

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: August 18, 2021
SUBJECT: Comments on Agenda Items, Meeting of August 24, 2021

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

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

ITEM 4.C. (Special Items). Staff will provide the Monthly Financial Report.

ITEM 7.F. (Consent Calendar). Staff is recommending that the City Council authorize the City Manager to execute an agreement with All City Management Services (ACMS) for crossing guard services, and to approve a budget amendment totaling \$7,229. Under the agreement, the Duarte Unified School District (DUSD) and the California School of the Arts (CSArts) pay for fifty percent (50%) of the annual contract cost, leaving a total FY 2021-22 cost to the City of \$52,229.

ITEM 7.G. (Consent Calendar). Staff is recommending that the City Council proclaim September 2021 as "Childhood Cancer Awareness Month" in the City of Duarte. The proclamation encourages all residents to support the organizations and programs that educate and raise awareness about childhood cancer, and to reaffirm our commitment to fighting childhood cancer.

ITEM 7.H. (Consent Calendar). Staff is recommending that the City Council approve sending a letter to members of the California State Legislature in support of SB 4 (Gonzalez), which would prioritize the deployment of broadband infrastructure in unserved and underserved communities throughout California through the ongoing collection of the California Advanced Services Fund (CASF) surcharge.

ITEM 7.I. (Consent Calendar). Staff is recommending that the City Council approve sending a letter to members of the California State Legislature in support of AB 14 (Aguiar-Curry), which, like SB 4, would prioritize the deployment of broadband infrastructure in unserved and underserved communities throughout California through the ongoing collection of the California Advanced Services Fund (CASF) surcharge. AB 14 would also make it easier for local governments to access the monies collected under the CASF surcharge.

ITEM 9.A. (Business Items). Staff is recommending that the City Council discuss and consider the appointment of a voting delegate and a voting alternate for the League of California Cities Annual Conference, to be held September 22-24 in Sacramento. Two resolutions are being submitted for the voting delegates to consider.

Respectfully submitted,

Dr. Daniel Jordan
City Manager



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended July 31, 2021
(8.3% of FY 2021-22 Completed)

Contents

Page

Treasury Report

Monthly Activity and Balances 2

Cash Balance by Fund 3

Budget-to-Actual Report

General Fund Revenue Dashboard 4-6

General Fund Expenditure Dashboard 7-11

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

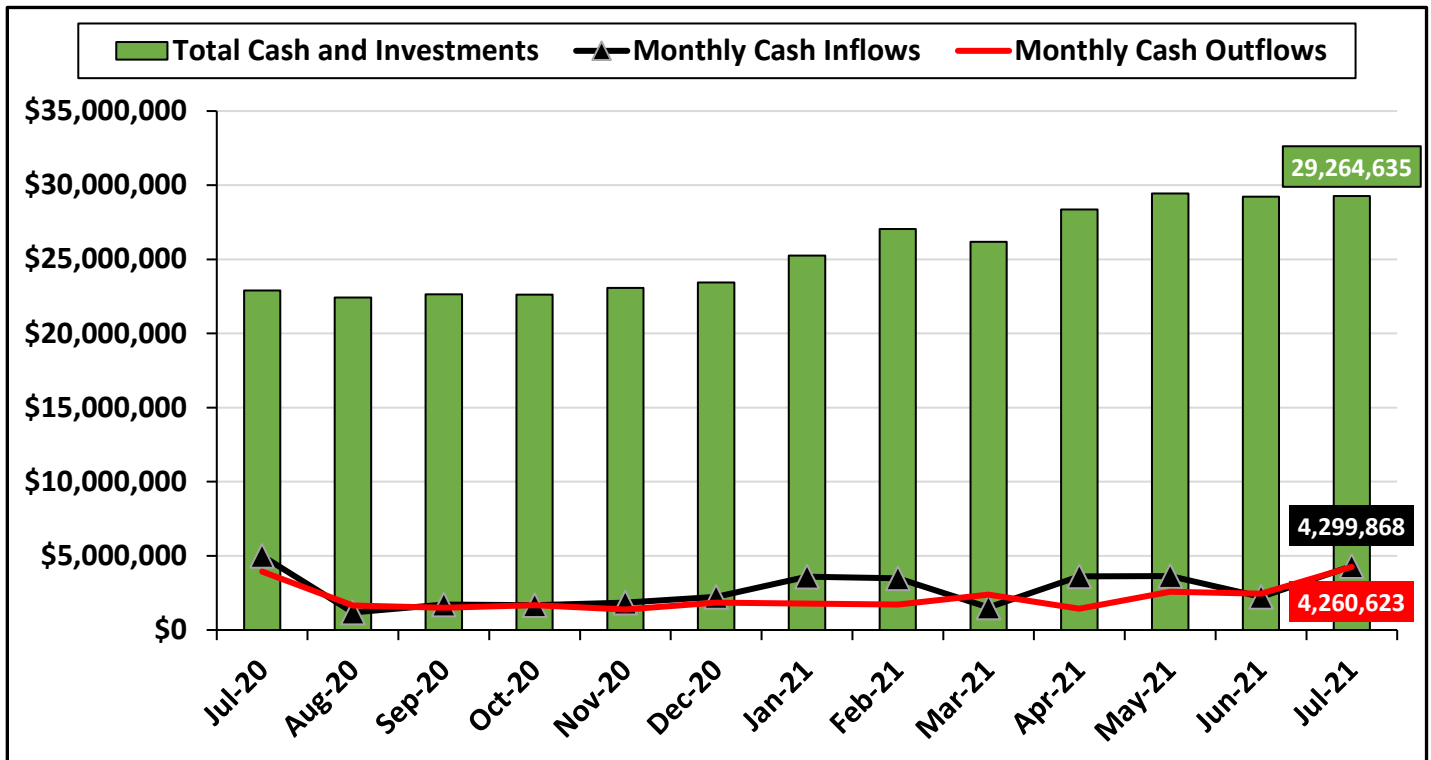
******A Glance at Unemployment in Duarte and the Region******

Unemployment Rate (in %)*					
	Jan-20	May-20	Apr-21	May-21	Jun-21
Irwindale	6.7	28.5	14.0	12.8	13.1
Duarte	5.4	24.3	12.6	11.5	11.8
Baldwin Park	4.7	22.2	12.3	11.2	11.0
Azusa	4.4	18.6	10.5	9.7	10.1
Glendora	4.0	17.5	9.2	8.5	8.7
Monrovia	3.8	17.8	9.0	8.7	8.6
Arcadia	3.4	17.4	8.1	7.7	7.9
Los Angeles County	4.5	20.8	11.2	10.2	10.5

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

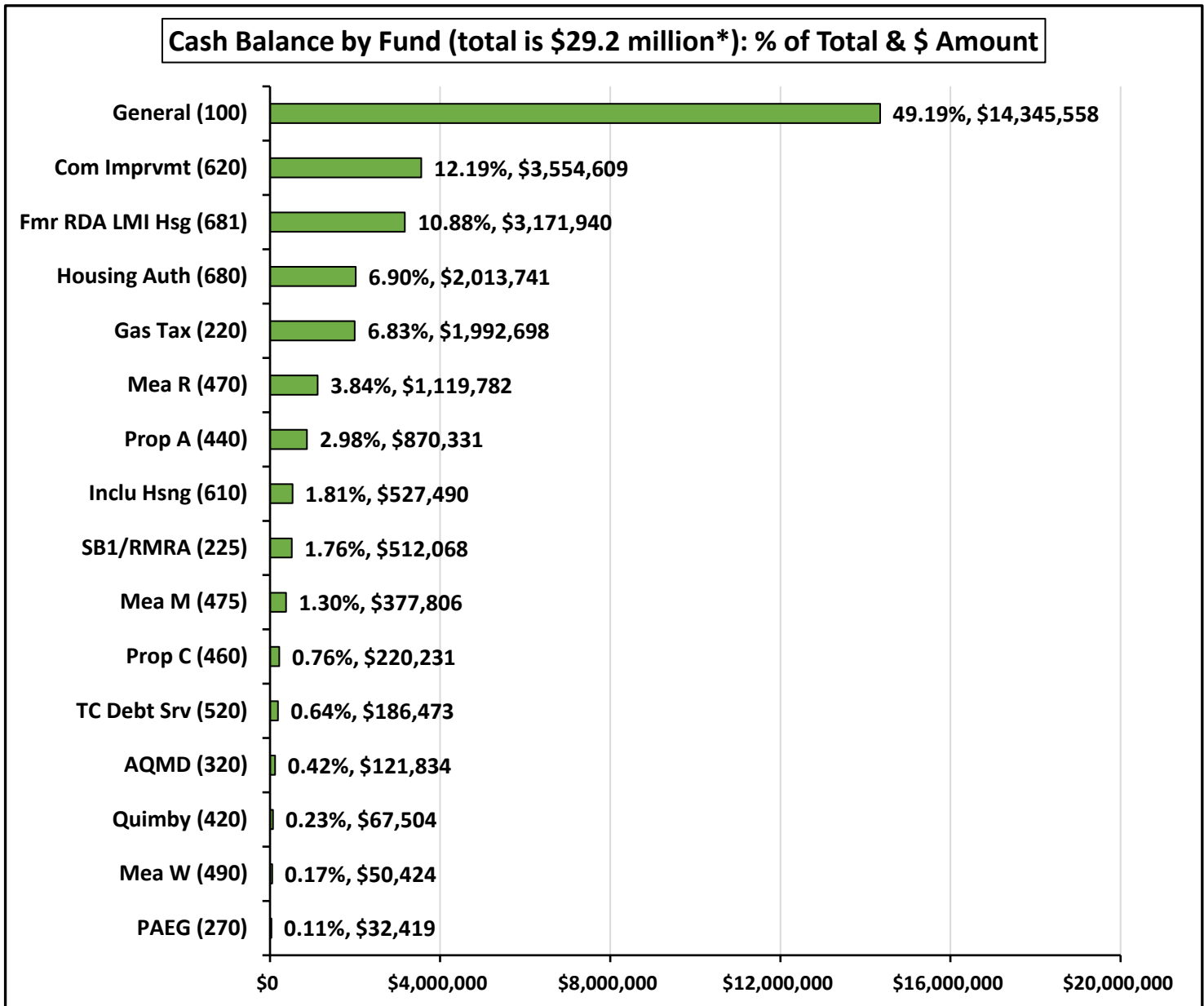
CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended July 31, 2021

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (07/01/2021)	\$13,788,917	\$15,436,473	\$29,225,390
Cash Inflows			
Receipts	\$4,287,264	\$12,603	\$4,299,868
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$4,287,264	\$12,603	\$4,299,868
Cash Outflows			
Disbursements	\$4,260,623	\$0	\$4,260,623
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$4,260,623	\$0	\$4,260,623
Net Activity	\$26,641	\$12,603	\$39,245
Ending Balance (07/31/2021)	\$13,815,558	\$15,449,076	\$29,264,635



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

CITY OF DUARTE
Treasury Report - Cash Balance by Fund
Month Ended July 31, 2021



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

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

CITY OF DUARTE

General Fund Revenue by Category & Major Sources

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

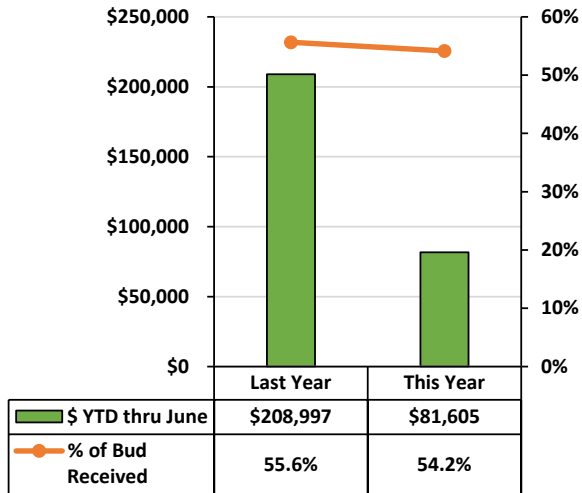


CITY OF DUARTE

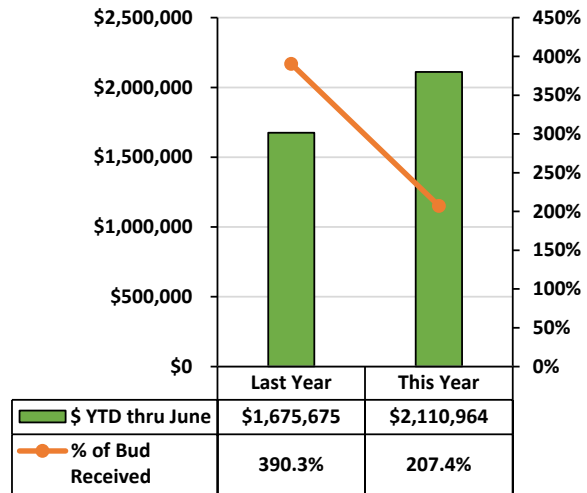
General Fund Revenue by Category & Major Sources

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

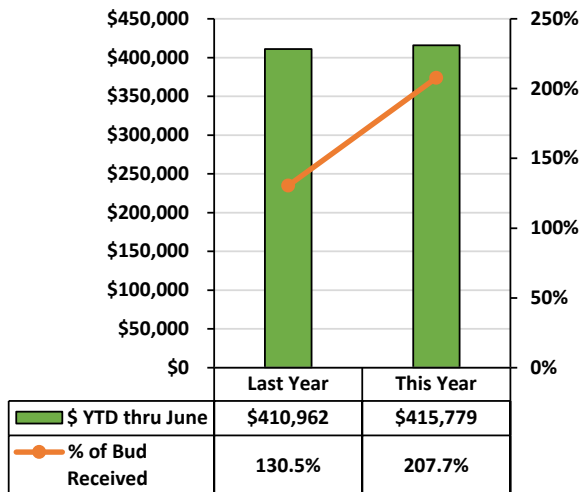
Recreation Fees



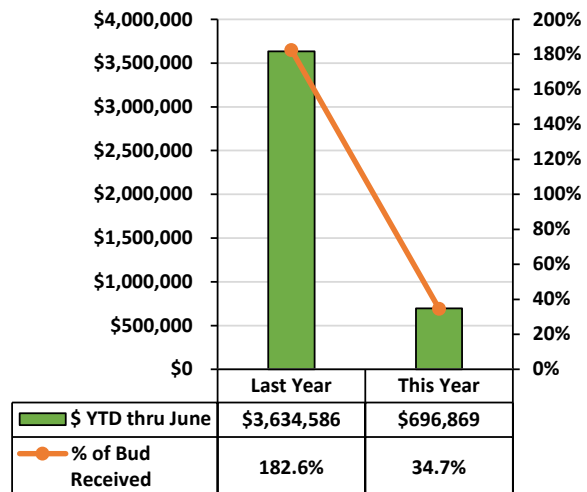
Other Service Charges



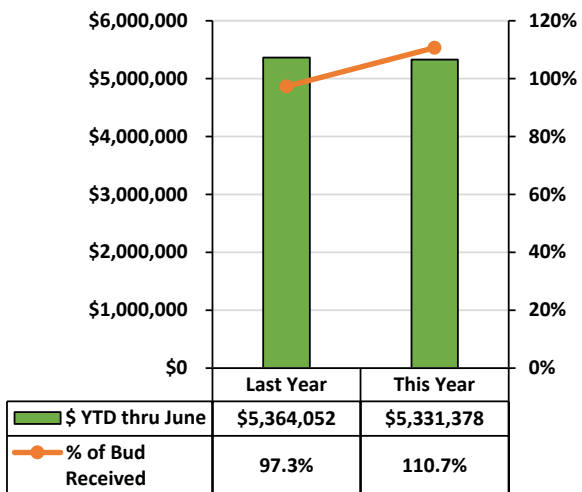
Miscellaneous



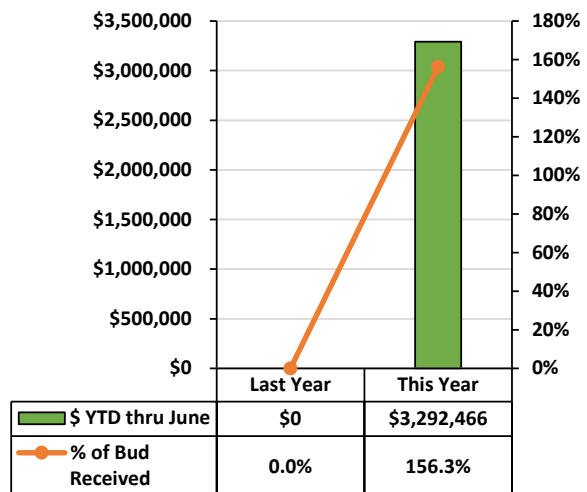
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

