to notify Arcadia Transit within the stipulated ride cancellation period.
 - Riders who consistently fail to cancel trip requests may face restricted use of the service.
- Arcadia Transit Identification Card
 - The City of Arcadia offers Arcadia Transit I.D. Cards to qualified seniors and persons with disabilities.
 - A valid photo I.D. proving senior or disability status is required.
 - Arcadia Transit I.D. Cards are available through the Arcadia Community Center, Senior Services office.

Service Characteristics

- Markets Served
- Net Impact on Congestion
- Parking Requirements
- Governance
 - Service is not directly operated (vehicles operated by contractor)
 - Municipally Owned
- Regional Connections
 - Foothill Transit – 184, 187, 492, 494
 - MTA Buses – 78/378, 79, 264, 267, 268, 487
 - Access (Los Angeles County Dial-A-Ride)
 - Metro Rail – Gold Line

Fare Information

- One-Way Cash Fare
 - General Public: \$1.00
 - Seniors (62 years and older): \$0.25
 - Persons with Disabilities: \$0.25
- General Fare Ticket Booklet
 - Booklet of 20 One-Way Tickets: \$20.00
- Monthly Passes
 - Seniors (62 years and older): \$5.00
 - Persons with Disabilities: \$5.00

Funding

- Fare Revenues (4%)
- Local Funds (80%)
- State Funds (16%)
- Federal Assistance (0%)
- Other Funds (0%)

NTD Stats (2012) – Dial-A-Ride

- Annual Passenger Miles: 395,475
- Annual Vehicle Revenue Miles: 226,261
- Annual Vehicle Revenue Hours: 22,926
- Bus Operating Expenses: \$1,657,558
- Bus Fare Revenue: \$73,707
- Fare Box Recovery Ratio: 4%
- Average Weekday Unlinked Trips: 386
- Annual Unlinked Bus Trips: 109,613

Lessons Learned

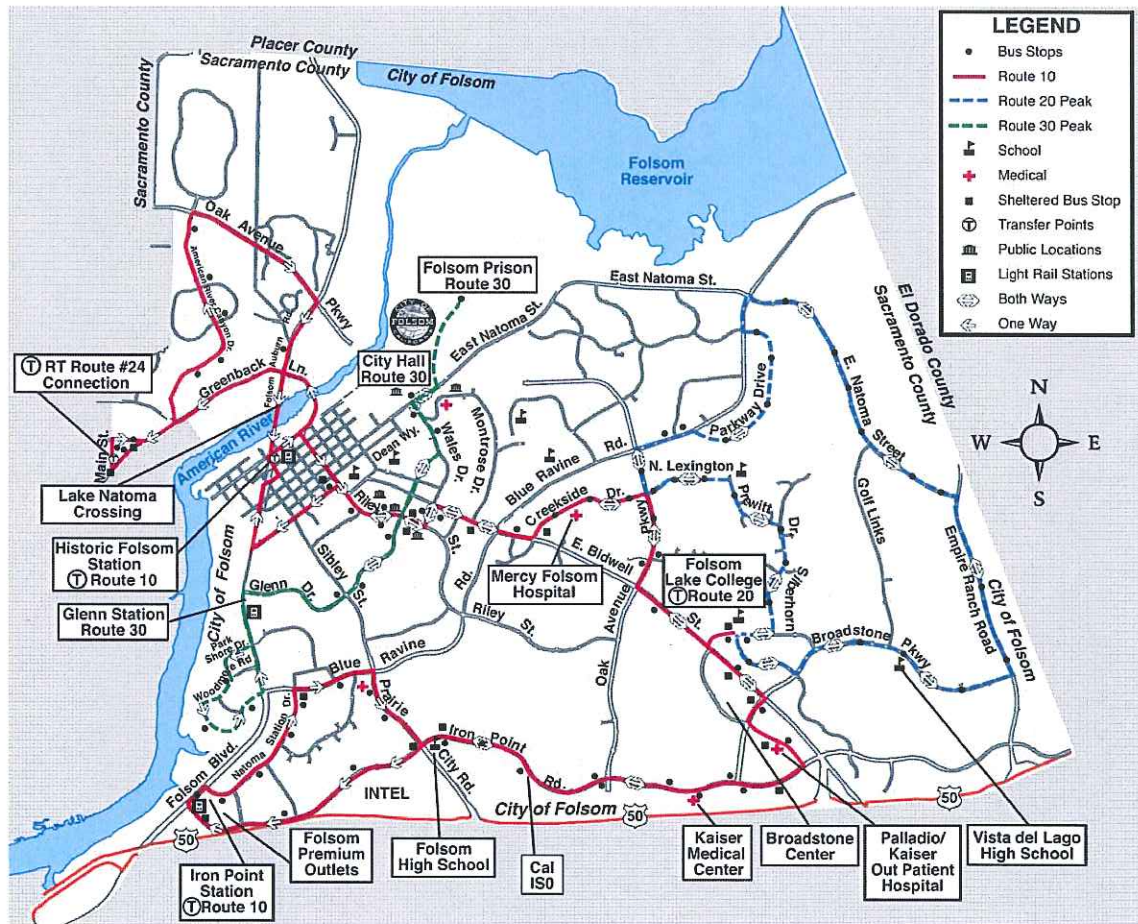
- Transit Service Restructuring and Feasibility Study
 - Development of a comprehensive restructuring plan to improve the performance and structure of the existing Arcadia Transit service.
 - The restructuring plan will include review of fixed route options, paratransit and light rail interface, financial analysis, and an implementation plan.
 - In advance of the Metro Gold Line's opening in 2015, Arcadia Transit needs to align itself with the potential ridership demand that will be generated by the Gold Line operation.
 - Expansion of the current general public dial-a-ride service is inefficient and cost prohibitive.
 - A more efficient and cost effective system needs to be developed, and subsequently, implemented to meet future needs of residents.

Contact Information

Phone: (626) 574-5435

Email: ArcadiaTransit@ci.arcadia.ca.us

City of Folsom Transit



Folsom Stage Line

- The Folsom Stage Line buses run Monday through Friday. There is no weekend service available at this time.
- The local bus routes provide a convenient way for riders to travel to major employers and points of interest within Folsom.
- Folsom Stage Line buses are equipped with a hydraulic lift for wheelchairs, and front-mounted bike racks are provided.
- There are three Folsom Stage Line Routes
- There is no charge to transfer from one Folsom Stage Line route to the other.

Service Characteristics

- Markets Served
- Net Impact on Congestion
- Parking Requirements
- Governance
 - City Transit Division
 - Vehicles are directly operated
- Regional Connections
 - Sacramento Regional Transit District Buses & Gold Line Rail
 - El Dorado Transit

Fixed Route Fare Information

Adult One-Way	\$2.50
Adult Ticket Booklet (20 One-Way)	\$50.00
Student/Senior Discount One-Way	\$1.25
Student/Senior Discount Monthly Pass	\$50.00
Student/Senior Discount Ticket Booklet (20 One-Way)	\$25.00
Children 3 & Under	Free
Sac RT Monthly/Daily Passes	Accepted

Dial-A-Ride

- Dial-A-Ride is a curb-to-curb transportation service that provides residents who have a physical, developmental, or mental disability, means of commuting within the Folsom city limits.
- Senior citizens who are 55 years of age or older also qualify for this program.
- Passengers must register and be given verification that they qualify for ridership before they can ride.
- Dial-A-Ride Fare Information
 - Monthly Pass \$95.00
 - One-Way \$4.00
 - Ticket Booklet (10 One-Way) \$40.00

Funding

- Fare Revenues (3%)
- Local Funds (82%)
- State Funds (11%)
- Federal Assistance (1%)
- Other Funds (2%)

