

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: August 3, 2020
SUBJECT: Comments on Agenda Items, Meeting of August 11, 2020

ITEM 5.A. (Special Items). Representatives from California American Water ("Cal-Am") are providing a presentation on the Crownhaven Well, which is part of Cal-Am's water system.

ITEM 5.B. (Special Items). Assistant Fire Chief Mike Inman is providing a presentation on preparations for the upcoming fire season.

ITEM 5.C. (Special Items). Representatives from the Southern California Air Quality Management District ("SCAQMD") are providing a presentation on its air quality monitoring station on Melcanyon Road. SCAQMD began this air quality monitoring project at the site in the Fall of 2013.

ITEM 7.D. (Consent Calendar). Staff is recommending that the City Council receive and file the California Fair Political Practices Commission ("FPPC") 2020 Local Agency Biennial Notice. Every two years in even-numbered years, the City is required to review its conflict of interest code and indicate to the City Council whether the City's conflict of interest code requires any amendment or revision and, if so, the general nature of the amendment or revisions. The City Attorney has reviewed the City's conflict of interest code, and advises that no amendment is necessary at this time. The box on the form marked "No amendment is required" can be checked, and the City Manager may sign and date the form.

ITEM 7.E. (Consent Calendar). Staff is recommending that the City Council adopt Resolution 20-R-24 and authorize the City Manager to execute a Transfer Agreement with the Los Angeles County Flood Control District to enable the City to receive funds under the Safe, Clean Water Program (Measure W). Under Measure W Municipal Program, the City anticipates receiving \$250,000 annually, to be used to fund a range of water quality improvement projects and activities.

ITEM 7.F. (Consent Calendar). Staff is recommending that the City Council adopt Resolution 20-R-26, which would extend the term of the City's existing California Violence Intervention ("Cal VIP") grant to December 15, 2021. This extension will result in the City being able to utilize approximately \$40,000 in Cal VIP grant funds that would otherwise go unused.

ITEM 7.G. (Consent Calendar). Staff is recommending that the City Council adopt Resolution 20-R-27, which would commemorate the ratification of the 19th Amendment to the Constitution of the United States. The 19th Amendment, which guarantees that the right to vote for American citizens cannot be denied on the basis of sex, was passed by Congress on June 4, 1919, and ratified by three-fourths of the States on August 18, 1920.

ITEM 7.I. (Consent Calendar). Staff is recommending that the City Council authorize the Mayor, on behalf of the City of Duarte, to send a letter to Congresswoman Grace Napolitano urging her support for \$500 billion in direct and flexible assistance to local governments as part of any future federal COVID-19 relief package. The League of California Cities is requesting all its members to send such a letter to their Congressional representative.

ITEM 9. (Council Bills). Staff is recommending that the City Council adopt Resolution 20-R-25, which will change the measurement of transportation impacts in all California Environmental Quality Act (CEQA) documents (such as Environmental Impact Reports) from the current Level of Service (LOS) metric to Vehicle Miles Traveled (VMT).

The transition from LOS to VMT as a standard for measuring transportation impacts in CEQA documents is a complicated process. This process was facilitated by San Gabriel Valley Council of Governments (COG), who organized an effort of member cities to work together, share consulting costs and develop a regional program that each city can adjust to its needs. COG hired a consultant for this transition project, and a representative from that firm will provide the City Council with a presentation on the process of developing the region's VMT approach.

ITEM 12.A. (Business Items). Staff is recommending that the City Council provide direction on the issue of renaming Business Center Drive. One possible option for the City Council to consider, as raised by a City Councilmember at a recent meeting, is to change Business Center Drive to a name that honors Councilmember John Fasana.

ITEM 12.B. (Business Items). Staff is providing the City Council with a status update on the Hawthorn Suites by Wyndham hotel project, which is located at 1230 Huntington Drive. As part of this update, staff is recommending that the City Council provide direction to staff on establishing a project timeline and the appropriate timing on any potential code enforcement actions.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be 'Dr. Daniel Jordan', written over a horizontal line.

Dr. Daniel Jordan
City Manager

MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY/COMMUNITY FACILITIES FINANCING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – JULY 28, 2020

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

To follow the new Order issued by the Governor, the City Council meeting was closed to the public. Members of the public were able to participate on Zoom, and view/listen to the live City Council meeting broadcast on the City's website. Public comments were submitted electronically by emailing duarteinfo@accessduarte.com before or during the meeting, prior to the close of public comment. Emailed public comments were read into the record.

CALL TO ORDER

The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in a regular meeting by teleconference in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Kang called the meeting to order at 6:32 p.m.

RECORDATION OF ATTENDANCE

The following were in attendance:

PRESENT: Fasana, Finlay, Lewis (disconnected from 9:55-10:01 p.m.), Paras-Caracci, Reilly, Urias, Kang

ABSENT: None

ADMINISTRATIVE STAFF PRESENT: City Manager
Jordan, City Attorney Cosgrove

ADOPTION OF AGENDA

Kang moved, Reilly seconded to adopt the Agenda as amended to add the names Regis Philbin and Gabriella O'Donnell to Adjournment, and carried by the following Roll Call vote:

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

CLOSED SESSION

Conference – Labor Negotiators

There was no public input. The Closed Session was pursuant to Government Code Section 54957.6, Conference with Labor Negotiators; Negotiators: Dan Jordan, Kristen Petersen; Regarding SEIU Local 721 Management and Professional Employees and General Employee Units. The Closed Session concluded at 6:43 p.m. City Council reconvened at 7:00 p.m., with all members present.

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PUBLIC REPORT OF CLOSED SESSION	City Manager Jordan reported that the City Council met to discuss the above item, with no reportable action taken.
ORAL COMMUNICATIONS	None.
ANNOUNCEMENTS	Sheryl Lefmann, Duarte Chamber of Commerce, presented an update about upcoming events and seminars. Victoria Rocha presented community announcements including election information, upcoming City events, blood drives, and parking restriction update.
SPECIAL ITEMS	
Public Safety Status Report	Brian Villalobos presented the monthly Public Safety Status Report, Captain Flores discussed recent auto/home thefts, and both answered questions from Councilmembers.
Community Development Status Report	Craig Hensley presented the monthly Community Development Status Report, and answered questions from Councilmembers. Finlay requested an update on the Wyndham project. Reilly asked that the update include a timeline.
Parks and Recreation Status Report	Manuel Enriquez presented the monthly Parks and Recreation Status Report, and provided an update about grants, programs, and pool hours.
Monthly Financial Report	Dan Jordan presented the monthly Financial Report.
Presentation–Duarte Slow Streets	Public Works Manager Amanda Hamilton and Community Development Technician Yesenia Paez presented a PowerPoint about the Duarte Slow Streets Program that will be launched on August 10, discussed the program development, signs, barricades, funding, signage, program elements, and sponsors, and showed a demonstration of the application process.
Presentation–Foothill Workforce Development Board	Assistant to the City Manager Victoria Rocha provided information about the Foothill Workforce Development Board, including an update about services, funding allocations, and the City’s participation, as well as lack of funds and services received. After discussion, City Council directed staff to bring back a report about the City separating from the Foothill Workforce Development Board, with a recommendation to pursue a program with the cities of Arcadia and Monrovia.
CONSENT CALENDAR	Finlay moved, Urias seconded to adopt the Consent Calendar, as follows, and carried by the following Roll Call vote: Approve Items A, B, C, H, I, J. Receive and File Items D, E, F, G. AYES: Reilly, Paras-Caracci, Lewis, Finlay, Fasana, Urias, Kang NOES: None
Item H – ORDINANCE NO. 899 (Second Reading/Adoption)	Council Bill 20-O-06 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING CHAPTER 9.70, “ABATEMENT OF SHOPPING CARTS

AND LAUNDRY CARTS,” OF THE DUARTE MUNICIPAL CODE (Second Reading)

COUNCIL BILL
Urgency Ordinance 20-O-07
Public Health Mandate on
Face Coverings

Council Bill 20-O-07 AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ENACTED PURSUANT TO CALIFORNIA GOVERNMENT CODE SECTIONS 8634, 36934, AND 36937, REGARDING THE PUBLIC HEALTH MANDATE ON FACE COVERINGS

City Attorney Cosgrove stated that since Mayor Kang works for a company that supplies PPE (personal protective equipment), he has chosen to voluntarily recuse himself from this item.

Mayor Kang left the meeting. Mayor Pro Tem Urias assumed the Chair.

Cosgrove presented a detailed staff report about the proposed Ordinance, including a comparison of facial covering regulations, exemptions, and infractions, and noted the bracketed language in Section 11 is a typographical error, and will be deleted.

There was discussion about enforcement strategies, compliance, public information campaign, posting of signs, media platforms, and banners.

ORDINANCE NO. 900
(URGENCY ORDINANCE)

Fasana moved, Paras-Caracci seconded to adopt Urgency Ordinance No. 900 (Council Bill 20-O-07), and carried by the following Roll Call vote:

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

NOES: None

ABSENT: Kang

Mayor Kang returned to the meeting and assumed the Chair.

BUSINESS ITEM
FY 2020/21 Budget

Kristen Petersen presented a detailed staff report and Power-Point about the proposed FY 2020/21 Budget, including projects recently completed, projects underway, 2019/20 accomplishments, 2020/21 budget preparation, projected general fund revenues and expenditures, cost savings, deferred projects due to COVID-19, and other City funds.

Finlay moved, Urias seconded to adopt the City of Duarte and Housing Authority 2020/21 Budget, and carried by the following Roll Call vote (Lewis was disconnected from the meeting from 9:55 – 10:01 p.m. and did not participate in the vote):

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

NOES: None

ABSENT: Lewis

ITEMS FROM CITY COUNCIL/
CITY MANAGER

REILLY: Stated a lot of trash accumulates on Central by Westminster Gardens, and asked that it be patrolled more, she is looking forward to the Touch-A-Truck event, requested a resolution at the next meeting commemorating the 100th anniversary

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of the 19th amendment, requested a report on homeless numbers, and reminded all to please wear a face covering.

PARAS-CARACCI: Thanked staff for the Slow Streets program and looks forward to it, the drywell project on Vineyard looks great, stated on Vineyard and Royal Oaks, some of the trees have overgrown onto the signage and may need to be trimmed, and stated she appreciates staff's work on the budget.

FASANA: Stated a number of persons visit our parks, there is a fair amount of trash at Encanto Park, and he noticed that some of the sidewalks are in need of repair.

LEWIS: Thanked staff for the presentations, encouraged everyone to participate in the census, a number of residents are not registered to vote and encouraged everyone to register, and regarding John Lewis, stated may he rest in peace.

FINLAY: Inquired about how many are watching the Council Meeting (Petersen responded), noted the pallet trucks are still parking on Buena Vista and she thinks we should be ticketing them (Hensley responded), thanked those who are watching the Council Meeting, and thanked staff.

URIAS: Inquired about the requirement to ask shopping centers to have trash cans, asked that we look into an ordinance requiring that trash cans be placed at the end of drive-through service locations, and requested a monthly update on unemployment in the City.

KANG: Thanked the City Manager for helping with the project status report, inquired about the Edison outage last month (Jordan responded), noted a number of people are not wearing masks, there is a need for fire disaster preparation and use of ham radios, and stated he may possibly donate light bulbs for the park posts.

ADJOURNMENT

Urias moved, Kang seconded to adjourn the meeting at 10:28 p.m. in memory of U.S. Representative John Lewis, Gabriella O'Donnell, and Regis Philbin, and carried unanimously.

Mayor Samuel Kang

City Clerk



City of Duarte

Council Warrant Register By Vendor

By Fund

Payment Dates 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
100-1410-7810	A1 MAINTENANCE SERVICES	Las Brisas Sweeping 7/2020	193999		61.00
100-1410-7810	A1 MAINTENANCE SERVICES	Las Posadas Sweeping 7/2020	194000		61.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					122.00
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	City Yard HVAC Maintenance	400172		136.00
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Maintenance/Repair	400177		368.00
Vendor 2061 - AIR-TRO INC Total:					504.00
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	ROP Women's Restroom Plumbing Repair	681360		795.00
100-1610-7652	ALBERTOS PLUMBING	ROP Bldg Repair/Replace Shutoff Valve	681361		950.00
100-1610-7652	ALBERTOS PLUMBING	Encanto Pk Men's Restroom Drain Unclog	681362		120.00
Vendor 5561 - ALBERTOS PLUMBING Total:					1,865.00
Vendor: 6187 - BLACK AND WHITE EMERGENCY VEHICLES LLC					
100-1410-7650	BLACK AND WHITE EMERGEN	Vehicle 18 Lights	3608		1,492.19
Vendor 6187 - BLACK AND WHITE EMERGENCY VEHICLES LLC Total:					1,492.19
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953	250016-Oper of Acq Prop-122	41.67
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					1,586.67
Vendor: 6006 - BRYAN URIAS					
100-1005-7649	BRYAN URIAS	Council Vehicle Allowance	8/2020		75.00
Vendor 6006 - BRYAN URIAS Total:					75.00
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENSE	Labor Legal 6/2020	256187		2,035.00
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					2,035.00
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA	CH (2) Copier Maintenance 6/16/20 - 7/15/20	4033413246		404.06
100-1825-7631	CANON SOLUTIONS AMERICA	SC Copier Maintenance 6/16/20 - 7/15/20	4033413247		28.96
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					433.02
Vendor: 0028 - CATHERINE BRATTA					
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	8/2020		435.00
Vendor 0028 - CATHERINE BRATTA Total:					435.00
Vendor: 4050 - CECILIA CONTRERAS					
100-1405-7076	CECILIA CONTRERAS	Tuition Reimbursement	6222020		393.18
Vendor 4050 - CECILIA CONTRERAS Total:					393.18
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7967	CHARLES ABBOTT ASSOCIATES	Public Works Inspections 6/2020	61273		97.00
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					97.00