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



CITY OF DUARTE

General Fund Expenditures by Category & Division

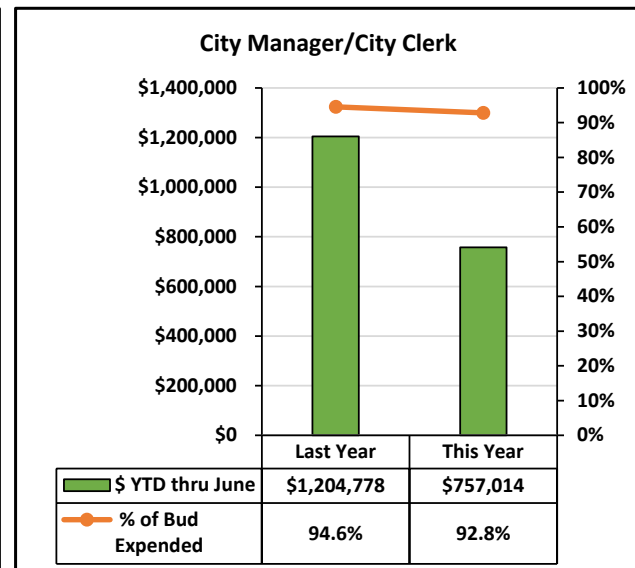
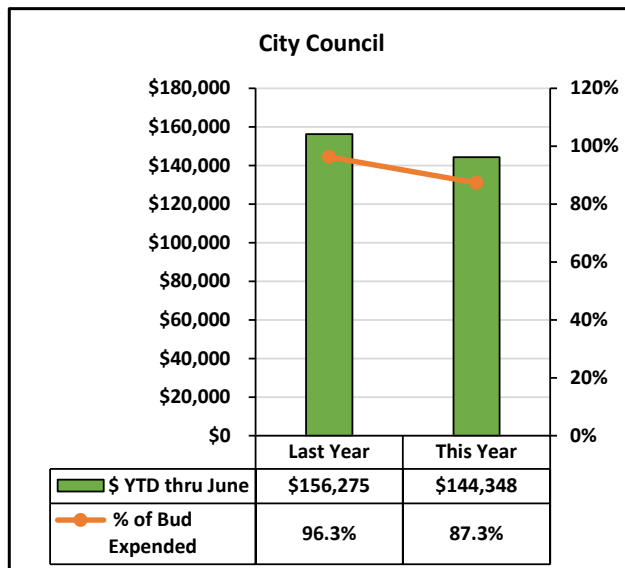
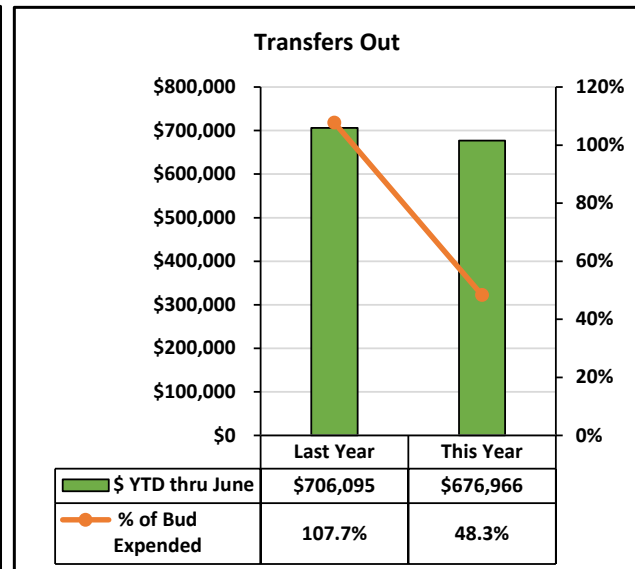
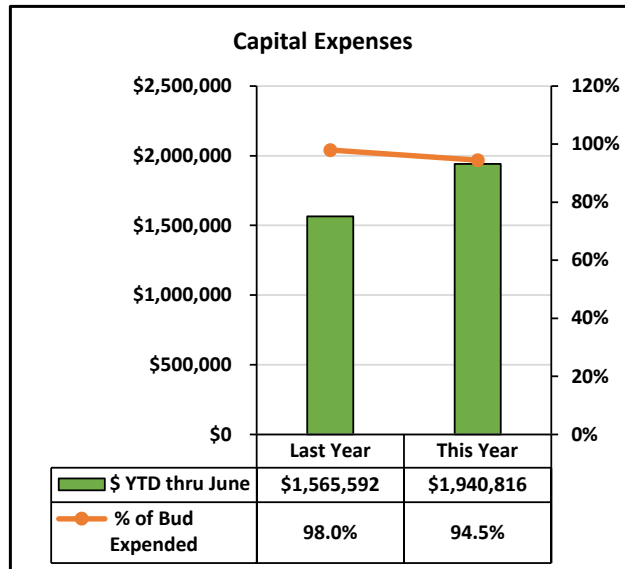
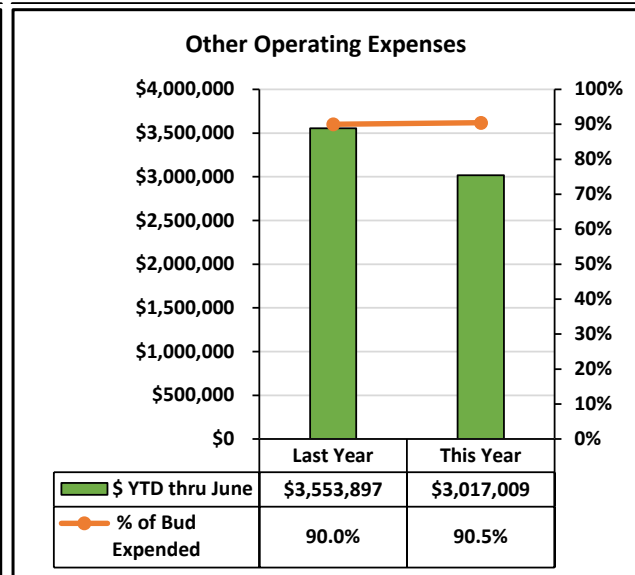
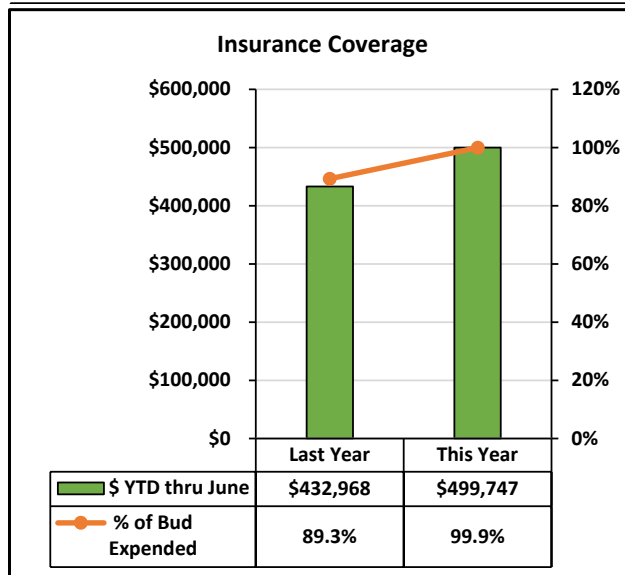
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

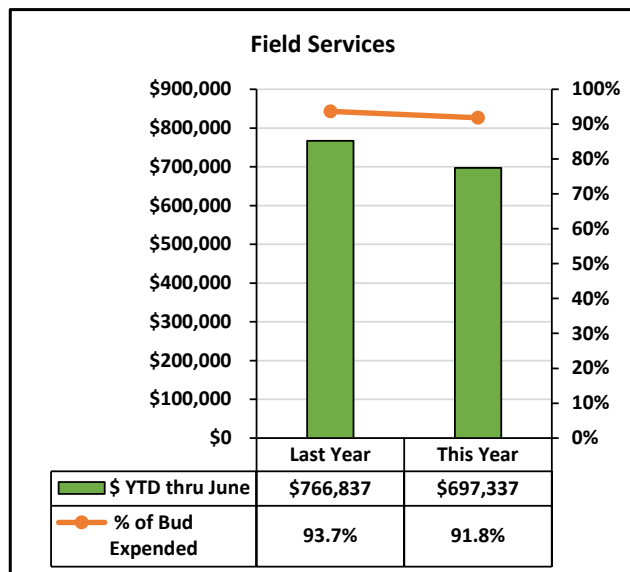
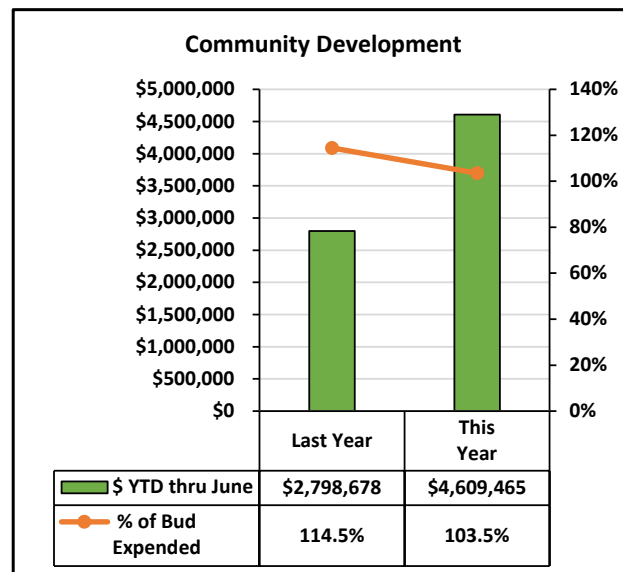
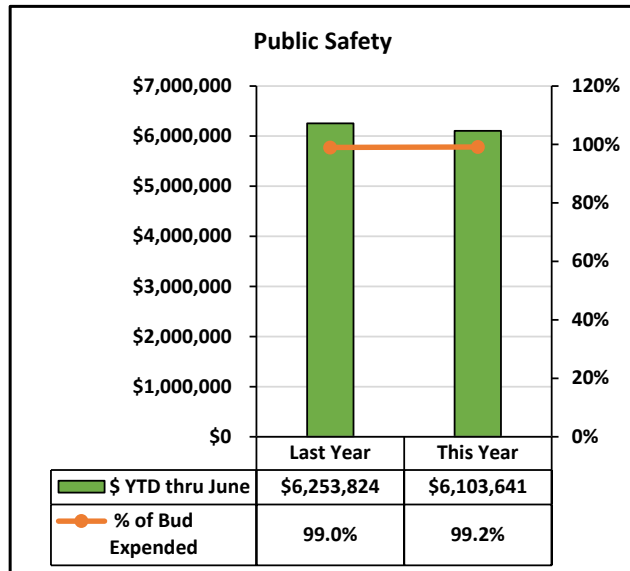
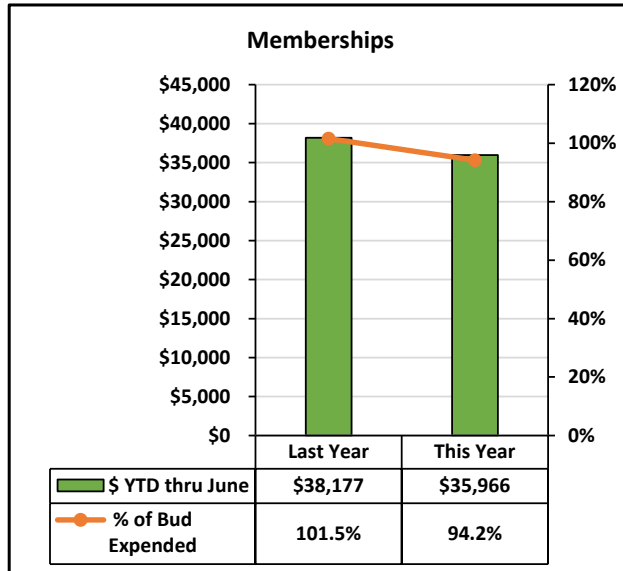
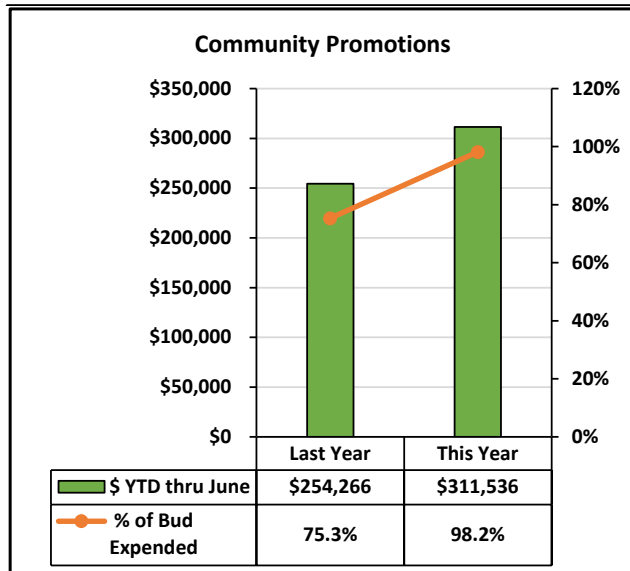
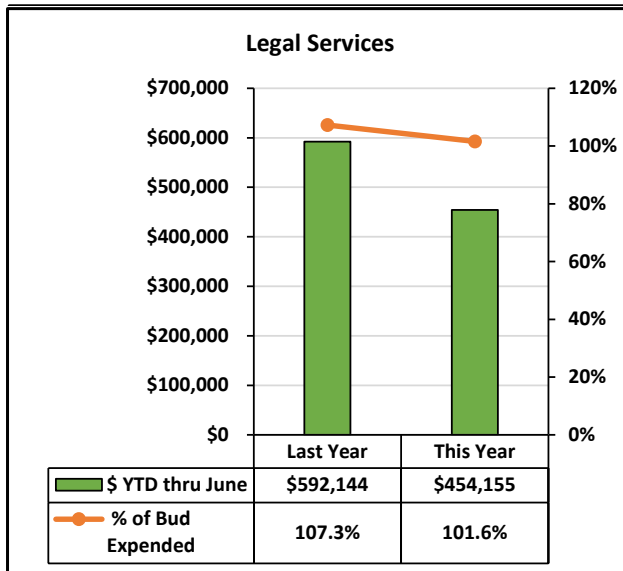
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

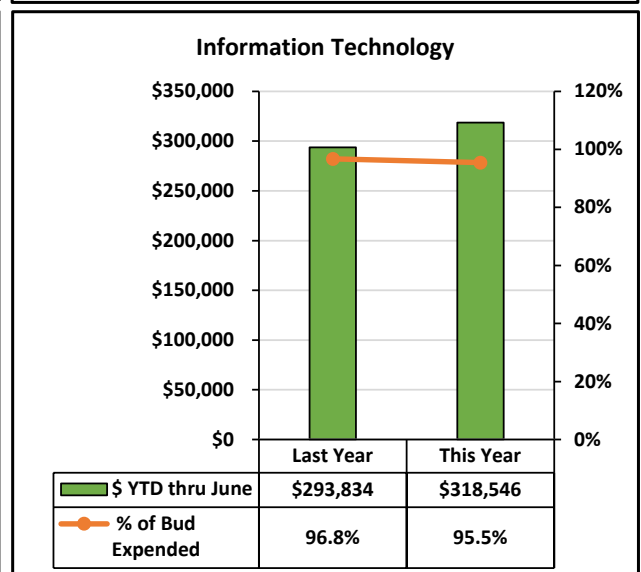
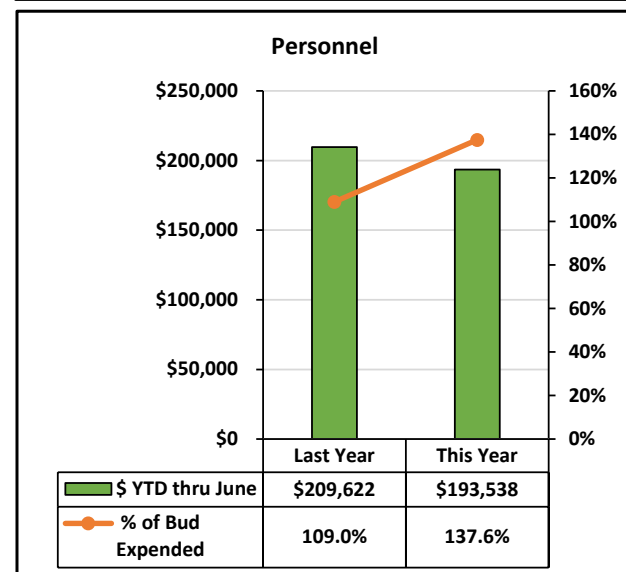
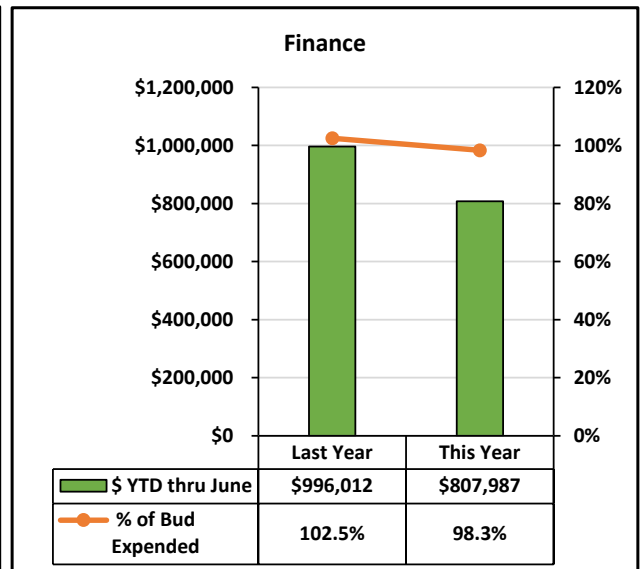
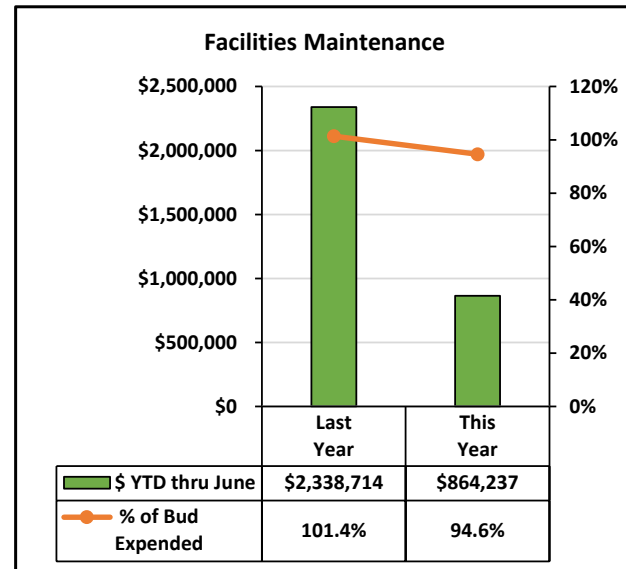
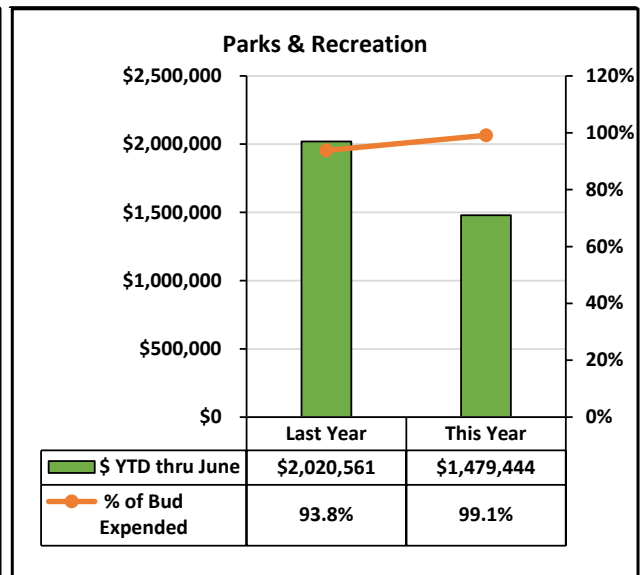
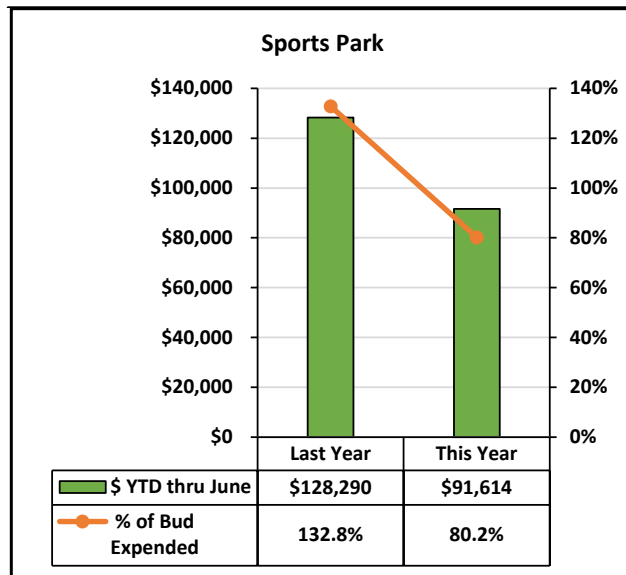
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

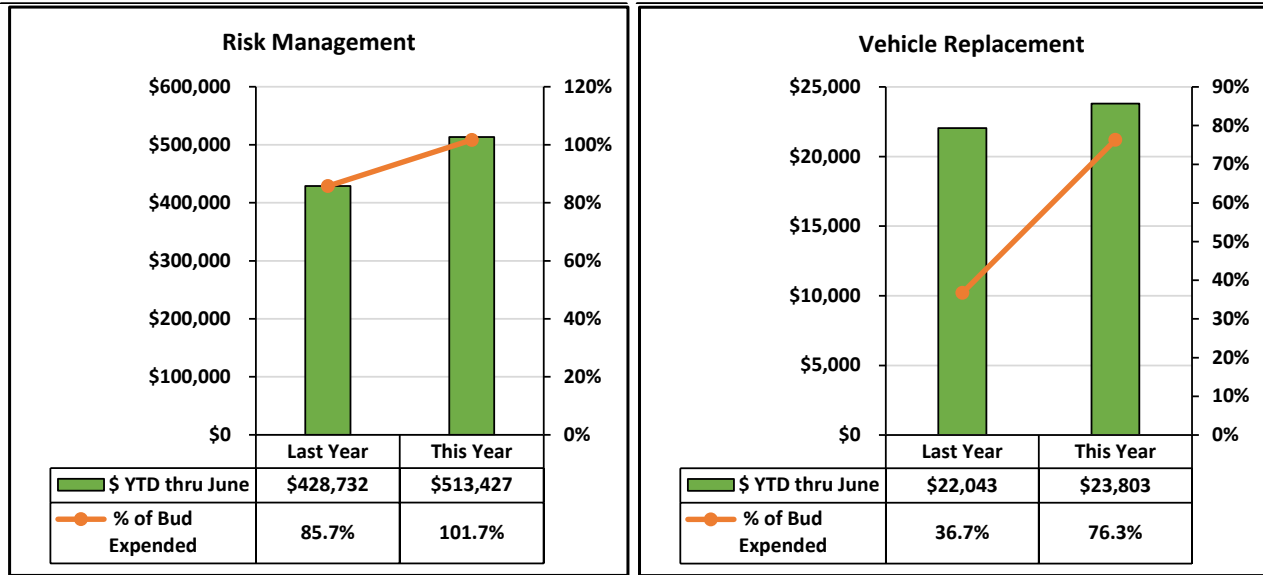
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