NTD Stats (2011) – Bus Service

- Annual Vehicle Revenue Miles: 123,446
- Annual Vehicle Revenue Hours: 7,679
- Operating Expenses: \$864,962
- Fare Revenue: \$41,254
- Fare Box Recovery Ratio: 5%
- Annual Unlinked Bus Trips: 51,438

NTD Stats (2011) – Dial-A-Ride

- Annual Vehicle Revenue Miles: 55,088
- Annual Vehicle Revenue Hours: 3,949
- Operating Expenses: \$1,756,133
- Fare Revenue: \$34,165
- Fare Box Recovery Ratio: 2%
- Annual Unlinked Bus Trips: 10,212

Lessons Learned

- Given Folsom's medium to low density pattern of development, most residents are commuting to work with automobiles.
 - People typically only utilize public transit if the route to access stops is obvious and convenient.
- Strategically located bus stops feeding regional rail system can encourage more people to navigate multiple mode shifts.
 - For example, walking to a bus stop and boarding the bus that takes the commuter to the nearest rail station.
- The design of these stops and their chosen locations greatly influence use of services.
 - For example installing bus shelters helps shield patrons from wind, sun and rain exposure.
- The Sacramento Regional Transit Authority opened ten new light rail stations in the winter of 2005-06.
 - This project completed a \$230.5 million dollar project to extend the light rail line from the Mather Field/Mills station to the City of Folsom.
 - Three of the new stations are in Folsom: Historic Folsom, Glenn Drive and Iron Point Stations.
- Following completion of the extended light rail, the Folsom Stage Line service changed from a downtown commuter shuttle to a light rail feeder system
 - The routes now pick up from the neighborhoods and other pedestrian attractions and connect them to the three light rail stations.
 - The local bus routes provide a way for riders to travel to major employers and points of interest within Folsom.
 - The bus routes also connect with the Historic District and Iron Point Road light rail stations.
- Any plans for new bus stops should carefully consider location of the stops with respect to adequate and safe pedestrian access.
 - For example a bus stop should be located where it can be accessed by crosswalks and sidewalks.
- If the stop is located close to an arterial with high traffic volume and speeds, the stop should be set back to safely buffer bus riders.

Contact Information

Kent Gary, Public Works Section Manager

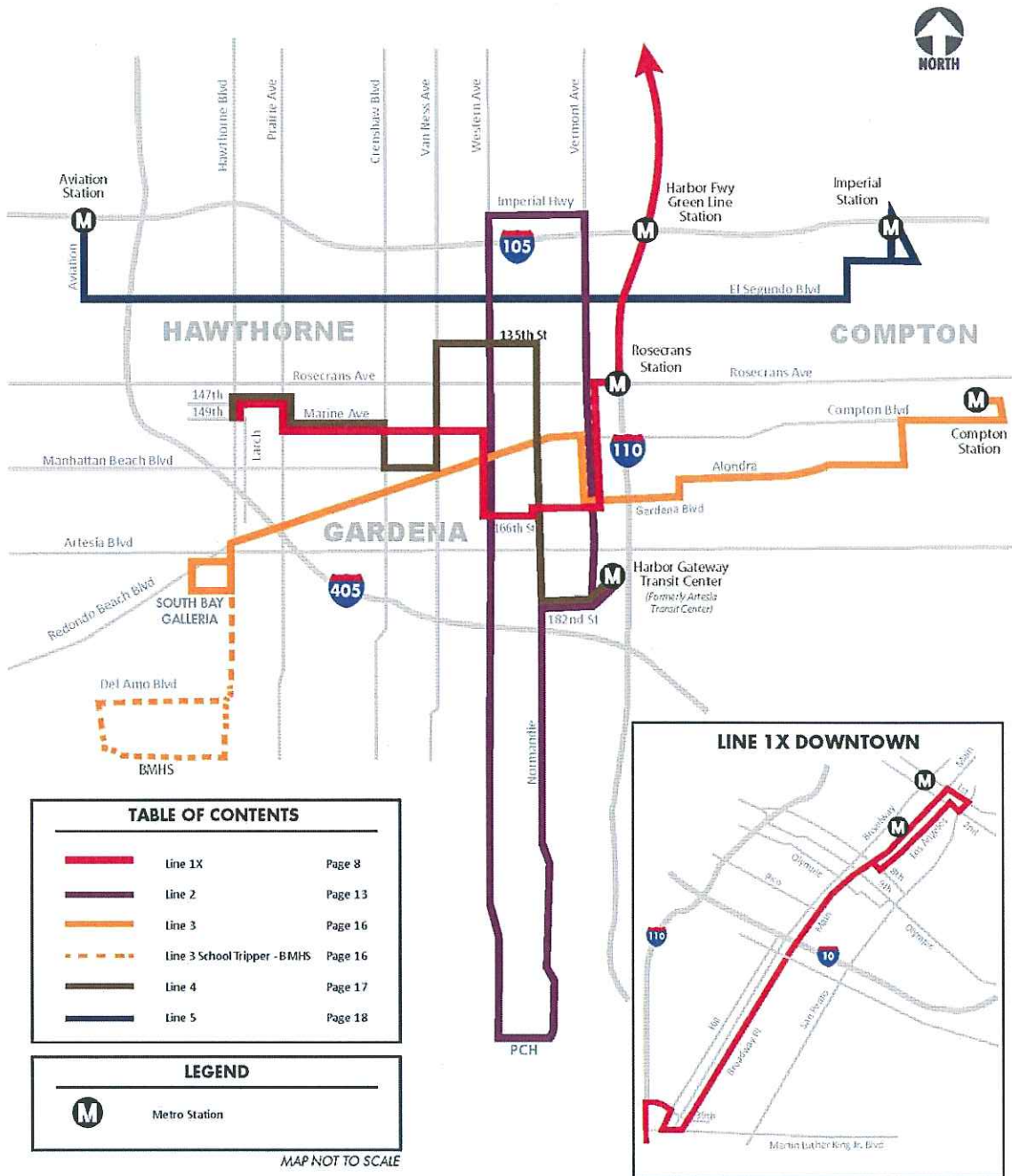
Phone: (916) 355-8395

Email: kgary@folsom.ca.us

Gardena Municipal Bus Lines

SYSTEM MAP

GARDENA MUNICIPAL BUS LINES



City of Gardena Transportation Department

- Operates as Enterprise Fund
 - Municipally Owned
 - The Gardena Municipal Bus Lines (GMBL) is a department within the City that operates as an enterprise fund.
 - The department is distinguished from other City departments because it is not funded with General Fund monies and operates as an enterprise fund
- Vehicle Load
 - Vehicle load is the ratio of passengers on the vehicle to the number of seats on the bus. GMBL measures the vehicle load at the maximum load point on each route during peak and off-peak periods. GMBL policy is not to exceed a passenger load to seat ratio of 1.25 for fixed-route services operating in local service, and 1.00 for fixed-route service operating express service on freeway segments.
- Vehicle Headway
 - Vehicle headway is the measurement of time between buses on a line. GMBL generally operates fixed-route service with vehicle headways between 15-30 minutes during weekday peak periods, and between 30-60 minutes during weekday off-peak periods and weekends
- On-Time Performance
 - GMBL defines on-time performance for fixed route bus trips as those trips that depart from a time point location no earlier than the time listed on printed schedules, or arrive at the time point no later than 5 minutes from the scheduled time. GMBL established an on-time performance tracking system in July 2013 for monthly monitoring of performance.
- Regional Connections
 - By connecting with the Metro rail system (The Blue and Green Lines), the Metropolitan Transportation Authority (MTA) bus system, and other area municipal bus services, riders can easily commute throughout the South Bay into downtown Los Angeles and to a variety of surrounding locations.
 - GMBL works with neighboring cities and the County of Los Angeles in a joint effort to develop and coordinate a functional regional transportation plan.