Council Warrant Register By Vendor

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4055780160		34.50
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4055780160		21.04
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4056429610		35.00
Vendor 5140 - CINTAS CORPORATION #693 Total:					90.54
Vendor: 6123 - CLIMATEC LLC					
100-1610-8100	CLIMATEC LLC	Infrastructure Modernization Project	10	202017-Infrastructure Moder	140,000.00
100-2127	CLIMATEC LLC	Retention	10		-7,000.00
Vendor 6123 - CLIMATEC LLC Total:					133,000.00
Vendor: 0692 - COUNTY OF LOS ANGELES REGISTRAR-RECORDER					
100-1010-7651	COUNTY OF LOS ANGELES RE	March 3, 2020 Election (Measure D)	20-2047		48,210.63
Vendor 0692 - COUNTY OF LOS ANGELES REGISTRAR-RECORDER Total:					48,210.63
Vendor: 6064 - DE LAGE LANDEN FINANCIAL SERVICES INC					
100-1815-7630	DE LAGE LANDEN FINANCIAL	iMac Lease Pymt 12 of 24	68655217		1,015.63
Vendor 6064 - DE LAGE LANDEN FINANCIAL SERVICES INC Total:					1,015.63
Vendor: 4604 - DIRECT EDGE INC					
100-1410-7887	DIRECT EDGE INC	Stump Grinder Maintenance/Repair	0106739--IN		435.25
Vendor 4604 - DIRECT EDGE INC Total:					435.25
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1020-7716	DUARTE RECREATION PETTY C	Encanto Park Food Drive Donuts	7302020		80.00
100-1605-7733	DUARTE RECREATION PETTY C	SC Food Distribution Lunches	7302020	202024-Senior Center/Corona	202.71
100-1605-7980	DUARTE RECREATION PETTY C	Staff Appreciation Supplies	7302020		43.00
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					325.71
Vendor: 5433 - ECS IMAGING INC					
100-1405-7800	ECS IMAGING INC	Building Permit Hosting Fee 8/22/20 - 8/21/21	15208		8,858.00
Vendor 5433 - ECS IMAGING INC Total:					8,858.00
Vendor: 1533 - EFREN CASTRO					
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	8/2020		566.00
Vendor 1533 - EFREN CASTRO Total:					566.00
Vendor: 6188 - ELLIS & MAKUS LLP					
100-1015-7682	ELLIS & MAKUS LLP	Labor Legal 6/2020	9048		1,825.00
100-1015-7682	ELLIS & MAKUS LLP	Labor Legal 7/2020	9048-822020		18,031.00
Vendor 6188 - ELLIS & MAKUS LLP Total:					19,856.00
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 7/2020	89814		135.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					135.00
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	141709		796.78
Vendor 4690 - FULLER ENGINEERING INC Total:					796.78
Vendor: 0124 - GINNY JOYCE BELBA					
100-1825-7674	GINNY JOYCE BELBA	Health Insurance Reimbursement	8/2020		218.00
Vendor 0124 - GINNY JOYCE BELBA Total:					218.00
Vendor: 5579 - GWMA					
100-1405-7802	GWMA	Harbor Toxic Pollutants TMDL Monitoring	HTU-20-19		1,473.75
Vendor 5579 - GWMA Total:					1,473.75

Council Warrant Register By Vendor

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 3821 - JACQUELINE BURCKHARD					
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	8/2020		218.00
Vendor 3821 - JACQUELINE BURCKHARD Total:					218.00
Vendor: 6031 - JAG ENDEAVORS LLC					
100-1605-7736	JAG ENDEAVORS LLC	Staff Uniform Polos	871		44.82
Vendor 6031 - JAG ENDEAVORS LLC Total:					44.82
Vendor: T4345 - JESUS GONZALEZ					
100-4204	JESUS GONZALEZ	Dog License Overpayment (#021-1189)	DL29645		35.00
Vendor T4345 - JESUS GONZALEZ Total:					35.00
Vendor: 0128 - JIM KIRCHNER					
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	8/2020		435.00
Vendor 0128 - JIM KIRCHNER Total:					435.00
Vendor: 4583 - KULLY SUPPLY INC					
100-1610-7618	KULLY SUPPLY INC	Drinking Fountain Filters	522417		376.50
Vendor 4583 - KULLY SUPPLY INC Total:					376.50
Vendor: T4346 - LESLEY STEVENS					
100-4302	LESLEY STEVENS	Citation Reimbursement	D03704		100.00
Vendor T4346 - LESLEY STEVENS Total:					100.00
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 8/1/20 - 9/1/20	59990		267.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 8/1/20 - 9/1/20	59991		247.00
Vendor 5761 - LIFE STORAGE #530 Total:					514.00
Vendor: 5060 - LINDA HENDERSON					
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	8/2020		435.00
Vendor 5060 - LINDA HENDERSON Total:					435.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 6/2020	203846AL	201914-Sheriff Contract-Cal VI	17,381.12
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 6/2020	203846AL		309,181.39
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					326,562.51
Vendor: 5698 - LUDECKE PROPERTY MANAGEMENT INC					
100-1020-7710	LUDECKE PROPERTY MANAGE	Chamber Lease 8/2020	1735-huntplaz-0820		1,600.00
Vendor 5698 - LUDECKE PROPERTY MANAGEMENT INC Total:					1,600.00
Vendor: 2568 - MAINTENANCE SUPERINTENDENTS ASSOCIATION					
100-1410-7612	MAINTENANCE SUPERINTEND	MSA Membership (Group Rate-6 Members)	FY21-Group		350.00
Vendor 2568 - MAINTENANCE SUPERINTENDENTS ASSOCIATION Total:					350.00
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Janitorial Supplies	791304-01		8.38
100-1610-7618	MAINTEX INC	Janitorial Supplies	787084-01		66.52
100-1610-7618	MAINTEX INC	Janitorial Supplies	788874-01	202024-Bldg Supp-Coronaviru	235.10
Vendor 5868 - MAINTEX INC Total:					310.00
Vendor: 0285 - MARGARET FINLAY					
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	8/2020		75.00
Vendor 0285 - MARGARET FINLAY Total:					75.00
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME INC	IT Helipdesk 7/2020	13477		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 7/2020	13477		200.00
Vendor 4286 - MAXTREME INC Total:					8,900.00

Council Warrant Register By Vendor

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6142 - MAYFLOWER DISTRIBUTING COMPANY INC					
100-1605-7980	MAYFLOWER DISTRIBUTING C	Staff Appreciation Supplies	5396351		23.25
Vendor 6142 - MAYFLOWER DISTRIBUTING COMPANY INC Total:					23.25
Vendor: T4348 - MICHAEL RUIZ					
100-4204	MICHAEL RUIZ	Dog License Overpayment (#021-1006/021-1005)	R85688		120.00
Vendor T4348 - MICHAEL RUIZ Total:					120.00
Vendor: 5025 - MONROVIA LOCK SHOP					
100-1610-7652	MONROVIA LOCK SHOP	Public Safety Back Door Lock	23702		212.30
Vendor 5025 - MONROVIA LOCK SHOP Total:					212.30
Vendor: 2461 - MVP, LLC					
100-1205-7787	MVP, LLC	Public Safety Lease	8/2020		12,039.00
Vendor 2461 - MVP, LLC Total:					12,039.00
Vendor: 4607 - NAVIA BENEFIT SOLUTIONS					
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 7/2020	10266221		100.00
Vendor 4607 - NAVIA BENEFIT SOLUTIONS Total:					100.00
Vendor: T4347 - OLIVA HUNTINGTON DUARTE LLC					
100-2121	OLIVA HUNTINGTON DUARTE	Inatallation of Survey Monuments Deposit Refund	R1058	201922-Brandywine/Olivas Ex	2,700.00
Vendor T4347 - OLIVA HUNTINGTON DUARTE LLC Total:					2,700.00
Vendor: T3267 - OPPORTUNITIES FOR LEARNING					
100-4407	OPPORTUNITIES FOR LEARNI	Rain Out Partial Refund (Ck203793)	3/18/15-63020		170.00
100-2120	OPPORTUNITIES FOR LEARNI	Field Rent Deposit Refund (Ck 203793)	42005-63020		250.00
Vendor T3267 - OPPORTUNITIES FOR LEARNING Total:					420.00
Vendor: 1197 - PAMELA ROMERO					
100-1605-7002	PAMELA ROMERO	CPR Stipend	8/2020		76.92
Vendor 1197 - PAMELA ROMERO Total:					76.92
Vendor: 5166 - POOL & ELECTRICAL PRODUCTS INC					
100-1610-7617	POOL & ELECTRICAL PRODUC	Pool Chemicals	21104510		108.97
100-1610-7617	POOL & ELECTRICAL PRODUC	Pool Chemicals	21105294		661.74
Vendor 5166 - POOL & ELECTRICAL PRODUCTS INC Total:					770.71
Vendor: 6176 - QUADIENT LEASING USA INC					
100-1825-7630	QUADIENT LEASING USA INC	Postage Machine Lease 8/23/20 - 11/22/20	N8404745		707.12
Vendor 6176 - QUADIENT LEASING USA INC Total:					707.12
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7967	RKA CONSULTING GROUP	City of Hope Public Works Inspections 6/2020	30151		280.00
100-1405-7965	RKA CONSULTING GROUP	City Hall Courtyard Design Engineering 6/2020	30158		1,218.40
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 6/202	30170		2,192.50
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 6/202	30171		560.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 6/2020	30172		3,040.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 6/2020	30173		1,960.00
100-1405-7965	RKA CONSULTING GROUP	Duarte Ped Access/Bike Safety 6/2020	30205		1,927.50
100-1405-7965	RKA CONSULTING GROUP	Catch Basin CPS Retrofit Project 6/2020	30206		457.50
Vendor 0904 - RKA CONSULTING GROUP Total:					11,635.90
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	Q1 FY 21 Dues-Finlay	Q1 FY21		110.00
100-1005-7649	ROTARY CLUB OF DUARTE	Q1 FY 21 Dues-Urias	Q1 FY21		110.00
100-1205-7612	ROTARY CLUB OF DUARTE	Q1 FY 21 Dues-Hadloc	Q1 FY21		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Q1 FY 21 Dues-Villalobos	Q1 FY21		240.00
Vendor 0076 - ROTARY CLUB OF DUARTE Total:					700.00

Council Warrant Register By Vendor

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5263 - SAMUEL KANG					
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	8/2020		75.00
Vendor 5263 - SAMUEL KANG Total:					75.00
Vendor: 5409 - SHRED-IT USA LLC					
100-1825-7980	SHRED-IT USA LLC	Document Shredding	8180100775		58.41
Vendor 5409 - SHRED-IT USA LLC Total:					58.41
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7618	SIMON EQUIPMENT RENTALS	Scissor Lift Rental	116662		233.09
100-1410-7630	SIMON EQUIPMENT RENTALS	Water Trailer Rental	116670		118.83
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					351.92
Vendor: 2688 - STAPLES ADVANTAGE					
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3451273573		26.78
100-1605-7614	STAPLES ADVANTAGE	Desk Pad	3451493383		21.19
100-1605-7614	STAPLES ADVANTAGE	Padded Envelopes	3451493384		24.45
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	3451557195		5.09
100-1810-7980	STAPLES ADVANTAGE	Thermometers & Batteries	3451747267		408.13
100-1605-7614	STAPLES ADVANTAGE	Clorox Wipes	3451897488		32.74
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3451964344		78.51
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3451964345		48.93
Vendor 2688 - STAPLES ADVANTAGE Total:					645.82
Vendor: 0083 - STEVE ESBENSHADE					
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	8/2020		218.00
Vendor 0083 - STEVE ESBENSHADE Total:					218.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7632	THE TECHNOLOGY DEPOT INC	Add Energy Mgmt System	14143		390.00
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					390.00
Vendor: 5866 - T-MOBILE					
100-1205-7655	T-MOBILE	Emergency Asset Tracking 6/21/20 - 7/20/20	7212020		12.60
Vendor 5866 - T-MOBILE Total:					12.60
Vendor: 6100 - TONEY LEWIS					
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	8/2020		75.00
Vendor 6100 - TONEY LEWIS Total:					75.00
Vendor: 0567 - TZEITEL PARAS-CARACCI					
100-1005-7646	TZEITEL PARAS-CARACCI	Council Vehicle Allowance	8/2020		75.00
Vendor 0567 - TZEITEL PARAS-CARACCI Total:					75.00
Vendor: 4484 - U.S. BANK					
100-1205-7779	U.S. BANK	Kahoot! 6/25/2020 - 6/25/2021	6302020BV	201914-Youth Programs-Cal V	120.00
100-1205-7887	U.S. BANK	Computer Monitor (Best Buy)	6302020BV		191.14
100-1205-7887	U.S. BANK	Ticket Writer Repair Shipping (FedEx)	6302020BV		10.00
100-1205-7980	U.S. BANK	Adobe Creative Cloud	6302020BV	201904-Other Exp-Tobacco Gr	52.99
100-1405-7610	U.S. BANK	Cecilia Contreras Online Registration 10/2020	6302020CH		60.00
100-1405-7610	U.S. BANK	Cecilia Contreras Online Registration 8/2020	6302020CH		60.00
100-1020-7712	U.S. BANK	Virtual 5k Social Media Boost (Facebook Ad)	6302020DJ		23.87
100-1020-7716	U.S. BANK	Unity Appreciation Luncheon 6/25/20	6302020DJ		253.19
100-1410-7614	U.S. BANK	Canon Printer Toner Bundle (Amazon)	6302020KP		438.13
100-1815-8011	U.S. BANK	Misc Computer Equipment (Amazon)	6302020KP		3,116.06
100-1815-8011	U.S. BANK	IT Printer (Amazon)	6302020KP		405.87
100-1815-8011	U.S. BANK	Computer Back-up Storage (Amazon)	6302020KP		1,035.25