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



CITY OF DUARTE

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

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	17,271,064	21,466,255	696,869	19,219,775	676,966	2,266,384	19,537,448
220	Gas Tax	1,992,923	482,834	0	323,544	57,731	101,559	2,094,482
225	SB1/RMRA	418,697	369,371	0	230,000	46,000	93,371	512,068
240	Lghtng & Lndscpng	53,159	980,853	5,659	1,285,323	343,200	(642,010)	(588,851)
260	CDBG	0	4,774	0	5,000	0	(226)	(226)
270	PAEG	3,599	24,544	0	0	0	24,544	28,143
290	Supp Law Enfrcmnt	(101)	156,855	0	160,000	0	(3,145)	(3,246)
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	214,026	(80,473)	0	7,576	(4,736)	(83,313)	130,713
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,295	210	0	0	0	210	67,505
440	Prop A	732,149	626,667	0	459,782	74,146	92,739	824,888
460	Prop C	247,110	367,190	0	371,214	60,665	(64,690)	182,420
470	Mea R	1,198,340	278,937	0	338,578	67,716	(127,357)	1,070,983
475	Mea M	339,776	312,926	0	260,736	52,147	43	339,819
490	Mea W	0	249,848	0	199,423	0	50,424	50,424
520	Town Cntr Debt Serv	413,739	929	0	152,680	0	(151,751)	261,988
521	Infra Mod Debt Srv	1,133	62	0	220,837	0	(220,776)	(219,643)
610	Inclusionary Hsng	525,850	1,640	0	0	0	1,640	527,490
620	Community Impr	457,196	553,175	0	0	0	553,175	1,010,371
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	1,401,771	6,571	671,307	60,863	0	617,015	2,018,786
681	Fmr RDA L/M Hsg	4,043,834	9,859	0	0	0	9,859	4,053,693
Total - All Funds		29,381,560	25,813,025	1,373,836	23,295,330	1,373,836	2,517,695	31,899,255



City of Duarte

Council Warrant Register By Account

By Fund

Payment Dates 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1605-7735	FSP DESIGNS	TC Amazing Acts Event Week	1372		578.34
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	EFT11874		210.92
100-1605-7730	CAPITAL ONE	5k Supplies	EFT11874		6.43
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	EFT11874		223.26
100-1010-7651	DUARTE ADMINISTRATION PET...	M Akana Election Deliver/Pickup Nomination Papers	216473		93.38
100-1410-7650	CITY TERRACE SERVICE INC	Vehicle #5 Towing	216471		450.00
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	EFT11874		83.70
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	EFT11874		55.03
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	EFT11874		195.09
100-1815-7830	THE TECHNOLOGY DEPOT INC	Transportaton Line (Troubleshoot)	1385		90.00
100-1205-7650	ADVANTAGE FORD LINCOLN	Vehicle #35 Service	216464		66.66
100-1610-7652	ALBERTOS PLUMBING	Duarte Park Bldg Plumbing Modification	216465		495.00
100-1610-7618	BROCKS SAW & MOWER	Blower Air Filter/Repair	216467		45.06
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Food Bank at Encanto Park 7/8/2020	1377	202105-Contract Law Enforcem...	1,699.63
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Halloween Howl 10/30/2020	1377	202105-Contract Law Enforcem...	461.26
100-1205-7762	CALE AMERICA INC	WTP Fees 7/2021	1368		307.80
100-1205-7779	U.S. BANK	Youth Beach Trip Lunch 6/29/21 (Jimmy Johns)	1389		125.97
100-1205-7779	U.S. BANK	Youth Beach Trip Snacks 6/29/21 (Vons)	1389		14.59
100-1205-7779	U.S. BANK	Youth Beach Trip Parking 6/29/21	1389		45.00
100-1205-7980	U.S. BANK	Youth Badges (Amazon)	1389		36.36
100-1205-7980	U.S. BANK	Kahoot Pro 6/25/2021 - 6/25/20222	1389	201914-Other Expenses-Cal VIP	240.00
100-1005-7646	U.S. BANK	Paras-Caracci Chamber Installation 6/23/2021	1390		50.00
100-1205-7610	U.S. BANK	Meeting w/City of Hope 7/15/21 (Raffi's)	1386		73.87
100-1205-7610	U.S. BANK	Meeting w/Foothill Family (Bhanu Indian Cuisine)	1386		81.43
100-1205-7610	U.S. BANK	Meeting w/Special Assignment Team 7/7/21	1386		35.68
100-1205-7760	U.S. BANK	Gas Gift Cards-Damasco Family (Smart & Final)	1386	202115-Outreach-Homeless Ser...	200.00
100-1205-7779	U.S. BANK	Youth Trip 7/14/21 & 7/21/21 (Chronos)	1386	201914-Youth Programs-Cal VIP	900.00
100-1205-7779	U.S. BANK	DART Volunteer Event Lunch 7/20/21 (In-N-Out)	1386		72.27
100-1205-7779	U.S. BANK	Youth Lunch 7/6/2021 (Max's Restaurant)	1386		146.74
100-1205-7779	U.S. BANK	DART Lunch 7/21/21 (Raising Cane's)	1386		118.61
100-1205-7779	U.S. BANK	DART Lunch 7/14/21 (Domenico's)	1386		176.10
100-1205-7887	U.S. BANK	Radar Gun Repair Shipping (UPS Store)	1386		24.40
100-1205-7980	U.S. BANK	July 4th Enforcement Team Food (Tropicana Mkt)	1386		189.82
100-1205-7980	U.S. BANK	iPhone Otterbox Case (Best Buy)	1386		66.14

Council Warrant Register By Account

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7980	U.S. BANK	Office Supplies (Target)	1386		44.40
100-1205-7980	U.S. BANK	July 3rd Event Water & Snacks (Target)	1386		43.78
100-1205-7980	U.S. BANK	July 3rd Volunteer/Staff Food (Jimmy Johns)	1386		620.44
100-1205-7980	U.S. BANK	Acrobat Pro DC	1386		14.99
100-1205-7980	U.S. BANK	July 3rd/July 4th Snacks (Smart & Final)	1386		80.75
100-1205-7980	U.S. BANK	Zoom Pro 7/2/2021 - 7/1/2022	1386		299.80
100-1005-7648	U.S. BANK	Sam Kang Sacramento League Conf Flight 9/2021	1390		469.96
100-1005-7648	U.S. BANK	Sam Kang Sacramento League Conf Hotel 9/2021	1390		875.28
100-1005-7648	U.S. BANK	Sam Kang Sacramento League Conf Reg 9/2021	1390		550.00
100-1010-7610	U.S. BANK	Joyce Ayala Chamber Breakfast 7/21/21	1390		20.00
100-1010-7612	U.S. BANK	Joyce Ayala MMASC Membership	1390		90.00
100-1010-7980	U.S. BANK	Monthly Delivery Charge (DoorDash)	1390		9.99
100-1020-7712	U.S. BANK	Spotify	1390		9.99
100-1020-7712	U.S. BANK	Hootsuite 7/2/2021 - 8/1/2021	1390		75.00
100-1805-7614	U.S. BANK	Hand Sanitizer (Amazon)	1387		44.09
100-1810-7614	U.S. BANK	Vaccination Form Lock Boxes (Global Industries)	1387		122.26
100-1610-7618	ULINE	Pool Deck Chairs	216492		960.71
100-1610-7652	POST ALARM SYSTEMS	Yard Alarm Service Call	1380		206.25
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	216475		1,055.26
100-1610-7618	SMART & FINAL	Janitorial Supplies	1382		195.07
100-1605-7733	SMART & FINAL	SC Ice Cream Day	1382		82.40
100-1805-7614	STAPLES ADVANTAGE	Credit for Invoice #3482436392	1384		-67.02
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	1384		41.89
100-1605-7735	STAPLES ADVANTAGE	Teen Ctr Supplies	1384		171.23
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	1384		2.71
100-1810-7614	STAPLES ADVANTAGE	Office Supplies	1384		114.20
100-1010-7980	SHAFFER AWARDS	Purchase of City Tile Plaques	216485		9,200.14
100-1610-7652	CHARLES R SIMPSON	Yard Perimeter Fence Repairs (Vandalism)	216487		3,675.00
100-1610-7652	CHARLES R SIMPSON	Encanto Gate Repair (Vandalism)	216487		525.00
100-1610-7652	CALIBER COMMERCIAL POOL S...	Twice a Week Service for Duarte Pools 7/2021	216469		1,950.00
100-1610-7617	CALIBER COMMERCIAL POOL S...	Pool Chemicals	216469		344.15
100-1205-7760	GARDEN INN & SUITES	Homeless Outreach-Prevention/Diversion/Rehousing	1373	202115-Outreach-Homeless Ser...	4,409.60
100-1810-7673	IRWINDALE INDUSTRIAL CLINIC	DOT Physical/Audio Tests 7/2021	216477		80.00
100-1810-7673	LIFEWORCS (US) ITD	Drug and/or Alcohol Testing Srvcs 4/2021 - 6/2021	1376		230.00
100-1405-8100	CLIMATEC LLC	LED Lighting Modernization	216472	Other Captial Improvements- 2...	86,189.00
100-2127	CLIMATEC LLC	Retention	216472	Retention- 202017	-4,309.45
100-1825-7614	STAPLES ADVANTAGE	Payment Stamp	1384		37.22
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 7/2021	1383		2,112.00
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 7/2021	1370		11,491.70
100-1825-7980	SHRED-IT USA LLC	Document Shredding 7/23/2021	216486		65.91
100-1405-7613	RICOH USA INC	Lg Format Copier Maint 8/1/21 - 10/31/21	216482		120.79
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 8/2021	216484		5,166.67

Council Warrant Register By Account

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 7/1/2021 - 7/31/2021	216491		175.22
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 7/2021	1371		161.00
100-1605-7741	ZEENI INC	Soccer Jerseys	216493		398.00
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	1382		72.82
100-1605-7740	SMART & FINAL	Summer Day Camp Supplies	1382		36.47
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	1391		7.06
100-1815-7830	THE TECHNOLOGY DEPOT INC	Yard-Transportation Efax	1385		149.90
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 8/1/2021 - 9/1/2021	EFT11875		267.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 8/1/2021 - 9/1/2021	EFT11876		247.00
100-1205-7887	SOUTHERN CALIFORNIA RADAR...	Laser Recertification	216489		75.00
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay FY22 First Quarter Dues	216483		110.00
100-1005-7649	ROTARY CLUB OF DUARTE	Bryan Urias FY22 First Quarter Dues	216483		110.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc FY22 First Quarter Dues	216483		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos FY22 First Quarter Dues	216483		240.00
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Srvcs Printer Maint 5/4/21 - 6/3/21	216470		164.14
100-1610-7618	CALIBER COMMERCIAL POOL S...	Competition Pool Chemical Boost Pump New Motor	216469		1,854.07
100-1815-7630	DE LAGE LANDEN FINANCIAL SE...	iMac Lease Pymt 24 of 24	EFT11877		1,015.63
100-1205-7636	DUARTE PUBLIC SAFETY PETTY ...	J Oseguera Uniform Shorts	216474		48.62
100-1205-7779	DUARTE PUBLIC SAFETY PETTY ...	A-Team Program Activity	216474		34.98
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	Office Water	216474		19.50
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	Encanto Fire Water	216474		25.90
100-1020-7722	MONSIDO INC	Web/Accessibility Compliance 9/1/2021 - 8/31/2022	1378		2,470.00
100-1605-7636	ORIGINAL WATERMEN INC	Men's Swim Trunks	1379		56.77
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Pkg Lot G Expansion 7/2021	1366		405.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Village Rd Traffic Signal 7/2021	1366		1,755.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH On Site Utilities Improve 7/2021	1366		1,890.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Village Rd N St Improve 7/2021	1366		4,185.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Esperanza Apts 7/2021	1366		11,097.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Infrastructure Realign 7/2021	1366		2,430.00
100-1610-7652	CALIBER COMMERCIAL POOL S...	Pool Ball Valve Replacement	216469		1,060.01
100-1610-7652	CALIBER COMMERCIAL POOL S...	Pool Seal Plate Replacement	216469		119.62
100-1405-7965	BUCKNAM INFRASTRUCTURE G...	GIS Program Srvcs 7/2021	216468		610.00
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 7/1/21 - 7/31/21	EFT11878		1,034.31
100-1010-7980	SHAFFER AWARDS	Purchase of Extra City Tile Plaques	216485		383.34
100-1010-7980	SHAFFER AWARDS	Retirement Plaque-Betty McWilliams	216485		25.49
100-1410-7650	PREVENTIVE MOBILE INC	Vehicle #2 Boom Check/Service	1381		500.00
100-1805-7614	STAPLES ADVANTAGE	Sheet Protectors	1384		12.99
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	1384		937.30
100-1605-7741	CHALLENGER TEAMWEAR	LAS Trophies	1369		396.90
100-1605-7735	HIGH PERFORMANCE MOBILE ...	TC Back To School Event	216476		500.00
100-1605-7980	JAG ENDEAVORS LLC	July 3rd Event Shirts	216478		3,252.70
100-1605-7636	JAG ENDEAVORS LLC	Lifeguard Uniforms	216478		568.22
100-1205-7980	SMART & FINAL	Yard Breakroom Supplies	1382		37.34
100-1410-7650	SMART & FINAL	Yard Breakroom Supplies	1382		37.34

Council Warrant Register By Account

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7980	SMART & FINAL	Yard Breakroom Supplies	1382		37.34
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 7/2021	216490		6,498.50
100-1605-7693	FSP DESIGNS	MYC Uniforms	1372		634.97
100-1410-7650	BOURRET GLASS & UPHOLSTERY..	Vehicle #15 Windshield	216466		315.06
100-1405-8100	KHR ASSOCIATES	PS&E Highland/Huntington TS Upgrades 7/2021	1375	202125-Highland/Huntington T...	1,760.00
100-1810-7980	LOS ANGELES UNIFIED SCHOOL...	Bilingual Testing Services	216479		90.00
100-4403	TALIN MARDIROSIANS	Pool Party Cancellation (Event 8/7/21)	216480		100.00
100-2120	PAMELA MENARD	Pool Rental Cancellation (Event 8/14/2021)	216481		200.00
100-4403	PAMELA MENARD	Pool Rental Cancellation (Event 8/14/2021)	216481		240.00
100-1010-7980	U.S. BANK	Council Supplies (Instacart)	1388		96.91
100-1020-7726	U.S. BANK	Adobe Creative Cloud	1388		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud	1388		101.94
100-1605-7733	U.S. BANK	SC Netflix 7/6/21 - 8/5/21	1388		8.81
100-1605-7735	U.S. BANK	TC Netflix 7/12/21 - 8/11/21	1388		13.99
100-1805-7610	U.S. BANK	Kristen Petersen Chamber Retirement Event 8/26/21	1388		25.00
100-1805-7614	U.S. BANK	Deposit Security Bags (Amazon)	1388		20.94
100-1805-7614	U.S. BANK	Handheld Vacuum Cleaner (Amazon)	1388		33.06
100-1805-7980	U.S. BANK	Microsoft 365 6/27/21 - 7/26/21	1388		12.00
100-1815-7632	U.S. BANK	Finance Webinar 7/7/21 - 8/6/21 (Zoom)	1388		80.00
100-1815-7632	U.S. BANK	HR/Michelle-Adobe AcroPro	1388		14.99
100-1815-7632	U.S. BANK	Adobe Creative Cloud	1388		314.91
100-1815-7830	U.S. BANK	Vonage--SC Elevator 911	1388		24.08
Fund 100 - GENERAL FUND Total:					184,953.83
Fund: 220 - GAS TAX FUN					
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade Measure M Grant 7/2021	1375	202106-Highland Promenade ...	15,280.00
Fund 220 - GAS TAX FUN Total:					15,280.00
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repairs	216488		345.59
240-2429-7887	SITEONE LANDSCAPE SUPPLY H...	Irrigation Repair-Emblem Homes LLD	216488		428.19
240-2410-7909	WEST COAST ARBORISTS INC	Citywide Tree Trimming	1392		1,592.20
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Median Irrigation Repairs-Huntington Dr	216488		93.71
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Median Irrigation Repair-Huntington Dr	216488		9.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					2,468.69
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7980	SMART & FINAL	Yard Breakroom Supplies	1382		37.36
440-4405-7614	U.S. BANK	Vehicle Stickers (Amazon)	1388		29.77
Fund 440 - PROPOSITION A TRANSIT FUND Total:					67.13
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-7980	BEST BEST & KRIEGER LLP	NPDES Federal Lobbying Services 7/2021	1367		1,161.54
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					1,161.54
Grand Total:					203,931.19

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	184,953.83
220 - GAS TAX FUN	15,280.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	2,468.69
440 - PROPOSITION A TRANSIT FUND	67.13
490 - MEASURE W (WATER/STORMWATER)	1,161.54
Grand Total:	203,931.19

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7646	Travel & Exp - Paras	50.00
100-1005-7648	Travel & Exp - Kang	1,895.24
100-1005-7649	Travel & Exp - Urias	110.00
100-1010-7610	Travel, Mtgs & Conf	20.00
100-1010-7612	Publications and Dues	90.00
100-1010-7651	Election Services	93.38
100-1010-7670	Legal Notices	2,112.00
100-1010-7980	Other Expenses	9,715.87
100-1020-7712	Community Information (...)	84.99
100-1020-7722	City Web Site	2,470.00
100-1020-7726	Council Cablecasting	34.99
100-1205-7610	Travel, Mtgs & Conf	190.98
100-1205-7612	Publications and Dues	480.00
100-1205-7636	Uniforms	48.62
100-1205-7650	Vehicle Maintenance	66.66
100-1205-7655	Emergency Services	175.22
100-1205-7760	Homeless Outreach Progr...	4,609.60
100-1205-7761	Parking Ticket Collect	6,498.50
100-1205-7762	Parking Pass Kiosk Costs	307.80
100-1205-7779	Youth Programs	1,634.26
100-1205-7780	Animal Control	5,166.67
100-1205-7781	Contract Law Enforcement	2,160.89
100-1205-7887	Repairs & Replacements	99.40
100-1205-7980	Other Expenses	1,719.22
100-1405-7612	Publications and Dues	101.94
100-1405-7613	Duplications And Photos	120.79
100-1405-7800	Building Department Serv...	12,005.70
100-1405-7965	Professional Services	610.00
100-1405-7967	Public Works Inspections	21,762.00
100-1405-8100	Other Capital Improvemnts	87,949.00
100-1410-7650	Vehicle Maintenance	1,302.40
100-1605-7614	Office Supplies	41.89
100-1605-7636	Uniforms	624.99
100-1605-7693	Youth Council	634.97
100-1605-7730	Special Events	6.43
100-1605-7733	Senior Center	91.21
100-1605-7735	Teen Center	1,336.38
100-1605-7740	Day Camps	804.47
100-1605-7741	Sports/Playground Progr...	794.90
100-1605-7980	Other Expenses	3,290.04
100-1610-7617	Pool Chemicals	1,399.41
100-1610-7618	Building Supplies	3,061.97
100-1610-7652	Building Maint Services	8,030.88
100-1805-7610	Travel, Mtgs & Conf	25.00
100-1805-7614	Office Supplies	46.77
100-1805-7980	Other Expenses	12.00
100-1810-7614	Office Supplies	236.46