Dial-A-Ride

- Service
 - The Gardena's Municipal Bus Lines offers transportation service for senior citizens (elderly) and physically disable (handicapped) residents of Gardena, Hawthorne and the unincorporated Alondra Park and Del Aire areas of Los Angeles County.
 - In providing door-to-door demand responsive service, elderly and handicapped citizens can travel to any destination within the service area.
- Application
 - Residents can apply for a Gardena Special Transit identification/certification card by visiting the administrative office of the Gardena Senior Citizens Bureau
- Fare
 - Regular fare for a one-way trip is 75 cents. Legally blind passengers ride free. Riders from the Gardena Senior Citizens Bureau may ride at no charge using S.S.I. tickets. These tickets may be purchased at the Gardena Senior Citizens Bureau for 50 cents.

- The City of Hawthorne sells dial-a-ride tokens to its residents for \$0.75. Riders may use these tokens to ride at no-charge; otherwise, the fare is \$0.75 one-way.
- Hours of service are as follows:
 - Monday thru Friday from 7:00 a.m. - 5:00 p.m.
 - Saturday hours are 8:00 a.m. - 5:00 p.m.
 - Sunday and Holiday service hours are 8:00 a.m. - 2:30 p.m.

Bus Fares for Fixed Route

Basic Local Fare	\$1.00
Transfers	\$0.40
Seniors Age 62 and Over	\$0.35
Disabled Citizens	\$0.35
Students	\$0.70
Children Under Age 5	Free

Funding

- Fare Revenues (17%)
- Local Funds (31%)
- State Funds (34%)
- Federal Assistance (15%)
- Other Funds (3%)

NTD Stats (2012) – Bus Service

- Annual Passenger Miles: 14,704,106
- Annual Vehicle Revenue Miles: 1,671,826
- Annual Vehicle Revenue Hours: 116,936
- Operating Expenses: \$16,547,902
- Fare Revenue: \$2,864,439
- Fare Box Recovery Ratio: 17%
- Annual Unlinked Bus Trips: 3,787,640

NTD Stats (2012) – Dial-A-Ride

- Annual Passenger Miles: 90,418
- Annual Vehicle Revenue Miles: 70,136
- Annual Vehicle Revenue Hours: 9,031
- Operating Expenses: \$763,137
- Fare Revenue: \$15,284
- Fare Box Recovery Ratio: 2%
- Annual Unlinked Bus Trips: 26,509

Contact Information

Contact: John "Jack" Gabig - Transportation Director

Phone: 310-965-8888

Emails: customerservice.web@ci.gardena.ca.us; cdd.web@ci.gardena.ca.us

Irvine iShuttle



Service Information

General Information

Governance

- City of Irvine

Regional Connections

- OCTA Bus Service
- Metrolink – Tustin and Irvine Stations
- Amtrak – Irvine Station
- ACUCI Campus Shuttles

Fare Information

Peak Fare - \$1.00

Off-Peak Fare (1-3 p.m. and 7:30-10 p.m.) - \$ 0.50

Pre-Paid 10-Ride Card - \$5.00

Transfer with Metrolink Pass/Ticket for Rider Connecting to and from a Metrolink Station - Free

Transfer with OCTA Pre-Paid Day Pass or Multi-Day Pass – Free

Statistics

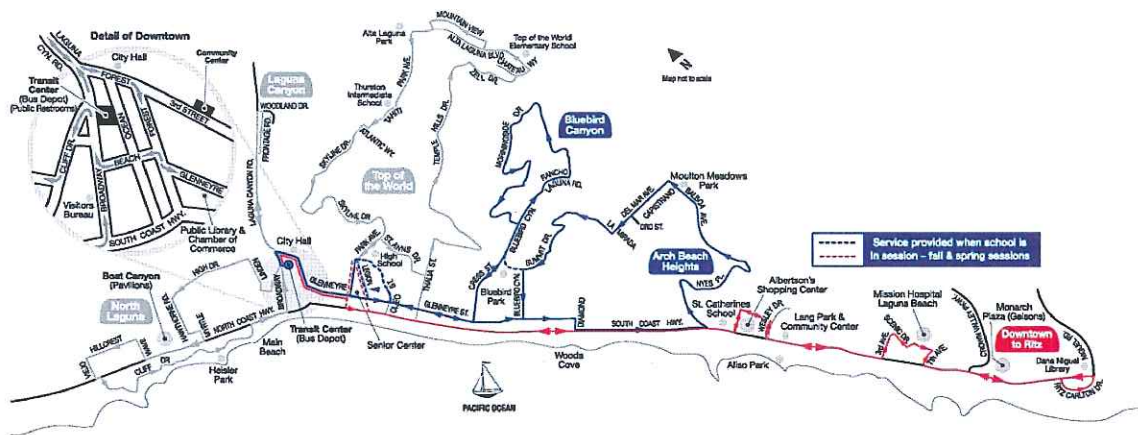
Bus Operating Expenses (FY2013/2014): \$2,603,303

Contact Information

Phone: (949) 724-6287

Email: info@irvineshuttle.net

Laguna Beach Municipal Transit



Laguna Beach Municipal Transit Services

- Mainline year-round fixed route system comprised of three routes
- Festival Trolley operating for 10 weeks per year during the Summer Festival of Arts
- Paratransit service provided for senior citizens through an agreement with the local non-profit Sally's Fund
- Reduced-fare taxi voucher program: \$5. voucher (up to 4 people) Valid Mon.–Sat. 5:30 p.m. to 2:30 a.m. & Sun. 8:00a.m. - 2:30 a.m.
- Connections
 - OCTA - two regional bus routes (1, 89)
 - OCTA ACCESS ADA paratransit service

Mainline Service

- The Mainline Service consists of three fixed routes operating six days a week, year round. There is no Mainline Service on Sundays
- The Gray route services Top of the World, Laguna Canyon and North Laguna
- The Blue route services Arch Beach Heights and Bluebird Canyon
- The Red route services Downtown to Ritz Carlton and back along Coast Highway\

Trolley/Bus Tracker Mobile App

- The free mobile app introduces several exciting features that enable visitors and residents to access more of the town.
- One popular feature is a "Trolley/Bus Tracker".
- Using GPS information, this app tracks the location of the free trolleys in real time.
- Users know when their ride will arrive and are able to navigate their way through Laguna Beach and learn about the City's tourist attractions in a convenient and interactive mobile experience

Bus Fares

Adults	\$0.75
Seniors (65 and Older or Disabled)	\$0.30
Children (Under Age 7)	Free
30-Day Pass (Unlimited Rides)	\$30.00
20-Ride Pass	\$15.00
20-Ride Pass - For Seniors	\$6.00
20-Ride Pass - For Low-Income Seniors	Free

- Free Ride to Work Pass (50 rides) for anyone who is employed in Laguna Beach
- Laguna Beach Transfers are honored by Laguna Beach Transit. OCTA all-day pass is valid for one transfer onto Laguna Beach Transit.

Funding

- Fare Revenues (9%)
- Local Funds (4%)
- State Funds (61%)
- Federal Assistance (0%)
- Other Funds (26%)

NTD Stats (2012)

- Annual Passenger Miles: 1,174,118
- Annual Vehicle Revenue Miles: 202,620
- Annual Vehicle Revenue Hours: 21,246
- Bus Operating Expenses: \$2,034,563
- Bus Fare Revenue: \$179,839
- Fare Box Recovery Ratio: 9%
- Average Weekday Unlinked Trips: 1,639
- Annual Unlinked Bus Trips: 645,298

General Plan Goals

- Parking
 - Plan and develop a peripheral parking program to increase mass transit access to Laguna Beach's visitor-serving beaches and other amenities.
 - The peripheral parking program shall include an investigation of the concept of shared parking, such as the use of public parking lots and underutilized private parking lots that could serve as peripheral parking locations.
 - Some cities (e.g., San Francisco) have adopted regulations that limit off-street parking in order to encourage transit usage.
 - While it is possible to restrict parking, such regulations could be difficult to enforce and could have unintended consequences such as spillover parking in adjacent neighborhoods.
- Employer Incentives
 - Encourage all employers to provide incentives for transit ridership (e.g. subsidies for transit use, shuttles to transit stations), ridesharing, vanpools, and other transportation demand policies designed to reduce vehicle miles traveled.