Council Warrant Register By Vendor

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1825-7688	U.S. BANK	Refund-CalRecycle Grant Training Airfare	6302020KP	202001-Used Oil-Expense-OP	-117.96
100-1020-7719	U.S. BANK	SC Volunteer Recognition Gift Cards (Walmart)	6302020ME		1,000.00
100-1020-7719	U.S. BANK	SC Volunteer Recognition Gift Cards (Walmart)	6302020ME		950.00
100-1605-7733	U.S. BANK	Return-SC File Folders (Amazon)	6302020ME		-45.96
100-1605-7741	U.S. BANK	Flag Stands (Amazon)	6302020ME		50.34
100-1610-7618	U.S. BANK	CH Three Stream Recycling Container (Recycle Away)	6302020ME		552.78
100-1610-7618	U.S. BANK	Return-CH Three Stream Recycling Container	6302020ME		-51.04
100-1825-7747	U.S. BANK	CH Three Stream Recycling Container (Recycle Away)	6302020ME	201903-Beverage Recycling 2	552.78
100-1825-7747	U.S. BANK	Return-CH Three Stream Recycling Container	6302020ME	201903-Beverage Recycling 2	-153.11
100-1205-7980	U.S. BANK	Food Distribution Event 7/7/20 (Starbucks)	7272020BV	202024- Other Expense/Coro	35.90
100-1205-7980	U.S. BANK	Special Assignment Deputy Mtg 7/15/20 (Raffi's)	7272020BV		69.73
100-1205-7980	U.S. BANK	4th of July Enforcement (Domino's)	7272020BV		79.25
100-1205-7980	U.S. BANK	Office Staff Meeting 7/1/20 (BJ's Arcadia)	7272020BV		86.31
100-1205-7980	U.S. BANK	COVID-19 Cleaning Supplies (Quill Corp)	7272020BV	202024- Other Expense/Coro	113.09
100-1205-7980	U.S. BANK	Public Safety Zoom 7/2/2020 - 7/1/2021	7272020BV		149.90
100-1205-7980	U.S. BANK	Food Distribution Event 7/7/20 (Jersey Mike's)	7272020BV	202024- Other Expense/Coro	287.50
100-1205-7980	U.S. BANK	Refund-PS Office Water (Sparklett's)	7272020BV		-20.51
100-1205-7980	U.S. BANK	Food Distribution Event 7/7/20 (Smart & Final)	7272020BV	202024- Other Expense/Coro	12.20
100-1205-7980	U.S. BANK	Food Distribution Event 7/7/20 (Smart & Final)	7272020BV	202024- Other Expense/Coro	43.84
100-1405-7612	U.S. BANK	Dropbox Plus 7/8/20 - 7/8/21	7272020CH		119.88
100-1405-7612	U.S. BANK	Large Data Format Transfer-Hightail	7272020CH		15.99
100-1405-7975	U.S. BANK	LAEDC Membership 8/1/20 - 7/31/21	7272020CH		2,500.00
100-1010-7612	U.S. BANK	Dan Jordan CCMF Membershi	7272020DJ		400.00
100-1020-7712	U.S. BANK	Hootsuite 7/2/20 - 8/1/20	7272020DJ		14.99
100-1020-7712	U.S. BANK	Spotify	7272020DJ		9.99
100-1020-7726	U.S. BANK	Adobe Creative Cloud	7272020KP		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud	7272020KP		101.94
100-1605-7728	U.S. BANK	Truescreen	7272020KP	202009- Duarte's Promise - A	7.50
100-1605-7728	U.S. BANK	Fingerprinting/Background Check (Fieldprint Inc)	7272020KP	202009- Duarte's Promise - A	28.75
100-1605-7733	U.S. BANK	SC Netflix 7/6/20 - 8/5/20	7272020KP		8.81
100-1605-7735	U.S. BANK	TC Netflix 7/12/20 - 8/11/20	7272020KP		12.99
100-1805-7980	U.S. BANK	Microsoft 365 6/27/20 - 7/26/20	7272020KP		12.00
100-1815-7632	U.S. BANK	Finance Webinar 7/7/20 - 8/6/20 (Zoom)	7272020KP		40.00
100-1815-7632	U.S. BANK	CC Webinar 7/16/20 - 8/6/20 (Zoom)	7272020KP		28.38
100-1815-7632	U.S. BANK	Adobe Creative Cloud	7272020KP		314.91
100-1815-7632	U.S. BANK	HR/Michelle-Adobe AcroPro	7272020KP		14.99
100-1815-7830	U.S. BANK	SC Elevator 911-Vonage	7272020KP		23.09
100-1825-7614	U.S. BANK	Safety Shields (COVID-19)	7272020KP	202024- Office Supp-Coronav	41.84
100-1020-7716	U.S. BANK	Food Distribution Coffee 7/8/20 (Starbucks)	7272020ME		89.75

Council Warrant Register By Vendor

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7739	U.S. BANK	Canva Design Subscription	7272020ME		119.40
100-1605-7980	U.S. BANK	City Staff Appreciation 7/24/20 (Michael's)	7272020ME		25.44
100-1605-7980	U.S. BANK	(COVID-19) Trail Signage (Curo Print)	7272020ME	202024-Other Expenses-Coro	107.16
100-1605-7980	U.S. BANK	City Staff Appreciation 7/23/20 (Party Pronto)	7272020ME		274.00
100-1610-7616	U.S. BANK	Pool Deck Supplies (Superior Pool Products)	7272020ME		326.02
Vendor 4484 - U.S. BANK Total:					14,034.35
Vendor: 5935 - WALLACE SIGN COMPANY					
100-1205-7650	WALLACE SIGN COMPANY	Vehicle Decals	21239		86.52
Vendor 5935 - WALLACE SIGN COMPANY Total:					86.52
Vendor: 6113 - WARDS SERVICE					
100-1410-7650	WARDS SERVICE	Vehicle 3 Pressure Switch/Trans Fluid	80444		374.23
Vendor 6113 - WARDS SERVICE Total:					374.23
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	79297597		108.43
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					108.43
Fund 100 - GENERAL FUND Total:					609,985.66
Fund: 220 - GAS TAX FUN					
Vendor: 5093 - NEXTECH SYSTEMS INC					
220-2225-8070	NEXTECH SYSTEMS INC	Street Name Sign Photocells	INV250		512.46
Vendor 5093 - NEXTECH SYSTEMS INC Total:					512.46
Fund 220 - GAS TAX FUN Total:					512.46
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
240-2426-7810	A1 MAINTENANCE SERVICES	Grocery Outlet Lot Sweeping 7/2020	193998		784.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					784.00
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
240-2410-7915	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		530.00

Council Warrant Register By Vendor

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
240-2434-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	6902953		500.00
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					20,636.07
Vendor: 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/WTS & MEASURES					
240-2410-7663	COUNTY OF LOS ANGELES AG	Gopher Control-Turf Medians FY20	2358N		503.36
Vendor 1997 - COUNTY OF LOS ANGELES AGRIC COMM/R/WTS & MEASURES Total:					503.36
Vendor: 4142 - RUDY'S PLUMBING INC					
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing (Bike Trail)	5033		115.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repair (Buena Vista St)	5107		172.50
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repair (City Yard)	5155		295.71
Vendor 4142 - RUDY'S PLUMBING INC Total:					583.21
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7888	SITEONE LANDSCAPE SUPPLY	Royal Oaks Park Irrigation Repair	101560943-001		70.45
240-2410-7888	SITEONE LANDSCAPE SUPPLY	City Hall Irrigation Repairs	101749322-001		130.29
240-2420-7887	SITEONE LANDSCAPE SUPPLY	Kendrick Lld Irrigation Repairs	101768808-001		7.49
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					208.23
Vendor: 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC					
240-2410-7888	SOUTHEAST CONSTRUCTION	City Hall Irrigation Repair	2007-108241		8.82
Vendor 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC Total:					8.82
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7909	WEST COAST ARBORISTS INC	Tree Trimming Service Reques	162245		150.00
Vendor 1521 - WEST COAST ARBORISTS INC Total:					150.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					22,873.69
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 6/2020	203846AL		27,173.75
290-2905-7785	LOS ANGELES COUNTY SHERIF	Sheriff Contract 6/2020	203846AL		9,739.28
290-2905-7785	LOS ANGELES COUNTY SHERIF	Fireworks Suppression 6/19/20 - 6/28/20	204098AL		1,419.02
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					38,332.05
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					38,332.05
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6187 - BLACK AND WHITE EMERGENCY VEHICLES LLC					
440-4405-7650	BLACK AND WHITE EMERGEN	Vehicle 28 Two Way Radio	3614		368.40
Vendor 6187 - BLACK AND WHITE EMERGENCY VEHICLES LLC Total:					368.40
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	16th Installment of 3rd Bus 7/2020	F2802-07220		4,523.11
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2020	SI007625		25,579.91
Vendor 3192 - FOOTHILL TRANSIT Total:					30,103.02
Vendor: 2688 - STAPLES ADVANTAGE					
440-4405-7614	STAPLES ADVANTAGE	Transportation Dept Printer In	3452402593		93.23
Vendor 2688 - STAPLES ADVANTAGE Total:					93.23
Fund 440 - PROPOSITION A TRANSIT FUND Total:					30,564.65
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	16th Installment of 3rd Bus 7/2020	F2802-07220		2,544.25

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2020	SI007625		20,929.02
Vendor 3192 - FOOTHILL TRANSIT Total:					23,473.27
Fund 460 - PROPOSITION C TRANSIT FUND Total:					23,473.27
Fund: 680 - Duarte Housing Authority					
Vendor: 6175 - HARRIS & ASSOCIATES					
680-6805-7965	HARRIS & ASSOCIATES	FY19 SB341 Report 5/24/20 - 6/27/20	45468		8,295.00
Vendor 6175 - HARRIS & ASSOCIATES Total:					8,295.00
Fund 680 - Duarte Housing Authority Total:					8,295.00
Grand Total:					734,036.78

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	609,985.66
220 - GAS TAX FUN	512.46
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	22,873.69
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	38,332.05
440 - PROPOSITION A TRANSIT FUND	30,564.65
460 - PROPOSITION C TRANSIT FUND	23,473.27
680 - Duarte Housing Authority	8,295.00
Grand Total:	734,036.78

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	185.00
100-1005-7646	Travel & Exp - Paras	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7649	Travel & Exp - Urias	185.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1010-7612	Publications and Dues	400.00
100-1010-7614	Office Supplies	5.09
100-1010-7651	Election Services	48,210.63
100-1015-7682	Labor Counsel Legal	21,891.00
100-1020-7710	Chamber Of Commerce	1,600.00
100-1020-7712	Community Information	48.85
100-1020-7716	Special Community Even	422.94
100-1020-7719	Volunteer Recognition	1,950.00
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	34.99
100-1205-7612	Publications and Dues	480.00
100-1205-7650	Vehicle Maintenance	86.52
100-1205-7655	Emergency Services	12.60
100-1205-7779	Youth Programs	120.00
100-1205-7781	Contract Law Enforceme	326,562.51
100-1205-7787	Public Safety Cntr Lease	12,039.00
100-1205-7887	Repairs & Replacements	201.14
100-1205-7980	Other Expenses	910.20
100-1405-7076	Tuition Reimbursement	393.18
100-1405-7610	Travel, Mtgs & Conf	120.00
100-1405-7612	Publications and Dues	237.81
100-1405-7614	Office Supplies	154.22
100-1405-7800	Building Department Ser	9,372.00
100-1405-7802	NPDES Requirements	1,473.75
100-1405-7965	Professional Services	3,603.40
100-1405-7967	Public Works Inspection	2,337.00
100-1405-7969	City Engineer	5,792.50
100-1405-7975	Economic Development	2,500.00
100-1410-7612	Publications and Dues	350.00
100-1410-7614	Office Supplies	438.13
100-1410-7630	Equipment Rentals	118.83
100-1410-7650	Vehicle Maintenance	1,866.42
100-1410-7810	Street Sweeping	122.00
100-1410-7887	Repairs & Replacements	435.25
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7002	Regular Salaries	76.92
100-1605-7614	Office Supplies	78.38
100-1605-7728	Americorp's VIP Progra	36.25
100-1605-7733	Senior Center	165.56
100-1605-7735	Teen Center	12.99
100-1605-7736	Youth & Adult Recreatio	44.82

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7739	Publicity	119.40
100-1605-7741	Sports/Playground Progr	50.34
100-1605-7980	Other Expenses	472.85
100-1610-7616	Pool Supplies	326.02
100-1610-7617	Pool Chemicals	1,567.49
100-1610-7618	Building Supplies	1,529.76
100-1610-7636	Uniforms	69.50
100-1610-7652	Building Maint Services	2,737.34
100-1610-8100	Other Capital Improvem	140,000.00
100-1805-7980	Other Expenses	12.00
100-1810-7980	Other Expenses	508.13
100-1815-7630	Equipment Lease	1,015.63
100-1815-7632	Software Maintenance	788.28
100-1815-7830	Telephones	23.09
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	200.00
100-1815-8011	Computer Equipment (C	4,557.18
100-1825-7614	Office Supplies	41.84
100-1825-7630	Equipment Lease	707.12
100-1825-7631	Equipment Maintenance	433.02
100-1825-7674	Retiree Health Insurance	2,525.00
100-1825-7688	Oil Recycling Grant	-117.96
100-1825-7747	Beverage Cont Recycling	399.67
100-1825-7945	Operation Of Acq Prop	41.67
100-1825-7980	Other Expenses	58.41
100-2120	Refundable Deposits	250.00
100-2121	Pass Through Deposits	2,700.00
100-2127	Retention Payable	-7,000.00
100-4204	Animal Licenses	155.00
100-4302	Parking Citations	100.00
100-4407	Sports Field Rentals	170.00
220-2225-8070	Street Improvements (C	512.46
240-2410-7662	Other Serv-Citywide	583.21
240-2410-7663	Other Serv-Medians	503.36
240-2410-7888	Repairs-Citywide	209.56
240-2410-7909	Tree Trim-Residential	150.00
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7887	Repairs & Replacements	7.49
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7810	Street Sweeping	784.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
290-2905-7781	Contract Law Enforceme	27,173.75
290-2905-7785	Special Events Patrol	11,158.30
440-4405-7614	Office Supplies	93.23
440-4405-7650	Vehicle Maintenance	368.40
440-4405-7960	Foothill Transit Operatio	25,579.91

Account Summary

Account Number	Account Name	Payment Amount
440-4405-8013	Vehicles (Capital)	4,523.11
460-4605-7960	Foothill Tranist Operatio	20,929.02
460-4605-8013	Vehicles (Capital)	2,544.25
680-6805-7965	Professional Services	8,295.00
	Grand Total:	734,036.78

Project Account Summary

Project Account Key	Payment Amount
None	572,343.70
201903-Beverage Recycling 2017-2018 PROG FY20	399.67
201904-Other Exp-Tobacco Grant	52.99
201914-Sheriff Contract-Cal VIP	17,381.12
201914-Youth Programs-Cal VIP	120.00
201922-Brandywine/Olivas Expense	2,700.00
202001-Used Oil-Expense-OPP9-18-0016 FY18/19	-117.96
202009- Duarte's Promise - America's Promise Exp	36.25
202017-Infrastructure Modernization Program	140,000.00
202024- Office Supp-Coronavirus Response	41.84
202024- Other Expense/Coronavirus Response	492.53
202024-Bldg Supp-Coronavirus Response	235.10
202024-Other Expenses-Coronavirus Response	107.16
202024-Senior Center/Coronavirus Response	202.71
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	734,036.78