Account Summary

Account Number	Account Name	Payment Amount
100-1810-7660	Other Services	161.00
100-1810-7673	Physical Exams	310.00
100-1810-7980	Other Expenses	90.00
100-1815-7630	Equipment Lease	1,015.63
100-1815-7632	Software Maintenance	1,444.21
100-1815-7830	Telephones	263.98
100-1825-7613	Duplications And Photos	937.30
100-1825-7614	Office Supplies	37.22
100-1825-7631	Equipment Maintenance	164.14
100-1825-7980	Other Expenses	65.91
100-2120	Refundable Deposits	200.00
100-2127	Retention Payable	-4,309.45
100-4403	Swimming Pool Rentals	340.00
220-2205-8100	Other Capital Improvemnts	15,280.00
240-2410-7888	Repairs-Citywide	345.59
240-2410-7891	Repairs-Medians	102.71
240-2410-7909	Tree Trim-Residential	1,592.20
240-2429-7887	Repairs & Replacements	428.19
440-4405-7614	Office Supplies	29.77
440-4405-7980	Other Expenses	37.36
490-4905-7980	Other Expenses	1,161.54
Grand Total:		203,931.19

Project Account Summary

Project Account Key	Payment Amount
None	97,101.15
201914-Other Expenses-Cal VIP	240.00
201914-Youth Programs-Cal VIP	900.00
202105-Contract Law Enforcement	2,160.89
202106-Highland Promenade Measure M	15,280.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	4,609.60
202125-Highland/Huntington Traffic Signal Improv.	1,760.00
Other Captial Improvements- 202017	86,189.00
Retention- 202017	-4,309.45
Grand Total:	203,931.19



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 0091 - ADVANTAGE FORD LINCOLN					
100-1205-7650	ADVANTAGE FORD LINCOLN	Vehicle #35 Service	487487/1		66.66
Vendor 0091 - ADVANTAGE FORD LINCOLN Total:					66.66
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Duarte Park Bldg Plumbing Modification	681515		495.00
Vendor 5561 - ALBERTOS PLUMBING Total:					495.00
Vendor: 6212 - ARDURRA GROUP INC					
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Infrastructure Realign 7/2021	116178		2,430.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH On Site Utilities Improve 7/2021	116178		1,890.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Village Rd N St Improve 7/2021	116178		4,185.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Esperanza Apts 7/2021	116178		11,097.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Village Rd Traffic Signal 7/2021	116178		1,755.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Pkg Lot G Expansion 7/2021	116178		405.00
Vendor 6212 - ARDURRA GROUP INC Total:					21,762.00
Vendor: 1994 - BOURRET GLASS & UPHOLSTERY INC					
100-1410-7650	BOURRET GLASS & UPHOLSTERY..	Vehicle #15 Windshield	WO D0008320		315.06
Vendor 1994 - BOURRET GLASS & UPHOLSTERY INC Total:					315.06
Vendor: 4679 - BROCKS SAW & MOWER					
100-1610-7618	BROCKS SAW & MOWER	Blower Air Filter/Repair	1473		45.06
Vendor 4679 - BROCKS SAW & MOWER Total:					45.06
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7965	BUCKNAM INFRASTRUCTURE G...	GIS Program Svcs 7/2021	352-05.01		610.00
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					610.00
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 7/2021	165040		307.80
Vendor 5559 - CALE AMERICA INC Total:					307.80
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S...	Twice a Week Service for Duarte Pools 7/2021	211070702		1,950.00
100-1610-7617	CALIBER COMMERCIAL POOL S...	Pool Chemicals	211070703		344.15
100-1610-7618	CALIBER COMMERCIAL POOL S...	Competition Pool Chemical Boost Pump New Motor	211070801		1,854.07
100-1610-7652	CALIBER COMMERCIAL POOL S...	Pool Ball Valve Replacement	211070802		1,060.01
100-1610-7652	CALIBER COMMERCIAL POOL S...	Pool Seal Plate Replacement	211070803		119.62
Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:					5,327.85
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Svcs Printer Maint 5/4/21 - 6/3/21	4037081001		164.14
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					164.14
Vendor: 6229 - CAPITAL ONE					
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	09860		210.92
100-1605-7730	CAPITAL ONE	5k Supplies	07574		6.43
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	07575		223.26
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	06715		83.70
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	01522		55.03

Council Warrant Register By Vendor

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	02048		195.09
Vendor 6229 - CAPITAL ONE Total:					774.43
Vendor: 5792 - CHALLENGER TEAMWEAR					
100-1605-7741	CHALLENGER TEAMWEAR	LAS Trophies	1125429-IN		396.90
Vendor 5792 - CHALLENGER TEAMWEAR Total:					396.90
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 7/2021	62878		11,491.70
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					11,491.70
Vendor: 2025 - CHARLES R SIMPSON					
100-1610-7652	CHARLES R SIMPSON	Yard Perimeter Fence Repairs (Vandalism)	05672114		3,675.00
100-1610-7652	CHARLES R SIMPSON	Encanto Gate Repair (Vandalism)	05672115		525.00
Vendor 2025 - CHARLES R SIMPSON Total:					4,200.00
Vendor: 3730 - CITY TERRACE SERVICE INC					
100-1410-7650	CITY TERRACE SERVICE INC	Vehicle #5 Towing	123832		450.00
Vendor 3730 - CITY TERRACE SERVICE INC Total:					450.00
Vendor: 6123 - CLIMATEC LLC					
100-1405-8100	CLIMATEC LLC	LED Lighting Modernization	20	Other Captial Improvements- 2...	86,189.00
100-2127	CLIMATEC LLC	Retention	20	Retention- 202017	-4,309.45
Vendor 6123 - CLIMATEC LLC Total:					81,879.55
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 7/2021	CMC17986		161.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					161.00
Vendor: 6064 - DE LAGE LANDEN FINANCIAL SERVICES INC					
100-1815-7630	DE LAGE LANDEN FINANCIAL SE...	iMac Lease Pymt 24 of 24	72948603		1,015.63
Vendor 6064 - DE LAGE LANDEN FINANCIAL SERVICES INC Total:					1,015.63
Vendor: 0278 - DUARTE ADMINISTRATION PETTY CASH					
100-1010-7651	DUARTE ADMINISTRATION PET...	M Akana Election Deliver/Pickup Nomination Papers	8122020		93.38
Vendor 0278 - DUARTE ADMINISTRATION PETTY CASH Total:					93.38
Vendor: 3165 - DUARTE PUBLIC SAFETY PETTY CASH					
100-1205-7636	DUARTE PUBLIC SAFETY PETTY ...	J Oseguera Uniform Shorts	8052021		48.62
100-1205-7779	DUARTE PUBLIC SAFETY PETTY ...	A-Team Program Activity	8052021		34.98
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	Office Water	8052021		19.50
100-1205-7980	DUARTE PUBLIC SAFETY PETTY ...	Encanto Fire Water	8052021		25.90
Vendor 3165 - DUARTE PUBLIC SAFETY PETTY CASH Total:					129.00
Vendor: 4039 - FSP DESIGNS					
100-1605-7735	FSP DESIGNS	TC Amazing Acts Event Week	8216		578.34
100-1605-7693	FSP DESIGNS	MYC Uniforms	8418		634.97
Vendor 4039 - FSP DESIGNS Total:					1,213.31
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	144517		1,055.26
Vendor 4690 - FULLER ENGINEERING INC Total:					1,055.26
Vendor: 6227 - GARDEN INN & SUITES					
100-1205-7760	GARDEN INN & SUITES	Homeless Outreach- Prevention/Diversion/Rehousing	7302021	202115-Outreach-Homeless Ser...	4,409.60
Vendor 6227 - GARDEN INN & SUITES Total:					4,409.60
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 7/1/21 - 7/31/21	3949938648		1,034.31
Vendor 6181 - GOOGLE LLC Total:					1,034.31

Council Warrant Register By Vendor

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6279 - HIGH PERFORMANCE MOBILE GAMING					
100-1605-7735	HIGH PERFORMANCE MOBILE ...	TC Back To School Event	8/25/2021		500.00
Vendor 6279 - HIGH PERFORMANCE MOBILE GAMING Total:					500.00
Vendor: 5212 - IRWINDALE INDUSTRIAL CLINIC					
100-1810-7673	IRWINDALE INDUSTRIAL CLINIC	DOT Physical/Audio Tests 7/2021	132424-1039841		80.00
Vendor 5212 - IRWINDALE INDUSTRIAL CLINIC Total:					80.00
Vendor: 6031 - JAG ENDEAVORS LLC					
100-1605-7980	JAG ENDEAVORS LLC	July 3rd Event Shirts	1018		3,252.70
100-1605-7636	JAG ENDEAVORS LLC	Lifeguard Uniforms	1019		568.22
Vendor 6031 - JAG ENDEAVORS LLC Total:					3,820.92
Vendor: 6206 - KHR ASSOCIATES					
100-1405-8100	KHR ASSOCIATES	PS&E Highland/Huntington TS Upgrades 7/2021	21-10584	202125-Highland/Huntington T...	1,760.00
Vendor 6206 - KHR ASSOCIATES Total:					1,760.00
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 8/1/2021 - 9/1/2021	67595		267.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 8/1/2021 - 9/1/2021	67596		247.00
Vendor 5761 - LIFE STORAGE #530 Total:					514.00
Vendor: 6129 - LIFEWORKS (US) ITD					
100-1810-7673	LIFEWORKS (US) ITD	Drug and/or Alcohol Testing Srvcs 4/2021 - 6/2021	1447037		230.00
Vendor 6129 - LIFEWORKS (US) ITD Total:					230.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Food Bank at Encanto Park 7/8/2020	213053VC	202105-Contract Law Enforcem...	1,699.63
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Halloween Howl 10/30/2020	213066VC	202105-Contract Law Enforcem...	461.26
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					2,160.89
Vendor: 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT					
100-1810-7980	LOS ANGELES UNIFIED SCHOOL...	Bilingual Testing Services	2882		90.00
Vendor 5717 - LOS ANGELES UNIFIED SCHOOL DISTRICT Total:					90.00
Vendor: 6104 - MONSIDO INC					
100-1020-7722	MONSIDO INC	Web/Accessibility Compliance 9/1/2021 - 8/31/2022	INV-21074		2,470.00
Vendor 6104 - MONSIDO INC Total:					2,470.00
Vendor: 5547 - ORIGINAL WATERMEN INC					
100-1605-7636	ORIGINAL WATERMEN INC	Men's Swim Trunks	573511		56.77
Vendor 5547 - ORIGINAL WATERMEN INC Total:					56.77
Vendor: T4399 - PAMELA MENARD					
100-2120	PAMELA MENARD	Pool Rental Cancellation (Event 8/14/2021)	R90265		200.00
100-4403	PAMELA MENARD	Pool Rental Cancellation (Event 8/14/2021)	R90265		240.00
Vendor T4399 - PAMELA MENARD Total:					440.00
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	Yard Alarm Service Call	1392493		206.25
Vendor 2466 - POST ALARM SYSTEMS Total:					206.25
Vendor: 6213 - PREVENTIVE MOBILE INC					
100-1410-7650	PREVENTIVE MOBILE INC	Vehicle #2 Boom Check/Service	10266		500.00
Vendor 6213 - PREVENTIVE MOBILE INC Total:					500.00
Vendor: 4998 - RICOH USA INC					
100-1405-7613	RICOH USA INC	Lg Format Copier Maint 8/1/21 - 10/31/21	5062512221		120.79
Vendor 4998 - RICOH USA INC Total:					120.79

Council Warrant Register By Vendor

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay FY22 First Quarter Dues	Q1 -- FY22		110.00
100-1005-7649	ROTARY CLUB OF DUARTE	Bryan Urias FY22 First Quarter Dues	Q1 -- FY22		110.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos FY22 First Quarter Dues	Q1 -- FY22		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc FY22 First Quarter Dues	Q1 -- FY22		240.00
Vendor 0076 - ROTARY CLUB OF DUARTE Total:					700.00
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 8/2021	8-2021D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 0202 - SHAFFER AWARDS					
100-1010-7980	SHAFFER AWARDS	Purchase of City Tile Plaques	6193		9,200.14
100-1010-7980	SHAFFER AWARDS	Purchase of Extra City Tile Plaques	6203		383.34
100-1010-7980	SHAFFER AWARDS	Retirement Plaque-Betty McWilliams	6204		25.49
Vendor 0202 - SHAFFER AWARDS Total:					9,608.97
Vendor: 5409 - SHRED-IT USA LLC					
100-1825-7980	SHRED-IT USA LLC	Document Shredding 7/23/2021	8182528322		65.91
Vendor 5409 - SHRED-IT USA LLC Total:					65.91
Vendor: 0209 - SMART & FINAL					
100-1610-7618	SMART & FINAL	Janitorial Supplies	245900		195.07
100-1605-7733	SMART & FINAL	SC Ice Cream Day	318755		82.40
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	113044		72.82
100-1605-7740	SMART & FINAL	Summer Day Camp Supplies	348755		36.47
100-1205-7980	SMART & FINAL	Yard Breakroom Supplies	308622		37.34
100-1410-7650	SMART & FINAL	Yard Breakroom Supplies	308622		37.34
100-1605-7980	SMART & FINAL	Yard Breakroom Supplies	308622		37.34
Vendor 0209 - SMART & FINAL Total:					498.78
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 7/2021	518756		2,112.00
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					2,112.00
Vendor: 6217 - SOUTHERN CALIFORNIA RADAR/LASER					
100-1205-7887	SOUTHERN CALIFORNIA RADAR...	Laser Recertification	821018		75.00
Vendor 6217 - SOUTHERN CALIFORNIA RADAR/LASER Total:					75.00
Vendor: 2688 - STAPLES ADVANTAGE					
100-1805-7614	STAPLES ADVANTAGE	Credit for Invoice #3482436392	3482946075		-67.02
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3482946076		41.89
100-1605-7735	STAPLES ADVANTAGE	Teen Ctr Supplies	3482946076		171.23
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3483014077		2.71
100-1810-7614	STAPLES ADVANTAGE	Office Supplies	3483014077		114.20
100-1825-7614	STAPLES ADVANTAGE	Payment Stamp	3483594909		37.22
100-1805-7614	STAPLES ADVANTAGE	Sheet Protectors	3484204771		12.99
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3484204771		937.30
Vendor 2688 - STAPLES ADVANTAGE Total:					1,250.52
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 7/2021	8102021		6,498.50
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					6,498.50
Vendor: T4398 - TALIN MARDIROSIANS					
100-4403	TALIN MARDIROSIANS	Pool Party Cancellation (Event 8/7/21)	R90222		100.00
Vendor T4398 - TALIN MARDIROSIANS Total:					100.00

Council Warrant Register By Vendor

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Transportaton Line (Troubleshoot)	16805		90.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Yard-Transportation Efax	16925		149.90
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					239.90
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 7/1/2021 - 7/31/2021	844780720		175.22
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					175.22
Vendor: 4484 - U.S. BANK					
100-1205-7779	U.S. BANK	Youth Beach Trip Snacks 6/29/21 (Vons)	6302021BV		14.59
100-1205-7779	U.S. BANK	Youth Beach Trip Parking 6/29/21	6302021BV		45.00
100-1205-7779	U.S. BANK	Youth Beach Trip Lunch 6/29/21 (Jimmy Johns)	6302021BV		125.97
100-1205-7980	U.S. BANK	Youth Badges (Amazon)	6302021BV		36.36
100-1205-7980	U.S. BANK	Kahoot Pro 6/25/2021 - 6/25/2022	6302021BV	201914-Other Expenses-Cal VIP	240.00
100-1005-7646	U.S. BANK	Paras-Caracci Chamber Installation 6/23/2021	6302021DJ		50.00
100-1205-7610	U.S. BANK	Meeting w/City of Hope 7/15/21 (Raffi's)	7262021BV		73.87
100-1205-7610	U.S. BANK	Meeting w/Foothill Family (Bhanu Indian Cuisine)	7262021BV		81.43
100-1205-7610	U.S. BANK	Meeting w/Special Assignment Team 7/7/21	7262021BV		35.68
100-1205-7760	U.S. BANK	Gas Gift Cards-Damasco Family (Smart & Final)	7262021BV	202115-Outreach-Homeless Ser...	200.00
100-1205-7779	U.S. BANK	Youth Trip 7/14/21 & 7/21/21 (Chronos)	7262021BV	201914-Youth Programs-Cal VIP	900.00
100-1205-7779	U.S. BANK	DART Volunteer Event Lunch 7/20/21 (In-N-Out)	7262021BV		72.27
100-1205-7779	U.S. BANK	DART Lunch 7/21/21 (Raising Cane's)	7262021BV		118.61
100-1205-7779	U.S. BANK	Youth Lunch 7/6/2021 (Max's Restaurant)	7262021BV		146.74
100-1205-7779	U.S. BANK	DART Lunch 7/14/21 (Domenico's)	7262021BV		176.10
100-1205-7887	U.S. BANK	Radar Gun Repair Shipping (UPS Store)	7262021BV		24.40
100-1205-7980	U.S. BANK	July 3rd Event Water & Snacks (Target)	7262021BV		43.78
100-1205-7980	U.S. BANK	July 3rd Volunteer/Staff Food (Jimmy Johns)	7262021BV		620.44
100-1205-7980	U.S. BANK	Zoom Pro 7/2/2021 - 7/1/2022	7262021BV		299.80
100-1205-7980	U.S. BANK	Office Supplies (Target)	7262021BV		44.40
100-1205-7980	U.S. BANK	Acrobat Pro DC	7262021BV		14.99
100-1205-7980	U.S. BANK	July 3rd/July 4th Snacks (Smart & Final)	7262021BV		80.75
100-1205-7980	U.S. BANK	iPhone Otterbox Case (Best Buy)	7262021BV		66.14
100-1205-7980	U.S. BANK	July 4th Enforcement Team Food (Tropicana Mkt)	7262021BV		189.82
100-1005-7648	U.S. BANK	Sam Kang Sacramento League Conf Flight 9/2021	7262021DJ		469.96
100-1005-7648	U.S. BANK	Sam Kang Sacramento League Conf Reg 9/2021	7262021DJ		550.00
100-1005-7648	U.S. BANK	Sam Kang Sacramento League Conf Hotel 9/2021	7262021DJ		875.28
100-1010-7610	U.S. BANK	Joyce Ayala Chamber Breakfast 7/21/21	7262021DJ		20.00