- Such measures shall be required in association with non-residential projects approved with a reduction in the standard parking requirements and/or resulting in a loss of on-site parking regardless of the size of the development or number of employees.
 - Develop an incentive program with the Chamber of Commerce for employees who work in the Central Business District.
- Building Design
 - Encourage the design of new development projects to facilitate transit ridership and ridesharing through such means as locating and designing building entries that are convenient to pedestrians and transit riders.
 - Encourage the design and siting of larger commercial and residential developments so that they may be served by existing transit routes and to provide non-automobile circulation to the greatest extent possible.
- Funding for Improvements
 - Explore funding sources for the maintenance, operation and improvement of the transit system.
 - Improvements should include the provision of covered passenger shelters and adequate route signage and route schedules.
- Disabled/Disadvantaged
 - Enhance transportation opportunities for the young, elderly, and handicapped by installing lifts, providing priority seating, expanding bicycle carrying capacity and creating a monthly pass program which reduces fares on a monthly basis.
- Bus Turnouts
 - Require the dedication and improvement of right-of-ways for bus turnouts as a condition of development approval when appropriate.
- Advertising
 - Increase use of the transit system by advertising in local newspapers and cable television networks and promoting the system at major user destinations such as the Senior Center, the local schools and South Coast Medical Center.
- Regional Connectivity
 - Encourage the improvement of express transit service to and from other cities.
 - Coordinate with the Orange County Transit Authority in an effort to establish a park and ride facility that will alleviate commuter traffic through the community.

Contact Information

Contact: Miri Ago

Phone: (949) 497-0746

Email: mago@lagunabeachcity.net

Vehicle Inventory

**CITY OF DUARTE
VEHICLE INVENTORY**

ASSET	DEPT	NUM	YEAR	MAKE	MODEL	VIN	LIC	FUEL
	PR	31	2007	FORD	SUV HYBRID ESCAPE	1FMCU49HX8KC05533	1296817	GAS
	CD	32	2008	NISSAN	HYBRID SEDAN	1N4CL21E58C274224	1316888	GAS
	CM	33	2010	NISSAN	MAXIMA SEDAN	1N4AA5AP5AC827718	1255138	GAS
8/20/13	PS	34	2014	FORD	FYBRID FUSION	3FA6P0LU0ER123654	1375121	GAS
	PS	35	2006	NISSAN	SUV PATHFINDER	5N1AR18U46C649973	1235058	GAS
	PS	36	1995	NISSAN	VAN UNDERCOVER	4N2DN11W5SD853806	3QWH267	GAS
2001-1	PR	100	2000	FORD	15 PAX E350 VAN	1FBSS31S2YHB721147	1071009	GAS
2002-13	T	101	2002	EL DORADO NTL	MINI BUS EZ RIDER	1N9LLAC692C084024	1105068	DIESEL
2002-14	T	102	2002	EL DORADO NTL	MINI BUS EZ RIDER	1N9LLAC692C084023	1105067	DIESEL
	T	103	2006	EL DORADO NTL	MINI BUS EZ RIDER 2	1N9MMAC647C084020	1241709	DIESEL
	T	104	2006	EL DORADO NTL	MINI BUS EZ RIDER 2	1N9MMAC687C084019	1241710	DIESEL
94015	T	106	1993	EL DORADO NTL	MINI BUS ESCORT-RE	1N9EBHC61PC084093	E348125	DIESEL
94019	T	107	1993	EL DORADO NTL	MINI BUS EXCORT-RE	1N9EBHC63PC084094	E348126	DIESEL

LDV - LIGHT DUTY VEHICLE 0 - 6000 LBS
MDV - MEDIUM 6,001 - 14,000 LBS
HDV - HEAVY 14,001 + LBS

9/24/14

Community Open House Posters

Duarte & Vicinity



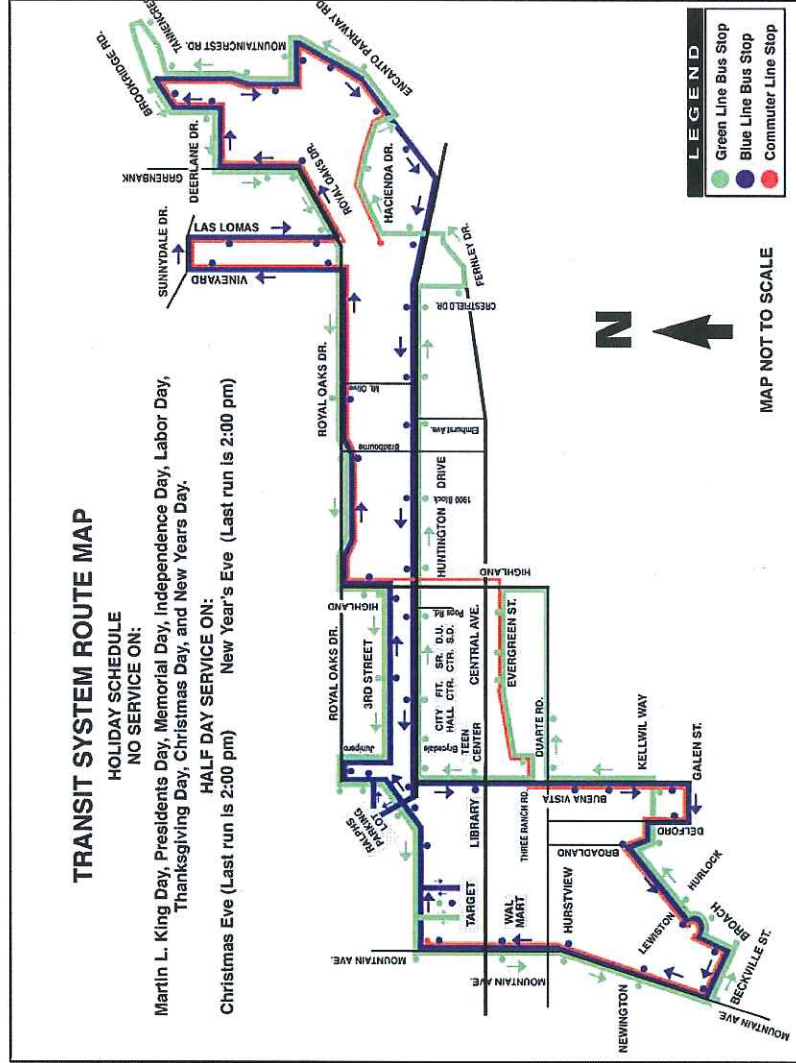
Duarte Gold Line Station Transit Analysis

Station Area



Duarte Gold Line Station Transit Analysis

Duarte Transit System Route Map



Duarte Gold Line Station Transit Analysis

Duarte Transit - Current Operations

CITY OF
DUARTE
SERVED BY:

- Duarte Transit
- Foothill Transit (3 routes)
- Metro (1 route)

DUARTE
TRANSIT

- GREEN & BLUE ROUTES**
- Mon. – Fri., 7:00am to 7:00pm
 - + Sat. 8:00am to 6:00pm – Blue Route
 - Hourly service – (clockwise & counter-clockwise directions)

COMMUTER ROUTE
(Figure eight pattern
to Foothill & Metro
transfer sites)

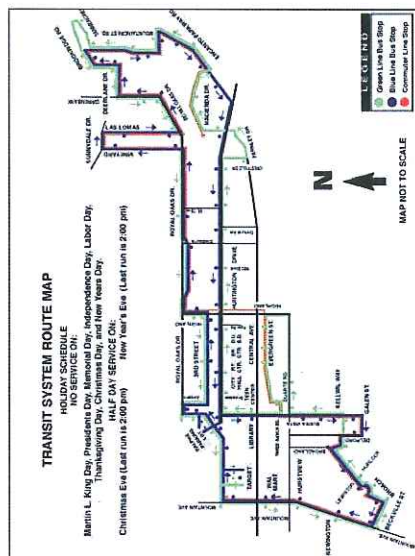
- Mon. – Fri., 5:30 am – 7:00 am

OPERATING PERFORMANCE

- Approx. 236,000 trips/year
- \$708,000. annual budget
- Approx. cost: \$3.00/ride
 - Free fare policy
 - Paid by Prop A Transit Funds

SINCE 2011:

- Ridership up 1%
- Operating cost up 11.6% (vehicle maintenance up 98%)
- Cost per trip up 9.3%



Service Improvement Strategies

OPPORTUNITIES TO BEST MEET YOUR TRANSIT/MOBILITY NEEDS

WHAT ATTRIBUTES WOULD ENCOURAGE YOU TO USE TRANSIT FOR SOME OF YOUR TRIPS?