City of Duarte

Council Warrant Register By Account

By Fund

Payment Dates 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1405-7076	CECILIA CONTRERAS	Tuition Reimbursement	596		393.18
100-1405-7967	CHARLES ABBOTT ASSOCIATES	Public Works Inspections 6/2020	595		97.00
100-1205-7779	U.S. BANK	Kahoot! 6/25/2020 - 6/25/2021	621	201914-Youth Programs-Cal V	120.00
100-1205-7887	U.S. BANK	Ticket Writer Repair Shipping (FedEx)	621		10.00
100-1205-7887	U.S. BANK	Computer Monitor (Best Buy)	621		191.14
100-1205-7980	U.S. BANK	Adobe Creative Cloud	621	201904-Other Exp-Tobacco Gr	52.99
100-1405-7610	U.S. BANK	Cecilia Contreras Online Registration 8/2020	617		60.00
100-1405-7610	U.S. BANK	Cecilia Contreras Online Registration 10/2020	617		60.00
100-1020-7712	U.S. BANK	Virtual 5k Social Media Boost (Facebook Ad)	616		23.87
100-1020-7716	U.S. BANK	Unity Appreciation Luncheon 6/25/20	616		253.19
100-1410-7614	U.S. BANK	Canon Printer Toner Bundle (Amazon)	612		438.13
100-1815-8011	U.S. BANK	IT Printer (Amazon)	612		405.87
100-1815-8011	U.S. BANK	Misc Computer Equipment (Amazon)	612		3,116.06
100-1815-8011	U.S. BANK	Computer Back-up Storage (Amazon)	612		1,035.25
100-1825-7688	U.S. BANK	Refund-CalRecycle Grant Training Airfare	612	202001-Used Oil-Expense-OP	-117.96
100-1020-7719	U.S. BANK	SC Volunteer Recognition Gift Cards (Walmart)	620		950.00
100-1020-7719	U.S. BANK	SC Volunteer Recognition Gift Cards (Walmart)	620		1,000.00
100-1605-7733	U.S. BANK	Return-SC File Folders (Amazon)	620		-45.96
100-1605-7741	U.S. BANK	Flag Stands (Amazon)	620		50.34
100-1610-7618	U.S. BANK	Return-CH Three Stream Recycling Container	620		-51.04
100-1610-7618	U.S. BANK	CH Three Stream Recycling Container (Recycle Away)	620		552.78
100-1825-7747	U.S. BANK	Return-CH Three Stream Recycling Container	620	201903-Beverage Recycling 2	-153.11
100-1825-7747	U.S. BANK	CH Three Stream Recycling Container (Recycle Away)	620	201903-Beverage Recycling 2	552.78
100-1020-7724	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323	250016-Oper of Acq Prop-122	41.67
100-1610-7618	KULLY SUPPLY INC	Drinking Fountain Filters	601		376.50
100-1015-7682	BURKE, WILLIAMS & SORENSE	Labor Legal 6/2020	593		2,035.00
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	215361		108.43
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 6/2020	215342	201914-Sheriff Contract-Cal VI	17,381.12
100-1205-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 6/2020	215342		309,181.39
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	610		26.78
100-1610-7617	POOL & ELECTRICAL PRODUC	Pool Chemicals	215349		108.97
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 7/2020	215333		135.00

Council Warrant Register By Account

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1410-7887	DIRECT EDGE INC	Stump Grinder Maintenance/Repair	215329		435.25
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	215335		796.78
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	215325		34.50
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	215325		21.04
100-1610-7618	MAINTEX INC	Janitorial Supplies	602		8.38
100-1610-7618	SIMON EQUIPMENT RENTALS	Scissor Lift Rental	215355		233.09
100-1410-7810	A1 MAINTENANCE SERVICES	Las Brisas Sweeping 7/2020	215317		61.00
100-1410-7810	A1 MAINTENANCE SERVICES	Las Posadas Sweeping 7/2020	215317		61.00
100-1605-7002	PAMELA ROMERO	CPR Stipend	608		76.92
100-1825-7980	SHRED-IT USA LLC	Document Shredding	215354		58.41
100-1410-7612	MAINTENANCE SUPERINTEND	MSA Membership (Group Rate-6 Members)	215344		350.00
100-1410-7630	SIMON EQUIPMENT RENTALS	Water Trailer Rental	215355		118.83
100-1605-7614	STAPLES ADVANTAGE	Desk Pad	610		21.19
100-1605-7614	STAPLES ADVANTAGE	Padded Envelopes	610		24.45
100-1825-7631	CANON SOLUTIONS AMERICA	CH (2) Copier Maintenance 6/16/20 - 7/15/20	215324		404.06
100-1825-7631	CANON SOLUTIONS AMERICA	SC Copier Maintenance 6/16/20 - 7/15/20	215324		28.96
100-1610-7618	MAINTEX INC	Janitorial Supplies	602		66.52
100-1610-7618	MAINTEX INC	Janitorial Supplies	602	202024-Bldg Supp-Coronaviru	235.10
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	610		5.09
100-1610-7652	AIR-TRO INC	City Yard HVAC Maintenance	215318		136.00
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Maintenance/Repair	215318		368.00
100-1810-7980	STAPLES ADVANTAGE	Thermometers & Batteries	610		408.13
100-1815-7965	MAXTREME INC	IT Helipdesk 7/2020	603		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 7/2020	603		200.00
100-1020-7710	LUDECKE PROPERTY MANAGE	Chamber Lease 8/2020	215343		1,600.00
100-1610-7652	MONROVIA LOCK SHOP	Public Safety Back Door Lock	215345		212.30
100-1610-7652	ALBERTOS PLUMBING	ROP Women's Restroom Plumbing Repair	215319		795.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	215325		35.00
100-1205-7655	T-MOBILE	Emergency Asset Tracking 6/21/20 - 7/20/20	215359		12.60
100-4302	LESLEY STEVENS	Citation Reimbursement	215358		100.00
100-4204	JESUS GONZALEZ	Dog License Overpayment (#021-1189)	215336		35.00
100-1405-7800	ECS IMAGING INC	Building Permit Hosting Fee 8/22/20 - 8/21/21	215331		8,858.00
100-1605-7614	STAPLES ADVANTAGE	Clorox Wipes	610		32.74
100-1410-7650	BLACK AND WHITE EMERGEN	Vehicle 18 Lights	215321		1,492.19
100-1605-7980	MAYFLOWER DISTRIBUTING C	Staff Appreciation Supplies	604		23.25
100-1605-7736	JAG ENDEAVORS LLC	Staff Uniform Polos	215338		44.82
100-1005-7642	ROTARY CLUB OF DUARTE	Q1 FY 21 Dues-Finlay	215352		110.00
100-1005-7649	ROTARY CLUB OF DUARTE	Q1 FY 21 Dues-Urias	215352		110.00
100-1205-7612	ROTARY CLUB OF DUARTE	Q1 FY 21 Dues-Villalobos	215352		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Q1 FY 21 Dues-Hadloc	215352		240.00
100-1010-7651	COUNTY OF LOS ANGELES RE	March 3, 2020 Election (Measure D)	215328		48,210.63
100-1405-7967	RKA CONSULTING GROUP	City of Hope Public Works Inspections 6/2020	215351		280.00
100-1405-7965	RKA CONSULTING GROUP	City Hall Courtyard Design Engineering 6/2020	215351		1,218.40
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 6/202	215351		2,192.50
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 6/202	215351		560.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 6/2020	215351		3,040.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 6/2020	215351		1,960.00
100-1405-7965	RKA CONSULTING GROUP	Duarte Ped Access/Bike Safety 6/2020	215351		1,927.50

Council Warrant Register By Account

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1405-7965	RKA CONSULTING GROUP	Catch Basin CPS Retrofit Project 6/2020	215351		457.50
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	610		78.51
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	610		48.93
100-1205-7787	MVP, LLC	Public Safety Lease	605		12,039.00
100-1410-7650	WARDS SERVICE	Vehicle 3 Pressure Switch/Trans Fluid	623		374.23
100-1825-7630	QUADIENT LEASING USA INC	Postage Machine Lease 8/23/20 - 11/22/20	215350		707.12
100-1815-7632	THE TECHNOLOGY DEPOT INC	Add Energy Mgmt System	611		390.00
100-1610-7617	POOL & ELECTRICAL PRODUC	Pool Chemicals	215349		661.74
100-1405-7802	GWMA	Harbor Toxic Pollutants TMDL Monitoring	215337		1,473.75
100-1610-7652	ALBERTOS PLUMBING	ROP Bldg Repair/Replace Shutoff Valve	215319		950.00
100-1610-7652	ALBERTOS PLUMBING	Encanto Pk Men's Restroom Drain Unclog	215319		120.00
100-1205-7650	WALLACE SIGN COMPANY	Vehicle Decals	215360		86.52
100-1205-7980	U.S. BANK	COVID-19 Cleaning Supplies (Quill Corp)	614	202024- Other Expense/Coro	113.09
100-1205-7980	U.S. BANK	Refund-PS Office Water (Sparklett's)	614		-20.51
100-1205-7980	U.S. BANK	Food Distribution Event 7/7/20 (Smart & Final)	614	202024- Other Expense/Coro	12.20
100-1205-7980	U.S. BANK	Food Distribution Event 7/7/20 (Starbucks)	614	202024- Other Expense/Coro	35.90
100-1205-7980	U.S. BANK	Food Distribution Event 7/7/20 (Smart & Final)	614	202024- Other Expense/Coro	43.84
100-1205-7980	U.S. BANK	Special Assignment Deputy Mtg 7/15/20 (Raffi's)	614		69.73
100-1205-7980	U.S. BANK	4th of July Enforcement (Domino's)	614		79.25
100-1205-7980	U.S. BANK	Office Staff Meeting 7/1/20 (BJ's Arcadia)	614		86.31
100-1205-7980	U.S. BANK	Public Safety Zoom 7/2/2020 - 7/1/2021	614		149.90
100-1205-7980	U.S. BANK	Food Distribution Event 7/7/20 (Jersey Mike's)	614	202024- Other Expense/Coro	287.50
100-1405-7612	U.S. BANK	Dropbox Plus 7/8/20 - 7/8/21	619		119.88
100-1405-7612	U.S. BANK	Large Data Format Transfer- Hightail	619		15.99
100-1405-7975	U.S. BANK	LAEDC Membership 8/1/20 - 7/31/21	619		2,500.00
100-1010-7612	U.S. BANK	Dan Jordan CCMF Membershi	613		400.00
100-1020-7712	U.S. BANK	Hootsuite 7/2/20 - 8/1/20	613		14.99
100-1020-7712	U.S. BANK	Spotify	613		9.99
100-1020-7726	U.S. BANK	Adobe Creative Cloud	615		34.99
100-1405-7612	U.S. BANK	Adobe Creative Cloud	615		101.94
100-1605-7728	U.S. BANK	Fingerprinting/Background Check (Fieldprint Inc)	615	202009- Duarte's Promise - A	28.75
100-1605-7728	U.S. BANK	Truescreen	615	202009- Duarte's Promise - A	7.50
100-1605-7733	U.S. BANK	SC Netflix 7/6/20 - 8/5/20	615		8.81
100-1605-7735	U.S. BANK	TC Netflix 7/12/20 - 8/11/20	615		12.99
100-1805-7980	U.S. BANK	Microsoft 365 6/27/20 - 7/26/20	615		12.00
100-1815-7632	U.S. BANK	HR/Michelle-Adobe AcroPro	615		14.99
100-1815-7632	U.S. BANK	CC Webinar 7/16/20 - 8/6/20 (Zoom)	615		28.38
100-1815-7632	U.S. BANK	Finance Webinar 7/7/20 - 8/6/20 (Zoom)	615		40.00
100-1815-7632	U.S. BANK	Adobe Creative Cloud	615		314.91
100-1815-7830	U.S. BANK	SC Elevator 911-Vonage	615		23.09
100-1825-7614	U.S. BANK	Safety Shields (COVID-19)	615	202024- Office Supp-Coronav	41.84

Council Warrant Register By Account

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7716	U.S. BANK	Food Distribution Coffee 7/8/20 (Starbucks)	618		89.75
100-1605-7739	U.S. BANK	Canva Design Subscription	618		119.40
100-1605-7980	U.S. BANK	City Staff Appreciation 7/24/20 (Michael's)	618		25.44
100-1605-7980	U.S. BANK	(COVID-19) Trail Signage (Curo Print)	618	202024-Other Expenses-Coro	107.16
100-1605-7980	U.S. BANK	City Staff Appreciation 7/23/20 (Party Pronto)	618		274.00
100-1610-7616	U.S. BANK	Pool Deck Supplies (Superior Pool Products)	618		326.02
100-4407	OPPORTUNITIES FOR LEARNI	Rain Out Partial Refund (Ck203793)	215348		170.00
100-2120	OPPORTUNITIES FOR LEARNI	Field Rent Deposit Refund (Ck 203793)	215348		250.00
100-2121	OLIVA HUNTINGTON DUARTE	Inatallation of Survey Monuments Deposit Refund	215347	201922-Brandywine/Olivas Ex	2,700.00
100-1020-7716	DUARTE RECREATION PETTY C	Encanto Park Food Drive Donuts	215330		80.00
100-1605-7733	DUARTE RECREATION PETTY C	SC Food Distribution Lunches	215330	202024-Senior Center/Corona	202.71
100-1605-7980	DUARTE RECREATION PETTY C	Staff Appreciation Supplies	215330		43.00
100-4204	MICHAEL RUIZ	Dog License Overpayment (#021-1006/021-1005)	215353		120.00
100-1610-8100	CLIMATEC LLC	Infrastructure Modernization Project	215326	202017-Infrastructure Moder	140,000.00
100-2127	CLIMATEC LLC	Retention	215326		-7,000.00
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 7/2020	215346		100.00
100-1015-7682	ELLIS & MAKUS LLP	Labor Legal 6/2020	215332		1,825.00
100-1015-7682	ELLIS & MAKUS LLP	Labor Legal 7/2020	215332		18,031.00
100-1005-7642	MARGARET FINLAY	Council Vehicle Allowance	215334		75.00
100-1005-7646	TZEITEL PARAS-CARACCI	Council Vehicle Allowance	607		75.00
100-1005-7648	SAMUEL KANG	Council Vehicle Allowance	215339		75.00
100-1005-7649	BRYAN URIAS	Council Vehicle Allowance	622		75.00
100-1005-7650	TONEY LEWIS	Council Vehicle Allowance	215341		75.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	592		218.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	215340		435.00
100-1825-7674	GINNY JOYCE BELBA	Health Insurance Reimbursement	215320		218.00
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	600		435.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	215322		435.00
100-1825-7674	EFREN CASTRO	Health Insurance Reimbursement	594		566.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	597		218.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 8/1/20 - 9/1/20	EFT10121		267.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 8/1/20 - 9/1/20	EFT10122		247.00
100-1815-7630	DE LAGE LANDEN FINANCIAL	iMac Lease Pymt 12 of 24	EFT10129		1,015.63
Fund 100 - GENERAL FUND Total:					609,985.66
Fund: 220 - GAS TAX FUN					
220-2225-8070	NEXTECH SYSTEMS INC	Street Name Sign Photocells	606		512.46
Fund 220 - GAS TAX FUN Total:					512.46
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing (Bike Trail)	609		115.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repair (Buena Vista St)	609		172.50