Council Warrant Register By Vendor

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1010-7612	U.S. BANK	Joyce Ayala MMASC Membership	7262021DJ		90.00
100-1010-7980	U.S. BANK	Monthly Delivery Charge (DoorDash)	7262021DJ		9.99
100-1020-7712	U.S. BANK	Spotify	7262021DJ		9.99
100-1020-7712	U.S. BANK	Hootsuite 7/2/2021 - 8/1/2021	7262021DJ		75.00
100-1805-7614	U.S. BANK	Hand Sanitizer (Amazon)	7262021KP-FY21		44.09
100-1810-7614	U.S. BANK	Vaccination Form Lock Boxes (Global Industries)	7262021KP-FY21		122.26
100-1010-7980	U.S. BANK	Council Supplies (Instacart)	7262021KP		96.91
100-1020-7726	U.S. BANK	Adobe Creative Cloud	7262021KP		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud	7262021KP		101.94
100-1605-7733	U.S. BANK	SC Netflix 7/6/21 - 8/5/21	7262021KP		8.81
100-1605-7735	U.S. BANK	TC Netflix 7/12/21 - 8/11/21	7262021KP		13.99
100-1805-7610	U.S. BANK	Kristen Petersen Chamber Retirement Event 8/26/21	7262021KP		25.00
100-1805-7614	U.S. BANK	Handheld Vacuum Cleaner (Amazon)	7262021KP		33.06
100-1805-7614	U.S. BANK	Deposit Security Bags (Amazon)	7262021KP		20.94
100-1805-7980	U.S. BANK	Microsoft 365 6/27/21 - 7/26/21	7262021KP		12.00
100-1815-7632	U.S. BANK	Finance Webinar 7/7/21 - 8/6/21 (Zoom)	7262021KP		80.00
100-1815-7632	U.S. BANK	HR/Michelle-Adobe AcroPro	7262021KP		14.99
100-1815-7632	U.S. BANK	Adobe Creative Cloud	7262021KP		314.91
100-1815-7830	U.S. BANK	Vonage--SC Elevator 911	7262021KP		24.08
Vendor 4484 - U.S. BANK Total:					6,749.33
Vendor: 5907 - ULINE					
100-1610-7618	ULINE	Pool Deck Chairs	136627603		960.71
Vendor 5907 - ULINE Total:					960.71
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80187847		7.06
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					7.06
Vendor: 5089 - ZEENI INC					
100-1605-7741	ZEENI INC	Soccer Jerseys	1061		398.00
Vendor 5089 - ZEENI INC Total:					398.00
Fund 100 - GENERAL FUND Total:					184,953.83
Fund: 220 - GAS TAX FUN					
Vendor: 6206 - KHR ASSOCIATES					
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade Measure M Grant 7/2021	21-10585	202106-Highland Promenade ...	15,280.00
Vendor 6206 - KHR ASSOCIATES Total:					15,280.00
Fund 220 - GAS TAX FUN Total:					15,280.00
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Citywide Irrigation Repairs	111526779-001		345.59
240-2429-7887	SITEONE LANDSCAPE SUPPLY H...	Irrigation Repair-Emblem Homes LLD	111581119-001		428.19
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Median Irrigation Repairs-Huntington Dr	111694881-001		93.71
240-2410-7891	SITEONE LANDSCAPE SUPPLY H...	Median Irrigation Repair-Huntington Dr	111992971-001		9.00
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					876.49
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7909	WEST COAST ARBORISTS INC	Citywide Tree Trimming	175607		1,592.20
Vendor 1521 - WEST COAST ARBORISTS INC Total:					1,592.20
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					2,468.69

Council Warrant Register By Vendor

Payment Dates: 8/12/2021 - 8/25/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 0209 - SMART & FINAL					
440-4405-7980	SMART & FINAL	Yard Breakroom Supplies	308622		37.36
Vendor 0209 - SMART & FINAL Total:					37.36
Vendor: 4484 - U.S. BANK					
440-4405-7614	U.S. BANK	Vehicle Stickers (Amazon)	7262021KP		29.77
Vendor 4484 - U.S. BANK Total:					29.77
Fund 440 - PROPOSITION A TRANSIT FUND Total:					67.13
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 6184 - BEST BEST & KRIEGER LLP					
490-4905-7980	BEST BEST & KRIEGER LLP	NPDES Federal Lobbying Services 911840 7/2021			1,161.54
Vendor 6184 - BEST BEST & KRIEGER LLP Total:					1,161.54
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					1,161.54
Grand Total:					203,931.19

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	184,953.83
220 - GAS TAX FUN	15,280.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	2,468.69
440 - PROPOSITION A TRANSIT FUND	67.13
490 - MEASURE W (WATER/STORMWATER)	1,161.54
Grand Total:	203,931.19

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7646	Travel & Exp - Paras	50.00
100-1005-7648	Travel & Exp - Kang	1,895.24
100-1005-7649	Travel & Exp - Urias	110.00
100-1010-7610	Travel, Mtgs & Conf	20.00
100-1010-7612	Publications and Dues	90.00
100-1010-7651	Election Services	93.38
100-1010-7670	Legal Notices	2,112.00
100-1010-7980	Other Expenses	9,715.87
100-1020-7712	Community Information (...)	84.99
100-1020-7722	City Web Site	2,470.00
100-1020-7726	Council Cablecasting	34.99
100-1205-7610	Travel, Mtgs & Conf	190.98
100-1205-7612	Publications and Dues	480.00
100-1205-7636	Uniforms	48.62
100-1205-7650	Vehicle Maintenance	66.66
100-1205-7655	Emergency Services	175.22
100-1205-7760	Homeless Outreach Progr...	4,609.60
100-1205-7761	Parking Ticket Collect	6,498.50
100-1205-7762	Parking Pass Kiosk Costs	307.80
100-1205-7779	Youth Programs	1,634.26
100-1205-7780	Animal Control	5,166.67
100-1205-7781	Contract Law Enforcement	2,160.89
100-1205-7887	Repairs & Replacements	99.40
100-1205-7980	Other Expenses	1,719.22
100-1405-7612	Publications and Dues	101.94
100-1405-7613	Duplications And Photos	120.79
100-1405-7800	Building Department Serv...	12,005.70
100-1405-7965	Professional Services	610.00
100-1405-7967	Public Works Inspections	21,762.00
100-1405-8100	Other Capital Improvemnts	87,949.00
100-1410-7650	Vehicle Maintenance	1,302.40
100-1605-7614	Office Supplies	41.89
100-1605-7636	Uniforms	624.99
100-1605-7693	Youth Council	634.97
100-1605-7730	Special Events	6.43
100-1605-7733	Senior Center	91.21
100-1605-7735	Teen Center	1,336.38
100-1605-7740	Day Camps	804.47
100-1605-7741	Sports/Playground Progr...	794.90
100-1605-7980	Other Expenses	3,290.04
100-1610-7617	Pool Chemicals	1,399.41
100-1610-7618	Building Supplies	3,061.97
100-1610-7652	Building Maint Services	8,030.88
100-1805-7610	Travel, Mtgs & Conf	25.00
100-1805-7614	Office Supplies	46.77
100-1805-7980	Other Expenses	12.00
100-1810-7614	Office Supplies	236.46

Account Summary

Account Number	Account Name	Payment Amount
100-1810-7660	Other Services	161.00
100-1810-7673	Physical Exams	310.00
100-1810-7980	Other Expenses	90.00
100-1815-7630	Equipment Lease	1,015.63
100-1815-7632	Software Maintenance	1,444.21
100-1815-7830	Telephones	263.98
100-1825-7613	Duplications And Photos	937.30
100-1825-7614	Office Supplies	37.22
100-1825-7631	Equipment Maintenance	164.14
100-1825-7980	Other Expenses	65.91
100-2120	Refundable Deposits	200.00
100-2127	Retention Payable	-4,309.45
100-4403	Swimming Pool Rentals	340.00
220-2205-8100	Other Capital Improvemnts	15,280.00
240-2410-7888	Repairs-Citywide	345.59
240-2410-7891	Repairs-Medians	102.71
240-2410-7909	Tree Trim-Residential	1,592.20
240-2429-7887	Repairs & Replacements	428.19
440-4405-7614	Office Supplies	29.77
440-4405-7980	Other Expenses	37.36
490-4905-7980	Other Expenses	1,161.54
Grand Total:		203,931.19

Project Account Summary

Project Account Key	Payment Amount
None	97,101.15
201914-Other Expenses-Cal VIP	240.00
201914-Youth Programs-Cal VIP	900.00
202105-Contract Law Enforcement	2,160.89
202106-Highland Promenade Measure M	15,280.00
202115-Outreach-Homeless Services Grant-(SGVCOG)	4,609.60
202125-Highland/Huntington Traffic Signal Improv.	1,760.00
Other Captial Improvements- 202017	86,189.00
Retention- 202017	-4,309.45
Grand Total:	203,931.19



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended July 31, 2021
(8.3% of FY 2021-22 Completed)

Contents

Page

Treasury Report

Monthly Activity and Balances 2

Cash Balance by Fund 3

Budget-to-Actual Report

General Fund Revenue Dashboard 4-6

General Fund Expenditure Dashboard 7-11

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

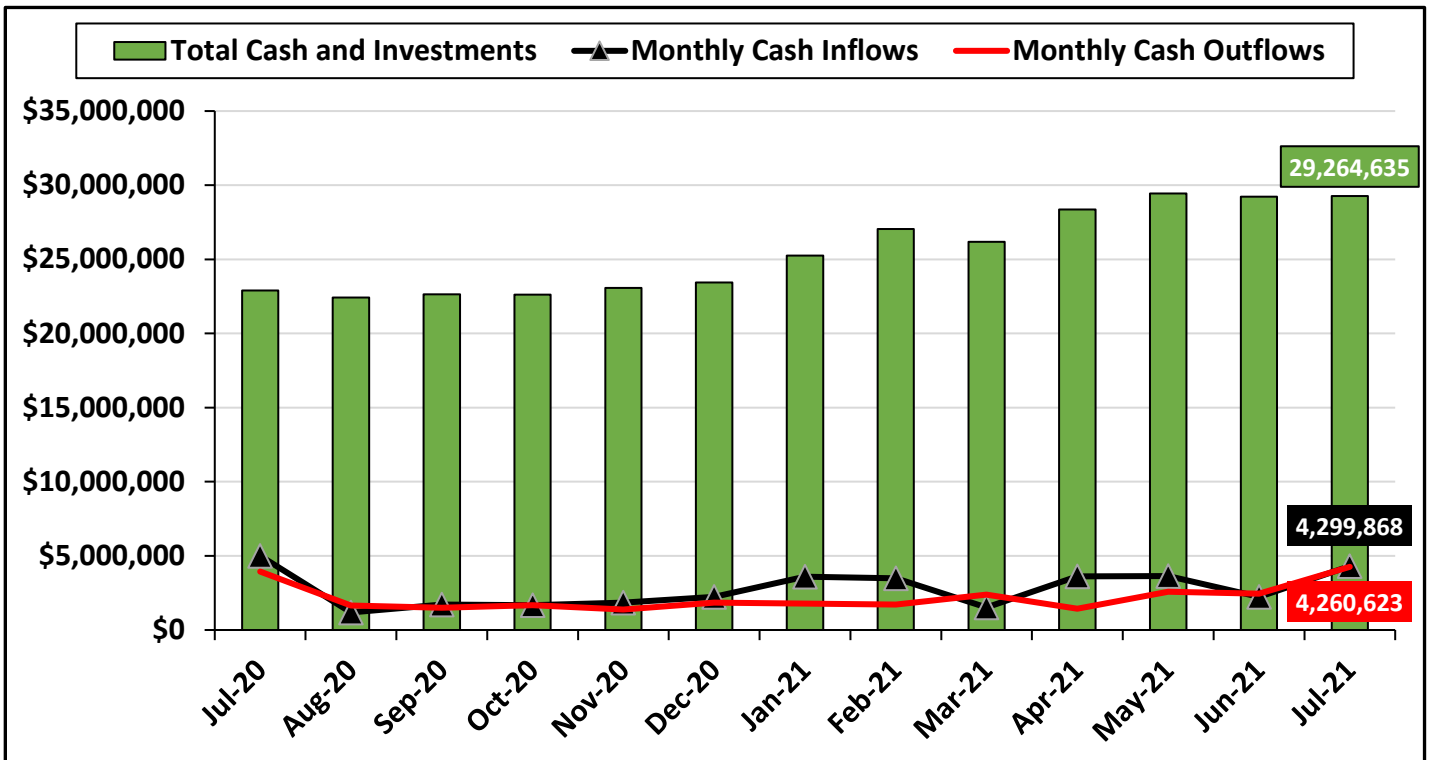
******A Glance at Unemployment in Duarte and the Region******

Unemployment Rate (in %)*					
	Jan-20	May-20	Apr-21	May-21	Jun-21
Irwindale	6.7	28.5	14.0	12.8	13.1
Duarte	5.4	24.3	12.6	11.5	11.8
Baldwin Park	4.7	22.2	12.3	11.2	11.0
Azusa	4.4	18.6	10.5	9.7	10.1
Glendora	4.0	17.5	9.2	8.5	8.7
Monrovia	3.8	17.8	9.0	8.7	8.6
Arcadia	3.4	17.4	8.1	7.7	7.9
Los Angeles County	4.5	20.8	11.2	10.2	10.5

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

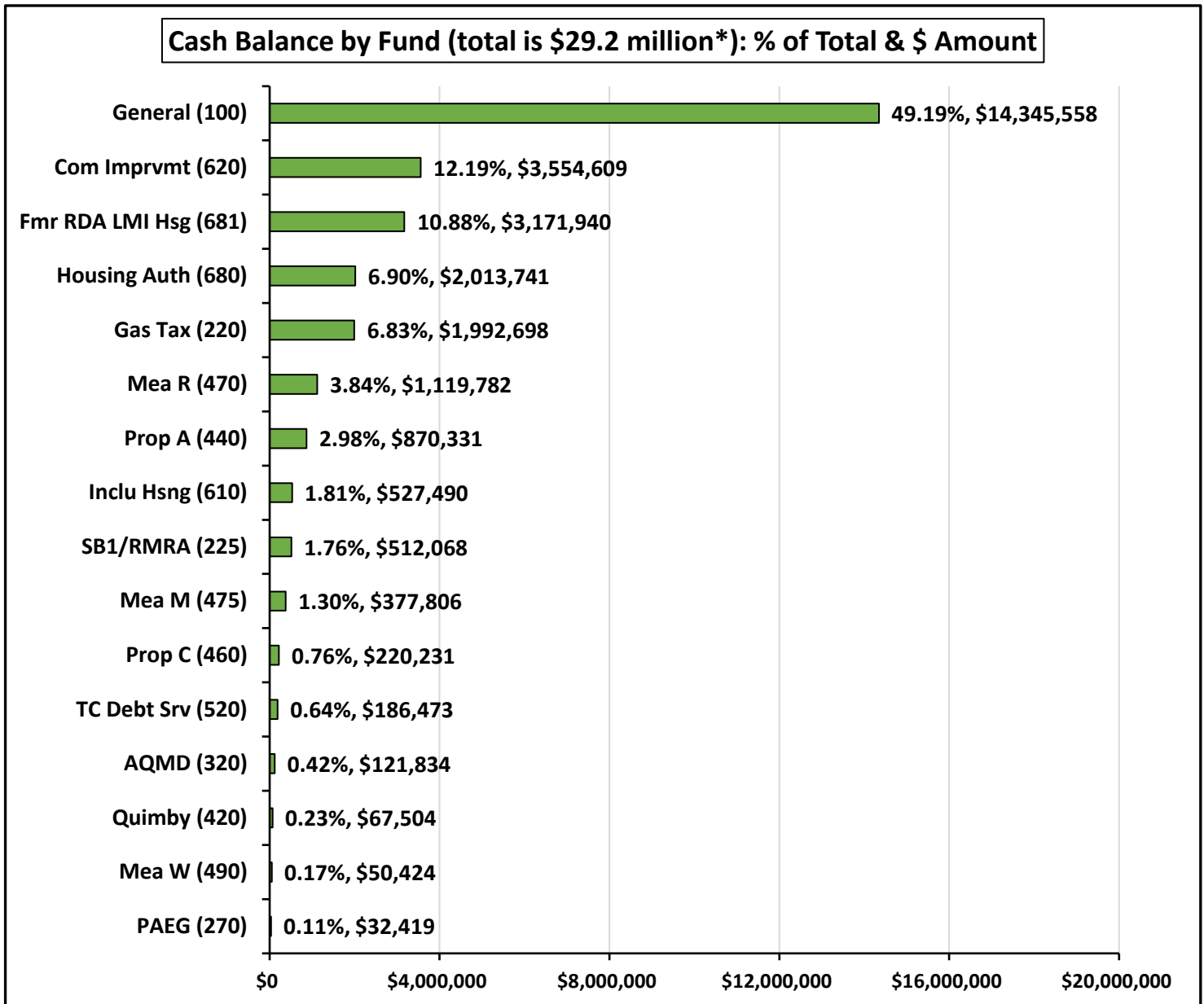
CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended July 31, 2021

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (07/01/2021)	\$13,788,917	\$15,436,473	\$29,225,390
Cash Inflows			
Receipts	\$4,287,264	\$12,603	\$4,299,868
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$4,287,264	\$12,603	\$4,299,868
Cash Outflows			
Disbursements	\$4,260,623	\$0	\$4,260,623
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$4,260,623	\$0	\$4,260,623
Net Activity	\$26,641	\$12,603	\$39,245
Ending Balance (07/31/2021)	\$13,815,558	\$15,449,076	\$29,264,635



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

CITY OF DUARTE
Treasury Report - Cash Balance by Fund
Month Ended July 31, 2021



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

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

CITY OF DUARTE

General Fund Revenue by Category & Major Sources

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

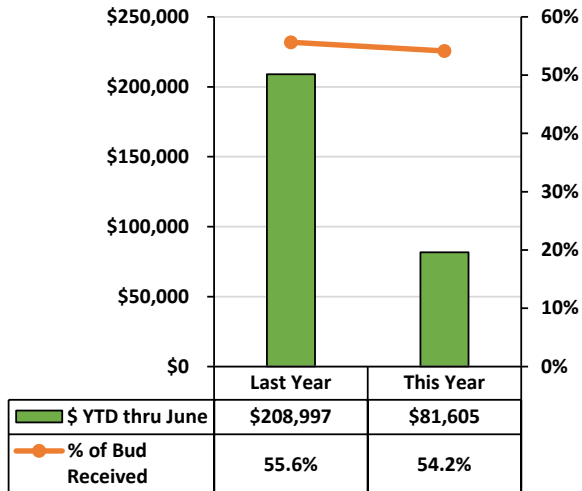


CITY OF DUARTE

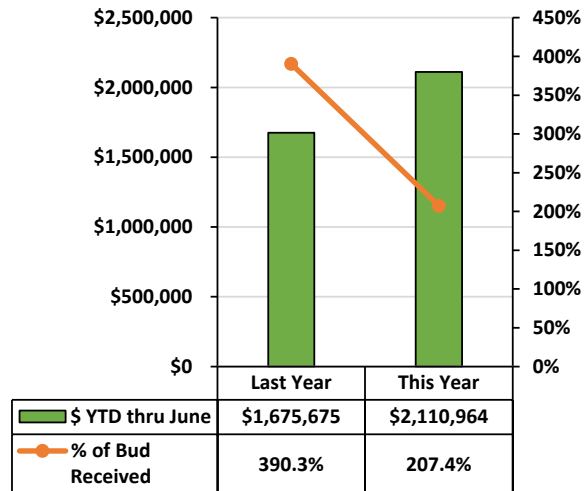
General Fund Revenue by Category & Major Sources