- Cost?
- Convenience?
- Travel Time?
- Flexibility?
- Other?

POTENTIAL IMPROVEMENT CONCEPTS



- Fixed route, route deviation and/or flexroute services? Dial-a-Ride?
- SMART feeder services?
- Service Expansion – to fill gaps or serve destinations not currently served?
- Hybrid Services – that might include alternate service types by day of week, time of day and/or specific geographic areas or destinations?
- Shared-Use Mobility Options – ride share programs (with phone apps for trip booking)?
- Related Mobility Options – promotion of bike share programs, other?
- Coordination Opportunities – with Foothill & Metro and/or local and neighboring community-based providers?

Duarte Gold Line Station Transit Analysis

We Need Your Input!

THE ROLE OF PUBLIC TRANSIT IN:

- A. Meeting the transport/mobility requirements of residents, guests and visitors and employees?
- B. Future Gold Line Connectivity?
- C. "Complete streets" initiatives
 - balancing pedestrian infrastructure with traffic and parking needs?

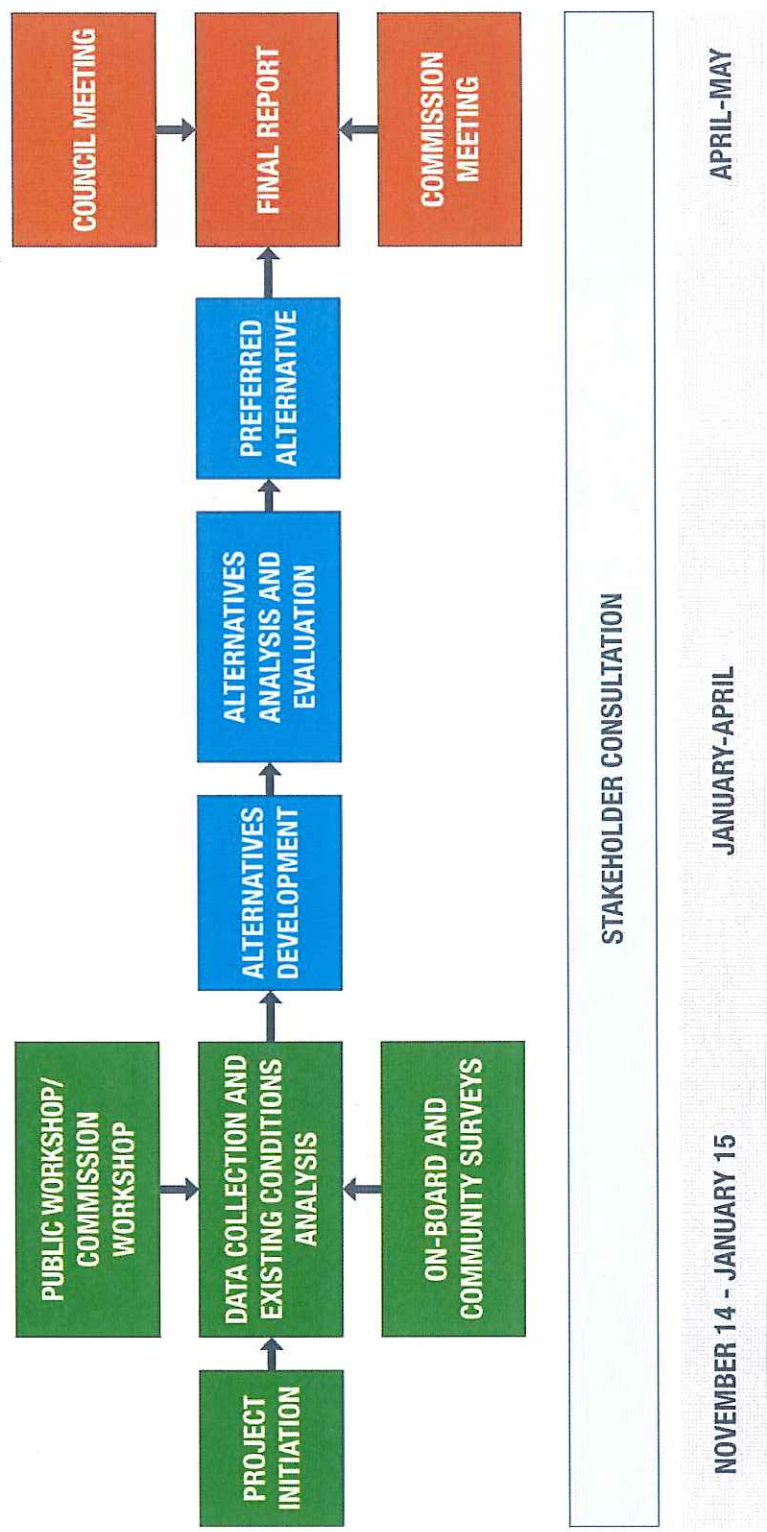
THOUGHTS ON THE CURRENT DELIVERY OF DUARTE PUBLIC TRANSIT SERVICES?

THOUGHTS AND YOUR IDEAS ON SERVICE AND PROGRAM IMPROVEMENT STRATEGIES?

- Problem identification – what is working and what is not?
- What are the City's unmet mobility needs?
- What are the key local and regional origin and destinations?
- What are the critical markets in the study area?
- What kind of service is justified for the study area? Future service requirements? (including Gold Line connectivity)
- What does the community want?