Council Warrant Register By Account

Payment Dates: 7/30/2020 - 8/12/2020

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing/Repair (City Yard)	609		295.71
240-2410-7915	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SER	Landscape Maintenance 7/2020	215323		500.00
240-2410-7663	COUNTY OF LOS ANGELES AG	Gopher Control-Turf Medians FY20	215327		503.36
240-2410-7888	SITEONE LANDSCAPE SUPPLY	Royal Oaks Park Irrigation Repair	215356		70.45
240-2410-7909	WEST COAST ARBORISTS INC	Tree Trimming Service Reques	624		150.00
240-2426-7810	A1 MAINTENANCE SERVICES	Grocery Outlet Lot Sweeping 7/2020	215317		784.00
240-2410-7888	SITEONE LANDSCAPE SUPPLY	City Hall Irrigation Repairs	215356		130.29
240-2420-7887	SITEONE LANDSCAPE SUPPLY	Kendrick Lld Irrigation Repairs	215356		7.49
240-2410-7888	SOUTHEAST CONSTRUCTION	City Hall Irrigation Repair	215357		8.82
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					22,873.69
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIF	Sheriff Contract 6/2020	215342		27,173.75
290-2905-7785	LOS ANGELES COUNTY SHERIF	Sheriff Contract 6/2020	215342		9,739.28
290-2905-7785	LOS ANGELES COUNTY SHERIF	Fireworks Suppression 6/19/20 - 6/28/20	215342		1,419.02
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					38,332.05
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-8013	FOOTHILL TRANSIT	16th Installment of 3rd Bus 7/2020	598		4,523.11
440-4405-7650	BLACK AND WHITE EMERGEN	Vehicle 28 Two Way Radio	215321		368.40
440-4405-7614	STAPLES ADVANTAGE	Transportation Dept Printer In	610		93.23
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2020	598		25,579.91
Fund 440 - PROPOSITION A TRANSIT FUND Total:					30,564.65
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-8013	FOOTHILL TRANSIT	16th Installment of 3rd Bus 7/2020	598		2,544.25

Council Warrant Register By Account**Payment Dates: 7/30/2020 - 8/12/2020**

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2020	598		20,929.02
Fund 460 - PROPOSITION C TRANSIT FUND Total:					23,473.27
Fund: 680 - Duarte Housing Authority					
680-6805-7965	HARRIS & ASSOCIATES	FY19 SB341 Report 5/24/20 - 6/27/20	599		8,295.00
Fund 680 - Duarte Housing Authority Total:					8,295.00
Grand Total:					734,036.78

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	609,985.66
220 - GAS TAX FUN	512.46
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	22,873.69
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	38,332.05
440 - PROPOSITION A TRANSIT FUND	30,564.65
460 - PROPOSITION C TRANSIT FUND	23,473.27
680 - Duarte Housing Authority	8,295.00
Grand Total:	734,036.78

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	185.00
100-1005-7646	Travel & Exp - Paras	75.00
100-1005-7648	Travel & Exp - Kang	75.00
100-1005-7649	Travel & Exp - Urias	185.00
100-1005-7650	Travel & Exp - Lewis	75.00
100-1010-7612	Publications and Dues	400.00
100-1010-7614	Office Supplies	5.09
100-1010-7651	Election Services	48,210.63
100-1015-7682	Labor Counsel Legal	21,891.00
100-1020-7710	Chamber Of Commerce	1,600.00
100-1020-7712	Community Information	48.85
100-1020-7716	Special Community Even	422.94
100-1020-7719	Volunteer Recognition	1,950.00
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	34.99
100-1205-7612	Publications and Dues	480.00
100-1205-7650	Vehicle Maintenance	86.52
100-1205-7655	Emergency Services	12.60
100-1205-7779	Youth Programs	120.00
100-1205-7781	Contract Law Enforceme	326,562.51
100-1205-7787	Public Safety Cntr Lease	12,039.00
100-1205-7887	Repairs & Replacements	201.14
100-1205-7980	Other Expenses	910.20
100-1405-7076	Tuition Reimbursement	393.18
100-1405-7610	Travel, Mtgs & Conf	120.00
100-1405-7612	Publications and Dues	237.81
100-1405-7614	Office Supplies	154.22
100-1405-7800	Building Department Ser	9,372.00
100-1405-7802	NPDES Requirements	1,473.75
100-1405-7965	Professional Services	3,603.40
100-1405-7967	Public Works Inspection	2,337.00
100-1405-7969	City Engineer	5,792.50
100-1405-7975	Economic Development	2,500.00
100-1410-7612	Publications and Dues	350.00
100-1410-7614	Office Supplies	438.13
100-1410-7630	Equipment Rentals	118.83
100-1410-7650	Vehicle Maintenance	1,866.42
100-1410-7810	Street Sweeping	122.00
100-1410-7887	Repairs & Replacements	435.25
100-1415-7916	Landscape-Sport Park	1,430.00
100-1605-7002	Regular Salaries	76.92
100-1605-7614	Office Supplies	78.38
100-1605-7728	Americorp's VIP Progra	36.25
100-1605-7733	Senior Center	165.56
100-1605-7735	Teen Center	12.99
100-1605-7736	Youth & Adult Recreatio	44.82

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7739	Publicity	119.40
100-1605-7741	Sports/Playground Progr	50.34
100-1605-7980	Other Expenses	472.85
100-1610-7616	Pool Supplies	326.02
100-1610-7617	Pool Chemicals	1,567.49
100-1610-7618	Building Supplies	1,529.76
100-1610-7636	Uniforms	69.50
100-1610-7652	Building Maint Services	2,737.34
100-1610-8100	Other Capital Improvem	140,000.00
100-1805-7980	Other Expenses	12.00
100-1810-7980	Other Expenses	508.13
100-1815-7630	Equipment Lease	1,015.63
100-1815-7632	Software Maintenance	788.28
100-1815-7830	Telephones	23.09
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	200.00
100-1815-8011	Computer Equipment (C	4,557.18
100-1825-7614	Office Supplies	41.84
100-1825-7630	Equipment Lease	707.12
100-1825-7631	Equipment Maintenance	433.02
100-1825-7674	Retiree Health Insurance	2,525.00
100-1825-7688	Oil Recycling Grant	-117.96
100-1825-7747	Beverage Cont Recycling	399.67
100-1825-7945	Operation Of Acq Prop	41.67
100-1825-7980	Other Expenses	58.41
100-2120	Refundable Deposits	250.00
100-2121	Pass Through Deposits	2,700.00
100-2127	Retention Payable	-7,000.00
100-4204	Animal Licenses	155.00
100-4302	Parking Citations	100.00
100-4407	Sports Field Rentals	170.00
220-2225-8070	Street Improvements (C	512.46
240-2410-7662	Other Serv-Citywide	583.21
240-2410-7663	Other Serv-Medians	503.36
240-2410-7888	Repairs-Citywide	209.56
240-2410-7909	Tree Trim-Residential	150.00
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	5,330.00
240-2420-7887	Repairs & Replacements	7.49
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7810	Street Sweeping	784.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
290-2905-7781	Contract Law Enforceme	27,173.75
290-2905-7785	Special Events Patrol	11,158.30
440-4405-7614	Office Supplies	93.23
440-4405-7650	Vehicle Maintenance	368.40
440-4405-7960	Foothill Transit Operatio	25,579.91

Account Summary

Account Number	Account Name	Payment Amount
440-4405-8013	Vehicles (Capital)	4,523.11
460-4605-7960	Foothill Tranist Operatio	20,929.02
460-4605-8013	Vehicles (Capital)	2,544.25
680-6805-7965	Professional Services	8,295.00
	Grand Total:	734,036.78

Project Account Summary

Project Account Key	Payment Amount
None	572,343.70
201903-Beverage Recycling 2017-2018 PROG FY20	399.67
201904-Other Exp-Tobacco Grant	52.99
201914-Sheriff Contract-Cal VIP	17,381.12
201914-Youth Programs-Cal VIP	120.00
201922-Brandywine/Olivas Expense	2,700.00
202001-Used Oil-Expense-OPP9-18-0016 FY18/19	-117.96
202009- Duarte's Promise - America's Promise Exp	36.25
202017-Infrastructure Modernization Program	140,000.00
202024- Office Supp-Coronavirus Response	41.84
202024- Other Expense/Coronavirus Response	492.53
202024-Bldg Supp-Coronavirus Response	235.10
202024-Other Expenses-Coronavirus Response	107.16
202024-Senior Center/Coronavirus Response	202.71
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	734,036.78

2020 Local Agency Biennial Notice

Name of Agency: City of Duarte

Mailing Address: 1600 Huntington Drive, Duarte, California 91010

Contact Person: Marla Akana Phone No. (626) 357-7931, ext 223

Email: akanam@accessduarte.com Alternate Email: jordand@accessduarte.com

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

☐ **An amendment is required. The following amendments are necessary:**

(Check all that apply.)

- ☐ Include new positions
- ☐ Revise disclosure categories
- ☐ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other *(describe)* _____

☐ **The code is currently under review by the code reviewing body.**

☒ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2020**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

2020 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By July 1, 2020: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By October 1, 2020: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2020 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

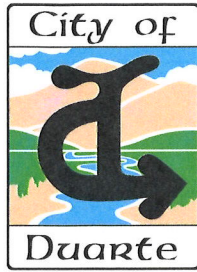
The Local Agency Biennial Notice is not forwarded to the FPPC.

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](https://www.fppc.ca.gov).



Agenda Item: _____

CM Review: 

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: August 11, 2020

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Amanda Hamilton, Public Works Manager

SUBJECT: Adoption of Transfer Agreement between the Los Angeles County Flood Control District and the City of Duarte for the Safe, Clean Water Program and Adoption of Resolution No. 20-R-24.

RECOMMENDATION: That the City Council authorize the City Manager to execute the Safe, Clean Water Program Transfer Agreement and Adopt Resolution No. 20-R-24.

FISCAL IMPACT: Safe, Clean Water Municipal Funding (Measure W), estimated revenues of \$250,000 per year.

BACKGROUND

The Safe, Clean Water Program (Measure W) was successfully passed with more than 2/3 of the vote on November 6, 2018 by Los Angeles County Voters. Under the Safe, Clean Water's Municipal Program, 40% of the funding is allocated to cities as local return. Cities will receive direct funding via the Municipal Program proportional to the revenues generated within its boundaries. The City of Duarte is estimated to receive approximately \$250,000 per year as found in Attachment C, Los Angeles County Estimated Annual Municipal Program Funds.

The Municipal Program is designed to maximize the ability of local governments to address local Stormwater and Urban Runoff challenges and opportunities. Projects and Programs are required to include a water quality benefit; multi-benefit project and nature-based solutions are strongly encouraged. The funding can be used for eligible activities such as project development, design, construction, monitoring, operations and maintenance (including operation and maintenance of projects built to comply with 2012 MS4 permits), as well as for other programs and studies related to protecting and improving water quality in lakes, rivers and ocean. Up to 30% of Municipal Funds may be used for Maintenance of Effort-Safe, Clean Water Program eligible activities commenced before the election day.

DISCUSSION/ ANALYSIS

Duarte will receive the Municipal Program revenue within 45 days after the execution of the Transfer Agreement. Annually in August and each subsequent year, a single disbursement is expected to be made once the Auditor-Controller has finalized revenues. Disbursements are depended upon the conditions included in the Transfer Agreement. Annual expenditure plans for the ensuing Fiscal Year will be due 45 days from execution and then 90-days prior to the end of the County's Fiscal Year (April 1st) for each subsequent year. Audit reports are due 9 months after the end of the 3rd Fiscal Year while progress reports are due annually.

The City of Duarte's \$250,000.00 allocation of Safe Clean Water funds for Fiscal Year 2020-21 shall be allocated to the City's total share of \$260,735.55 in the Fiscal year for the creation and finalization of the Rio Hondo/San Gabriel River Water Quality Group's Multi-Benefit Stormwater Project Concept Report. This report aims to prepare a feasibility study for five structural regional Best Management Practice projects and green street projects that have been identified in the Rio Hondo/San Gabriel River Water Quality Group's Watershed Management Program.

RECOMMENDATION

That the City Council authorize the City Manager to execute the Safe, Clean Water Program Transfer Agreement and Adopt Resolution No. 20-R-24.

FISCAL IMPACT

Safe, Clean Water Municipal Funding (Measure W), estimated revenues of \$250,000 per year.

ATTACHMENTS

Attachment A: Resolution No. 20-R-24

Attachment B: Agreement No. 2020MP24 - Safe, Clean Water Program Transfer Agreement

Attachment C: Safe, Clean Water Program Estimated Municipal Program Funds

Attachment D: Duarte Annual Plan Contents for FY 20/21

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA,
ALLOCATING FUNDS FROM THE SAFE, CLEAN WATER PROGRAM, AND
DOCUMENTING THE DETERMINATIONS REQUIRED BY THE COUNTY OF LOS
ANGELES**

WHEREAS, the City of Duarte receives funds pursuant to the County of Los Angeles' Measure W or Safe, Clean Water Program; and

WHEREAS, the City of Duarte currently has a budget allocation of \$250,000 in Safe, Clean Water funding for Fiscal Year 2020-2021; and

WHEREAS, all cities which receive Safe, Clean Water funding must allocate the funds and account for those allocations through oversight coordinated by the County of Los Angeles; and

WHEREAS, this resolution will confirm and document decisions made during the Fiscal Year 2020-2021 budget process.

NOW, THEREFORE IT IS HEREBY RESOLVED, ORDERED AND FOUND by the Duarte City Council, State of California, as follows:

Section 1. The City Council allocation of its Safe, Clean Water Program funds as follows:

Fiscal Year 2020-2021:

The City of Duarte's \$250,000.00 allocation of Safe Clean Water funds shall be allocated to the City's total share of \$260,735.55 in the Fiscal year for the creation and finalization of the Rio Hondo/San Gabriel River Water Quality Group's Multi-Benefit Stormwater Project Concept Report. This report aims to prepare a feasibility study for five structural regional Best Management Practice projects and green street projects that have been identified in the Rio Hondo/San Gabriel River Water Quality Group's Watershed Management Program.

PASSED, APPROVED, AND ADOPTED this 11th day of August, 2020.

Samuel Kang

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 20-R-24 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 11th day of August, 2020, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

**TRANSFER AGREEMENT BETWEEN
THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT
AND
DUARTE
AGREEMENT NO. 2020MP24
SAFE, CLEAN WATER PROGRAM – MUNICIPAL PROGRAM**

This Transfer Agreement, hereinafter referred to as "Agreement," is entered into as of June 25, 2020 by and between the Los Angeles County Flood Control District, hereinafter referred to as "District," and Duarte, hereinafter referred to as "Municipality."