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

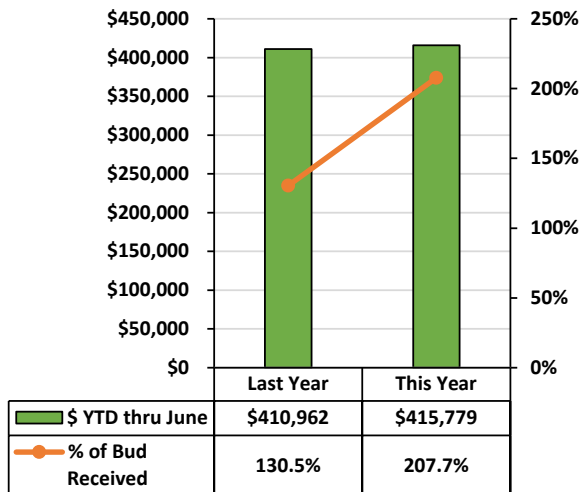
Recreation Fees



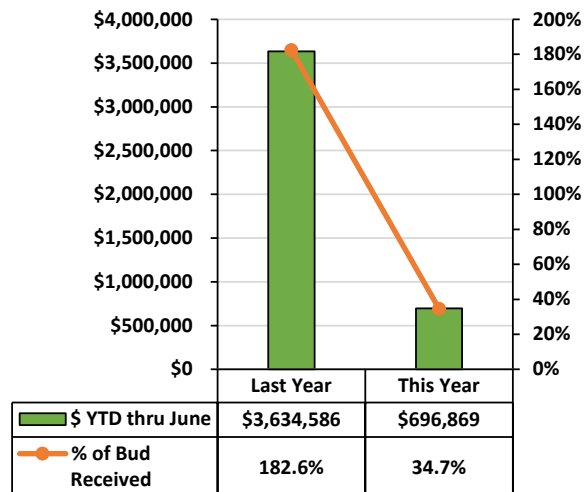
Other Service Charges



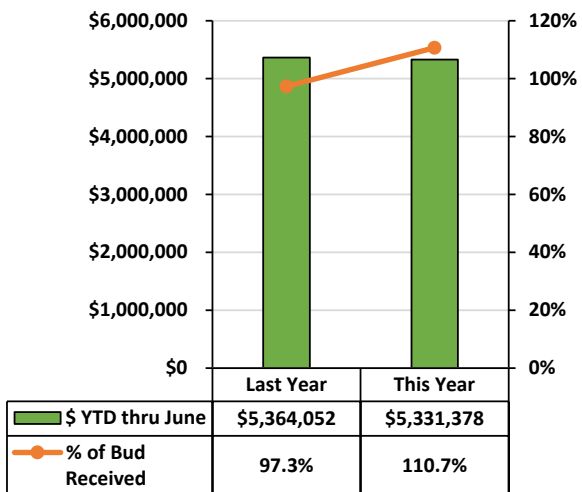
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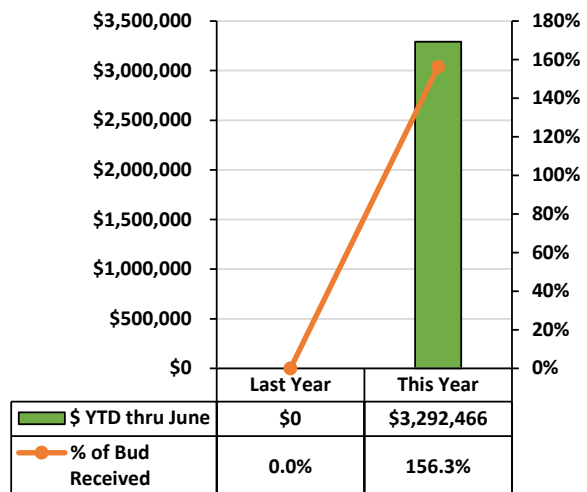
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

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



CITY OF DUARTE

General Fund Expenditures by Category & Division

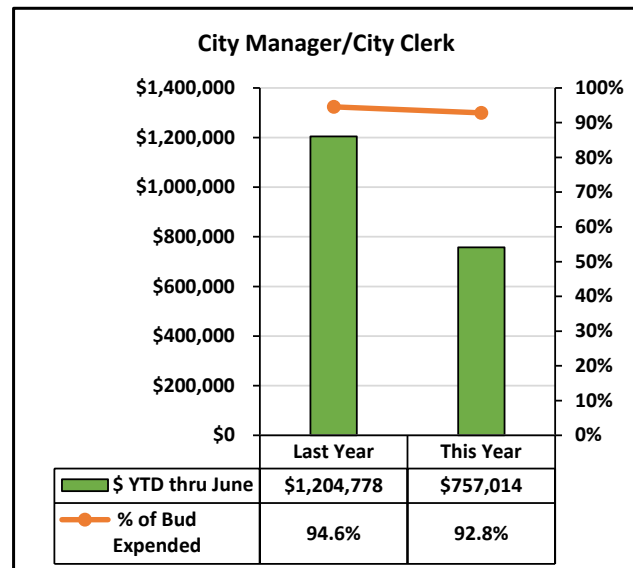
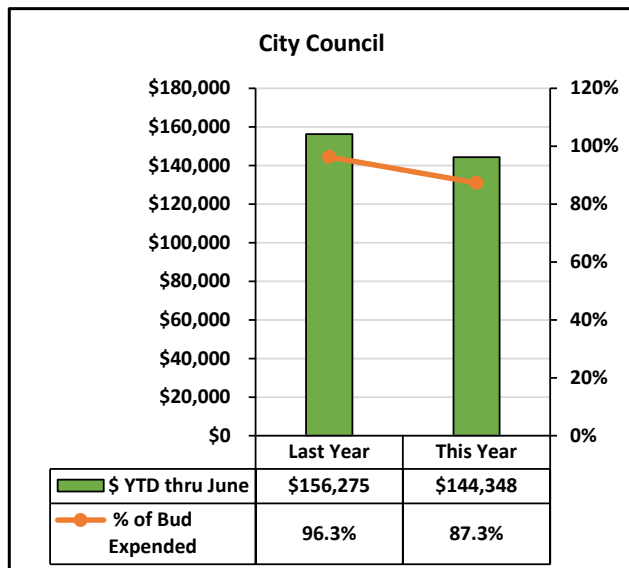
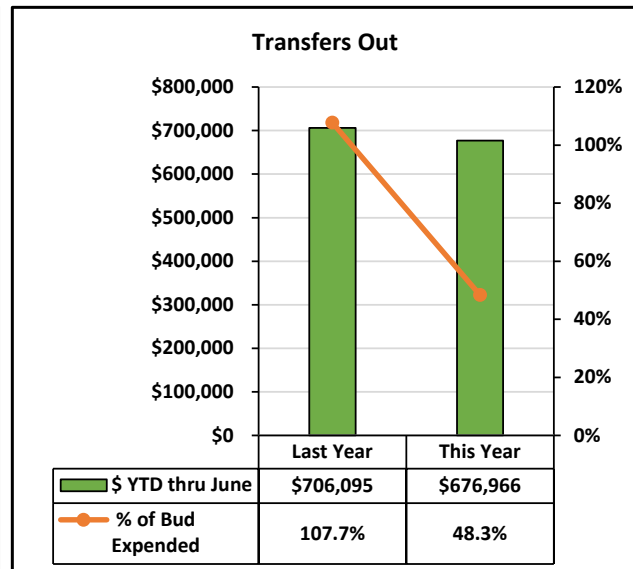
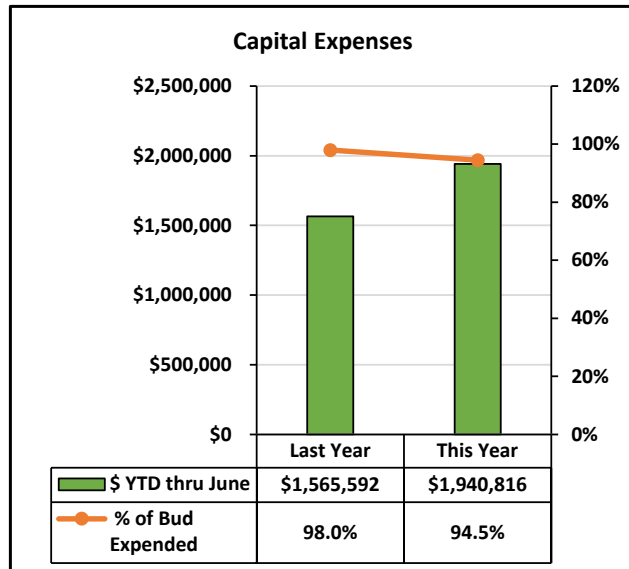
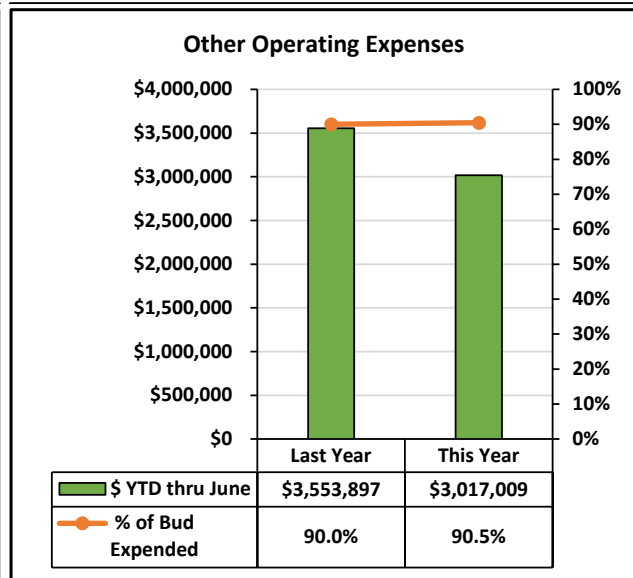
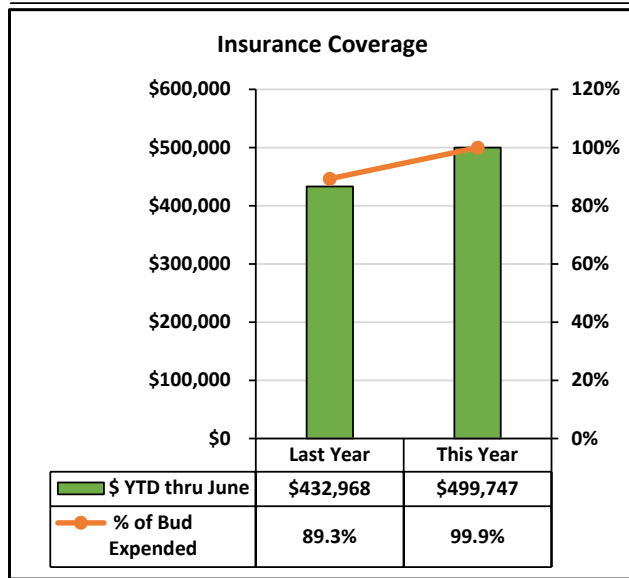
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

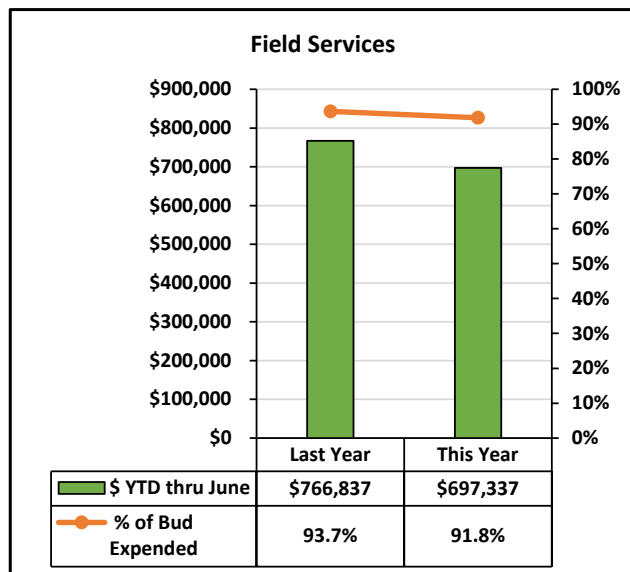
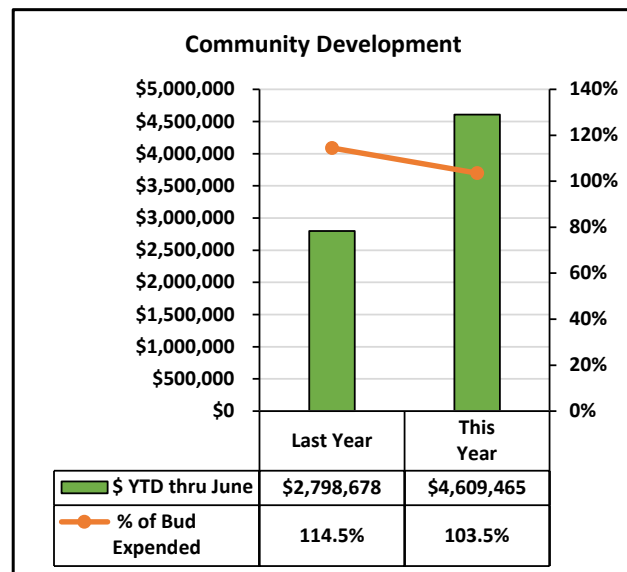
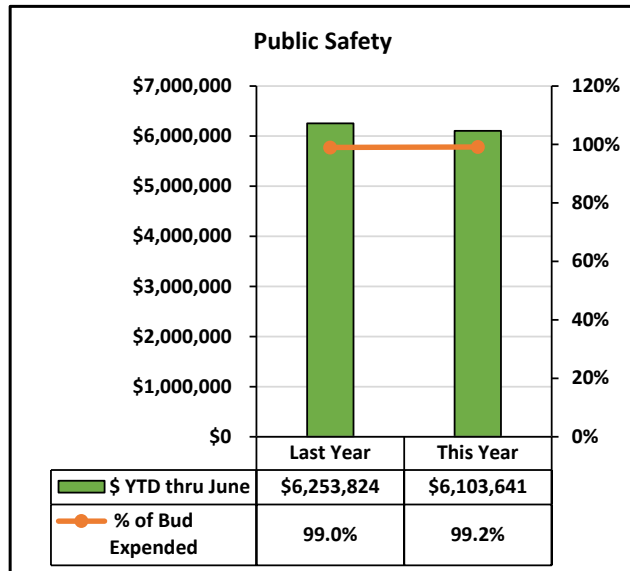
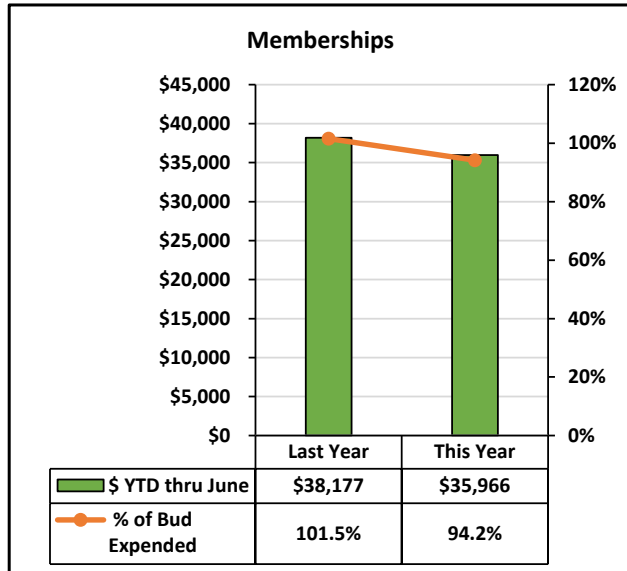
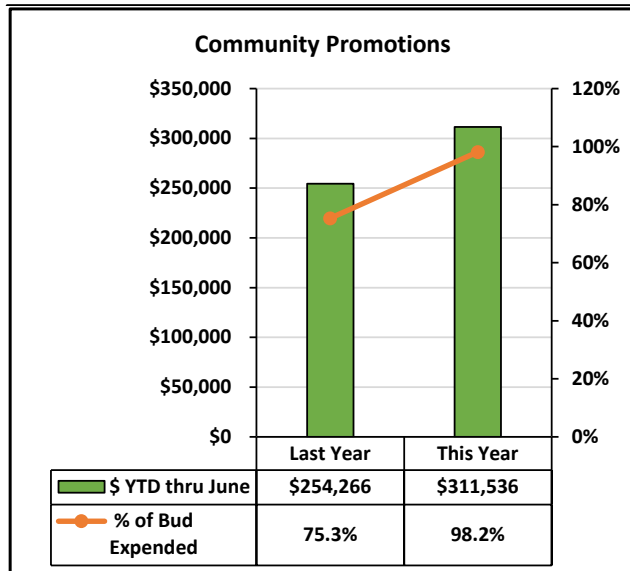
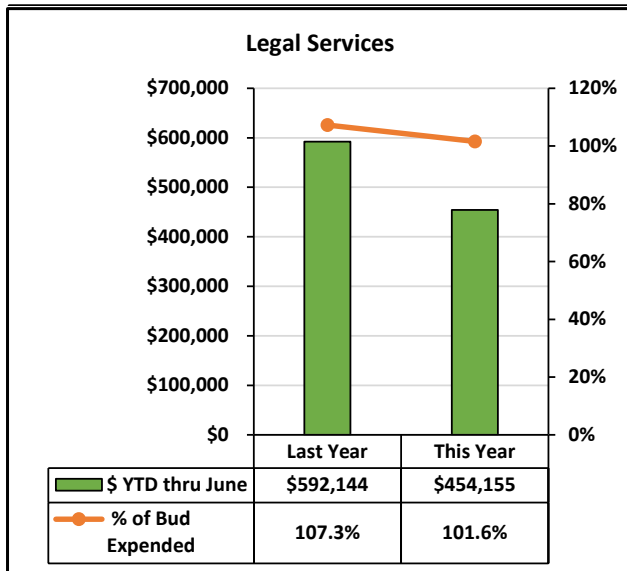
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