Duarte Gold Line Station Transit Analysis

Study Process



Duarte Gold Line Station Transit Analysis

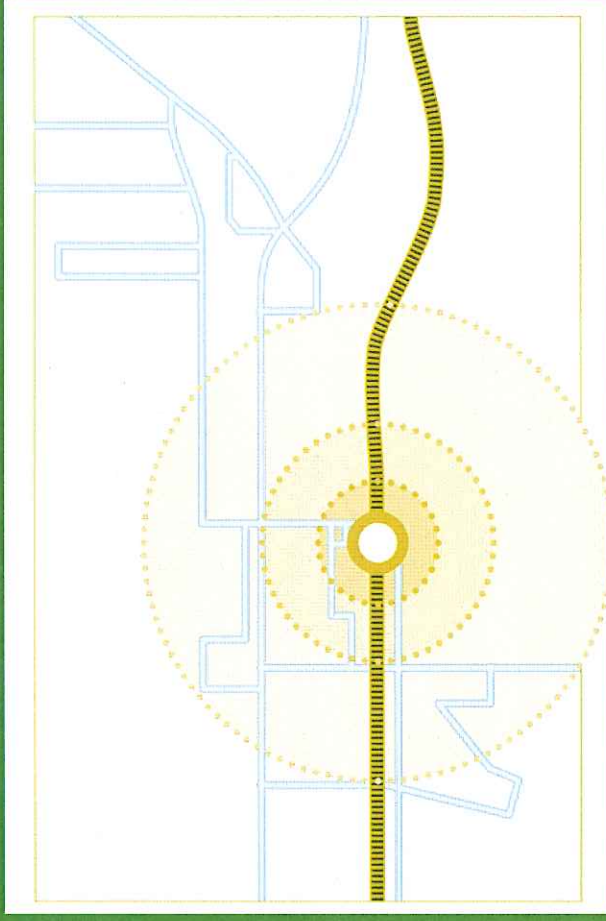
Community Survey Findings

- **86%** say the service is convenient, fares are reasonable, and the service is safe.
- **53%** of respondents have two licensed drivers in the household.
- **100%** had at least one vehicle in the household.
- **92%** drive, **59%** walk, **27%** bike.
- **Duarte Transit** is used by **43%** of respondents, followed by **41%** Gold Line, **27%** Foothill, **20%** Metro, and **16%** Metrolink.
- **Reasons people don't use Duarte Transit:** it takes too long (**59%**), don't know what bus to take (**41%**), or it doesn't go close enough to origin or destination (**34%**).
- **Improvement ideas:** better information (**67%**), shuttle service to Gold Line (**50%**), more frequent service (**30%**), and phone in advance for pick up (**30%**).

On Board Survey Findings

- **96%** walk to get to the bus stop
- **80%** did not have a personal vehicle available
- **79%** ride at least one day per week
- **43%** make shopping trips
- **30%** make work or school trips
- **83%** find the buses run on schedule
- **98%** strongly or somewhat agree the drivers are friendly
- **44%** strongly or somewhat prefer flexible bus service
- **55%** disagree strongly or somewhat that they would be willing to pay a higher fare to pick up/drop off service
- **92%** agree strongly or somewhat that no changes should be made

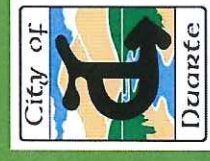
Duarte Gold Line Station Transit Analysis



Duarte Gold Line Station Transit Analysis



August 25, 2015



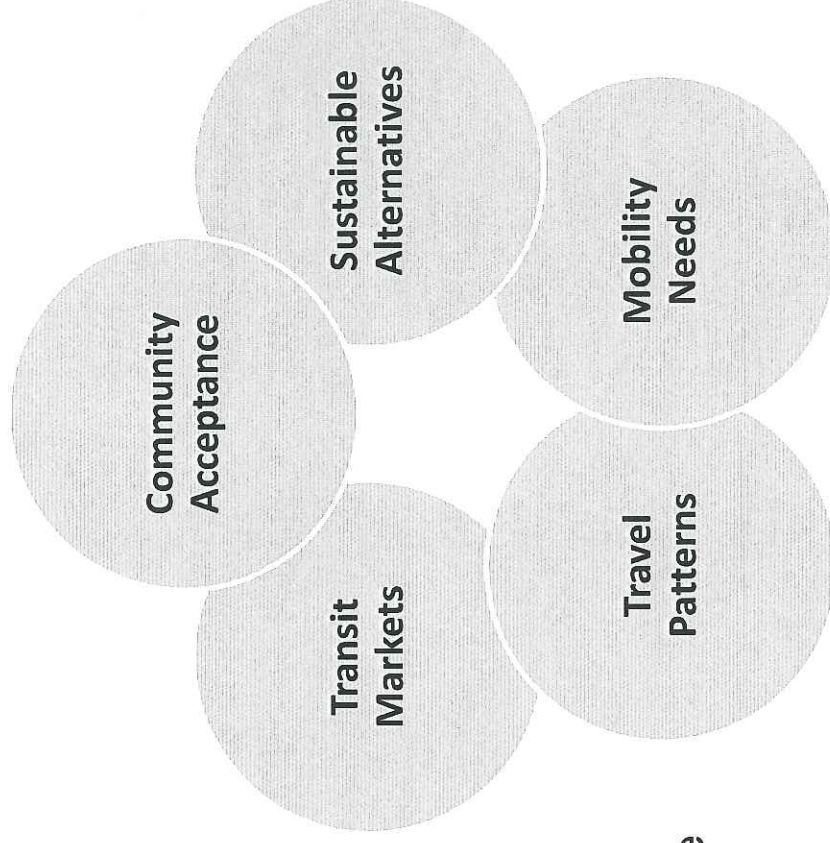
Study Overview

- 
- METRO
GOLD
LINE**
- FOOTHILL
EXTENSION**

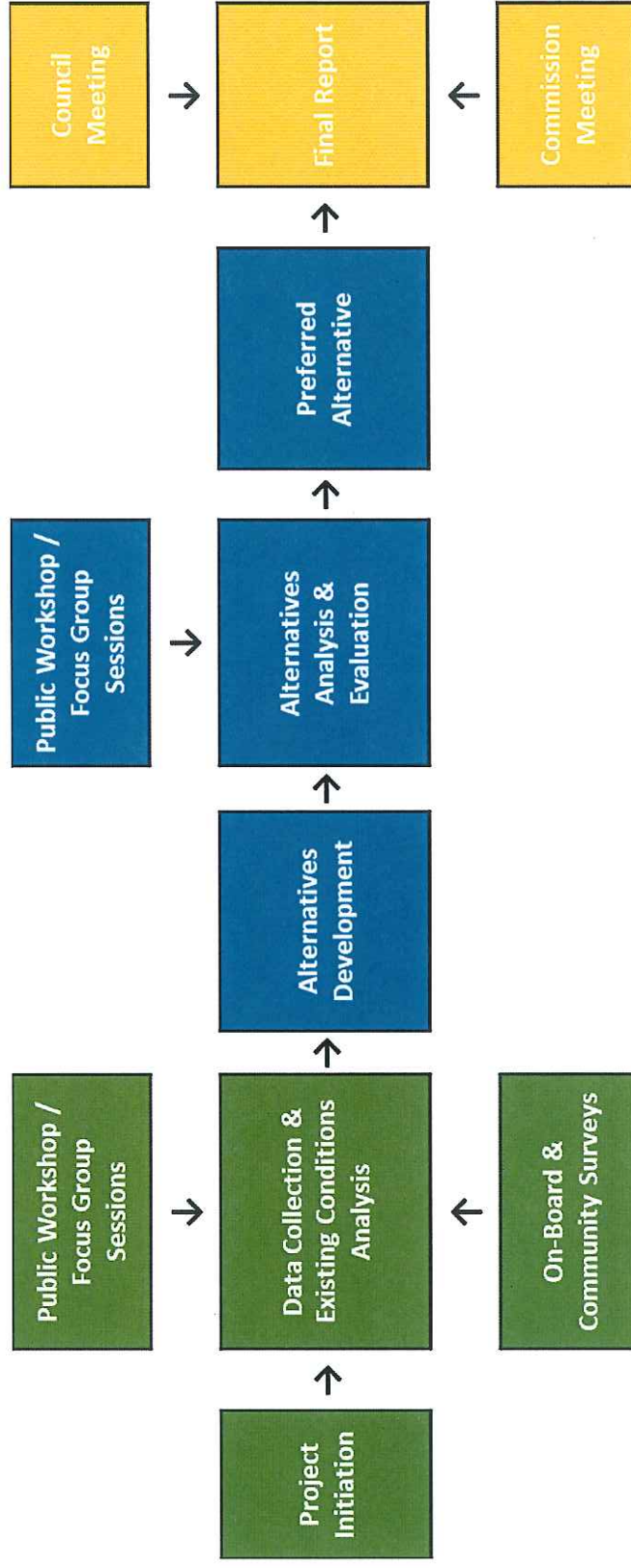


Project Approach – Key Considerations

- Problem identification – what is working and what is not?
- What are the City's unmet mobility needs?
- What are the key local and regional origin & destinations?
- What are the critical markets in the study area?
- What kind of service is justified for the study area? Future service requirements? (including Gold Line connectivity)
- What does the community want?