WHEREAS, District, pursuant to the Los Angeles Region Safe, Clean Water (SCW) Program ordinance (Chapter 16 of the Los Angeles County Flood Control District Code) and the SCW Program Implementation Ordinance (Chapter 18 of the Los Angeles County Flood Control District Code), administers the SCW Program for the purpose of funding Projects and Programs to increase stormwater and urban runoff capture and reduce stormwater and urban runoff pollution in the District;

WHEREAS, pursuant to Section 16.04.A.2. of the Los Angeles County Flood Control District Code, forty percent (40%) of annual SCW Program tax revenues shall be allocated to Municipalities within the District, in the same proportion as the amount of revenues collected within each Municipality, to be expended by those cities within the cities' respective jurisdictions and by the County within the unincorporated areas that are within the boundaries of the District, for the implementation, operation and maintenance, and administration of Projects and Programs, in accordance with the criteria and procedures established in this Chapters 16 and 18 of the Los Angeles County Flood Control District Code;

WHEREAS, pursuant to Section 16.05.A.1. of the Los Angeles County Flood Control District Code, prior to their receipt of SCW Program funds, Municipalities must enter into an agreement with the District to transfer SCW Program funds;

WHEREAS, the County of Los Angeles Board of Supervisors has approved a standard template Agreement, as required by and in accordance with Section 18.09 of the Los Angeles County Flood Control District Code, for the transfer of SCW Program funds to Municipalities.

NOW, THEREFORE, in consideration of the promises, mutual representations, covenants and agreements in this Agreement, the District and the Municipality, each binding itself, its successors and assigns, do mutually promise, covenant, and agree as follows:

I. DEFINITIONS

The definitions set forth in Sections 16.03 and 18.02 of the Los Angeles County Flood Control District Code shall apply to this Agreement. In addition, the following definitions shall also apply:

"Agreement" means this Transfer Agreement, including all exhibits and attachments hereto.

"Annual Plan" means the plan referred to in Section 18.09.B.5 of the Code that includes the contents specified in Exhibit A.

"Code" means the Los Angeles County Flood Control District Code.

"Days" means calendar days unless otherwise expressly indicated.

"Fiscal Year" means the period of twelve (12) months terminating on June 30 of any year.

"Safe Clean Water (SCW) Program Payment" means the Municipality's annual allocation of SCW Program funds as described in Section 16.04.A.2. of the Code disbursed by the District to the Municipality.

"Year" means calendar year unless otherwise expressly indicated.

II. PARTY CONTACTS

The District and the Municipality designate the following individuals as the primary points of contact and communication regarding the Municipal Program and the administration and implementation of this Agreement.

Los Angeles County Flood Control District		Municipality: Duarte	
Name:		Name:	Kristen Petersen
Address:		Address:	1600 Huntington Drive
Phone:		Phone:	(626) 357-7931
Email:		Email:	kpetersen@accessduarte.com

Either party to this Agreement may change the individual identified as the primary point of contact above by providing written notice of the change to the other party.

III. EXHIBITS INCORPORATED BY REFERENCE

The following exhibits to this Agreement, including any amendments and supplements hereto, are hereby incorporated herein and made a part of this Agreement:

EXHIBIT A – ANNUAL PLAN CONTENTS

EXHIBIT B – GENERAL TERMS AND CONDITIONS

EXHIBIT C – NATURE-BASED SOLUTIONS (Best Management Practices)

EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

IV. MUNICIPAL PROGRAM IMPLEMENTATION

- A. The Municipality shall annually prepare and submit to the District, an Annual Plan. The Annual Plan for the 2020-21 Fiscal Year shall be submitted to the District no later than 45-days after the execution of this Agreement by the last party to sign. An Annual Plan for each subsequent Fiscal Year shall be submitted not later than 90-days prior to the start of the Fiscal Year for which the Plan is prepared.
- B. The Municipality shall utilize the SCW Program Payments in compliance with Chapters 16 and 18 of the Code.
- C. The Municipality shall comply with the terms and conditions in Exhibits B, C, and D, of this Agreement, and all applicable provisions of Chapters 16 and 18 of the Code, specifically including, without limitation, Section 18.06.

V. SCW PROGRAM PAYMENTS TO MUNICIPALITIES

- A. The District shall disburse the Municipality's SCW Program Payment for the 2020-21 Fiscal Year within 45-days of the signed executed Agreement or within 14-days of the District's receipt of the Annual Plan for 2020-21 Fiscal Year in compliance with Exhibit A, whichever comes later. The initial disbursement of SCW Program Payments shall include the amount of revenue collected by the District at the time of Agreement execution; any additional funds that are subsequently collected will be disbursed by August 31, 2020.
- B. SCW Program Payments in subsequent Fiscal Years will generally be available for disbursement by August 31, provided a duly executed transfer agreement is in effect and subject to the Municipality's compliance with the conditions described in paragraph C, below; however the District may, in its discretion, change the date and number of the actual disbursements for any Fiscal Year based on the amount and timing of revenues actually collected by the District.
- C. For subsequent Fiscal Years, the District shall disburse the Municipality's SCW Program Payment upon satisfaction of the following conditions: (1) the District has received the Annual Progress/Expenditure Report required pursuant to Section 18.06.D of the Code; (2) the District has received Municipality's Annual Plan for that Fiscal Year, and (3) the Municipality has complied with the audit requirements of Section B-6 of Exhibit B.
- D. Notwithstanding any other provision of this Agreement, no disbursement shall be made at any time or in any manner that is in violation of or in conflict with federal, state, County laws, policies, or regulations.
- E. All disbursements shall be subject to and be made in accordance with the terms and conditions in this Agreement and Chapters 16 and 18 of the Code.

VI. Term of Agreement

This Agreement shall expire at the end of the 2023-24 Fiscal Year. The parties shall thereafter enter into a new agreement based on the most recent standard template agreement approved by the Board.

VII. Execution of Agreement

This Agreement may be executed simultaneously or in any number of counterparts, including both counterparts that are executed manually on paper and counterparts that are in the form of electronic records and are executed electronically, whether digital or encrypted, each of which shall be deemed an original and together shall constitute one and the same instrument.

The District and the Municipality hereby agree to regard facsimile/electronic representations of original signatures of authorized officers of each party, when appearing in appropriate places on this Agreement and on any addenda or amendments thereto, delivered or sent via facsimile or electronic mail or other electronic means, as legally sufficient evidence that such original signatures have been affixed to this Agreement and any addenda or amendments thereto such that the parties need not follow up facsimile/electronic transmissions of such documents with subsequent (non-facsimile/electronic) transmission of "original" versions of such documents.

Further, the District and the Municipality: (i) agree that an electronic signature of any party may be used to authenticate this Agreement or any addenda or amendment thereto, and if used, will have the same force and effect as a manual signature; (ii) acknowledge that if an electronic signature is used, the other party will rely on such signature as binding the party using such signature, and (iii) hereby waive any defenses to the enforcement of the terms of this agreement based on the foregoing forms of signature.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

DUARTE

By: _____

Name: Daniel Jordan

Title: City Manager

Date: August 11, 2020

LOS ANGELES COUNTY
FLOOD CONTROL DISTRICT:

By:

Name:

Title:

Date: _____

EXHIBIT A – ANNUAL PLAN CONTENTS

- A-1. Description of all projects anticipated to be funded using the SCW Program Payment. Include a discussion of how the projects will result in the achievement of one or more SCW Program Goals, including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.
- A-2. Description of all programs anticipated to be funded using the SCW Program Payment. Include a discussion of how the programs will result in the achievement of one or more SCW Program Goals; including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.
- A-3. Description of all operation and maintenance activities anticipated to be funded using the SCW Program Payment. Include a discussion of how those activities will result in the achievement of one or more SCW Program Goals. Additional operation and maintenance activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-4. Description of the stakeholder and community outreach/engagement activities anticipated to be funded with the SCW Program Payment, including discussion of how local NGOs or CBOs will be involved, if applicable, and if not, why. Additional outreach/engagement activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-5. Description of post-construction monitoring for projects completed using the SCW Program Payment. Additional post-construction monitoring activities, even if funded by other sources, should be referenced to provide an overview of anticipated overall project approach.
- A-6. Provide the status of any projects that have been awarded (or are seeking award of) Institute for Sustainable Infrastructure (ISI) verification, if applicable.
- A-7. Provide the budget for the activities described in provisions A1 through A-5 SCW Program Payment.

EXHIBIT B – GENERAL TERMS AND CONDITIONS

B-1. Accounting and Deposit of Funding Disbursement

1. SCW Program Payments distributed to the Municipality shall be held in a separate interest-bearing account and shall not be combined with other funds. Interest earned from each account shall be used by the Municipality only for eligible expenditures consistent with the requirements of the SCW Program.
2. The Municipality shall not be entitled to interest earned on undisbursed SCW Program Payments; interest earned prior to disbursement is property of the District.
3. The Municipality shall operate in accordance with Generally Accepted Accounting Principles (GAAP).
4. The Municipality shall be strictly accountable for all funds, receipts, and disbursements for their SCW Program Payment.

B-2. Acknowledgement of Credit and Signage

The Municipality shall include appropriate acknowledgement of credit to the District's Safe, Clean Water Program for its support when promoting activities funded with SCW Program funds or using any data and/or information developed SCW Program funds. When the SCW Program Payment is used, in whole or in part, for construction of an infrastructure Project, signage shall be posted in a prominent location at Project site(s) or at the Municipality's headquarters and shall include the Safe, Clean Water Program color logo and the following disclosure statement: "Funding for this project has been provided in full or in part from the Los Angeles County Flood Control District's Safe, Clean Water Program." At a minimum the sign shall be 2' x 3' in size. The Municipality shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this paragraph.

When the SCW Program Payment is used, in whole or in part, for a scientific study, the Municipality shall include the following statement in the study report: "Funding for this study has been provided in full or in part from the Los Angeles County Flood Control District's Safe, Clean Water Program." The Municipality shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this paragraph.

B-3. Acquisition of Real Property - Covenant

Any real property acquired in whole or in part with SCW Program funds shall be used for Projects and Programs that are consistent with the SCW Program Goals and with the provisions of Chapter 16 and 18 of the Code.

Any Municipality that acquires the fee title to real property using, in whole or in part, SCW Program funds shall record a document in the office of the Registrar-Recorder/County

Clerk containing a covenant not to sell or otherwise convey the real property without the prior express written consent of the District, which consent shall not be unreasonably withheld.

B-4. Amendment

Except as provided in Section II of the Agreement, no amendment or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties. No oral or written understanding or agreement not incorporated in this Agreement is binding on any of the parties.

B-5. Assignment

The Municipality shall not assign this Agreement.

B-6. Audit and Recordkeeping

1. The Municipality shall retain for a period of seven (7) years, all records necessary in accordance with Generally Accepted Accounting Principles to determine the amounts expended, and eligibility of Projects implemented using SCW Program Payments. The Municipality, upon demand by authorized representatives of the District, shall make such records available for examination and review or audit by the District or its authorized representatives. Records shall include accounting records, written policies and procedures, contract files, original estimates, correspondence, change order files, including documentation covering negotiated settlements, invoices, and any other supporting evidence deemed necessary to substantiate charges related to SCW Program Payments and expenditures.
2. The Municipality is responsible for obtaining an independent audit to determine compliance with the terms and conditions of this Agreement and all requirements applicable to the Municipality contained in chapters 16 and 18 of the Code. Municipality shall obtain an independent audit of their SCW Program Payments every three (3) years. Audits shall be funded with Municipal Program funds.
3. Municipality shall file a copy of all audit reports by the ninth (9th) month from the end of each three (3) year period to detail the preceding three (3) years of expenditures. Audit reports shall be posted on the District's publicly accessible website.

Every Third Fiscal Year		
<u>Fiscal Year</u>	<u>Audit Begins</u>	<u>Audit Report Due to District</u>
2020-21	7/1/2023	No later than 3/31/2024

4. Upon reasonable advanced request, the Municipality shall permit the Chief Engineer to examine the infrastructure Projects using SCW Program Payments. The Municipality shall permit the authorized District representative, including the Auditor-Controller, to examine, review, audit, and transcribe any and all audit

reports, other reports, books, accounts, papers, maps, and other records that relate to the SCW Program Payments. Examination activities are considered District administration of the SCW Program.

5. Expenditures determined by an audit to be in violation of any provision of Chapters 16 or 18 of the Code, or of this Agreement, shall be subject to the enforcement and remedy provisions of Section 18.14 of the Code.

B-7. Availability of Funds

District's obligation to disburse the SCW Program Payment is contingent upon the availability of sufficient funds to permit the disbursements provided for herein. If sufficient funds are not available for any reason including, but not limited to, failure to fund allocations necessary for disbursement of the SCW Program Payment, the District shall not be obligated to make any disbursements to the Municipality under this Agreement. This provision shall be construed as a condition precedent to the obligation of the District to make any disbursements under this Agreement. Nothing in this Agreement shall be construed to provide the Municipality with a right of priority for disbursement over any other Municipality. If any disbursements due to the Municipality under this Agreement are deferred because sufficient funds are unavailable, it is the intention of the District that such disbursement will be made to the Municipality when sufficient funds do become available, but this intention is not binding. If this Agreement's funding for any Fiscal Year is reduced or deleted by order of the Board, the District shall have the option to either cancel this Agreement with no liability occurring to the District or offer an amendment to the Municipality to reflect the reduced amount.

B-8. Choice of Law

The laws of the State of California govern this Agreement.

B-9. Claims

Any claim of the Municipality is limited to the rights, remedies, and claims procedures provided to the Municipality under this Agreement. Municipal expenditures of a SCW Program Payment that involves the District shall utilize a separate and specific agreement to that Project that includes appropriate indemnification superseding that in this Agreement.

B-10. Compliance with SCW Program

The Municipality shall comply with and require its contractors and subcontractors to comply with all provisions of Chapters 16 and 18 of the Code.

B-11. Compliance with Law, Regulations, etc.

The Municipality shall, at all times, comply with and require its contractors and subcontractors to comply with all applicable local, state and federal laws, rules, guidelines, regulations, and requirements.

B-12. Continuous Use of Municipal Projects; Lease or Disposal of Municipal Projects

The Municipality shall not abandon, substantially discontinue use of, lease, or dispose of all or a significant part or portion of any Project funded in whole or in part with SCW Program Payments during the useful life (defined as 30 years unless specified otherwise in annual plans and subsequent reports) of the Project without prior written approval of the District. Such approval may be conditioned as determined to be appropriate by the District, including a condition requiring repayment of a pro rata amount of the SCW Program Payments used to fund the Project together with interest on said amount accruing from the date of lease or disposal of the Project.

B-13. Disputes

Should a dispute arise between the parties, the party asserting the dispute will notify the other parties in writing of the dispute. The parties will then meet and confer within 21 calendar days of the notice in a good faith attempt to resolve the dispute.

If the matter has not been resolved through the process set forth in the preceding paragraph, any party may initiate mediation of the dispute. Mediation will be before a retired judge or mediation service mutually agreeable to the parties. All costs of the mediation, including mediator fees, will be paid one-half by the District and one-half by the Municipality. SCW Program Payments shall not be used to pay for any costs of the mediation.

The parties will attempt to resolve any dispute through the process set forth above before filing any action relating to the dispute in any court of law.