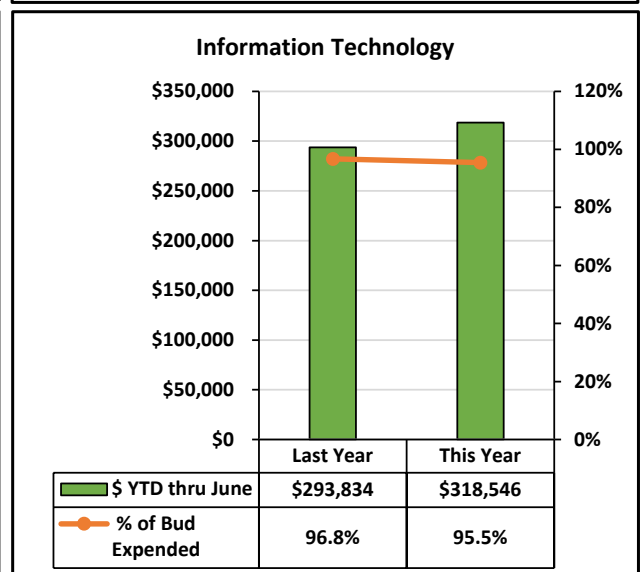
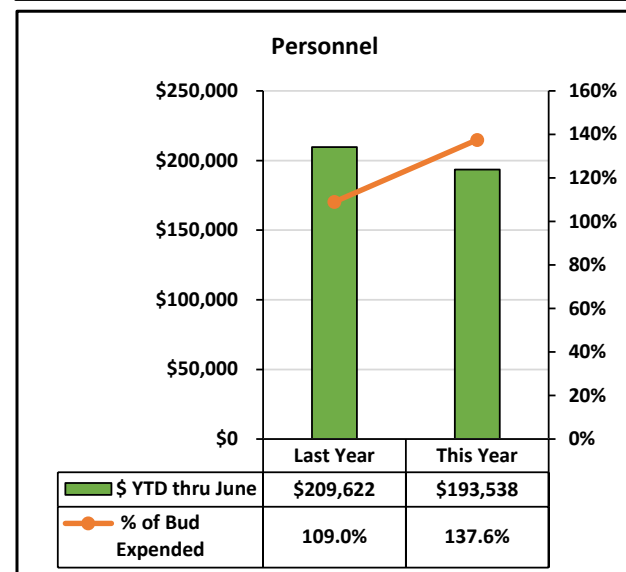
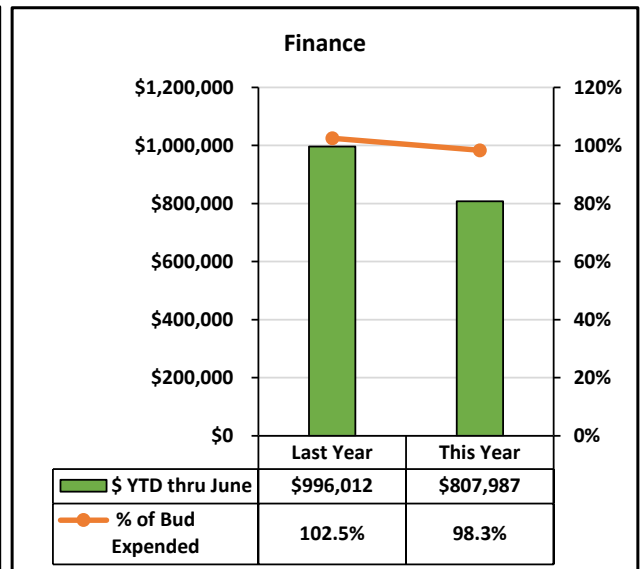
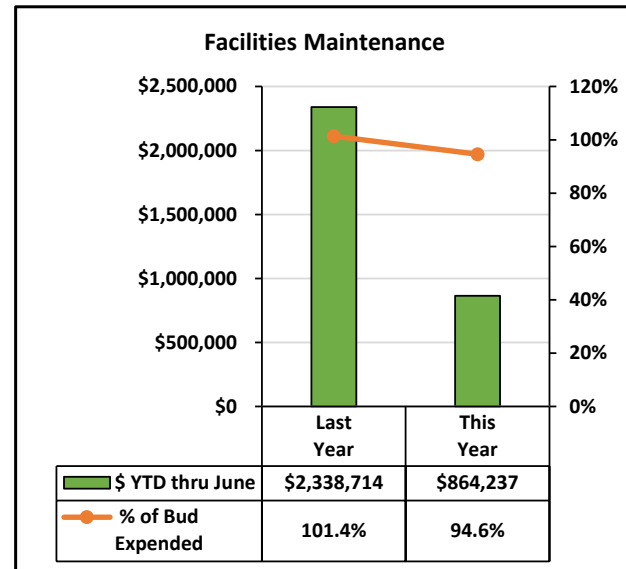
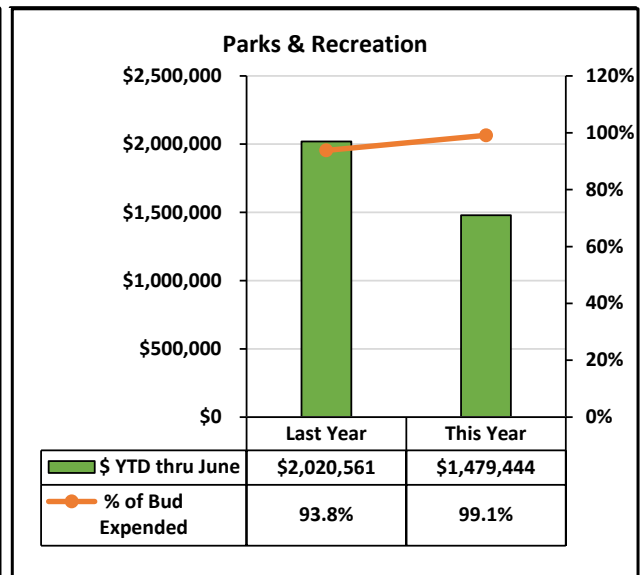
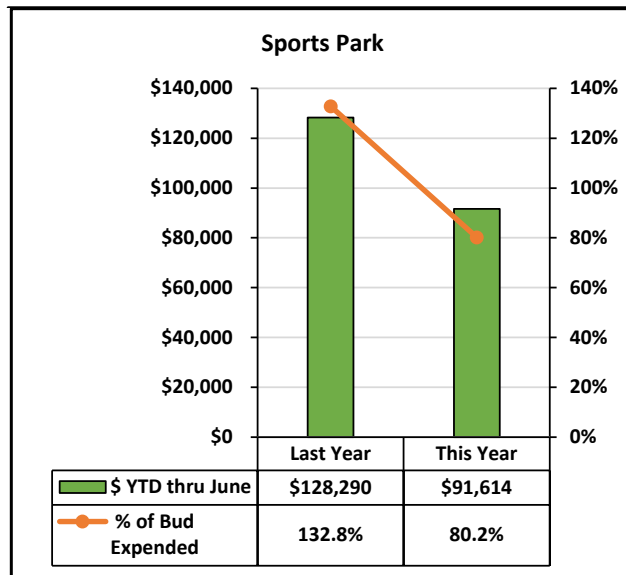
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

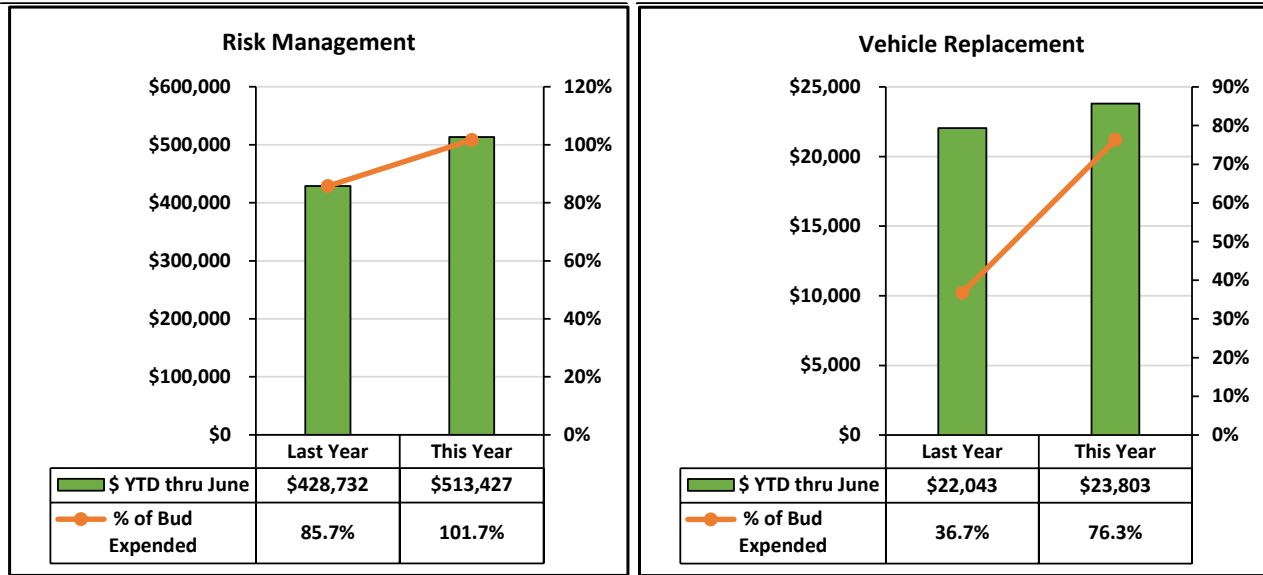
FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division

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



CITY OF DUARTE

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

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	17,271,064	21,466,255	696,869	19,219,775	676,966	2,266,384	19,537,448
220	Gas Tax	1,992,923	482,834	0	323,544	57,731	101,559	2,094,482
225	SB1/RMRA	418,697	369,371	0	230,000	46,000	93,371	512,068
240	Lghtng & Lndscpng	53,159	980,853	5,659	1,285,323	343,200	(642,010)	(588,851)
260	CDBG	0	4,774	0	5,000	0	(226)	(226)
270	PAEG	3,599	24,544	0	0	0	24,544	28,143
290	Supp Law Enfrcmnt	(101)	156,855	0	160,000	0	(3,145)	(3,246)
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	214,026	(80,473)	0	7,576	(4,736)	(83,313)	130,713
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,295	210	0	0	0	210	67,505
440	Prop A	732,149	626,667	0	459,782	74,146	92,739	824,888
460	Prop C	247,110	367,190	0	371,214	60,665	(64,690)	182,420
470	Mea R	1,198,340	278,937	0	338,578	67,716	(127,357)	1,070,983
475	Mea M	339,776	312,926	0	260,736	52,147	43	339,819
490	Mea W	0	249,848	0	199,423	0	50,424	50,424
520	Town Cntr Debt Serv	413,739	929	0	152,680	0	(151,751)	261,988
521	Infra Mod Debt Srv	1,133	62	0	220,837	0	(220,776)	(219,643)
610	Inclusionary Hsng	525,850	1,640	0	0	0	1,640	527,490
620	Community Impr	457,196	553,175	0	0	0	553,175	1,010,371
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	1,401,771	6,571	671,307	60,863	0	617,015	2,018,786
681	Fmr RDA L/M Hsg	4,043,834	9,859	0	0	0	9,859	4,053,693
Total - All Funds		29,381,560	25,813,025	1,373,836	23,295,330	1,373,836	2,517,695	31,899,255



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

AGENDA REPORT

MEETING DATE: August 24, 2021

TO: Mayor and Members of the City Council

FROM: Brian Villalobos; Director of Public Safety

SUBJECT: Approval of All City Management Services Agreement for Crossing Guard Services

RECOMMENDATION: City Council authorize the City Manager to execute the All City Management Services Agreement for Crossing Guard Services, and approve a General Fund budget amendment totaling \$7,229.

FISCAL IMPACT: Approval of this item would amend account 100-1205-7782 Crossing Guard Services from the budgeted amount of \$45,000 to \$52,229 to cover the City's half of expenses for crossing guard services

BACKGROUND

In 2019, the City elected to contract with All City Management Services (ACMS) for crossing guard services. Prior to 2019, the City hired and trained crossing guards and shared the costs with the Duarte Unified School District (DUSD) and the California School of the Arts (CSArts).

DISCUSSION/ANALYSIS

The ACMS agreement is an annual agreement that requires the City's approval. Additionally, the City enters into individual agreements with DUSD and CSArts that stipulates the approval of the ACMS agreement and the acceptance of fifty percent of the cost of the agreement. DUSD and CSArts works with the Public Safety Department to set the crossing guard locations and the hours of operation at each site.

DUSD has requested five crossing guards for the 2021/2022 school year at the following locations:

- Royal Oaks Drive at Crestfield Drive (Royal Oaks School)
- Mt. Olive Drive at Royal Oaks Drive (Royal Oaks School)
- Buena Vista Street at Kellwil Way (Beardslee School)
- Crestfield Drive at Central Avenue (Andres Duarte School)
- Mel Canyon Road at Deerlane Drive (Valleyview School)

CSArts has requested two crossing guards for the 2021/2022 school year at the following locations:

- Highland Avenue at the PAC Driveway
- Central Avenue at Highland Avenue

The ACMS agreement has exceeded the City's estimated budgeted amount due to the request of

CSArts to add one position to cover the PAC driveway and to cover the request of DUSD to extend the hours at Royal Oaks to cover a staggered drop-off and pick-up times.

RECOMMENDATION

City Council authorize the City Manager to execute the All City Management Services Agreement for Crossing Guard Services, and approve a General Fund budget amendment totaling \$7,229.

FISCAL IMPACT

Approval of this item would amend account 100-1205-7782 Crossing Guard Services from the budgeted amount of \$45,000 to \$52,229 to cover the City's half of expenses for crossing guard services.

ATTACHMENTS

Attachment A – ACMS Agreement for Crossing Guard Services

Attachment B – Duarte Unified School District's signed agreement for Crossing Guard Services

Attachment C – California School of the Arts signed agreement for Crossing Guard Services



AGREEMENT FOR CROSSING GUARD SERVICES

This AGREEMENT FOR CROSSING GUARD SERVICES (the "Agreement") is dated August __, 2021 and is between the CITY OF DUARTE (hereinafter called the "City"), and ALL CITY MANAGEMENT SERVICES, INC., a California corporation (hereinafter called the "Contractor").

WITNESSETH

The parties hereto have mutually covenanted and agreed as follows:

1. This Agreement is for a period which commences on no later than August 12, 2021 and ends on June 30, 2022 and for such term thereafter as the parties may agree upon by written amendment to this contract. Service shall begin on a best availability basis until such a time as Contractor has hired, trained and deployed Crossing Guards to all sites requested by the City. City agrees to provide site locations for Contractor to then assign and deploy Crossing Guards. Contractor shall assume liability for only those sites agreed to by both Contractor and the City by written amendment stating effective date of assignment.
2. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a "Crossing Guard". Contractor will perform criminal background checks and confirm employment eligibility through E-Verify on all prospective personnel. The Contractor is an independent contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the City.
3. The City's representative in dealing with the Contractor shall be designated by the City of Duarte.
4. The City shall determine the locations where Crossing Guards shall be furnished by the Contractor. The Contractor shall provide at each designated location personnel properly trained as herein specified for the performance of duties as a Crossing Guard. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with the terms of this Agreement.
5. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location and agrees to provide immediate replacement.
6. In the performance of its duties the Contractor and all employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and all applicable laws of the state in which the Services are to be performed.
7. Persons provided by the Contractor as Crossing Guards shall be trained in all applicable laws of the state in which the Services are to be performed pertaining to general pedestrian safety in school crossing areas.

8. Crossing Guard Services (the “Services”) shall be provided by the Contractor at the designated locations on all days in which school is in session in the area under City’s jurisdiction. The Contractor also agrees to maintain communication with the designated schools to maintain proper scheduling.
9. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. This apparel must be appropriate for weather conditions. The Contractor shall also provide all Crossing Guards with hand-held Stop signs and any other safety equipment which may be necessary.
10. The Contractor shall at all times provide workers' compensation insurance covering its employees and shall provide and maintain liability insurance for Crossing Guard activities. The Contractor will provide to the City a Certificate of Insurance naming the City and its officials, officers and employees as additional insureds. Such insurance shall include commercial general liability with a combined single limit of not less than \$1,000,000.00 per occurrence and in aggregate for property damage and bodily injury. Such insurance shall be primary with respect to any insurance maintained by the City and shall not call on the City's insurance contributions. Such insurance shall be endorsed for contractual liability and personal injury and shall include the City, its officers, agents and interest of the City. Such insurance shall not be canceled, reduced in coverage or limits or non-renewed except after thirty (30) days written notice has been given to the City.
11. Contractor agrees to defend, indemnify and hold harmless the City, its officers, employees, agents and representatives, from and against any and all actions, claims for damages to persons or property, penalties, obligations or liabilities (each a “Claim” and collectively, the “Claims”) that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the sole negligent acts or omissions, or willful misconduct, of Contractor, its agents, employees, subcontractors, representatives or invitees.
 - a) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses including attorney's fees incurred in connection herewith.
 - b) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the sole negligence of Contractor hereunder, Contractor agrees to pay City, its officers, agents, or employees, any and all costs and expenses incurred by the City, its officers agents or employees in such action or proceeding, including, but not limited to, reasonable attorney's fees.
 - c) In the event that a court determines that liability for any Claim was caused or contributed to by the negligent act or omission or the willful misconduct of City, liability will be apportioned between Contractor and City based upon the parties’ respective degrees of culpability, as determined by the court, and Contractor’s duty to indemnify City will be limited accordingly.
 - d) Notwithstanding anything to the contrary contained herein, Contractor’s indemnification obligation to City for Claims under this Agreement will be limited to the maximum combined

aggregate of Contractor's general liability and umbrella insurance policies in the amount of \$5,000,000 (Five Million Dollars).

12. Either party shall have the right to terminate this Agreement by giving sixty (60) days written notice to the other party.
13. The Contractor shall not have the right to assign this Agreement to any other person or entity except with the prior written consent of the City.
14. The City agrees to pay the Contractor for the Services rendered pursuant to this Agreement the sum of Twenty-four Dollars and Eighteen Cents **(\$24.18)** per hour, per Crossing Guard during the term. Based on a minimum of seven (7) sites and based upon a projected (4320) hours of service the cost shall not exceed One Hundred Four Thousand, Four Hundred and Fifty-eight Dollars (\$104,458.00) per year.
15. Payment is due within thirty (30) days of receipt of Contractor's properly prepared invoice.
16. Contractor may request a price increase during the term as a result of any legally-mandated increases in wages or benefits imposed in the state or municipality in which the Services are to be performed and to which Contractor's employees would be subject. Contractor shall provide City with 60 days-notice of its request to increase pricing. City agrees to review and respond to said notice within 30 days of receipt.
17. The City shall have an option to renew this Agreement. In the event this Agreement is extended beyond the end of the term set forth above, the compensation and terms for the Services shall be established by mutual consent of both parties.
18. This Agreement constitutes the complete and exclusive statement of the agreement among the parties with respect to the subject matter hereof and supersedes all prior written or oral statements among the parties, including any prior statements, warranties, or representations. This Agreement is binding upon and will inure to the benefit of the parties hereto and their respective heirs, administrators, executors, successors, and assigns. Each party hereto agrees that this Agreement will be governed by the law of the state in which the Services are to be performed, without regard to its conflicts of law provisions. Any amendments, modifications, or alterations to this Agreement must be in writing and signed by all parties. There will be no presumption against any party on the ground that such party was responsible for preparing this Agreement or any part of it. Each provision of this Agreement is severable from the other provisions. If any provision of this Agreement is declared invalid or contrary to existing law, the inoperability of that provision will have no effect on the remaining provisions of the Agreement which will continue in full force and effect.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year written below.

CITY

CONTRACTOR

City of Duarte

All City Management Services, Inc.

By _____
Signature

By _____
D. Farwell, Corporate Secretary

Print Name and Title

Date _____

Date _____

AGREEMENT

The City of Duarte, hereinafter referred to as the "CITY", and the Duarte Unified School District, hereinafter referred to as the "DISTRICT", do enter into the following Agreement:

WHEREAS, the parties hereto desire to provide for a school crossing guard program at the locations shown in Exhibit "A".

WHEREAS, the parties will contract out for crossing guard services with All City Management Services, Inc. (ACMS), as shown is Exhibit "B", and to specify the respective responsibilities of such program.

NOW, THEREFORE, it is agreed as follows:

SECTION I.

For, and in consideration of, the covenants and conditions to be kept and performed by the CITY, as set forth in this Agreement, the CITY agrees:

- A. To manage a contract with ACMS, to provide crossing guards and to monitor and/or coordinate the school crossing guard attendance, and to schedule substitutes as necessary.
- B. To arrange with ACMS to provide training of crossing guards for locations as shown in Exhibit "A".
- C. To arrange with ACMS to provide the equipment associated with the school crossing guard program.
- D. To bear 50% of the direct and incidental contract costs, associated with the school crossing guard program at the following locations, which meet State traffic control warrants:

Royal Oaks Drive at Royal Oaks School
Mt. Olive Drive at Royal Oaks Drive
Buena Vista Street at Kellwil Way
Mel Canyon Road at Deerlane Drive
Crestfield Drive at Central Avenue

SECTION II.

For, and in consideration of, the covenants and conditions to be kept and performed by the DISTRICT, as set forth in this Agreement, the DISTRICT agrees:

AGREEMENT

- A. To bear 50% of the direct and incidental contract costs, associated with the school crossing guard program at the following locations, which meet State traffic control warrants:

Royal Oaks Drive at Mount Olive Drive
Crestfield Drive at Royal Oaks Drive
Buena Vista Street at Kellwil Way
Mel Canyon Road at Deerlane Drive
Crestfield Drive at Central Avenue

SECTION III.

It is mutually agreed between the parties hereto as follows:

- A. Crossing guards assigned to the location shall not be construed to be traffic controllers.
- B. Crossing guards assigned to the location shall be responsible for pedestrian crossings only.
- C. Crossing guards assigned to the location will work the scheduled 180 days of the school year.
- D. Neither the CITY nor any officer, employee, or agent of the CITY shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by the DISTRICT in connection with any work, authority, or jurisdiction delegated to the DISTRICT under this Agreement. It is also understood and agreed that the DISTRICT shall fully indemnify, defend, and hold the CITY harmless from any liability imposed for injury occurring by reason of anything done or omitted to be done by the DISTRICT in connection with any work, authority, or jurisdiction delegated to the DISTRICT under this Agreement.
- E. Neither the DISTRICT nor any officer, employee, or agent of the DISTRICT shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by the CITY in connection with any work, authority, or jurisdiction delegated to the CITY under this Agreement. It is also understood and agreed that the CITY shall fully indemnify, defend, and hold the DISTRICT harmless from any liability imposed for injury occurring by reason of anything done or omitted to be done by the CITY in connection with any work, authority, or jurisdiction delegated to the CITY under this Agreement.