Study Process



Stakeholder Consultation

Nov. '14 – Jan. '15

Jan. – April

May - July

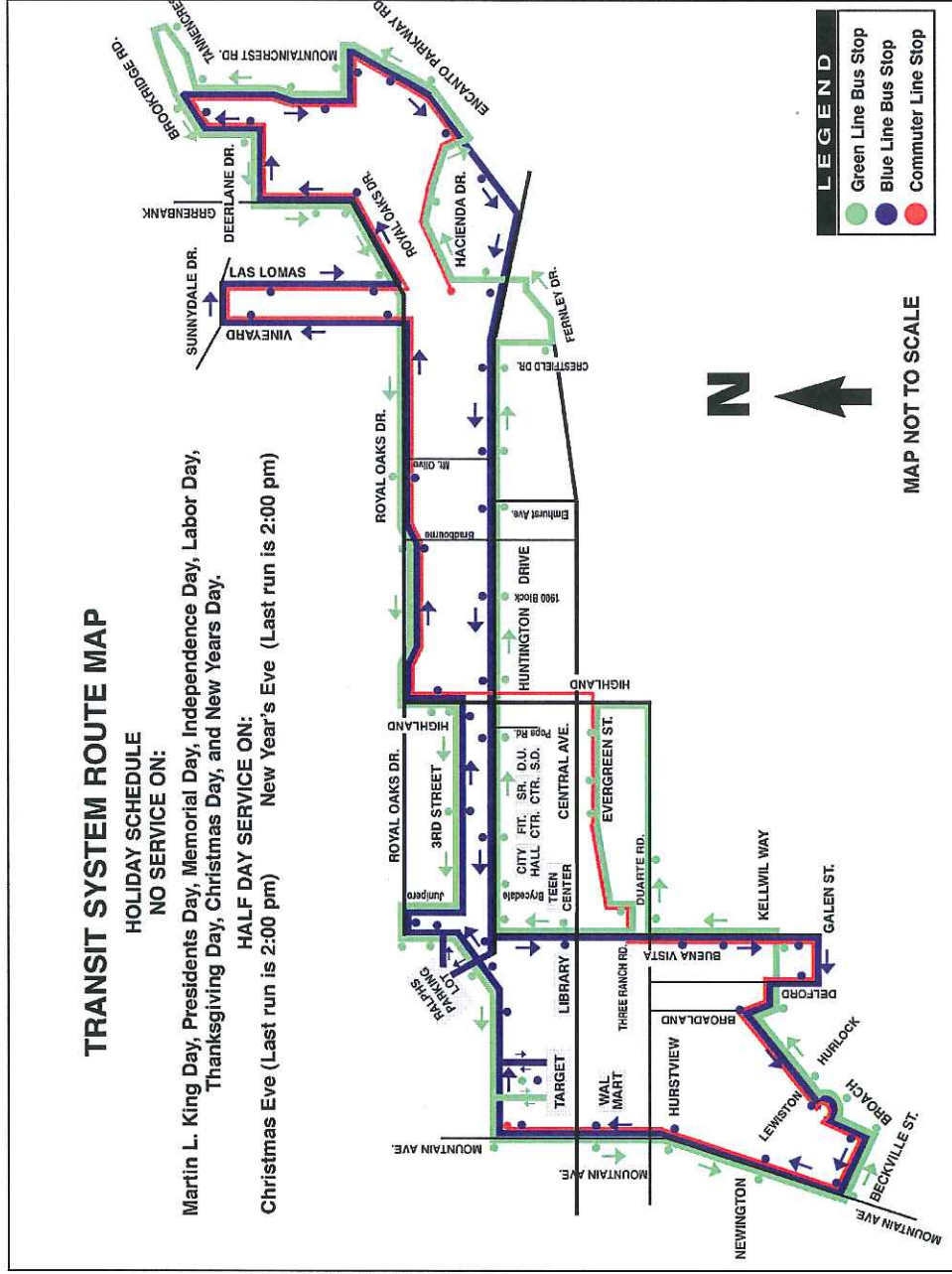
TRANSIT SYSTEM ROUTE MAP

HOLIDAY SCHEDULE NO SERVICE ON:

Martin L. King Day, Presidents Day, Memorial Day, Independence Day, Labor Day,
Thanksgiving Day, Christmas Day, and New Years Day.

HALF DAY SERVICE ON:

Christmas Eve (Last run is 2:00 pm) New Year's Eve (Last run is 2:00 pm)



Duarte Transit – Current Operations

CITY OF DUARTE SERVED BY:

- Duarte Transit
- Foothill Transit (3 routes)
- Metro (1 route)

DUARTE TRANSIT

- GREEN & BLUE ROUTES**
- Mon. – Fri., 7:00am to 7:00pm
 - + Sat. 8:00am to 6:00pm – Blue Route
 - Hourly service – (clockwise & counter-clockwise directions)

- COMMUTER ROUTE**
(Figure eight pattern to Foothill & Metro transfer sites)
- Mon. – Fri., 5:30 am – 7:00 am

OPERATING PERFORMANCE

- Approx. 236,000 trips/year
 - \$708,000. annual budget
 - Approx. cost: \$3.00/rider
 - Free fare policy
 - Paid by Prop A Transit Funds
- SINCE 2011:**
- Ridership up 1%
 - Operating cost up 11.6% (vehicle maintenance up 98%)
 - Cost per trip up 9.3%



Outreach Effort

- Stakeholder Meetings – (including Chamber of Commerce, City of Hope, etc.)
- Community Survey – Hard Copy & On-Line, 59 Completed Surveys
- On Board Survey – Passengers on All Three Lines, 436 Responses
- Open House – January - Over 60 Attendees, 18 Comment Cards
- Discussions with Council Members
- Commissioners Workshop
- Council Presentations



Community Survey Findings

- **86%** say the service is convenient, fares are reasonable, and the service is safe.
- **53%** of respondents have two licensed drivers in the household.
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 - **44%** strongly or somewhat prefer flexible bus service
 - **55%** disagree strongly or somewhat that they would be willing to pay a higher fare to pick up/drop off service
 - **92%** agree strongly or somewhat that no changes should be made
- ✓ Trip purposes reflect utilitarian uses of local transit service.

 - More than half the trips (53%) for shopping, social, recreational trips.
 - Less than one of every five trips (17%) are for commuting to work.

Open House Comments & Suggestions

- Thankful Gold Line is coming
- Green & Blue Lines need to serve the Duarte station
- Need more frequent service on Duarte Transit
- Need later night service for commuters and people attending events in Los Angeles, Pasadena, et al. (several comments on this point)
- Night hours should match Gold Line hours.
- Dial-a-ride type service could be a way to provide night service
- Need Duarte Transit service to Monrovia
- Need better connections to Foothill & Metro routes
- Need better bicycle and pedestrian facilities
- Buses should have bike racks
- Enjoyed the Open House



Service Improvement Strategies

OPPORTUNITIES TO BEST MEET YOUR TRANSIT/MOBILITY NEEDS

WHAT ATTRIBUTES WOULD ENCOURAGE YOU TO USE TRANSIT FOR SOME OF YOUR TRIPS?

- Cost?
- Convenience?
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- Flexibility?
- Other?

POTENTIAL IMPROVEMENT CONCEPTS



- Fixed route, route deviation and/or flexroute services? Dial-a-Ride?
- SMART feeder services?
- Service Expansion – to fill gaps or serve destinations not currently served?
- Hybrid Services – that might include alternate service types by day of week, time of day and/or specific geographic areas or destinations?
- Shared-Use Mobility Options – ride share programs (with phone apps for trip booking)?
- Related Mobility Options – promotion of bike share programs, other?
- Coordination Opportunities – with Foothill & Metro and/or local and neighboring community-based providers?