B-14. Final Inspection and Certification of Registered Professional

Upon completion of the design phase and before construction of a project, the Municipality shall provide certification by a California Registered Professional (i.e., Professional Civil Engineer, Engineering Geologist) that the design has been completed.

Upon completion of the project, the Municipality shall provide for a final inspection and certification by a California Registered Professional (i.e., Professional Civil Engineer, Engineering Geologist), that the Project has been completed in accordance with submitted final plans and specifications and any modifications thereto and in accordance with this Agreement.

B-15. Force Majeure.

In the event that Municipality is delayed or hindered from the performance of any act required hereunder by reason of strikes, lockouts, labor troubles, inability to procure materials not related to the price thereof, riots, insurrection, war, or other reasons of a like nature beyond the control of the Municipality, then performance of such acts shall be excused for the period of the delay, and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.

B-16. Funding Considerations and Exclusions

1. All expenditures of SCW Program Payments by Municipality must comply with the provisions of Chapters 16 and 18 of the Los Angeles County Flood Control District Code, including but not limited to the provisions regarding eligible expenditures contained in Section 16.05.A.2 and the provision regarding ineligible expenditures contained in Section 16.05.A.3.
2. SCW Program Payments shall not be used in connection with any Project implemented as an Enhanced Compliance Action ("ECA") and/or Supplemental Environmental Project ("SEP") as defined by State Water Resources Control Board Office of Enforcement written policies, or any other Project implemented pursuant to the settlement of an enforcement action or to offset monetary penalties imposed by the State Water Resources Control Board, a Regional Water Quality Control Board, or any other regulatory authority; provided, however, that SCW funds may be used for a Project implemented pursuant to a time schedule order ("TSO") issued by the Los Angeles Regional Water Quality Control Board if, at the time the TSO was issued, the Project was included in an approved watershed management program (including enhanced watershed management programs) developed pursuant to the MS4 Permit.

B-17. Indemnification

The Municipality shall indemnify, defend and hold harmless the District, the County of Los Angeles and their elected and appointed officials, agents, and employees from and against any and all liability and expense, including defense costs, legal fees, claims, actions, and causes of action for damages of any nature whatsoever, including but not limited to bodily injury, death, personal injury, or property damage, arising from or in conjunction with: (1) any Project or Program implemented by the Municipality, in whole or in part, with SCW Program Payments or (2) any breach of this Agreement by the Municipality.

B-18. Independent Actor

The Municipality, and its agents and employees, if any, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees, or agents of the District.

The Municipality shall not contract work with a contractor who is in a period of debarment from any agency within the District. (LACC Chapter 2.202)

B-19. Integration

This is an integrated Agreement. This Agreement is intended to be a full and complete statement of the terms of the agreement between the District and Municipality, and expressly supersedes any and all prior oral or written agreements, covenants, representations and warranties, express or implied, concerning the subject matter of this Agreement.

B-20. Lapsed Funds

1. The Municipality shall be able to carry over uncommitted SCW Program Payments for up to five (5) years from the end of the fiscal year in which those funds are transferred from the District to the Municipality.
2. If the Municipality is unable to expend the SCW Program Payment within five (5) years from the end of the fiscal year in which those funds are transferred from the District to the Municipality, then lapsed funding procedures will apply. Lapsed funds are funds that were transferred to the Municipality but were not committed to eligible expenditures by the end of the fifth (5th) fiscal year after the fiscal year in which those funds were transferred from the District.
3. Lapsed funds shall be allocated by the Watershed Area Steering Committee of the respective Watershed Area to a new Project with benefit to that Municipality, if feasible in a reasonable time frame, or otherwise to the Watershed Area.
4. In the event that funds are to lapse, due to circumstances beyond the Municipality's control, then the Municipality may request an extension of up to twelve (12) months in which to commit the funds to eligible expenditures. Extension Requests must contain sufficient justification and be submitted to the District in writing no later than three (3) months before the funds are to lapse.
5. The decision to grant an extension is at the sole discretion of the District.
6. Funds still uncommitted to eligible expenditures after an extension is granted will be subject to lapsed funding procedures without exception.

<u>Fiscal Year Transferred</u>	<u>Funds Lapse After</u>	<u>Extension Request Due</u>	<u>Commit By</u>
2019-20	6/30/2025	No later than 3/31/2025	No later than 6/30/2026

B-21. Municipal Project Access

Upon reasonable advance request, the Municipality shall ensure that the District or any authorized representative, will have safe and suitable access to the site of any Project implemented by the Municipality in whole or in part with SCW Program Payments at all reasonable times.

B-22. Non-Discrimination

The Municipality agrees to abide by all federal, state, and County laws, regulations, and policies regarding non-discrimination in employment and equal employment opportunity.

B-23. No Third-Party Rights

The parties to this Agreement do not create rights in, or grant remedies to, any third party as a beneficiary of this Agreement, or of any duty, covenant, obligation, or undertaking established herein

B-24. Notice

1. The Municipality shall notify the District in writing within five (5) working days of the occurrence of the following:
 - a. Bankruptcy, insolvency, receivership or similar event of the Municipality; or
 - b. Actions taken pursuant to State law in anticipation of filing for bankruptcy.
2. The Municipality shall notify the District within ten (10) working days of any litigation pending or threatened against the Municipality regarding its continued existence, consideration of dissolution, or disincorporation.
3. The Municipality shall notify the District promptly of the following:
 - a. Any significant deviation from the submitted Annual Plan for the current Fiscal Year, including discussion of any major changes to the scope of funded projects or programs, noteworthy delays in implementation, reduction in benefits or community engagement, and/or modifications that change the SCW Program Goals intended to be accomplished.
 - b. Discovery of any potential archaeological or historical resource. Should a potential archaeological or historical resource be discovered during construction, the Municipality agrees that all work in the area of the find will cease until a qualified archaeologist has evaluated the situation and made recommendations regarding preservation of the resource, and the District has determined what actions should be taken to protect and preserve the resource. The Municipality agrees to implement appropriate actions as directed by the District.
 - c. Any public or media event publicizing the accomplishments and/or results of this Agreement and provide the opportunity for attendance and participation by District representatives with at least fourteen (14) days' notice to the District.

B-25. Municipality's Responsibility for Work

The Municipality shall be responsible for all work and for persons or entities engaged in work performed pursuant to this Agreement including, but not limited to, contractors, subcontractors, suppliers, and providers of services. The Municipality shall be responsible for responding to any and all disputes arising out of its contracts for work on the Project. The District will not mediate disputes between the Municipality and any other entity concerning responsibility for performance of work.

B-26. Reporting

The Municipality shall be subject to and comply with all applicable requirements of the District regarding reporting requirements. Municipalities shall report available data through the SCW Reporting Module, once available.

1. Annual Progress/Expenditure Reports. The Municipality shall submit Annual Progress/Expenditure Reports, using a format provided by the District, within six (6) months following the end of the Fiscal Year to the District to detail the activities of the prior year. The Annual Progress/Expenditure Reports shall be posted on the District's publicly accessible website and on the Municipality's website. The Annual Progress/Expenditure Report shall include:
 - a. Amount of funds received;
 - b. Breakdown of how the SCW Program Payment has been expended;
 - c. Documentation that the SCW Program Payment was used for eligible expenditures in accordance with Chapters 16 and 18 of the Code;
 - d. Description of activities that have occurred, milestones achieved, and progress made to date, during the applicable reporting period including comparison to the Annual Plan and corresponding metrics;
 - e. Discussion of any existing gaps between what was planned and what was achieved for the prior year, include any lessons learned;
 - f. Description of the Water Quality Benefits, Water Supply Benefits, and Community Investment Benefits and a summary of how SCW Program Payments have been used to achieve SCW Program Goals for the prior year, including graphical representation of available data and specific metrics to demonstrate the benefits being achieved through the years' investments.
 - g. Discussion of alignment with other local, regional, and state efforts, resources, and plans, as applicable. This includes discussion of opportunities for addressing additional SCW Program Goals, leveraging SCW Program Goals, and increasing regional capacity to supplement the SCW Program.
 - h. Additional financial or Project-related information in connection with activity funded in whole or in part using SCW Program Payments as required by the District.
 - i. Certification from a California Registered Professional (Civil Engineer or Geologist, as appropriate), that projects implemented with SCW Program Payments were conducted in accordance with Chapters 16 and 18 of the Code.

- j. Report on annual and total (since inception of program) benefits provided by programs and projects funded by SCW Program Payment. This includes comparisons to annual plans and alignment with corresponding specific quantitative targets and metrics (note that SCW Reporting Module will facilitate calculation of benefits and graphical representation of pertinent data):
 - i. Annual volume of stormwater captured and treated
 - ii. Annual volume of stormwater captured and reused
 - iii. Annual volume of stormwater captured and recharged to a managed aquifer
 - iv. Annual creation, enhancement, or restoration of Community Investment Benefits. If none, discuss considerations explored and reasons to not include.
 - v. Annual acreage increases in Nature-Based Solutions and claimed level of NBS (with matrix demonstrating determination of good, better, best, as outlined in Exhibit C). If none, discuss considerations explored and reasons to not include.
 - vi. Annual expenditures providing DAC Benefits. If none, discuss considerations explored and reasons to not include.
2. Documentation of the Community Outreach and Engagement utilized for and/or achieved with the SCW Program Payment described in the Annual Plan Exhibit A. This information must be readily accessible to members of the public.
3. As Needed Information or Reports. The Municipality agrees to promptly provide such reports, data, and information as may be reasonably requested by the District including, but not limited to material necessary or appropriate for evaluation of the SCW Program or to fulfill any reporting requirements of the County, state or federal government.

B-27. Representations, Warranties, and Commitments

The Municipality represents, warrants, and commits as follows:

1. Authorization and Validity. The execution and delivery of this Agreement, including all incorporated documents, by the individual signing on behalf of Municipality, has been duly authorized by the governing body of Municipality, as applicable. This Agreement constitutes a valid and binding obligation of the Municipality, enforceable in accordance with its terms, except as such enforcement may be limited by law.
2. No Violations. The execution, delivery, and performance by the Municipality of this Agreement, including all incorporated documents, do not violate any provision of any law or regulation in effect as of the date set forth on the first page hereof, or result in any breach or default under any contract, obligation, indenture, or other

instrument to which the Municipality is a party or by which the Municipality is bound as of the date set forth on the first page hereof.

3. No Litigation. There are no pending or, to the Municipality's knowledge, threatened actions, claims, investigations, suits, or proceedings before any governmental authority, court, or administrative agency which affect the Municipality's ability to complete the Annual Plan.
4. Solvency. None of the transactions contemplated by this Agreement will be or have been made with an actual intent to hinder, delay, or defraud any present or future creditors of the Municipality. As of the date set forth on the first page hereof, the Municipality is solvent and will not be rendered insolvent by the transactions contemplated by this Agreement. The Municipality is able to pay its debts as they become due.
5. Legal Status and Eligibility. The Municipality is duly organized and existing and in good standing under the laws of the State of California. The Municipality shall at all times maintain its current legal existence and preserve and keep in full force and effect its legal rights and authority.
6. Good Standing. The Municipality must demonstrate it has not failed to comply with previous County and/or District audit disallowances within the preceding five years.

B-28. Travel

Any reimbursement for necessary ground transportation and lodging shall be at rates not to exceed those set by the California Department of Human Resources; per diem costs will not be eligible expenses. These rates may be found at <http://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>. Reimbursement will be at the State travel amounts that are current as of the date costs are incurred by the Municipality. No travel outside the Los Angeles County Flood Control District region shall be reimbursed unless prior written authorization is obtained from the Program Manager.

B-29. Unenforceable Provision

In the event that any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable, the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

B-30. Withholding of Disbursements and Material Violations

Notwithstanding any other provision of this Agreement, the District may withhold all or any portion of the SCW Program Payment for any Fiscal Year in the event that:

1. The Municipality has violated any provision of this Agreement; or

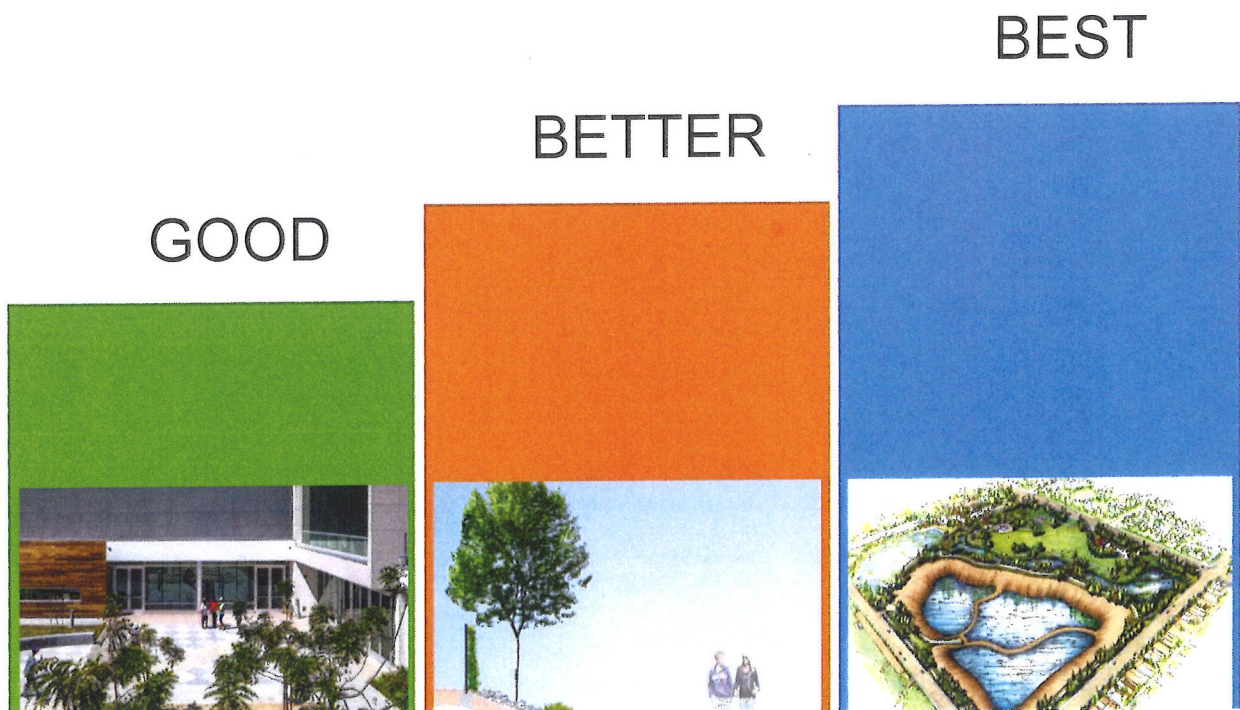
2. The Municipality fails to maintain reasonable progress in achieving SCW Program Goals, following an opportunity to cure.
3. Failure to remain in Good Standing, described in Section B-26 of Exhibit B.
4. Failure to submit annual reports on meeting SCW Program Goals.