AGREEMENT

- F. This Agreement shall remain in full force and effect until either party requests an adjustment or modification.
- G. Any adjustments, modifications, or withdrawal from this agreement, shall be preceded by thirty (30) days written notice to the other party.
- H. The effective date of this agreement is August 12, 2021.

CITY OF DUARTE

DUARTE UNIFIED SCHOOL DISTRICT

City Manager

Date

Asst

Jr. Saul

Superintendent

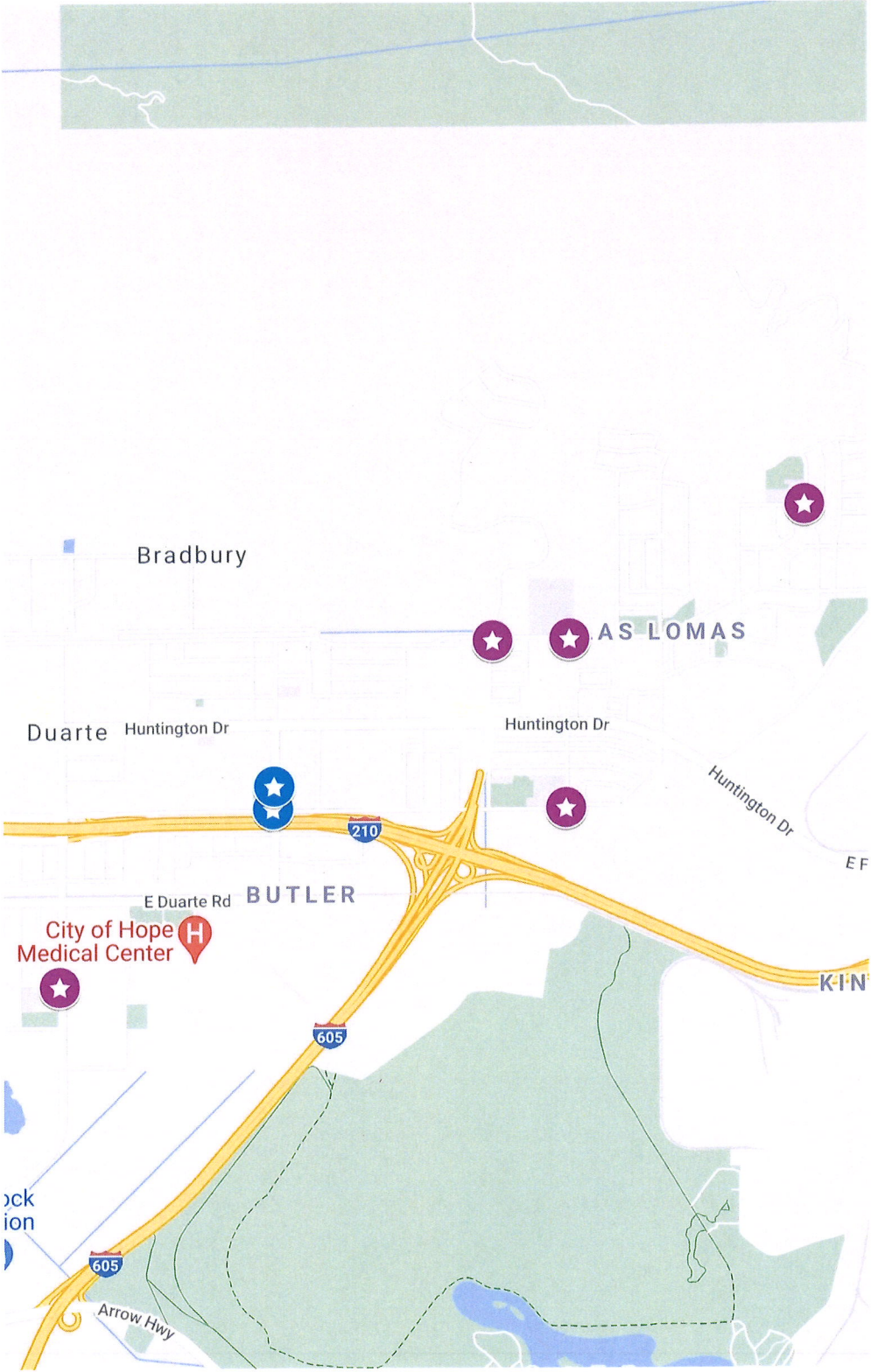
8-9-21

Date

Exhibit A

School District Crossing Guards

- ★ Royal Oaks Dr at Crestfield
- ★ Mt Olive Dr at Royal Oaks Dr
- ★
- Buena Vista St at Kellwil Way
- ★
- Crestfield Drive at Central Avenue
- ★
- Mel Canyon Rd At Deerlane Dr



AGREEMENT

The City of Duarte, hereinafter referred to as the "CITY", and the California School of the Arts – San Gabriel Valley, hereinafter referred to as the "CSArts", do enter into the following Agreement:

WHEREAS, the parties hereto desire to provide for a school crossing guard program at the locations shown in Exhibit "A".

WHEREAS, the parties will contract out for crossing guard services with All City Management Services, Inc. (ACMS), as shown in Exhibit "B", and to specify the respective responsibilities of such program.

NOW, THEREFORE, it is agreed as follows:

SECTION I.

For, and in consideration of, the covenants and conditions to be kept and performed by the CITY, as set forth in this Agreement, the CITY agrees:

- A. To manage a contract with ACMS, to provide crossing guards and to monitor and/or coordinate the school crossing guard attendance, and to schedule substitutes as necessary.
- B. To arrange with ACMS to provide training of crossing guards for locations as shown in Exhibit "A".
- C. To arrange with ACMS to provide the equipment associated with the school crossing guard program.
- D. To bear 50% of the direct and incidental contract costs, associated with the school crossing guard program at the following locations, which meet State traffic control warrants:

Central Avenue at Highland Avenue
Highland Avenue at PAC Driveway

SECTION II.

For, and in consideration of, the covenants and conditions to be kept and performed by the CSArts, as set forth in this Agreement, the CSArts agrees:

- A. To bear 50% of the direct and incidental contract costs, associated with the school crossing guard program at the following locations, which meet State traffic control warrants:

Central Avenue at Highland Avenue
Highland Avenue at PAC Driveway

AGREEMENT

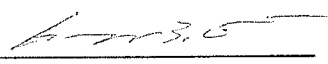
- C. Crossing guards assigned to the location will work the scheduled 180 days of the school year.
- D. Neither the CITY nor any officer, employee, or agent of the CITY shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by the CSArts in connection with any work, authority, or jurisdiction delegated to the CSArts under this Agreement. It is also understood and agreed that the CSArts shall fully indemnify, defend, and hold the CITY harmless from any liability imposed for injury occurring by reason of anything done or omitted to be done by the CSArts in connection with any work, authority, or jurisdiction delegated to the CSArts under this Agreement.
- E. Neither the CSArts nor any officer, employee, or agent of the CSArts shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by the CITY in connection with any work, authority, or jurisdiction delegated to the CITY under this Agreement. It is also understood and agreed that the CITY shall fully indemnify, defend, and hold the CSArts harmless from any liability imposed for injury occurring by reason of anything done or omitted to be done by the CITY in connection with any work, authority, or jurisdiction delegated to the CITY under this Agreement.
- F. This Agreement shall remain in full force and effect until either party requests an adjustment or modification.
- G. Any adjustments, modifications, or withdrawal from this agreement, shall be preceded by thirty (30) days written notice to the other party.
- H. The effective date of this agreement is August 11, 2021.

CITY OF DUARTE

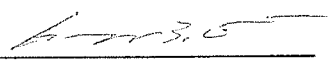
California School of the Arts

City Manager

Date



Principal

 8-12-2021

Date

Exhibit A

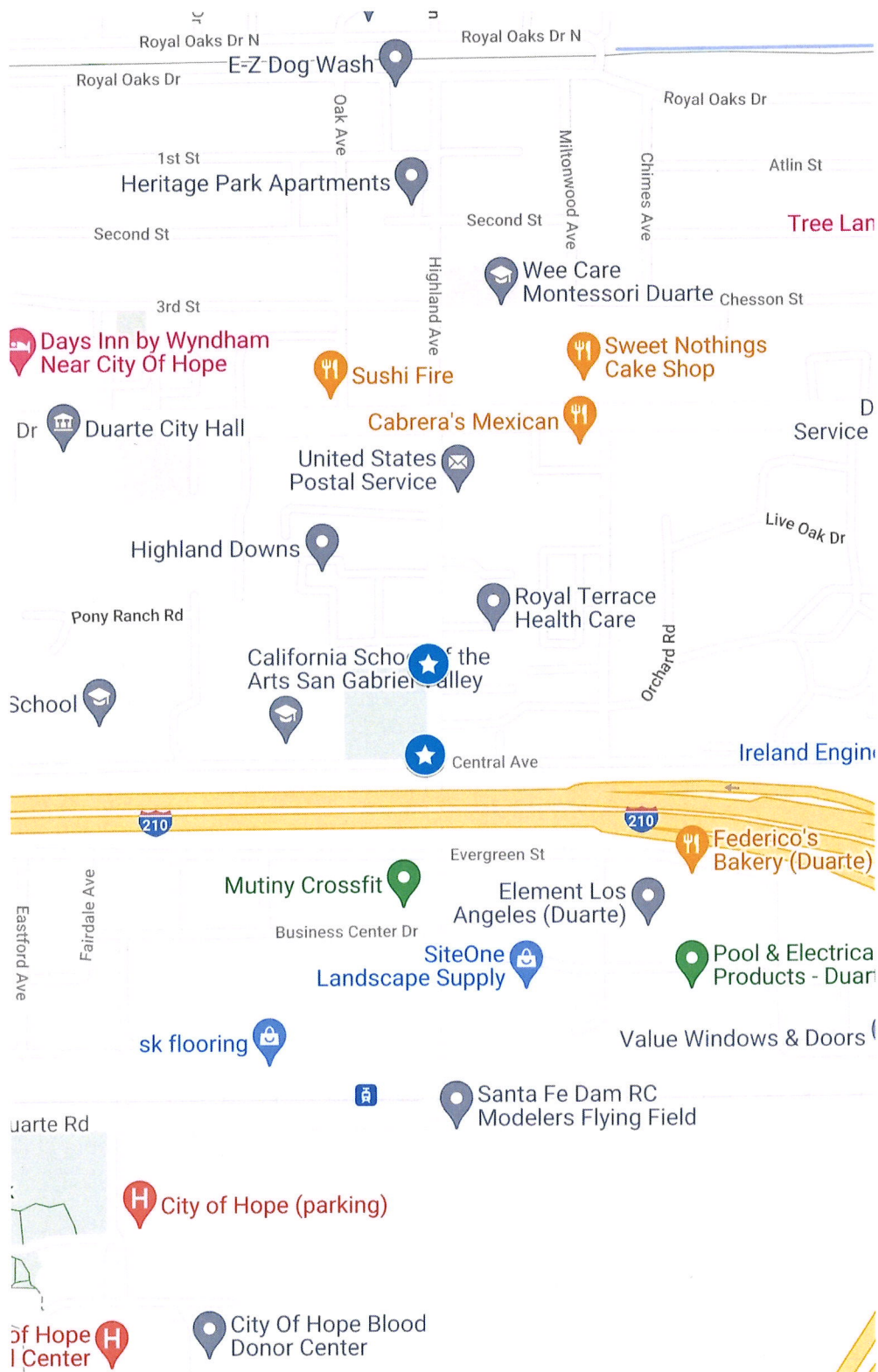
CSArts Crossing Guards



Highland Ave and Pac
Driveway



Central Ave and Highland Ave





City of Duarte

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

August 25, 2021

The Honorable Lorena Gonzalez
Chair, Assembly Appropriations Committee
State Capitol, Room 2114
Sacramento, CA 95814

RE: SB 4 (Gonzalez) Communication: California Advanced Services Fund: Deaf and Disabled Telecommunications Program: Surcharges
Notice of SUPPORT *(As Amended 05/20/2021)*

Dear Assembly Member Gonzalez,

The City of Duarte would like to express our support for SB 4 (Gonzalez), which would prioritize the deployment of broadband infrastructure in unserved and underserved communities throughout California through the ongoing collection of the California Advanced Services Fund (CASF) surcharge.

As a middle-class community with numerous small and home-based businesses, Duarte's median annual household income of \$73,400 is just enough to cover the cost of living in California. Yet, as the need for reliable communication systems - soared when COVID-19 "Stay-At-Home" orders were instituted, many of our residents faced new hurdles due to lack of broadband infrastructure in the city, creating another level of economic instability in an already difficult situation. Currently, some of our neighborhoods can only access broadband speeds of 10 Mbps, which is inadequate for even the most basic internet usage.

Upon asking providers what could be done to entice them to build out infrastructure and create a competitive services environment in Duarte, the response has been that our population size of 22,000 just does not have the customer base in comparison to larger cities that might prove more lucrative. Smaller cities cannot compete in the market without the assistance of the State. We believe SB 4 would work to help bridge the digital divide, expand the definition of "underserved" to those who have been working with obsolete speeds, and ensure equity and access to those who most need assistance.

The City of Duarte strongly supports SB 4 and encourages the effort to invest in our communities by ensuring that all residents have access to reliable, high quality broadband technology.

Sincerely,

Bryan Urias
Mayor
City of Duarte

cc: Members of the Appropriations Committee
The Honorable Anthony Portantino (via email)
The Honorable Blanca Rubio (via email)
Duarte City Council
Jennifer Quan, Executive Director, LA County Division, League of California Cities (via email)
League of California Cities, SupportLocalRecovery@cacities.org



City of Duarte

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

August 25, 2021

The Honorable Anthony Portantino
California State Senate
State Capitol, Room 5050
Sacramento, CA 95814

RE: AB-14 (Aguiar-Curry) Communications: Broadband Services: California Advanced Services Fund.
Notice of SUPPORT

Dear Senator Portantino,

The City of Duarte would like to express our support for AB 14 (Aguiar-Curry) which would prioritize the deployment of broadband infrastructure in unserved and underserved communities throughout California through the ongoing collection of the California Advanced Services Fund (CASF) surcharge.

As a middle-class community with numerous small and home-based businesses, Duarte's median annual household income of \$73,400 is just enough to cover the cost of living in California. Yet, as the need for reliable communication systems soared when COVID-19 "Stay-At-Home" orders were instituted, many of our residents faced new hurdles due to lack of broadband infrastructure in the city, creating another level of economic instability in an already difficult situation. Currently, some of our neighborhoods can only access broadband speeds of 10 Mbps, which is inadequate for even the most basic internet usage.

Upon asking providers what could be done to entice them to build out infrastructure and create a competitive services environment in Duarte, the response has been that our population size of 22,000 just does not have the customer base in comparison to larger cities that might prove more lucrative. Smaller cities cannot compete in the market without the assistance of the State.

AB 14 is a step in the right direction and ensures the continued collection of an essential source of broadband funding. This measure not only authorizes the ongoing collection of the existing CASF surcharge but also makes it easier for local governments to access these grants. Additionally, AB 14 would create a Broadband Bond Financing and Securitization Account to fund broadband infrastructure deployment by local governments. These funding opportunities would allow local governments to continue to play a vital role in deploying broadband infrastructure in their communities.

The City of Duarte strongly supports AB 14 and encourages the effort to invest in our communities by ensuring that all residents have access to reliable, high quality broadband technology.

Sincerely,

Bryan Urias
Mayor
City of Duarte

cc: The Honorable Blanca Rubio (via email)
Duarte City Council
Jennifer Quan, Executive Director, LA County Division, League of California Cities (via email)
League of California Cities, SupportLocalRecovery@cacities.org

Council Action Advised by August 31, 2021

June 16, 2021

TO: City Managers and City Clerks

**RE: DESIGNATION OF VOTING DELEGATES AND ALTERNATES
League of California Cities Annual Conference & Expo – September 22-24, 2021**

Cal Cities 2021 Annual Conference & Expo is scheduled for September 22-24, 2021 in Sacramento. An important part of the Annual Conference is the Annual Business Meeting (during General Assembly) on Friday, September 24. At this meeting, Cal Cities membership considers and acts on resolutions that establish Cal Cities policy.

In order to vote at the Annual Business Meeting, your city council must designate a voting delegate. Your city may also appoint up to two alternate voting delegates, one of whom may vote if the designated voting delegate is unable to serve in that capacity.

Please complete the attached Voting Delegate form and return it to Cal Cities office no later than Wednesday, September 15. This will allow us time to establish voting delegate/alternate records prior to the conference.

Please note: Our number one priority will continue to be the health and safety of participants. We are working closely with the Sacramento Convention Center to ensure that important protocols and cleaning procedures continue, and if necessary, are strengthened. Attendees can anticipate updates as the conference approaches.

- **Action by Council Required.** Consistent with Cal Cities bylaws, a city's voting delegate and up to two alternates must be designated by the city council. When completing the attached Voting Delegate form, please attach either a copy of the council resolution that reflects the council action taken, or have your city clerk or mayor sign the form affirming that the names provided are those selected by the city council. Please note that designating the voting delegate and alternates **must** be done by city council action and cannot be accomplished by individual action of the mayor or city manager alone.
- **Conference Registration Required.** The voting delegate and alternates must be registered to attend the conference. They need not register for the entire conference; they may register for Friday only. Conference registration will open mid-June at www.cacities.org. In order to cast a vote, at least one voter must be present at the Business Meeting and in possession of the voting delegate card. Voting delegates and alternates need to pick up their conference badges before signing in and picking up the voting delegate card at the Voting Delegate Desk. This will enable them to receive the special sticker on their name badges that will admit them into the voting area during the Business Meeting.
- **Transferring Voting Card to Non-Designated Individuals Not Allowed.** The voting delegate card may be transferred freely between the voting delegate and alternates, but

only between the voting delegate and alternates. If the voting delegate and alternates find themselves unable to attend the Business Meeting, they may *not* transfer the voting card to another city official.

- **Seating Protocol during General Assembly.** At the Business Meeting, individuals with the voting card will sit in a separate area. Admission to this area will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate. If the voting delegate and alternates wish to sit together, they must sign in at the Voting Delegate Desk and obtain the special sticker on their badges.

The Voting Delegate Desk, located in the conference registration area of the Sacramento Convention Center, will be open at the following times: Wednesday, September 22, 8:00 a.m. – 6:00 p.m.; Thursday, September 23, 7:00 a.m. – 4:00 p.m.; and Friday, September 24, 7:30 a.m.– 11:30 a.m. The Voting Delegate Desk will also be open at the Business Meeting on Friday, but will be closed during roll calls and voting.

The voting procedures that will be used at the conference are attached to this memo. Please share these procedures and this memo with your council and especially with the individuals that your council designates as your city's voting delegate and alternates.

Once again, thank you for completing the voting delegate and alternate form and returning it to the League's office by Wednesday, September 15. If you have questions, please call Darla Yacub at (916) 658-8254.

Attachments:

- Annual Conference Voting Procedures
- Voting Delegate/Alternate Form



CITY: _____

**2021 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM**

Please complete this form and return it to Cal Cities office by Wednesday, September 15, 2021. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

To vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____

Email: _____

Mayor or City Clerk _____
(circle one) (signature)

Date: _____ Phone: _____

Please complete and return by Wednesday, September 15, 2021 to:

Darla Yacub, Assistant to the Administrative Services Director

E-mail: dyacub@cacities.org

Phone: (916) 658-8254



Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to Cal Cities policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the Cal Cities Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in their possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.