Goals & Objectives

- Provide a range of mobility options to facilitate local access for residents to enable travel without having to drive.
- Provide a range of options for effective, time competitive connections for residents to access the station without driving.
- Provide a range of options for connections between the station and key activity centers for visitors to Duarte.

A Way Forward – TRANSIT SERVICE

Service Modifications

- More frequent service (i.e., reduced headways) – peak and/or all day
- Realign Blue Line to serve station
- Expand Red Line to serve am and pm peaks
- Restructure Red Line to connect key activity centers and reduce maximum travel times
- Purchase additional vehicles as needed
- Consider route deviation, flex route, SMART feeder, and/or demand response services to reflect range of markets, travel demand, etc.

Weekend Service

- Expand service coverage, frequency, and/or hours on Saturday
- Add Sunday/holiday service

Late Night Service

- Extend Blue and Green Line hours to operate later in the evening to better match Gold Line schedule
- Provide demand responsive service or taxis to provide late night connections with the Gold Line

- 30 min. peak: +\$250k
- 30 min. all day: +\$428k
- Red Line – am/pm peak: +\$107k
- +\$550k/bus
- Replace Red Line – peak hrs. only (5:30-9:00am & 3:00-7:00pm): +\$134k
- Extend Sat. to 10:00pm: +\$15k
- New: +\$42k
- Extend hrly service to 11:00pm: +\$143k
- Demand response service – 7:00-11:00pm: +\$71k

A Way Forward – TRANSIT SERVICE (CONT.)

Local Circulator Service

- Coordinate with City of Hope regarding their shuttle service to the station
- New shuttle to connect Gold Line Station with downtown Duarte (Huntington & Buena Vista), Huntington, and key activity centers with unique branding (long range option)
- Consider other options to connect station to downtown such as electric shuttle vehicles/carts, pedicabs, other

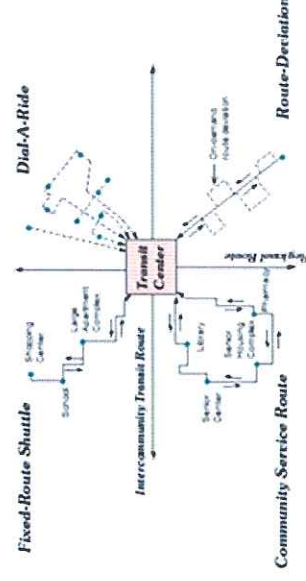
Operational Enhancements

- Consider providing security cameras on new buses
- Coordinate with Foothill, Metro and Gold Line regarding schedules and operations to make transfers more convenient

Service to Monrovia

- Meet with Monrovia to discuss opportunities for shared used, i.e., extending Duarte service to Old Town in exchange for shared Dial-a-Ride Service

- M-F, 9:00am – 10:00pm: +\$232k
- M-F, 9:00am – 10:00pm: +\$166k
(supplemental/3rd party contractor - @\$50/hr,)
- \$3.5 - \$6.5k/bus – security cameras



A Way Forward – CAPITAL IMPROVEMENTS

Transit Priority Treatments

- Signal priority to reduce travel time on congested arterials such as Huntington Drive. Coordinate with current Metro and Foothill efforts.
- Develop a formal response plan for congestion incidents that affect Huntington Drive



Stop Improvements

- Review bus stop amenities and enhance as appropriate to add shelters, trash cans, information, etc.



Real Time Information

- Computer Aided Dispatch, Automatic Vehicle Location (CAD/AVL)
- Real-time next bus information
- Information kiosks



IBI Group
www.ibigroup.com

Gold Line Station Transit Analysis
August 25, 2015

- \$8 - \$35K per intersection, +\$1.5k per bus
- Approx. \$75k Conceptual Study. \$250k for Detailed Improvement Plan
- TBD
- Examples:
 - Shelter: \$6-\$8k
 - Bench: \$.5-\$2K
- CAD: \$50k+
- AVL: \$4-\$6.5k/ per bus
- \$3-\$5k per kiosk

A Way Forward – CAPITAL IMPROVEMENTS (CONT.)

Pedestrian Facilities

- Review pedestrian walkways and travel paths around station (to parking lot, City of Hope, etc.). Improve as needed.
- Support and coordinate future pedestrian planning efforts

Bicycle Facilities

- Facilitate bicycle access to station
- Provide connections and routes between the station, and City and regional bicycle facilities
- Support and coordinate future bicycle planning efforts
- Promote use of bike racks to be provided on new buses. Retrofit existing buses with bike racks as appropriate.
- Develop or facilitate a bikeshare program



- Bus racks: \$.6k per bus



A Way Forward – OTHER

Public Information/Marketing

- Develop information for brochures and website regarding non-vehicular access to the station. Coordinate with Metro and Foothill marketing staffs.
- Incorporate automatic vehicle location/computer aided dispatch (CAD/AVL) system to enable development of real time next bus information app and signs at bus stops, and facilitate incident response plan
- Install information kiosks at the station and key stops in the City
- Reach out to senior residential and recreational centers
- Promote the senior ride training program
- Participate in Google Transit information system
- Develop an information effort aimed at young adults for late night services
- Explore opportunities to incorporate advertising (and generate revenue) on transit buses



Fare Policy

- Consider fares on Duarte Transit for selected time of day, specific routes, and/or on-demand services (e.g., fares for late night or premium services)
- Integrate fare payment for Foothill Transit, Metro Bus, and Gold Line

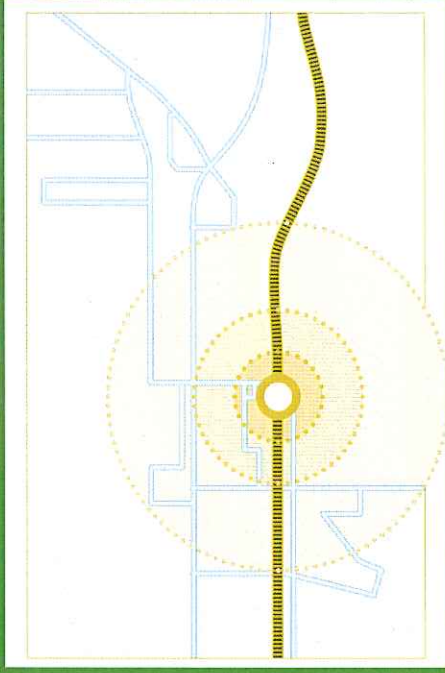
Demand Management

- Facilitate development of a carshare program for travel between station, activity centers, and residences

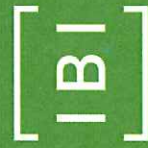


Early Action Improvements

Improvement Description	Improvement Details	Cost Estimate
Realign Blue Line to serve station	Realignment: Highland & Duarte. Reallocate existing service hrs.	0
Expand Red Line to serve am and pm peaks	Add service 7:00 – 9:00 am & 3:00-7:00 pm	\$104,000
Restructure Red Line to connect key activity centers and reduce maximum travel times	Route restructuring	Included in above
Provide demand responsive service or taxis to provide night service (potential pilot project)	Demand responsive service from 7:00-11:00 pm	\$71,000
Bike racks on buses	Bike racks on all Duarte Transit buses	\$600/bus
Support and coordinate with future pedestrian planning efforts	-	0
Support and coordinate with future bicycle planning efforts to provide connections to/from the station	-	0
Coordinate with City of Hope regarding their shuttle service to the station	-	0
Develop information for brochures and website regarding non-vehicular access to the station.	-	0
Reach out to senior residential and recreational centers to provide transit information	-	0
Promote the senior ride training program	-	0
Develop an information effort aimed at young adults for late night services	-	0
Participate in Google Transit information system	-	0
Consider fares on Duarte Transit for selected time of day, specific routes, and/or on-demand services (e.g., fares for late night or premium services)	Opportunity to generate revenue (& off-set deficit)	



Thank You.



August 25, 2015