EXHIBIT C – NATURE BASED SOLUTIONS (NBS) BEST MANAGEMENT PRACTICES

Municipalities shall consider incorporation of Nature-based solutions (NBS) into their projects. NBS refers to the sustainable management and use of nature for undertaking socio-environmental challenges, including climate change, water security, water pollution, food security, human health, and disaster risk management. As this environmental management practice is increasingly incorporated into projects for the SCW Program, this guidance document may be expanded upon to further quantify NBS practices based on benefits derived from their incorporation on projects.

The SCW Program defines NBS as a Project that utilizes natural processes that slow, detain, infiltrate or filter Stormwater or Urban Runoff. These methods may include relying predominantly on soils and vegetation; increasing the permeability of Impermeable Areas; protecting undeveloped mountains and floodplains; creating and restoring riparian habitat and wetlands; creating rain gardens, bioswales, and parkway basins; enhancing soil through composting, mulching; and, planting trees and vegetation, with preference for native species. NBS may also be designed to provide additional benefits such as sequestering carbon, supporting biodiversity, providing shade, creating and enhancing parks and open space, and improving quality of life for surrounding communities. NBS include Projects that mimic natural processes, such as green streets, spreading grounds and planted areas with water storage capacity. NBS may capture stormwater to improve water quality, collect water for reuse or aquifer recharge, or to support vegetation growth utilizing natural processes.

Municipalities are to include in each Annual Progress/Expenditure Report whether and how their project achieves a good, better, or best for each of the 6 NBS methods in accordance with the guidance below. Additionally, Annual Progress/ Expenditure Reports should include discussion on any considerations taken to maximize the class within each method. If at least 3 methods score within a single class, the overall project can be characterized as that class. Municipalities must attach a copy of the matrix for each project with the good, better, or best column indicated for each method, to facilitate District tracking of methods being utilized.



METHODS	GOOD	BETTER	BEST
Vegetation/Green Space	Use of climate-appropriate, eco-friendly vegetation (groundcover, shrubs, and trees) / green space 5%-15% covered by new climate-appropriate vegetation	Use of native, climate-appropriate, eco-friendly vegetation (groundcover, shrubs, and trees) / green space 16%-35% covered by new native vegetation	Establishment of plant communities with a diversity of native vegetation (groundcover, shrubs, and trees) / green space that is both native and climate-appropriate More than 35% covered by new native vegetation
Increase of Permeability	Installation of vegetated landscape – 25%-49% paved area removed Redesign of existing impermeable surfaces and/or installation of permeable surfaces (e.g. permeable pavement and infiltration trenches)	Installation of vegetated landscape – 50%-74% paved area removed Improvements of soil health (e.g., compaction reduction)	Installation of vegetated landscape – 75%-100% paved area removed Creation of well-connected and self-sustained natural landscapes with healthy soils, permeable surfaces, and appropriate vegetation
Protection of Undeveloped Mountains & Floodplains	• Preservation of native vegetation • Minimal negative impact to existing drainage system	• Preservation of native vegetation • Installation of new feature(s) to improve existing drainage system	• Creation of open green space • Installation of features to improve natural hydrology
Creation & Restoration of Riparian Habitat & Wetlands	• Partial restoration of existing riparian habitat and wetlands • Planting of climate appropriate vegetation - between 11 and 20 different climate-appropriate or native plant species newly planted • No potable water used to sustain the wetland	• Full restoration of existing riparian habitat and wetlands • Planting of native vegetation - between 21 and 40 different native plant species newly planted • No potable water used to sustain the wetland	• Full restoration and expansion of existing riparian habitat and wetlands - Planting of plant communities with a diversity of native vegetation – between 41 and 50 different native plant species newly planted • No potable water used to sustain the wetland

New Landscape Elements	Elements designed to capture runoff for other simple usage (e.g. rain gardens and cisterns), capturing the 85th percentile 24-hour storm event for at least 50% of the entire parcel	Elements that design to capture/redirect runoff and filter pollution (e.g. bioswales and parkway basins), capturing the 85th percentile 24-hour storm event from the entire parcel	Large sized elements that capture and treat runoff to supplement or replace existing water systems (e.g. wetlands, daylighting streams, groundwater infiltration, floodplain reclamation), capturing the 90 th percentile 24-hour storm event from the entire parcel and/or capturing off-site runoff
Enhancement of Soil	Use of soil amendments such as mulch and compost to retain moisture in the soil and prevent erosion Planting of new climate-appropriate vegetation to enhance soil organic matter	Use of soil amendments such as mulch and compost that are locally generated to retain moisture in the soil, prevent erosion, and support locally based composting and other soil enhancement activities Planting of new native, climate-appropriate vegetation to enhance soil organic matter	Use of soil amendments such as mulch and compost that are locally generated, especially use of next-generation design with regenerative adsorbents (e.g. woodchips, biochar) to retain moisture in the soil, prevent erosion, and support on-site composting and other soil enhancement activities Planting of new native, climate appropriate vegetation to enhance soil organic matter

EXHIBIT D – OPERATIONS AND MAINTENANCE GUIDANCE DOCUMENT

Municipalities shall operate and maintain infrastructure projects for the useful life of the project and are to consider using the following guidance for operations and maintenance for infrastructure projects. Operational maintenance is the care and upkeep of Projects that may require detailed technical knowledge of the Project's function and design. Project specific operational and maintenance plans shall consider the activities listed below and set forth specific activities and frequencies (not limited to those below) as determined to be appropriate by the Municipalities and best practices, including stakeholder engagement as applicable. Operational maintenance is to be performed by the operator of the Project with a purpose to make the operator aware of the state of readiness of the Project to deliver stormwater and urban runoff benefits.

1. Litter Control

- Regular removal of litter, nonhazardous waste materials, and accumulated debris near planted areas, rock areas, decomposed granite areas, rest areas, fence perimeters, adjoining access roads and driveways, drains, pedestrian trails, viewing stations, shelter houses, and bicycle pathways.
- Regular inspection and maintenance of pet waste stations
- Maintaining trash receptacles
- Removal of trash, debris, and blockages from bioswales
- Inspection and cleaning of trash booms
- Inspection of weir gates and stop logs to clean debris, as required.

2. Vegetation Maintenance

- Weed control
 - Recognition and removal of weeds, such as perennial weeds, morning glory, vine-type weeds, ragweed, and other underground spreading weeds.
 - Avoiding activities that result in weed seed germination (e.g. frequent soil cultivation near trees or shrubs)
 - Regular removal of weeds from landscape areas, including from berms, painted areas, rock areas, gravel areas, pavement cracks along access roads and driveways, drains, pedestrian trails, viewing stations, park shelters, and bicycle paths.
- Tree and shrubbery trimming and care
 - Removal of dead trees and elimination of diseased/damaged growth
 - Prevent encroachment of adjacent property and provide vertical clearance
 - Inspect for dead or diseased plants regularly
- Wetland vegetation and landscape maintenance
 - Installation and maintenance of hydrophytic and emergent plants in perennially wet and seasonal, intermittent habitats.
 - Draining and drawdown of wetland and excessive bulrush removal

- Weed and nuisance plant control
- Removal of aquatic vegetation (e.g. algae and primrose) using appropriate watercraft and harvesting equipment
- Wildflower and meadow maintenance
- Grass, sedge, and yarrow management
- Removal of unwanted hydroseed

3. Wildlife Management

- Exotic species control
- Provide habitat management; promote growth of plants at appropriate densities and promote habitat structure for animal species
- Protect sensitive animal species (e.g. protection during critical life stages including breeding and migration)
- Avoid disturbances to nesting birds
- Avoid spread of invasive aquatic species

4. Facility Inspection

- Inspect project sites for rodent and insect infestations on a regular basis
- Inspect for and report graffiti in shelter houses, viewing stations, benches, paving surfaces, walls, fences, and educational and directional signs
- Inspect facilities for hazardous conditions on roads and trails (e.g. access roads and trails, decomposed granite pathways, and maintenance roads)
- Inspect shade structures for structural damage or defacement
- Inspect hardscapes
- Inspect and maintain interpretive and informational signs
- Inspect site furnishings (e.g. benches, hitching posts, bicycle racks)
- Maintain deck areas (e.g. benches, signs, decking surfaces)
- Visually inspect weirs and flap gates for damage; grease to prevent locking.
- Inspect all structures after major storm events, periodically inspect every 3 months, and operate gates through full cycles to prevent them from locking up.

5. Irrigation System Management

- Ensuring automatic irrigation controllers are functioning properly and providing various plant species with proper amount of water.
 - Cycle controller(s) through each station manually and automatically to determine if all facets are functioning properly.
 - Inspection should be performed at least monthly.
 - Recover, replace, or refasten displaced or damaged valve box covers.
 - Inspect and repair bubbler heads.

- Repair and replace broken drip lines or emitters causing a loss of water (to prevent ponding and erosion).
 - Maintain drip system filters to prevent emitters from clogging. Inspection and cleaning should occur at least monthly.
 - Inspect and clean mainline filters, wye strainers, basket filters, and filters at backflow devices twice a year.
 - Maintain and check function of the drip system.
- Keeping irrigation control boxes clear of vegetation
 - Operating irrigation system to ensure it does not cause excessively wet, waterlogged areas, and slope failure
 - Utilizing infrequent deep watering techniques to encourage deep rooting, drought tolerant plant characteristics to promote a self-sustaining, irrigation free landscape
 - Determine watering schedules based on season, weather, variation in plant size, and plant varieties. At least four times a year (e.g. change of season), reschedule controller systems.
 - Turn off irrigation systems at the controller at the beginning of the rainy season, or when the soil has a high enough moisture content.
 - Use moisture sensing devices to determine water penetration in soil.

6. Erosion Management and Control

- Inspect slopes for erosion during each maintenance activity
- Inspect basins for erosion
- Take corrective measures as needed, including filling eroded surfaces, reinstalling or extending bank protection, and replanting exposed soil.

7. Ongoing Monitoring Activities

- Monitor controllable intake water flow and water elevation
- Examine inflow and outflow structures to ensure devices are functioning properly and are free of obstructions.
- Water quality sampling (quarterly, unless justified otherwise)
- Checking telemetry equipment
- Tracking and reporting inspection and maintenance records

8. Vector and Nuisance Insect Control

- Monitoring for the presence of vector and nuisance insect species
- Adequate pretreatment of influent wastewater to lessen production of larval mosquitos
- Managing emergent vegetation
- Using hydraulic control structures to rapidly dewater emergent marsh areas
- Managing flow velocities to reduce propagation of vectors

Attachment C

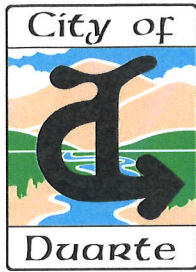
ESTIMATED ANNUAL MUNICIPAL PROGRAM FUNDS BY MUNICIPALITY LOCAL TOTAL: \$114.1M*

Agoura Hills	\$0.34M
Alhambra	\$0.86M
Arcadia	\$1.02M
Artesia	\$0.21M
Azusa	\$0.62M
Baldwin Park	\$0.72M
Bell	\$0.32M
Bell Gardens	\$0.31M
Bellflower	\$0.82M
Beverly Hills	\$0.55M
Bradbury	\$0.05M
Burbank	\$1.43M
Calabasas	\$0.40M
Carson	\$2.57M
Cerritos	\$0.97M
Claremont	\$0.59M
Commerce	\$1.00M
Compton	\$1.21M
Covina	\$0.74M
Cudahy	\$0.17M
Culver City	\$0.54M
Diamond Bar	\$0.88M
Downey	\$1.44M
Duarte	\$0.25M
El Monte	\$1.08M
El Segundo	\$0.89M
Gardena	\$0.83M
Glendale	\$1.68M
Glendora	\$0.90M

Hawaiian Gardens	\$0.13M
Hawthorne	\$0.79M
Hermosa Beach	\$0.16M
Hidden Hills	\$0.08M
Huntington Park	\$0.43M
Industry	\$1.63M
Inglewood	\$1.02M
Irwindale	\$0.44M
La Canada Flintridge	\$0.38M
La Habra Heights	\$0.17M
La Mirada	\$0.93M
La Puente	\$0.34M
La Verne	\$0.57M
Lakewood	\$1.10M
Lawndale	\$0.23M
Lomita	\$0.23M
Long Beach	\$4.66M
Los Angeles	\$37.00M
Lynwood	\$0.58M
Malibu	\$0.39M
Manhattan Beach	\$0.41M
Maywood	\$0.18M
Monrovia	\$0.53M
Montebello	\$0.94M
Monterey Park	\$0.74M
Norwalk	\$1.09M
Palmdale	\$0.00M
Palos Verdes Estates	\$0.26M
Paramount	\$0.66M

Pasadena	\$1.56M
Pico Rivera	\$0.90M
Pomona	\$1.89M
Rancho Palos Verdes	\$0.69M
Redondo Beach	\$0.72M
Rolling Hills	\$0.11M
Rolling Hills Estates	\$0.18M
Rosemead	\$0.58M
San Dimas	\$0.60M
San Fernando	\$0.28M
San Gabriel	\$0.45M
San Marino	\$0.24M
Santa Clarita	\$3.30M
Santa Fe Springs	\$1.46M
Santa Monica	\$0.81M
Sierra Madre	\$0.15M
Signal Hill	\$0.29M
South El Monte	\$0.45M
South Gate	\$1.00M
South Pasadena	\$0.25M
Temple City	\$0.45M
Torrance	\$2.39M
Unincorporated	\$11.40M
Vernon	\$0.94M
Walnut	\$0.50M
West Covina	\$1.37M
West Hollywood	\$0.26M
Westlake Village	\$0.23M
Whittier	\$1.22M

*Current totals reflect all ad valorem exemptions for 2019 and removal of utility parcels that are assessed by the State only. Actual revenues are anticipated to be lower following incorporation of any approved credits, appeals, income-based tax reductions, and low-income senior-owned exemptions.



CITY OF DUARTE

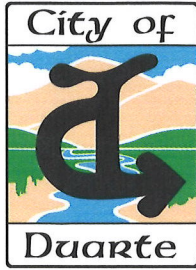
EXHIBIT A: FY 2020-21 SAFE, CLEAN WATER PROGRAM ANNUAL PLAN CONTENTS

Description of all project anticipated to be funded using the Safe, Clean Water Program Payment. Including a discussion of how the projects will result in the achievement of one or more SCW program Goals, including quantitative targets and corresponding metrics for subsequent reporting of all applicable parameters.

A-1 – A-5: The City of Duarte's \$250,000.00 allocation of Safe Clean Water funds for Fiscal Year 2020-21 shall be allocated to the City's total share of \$260,735.55 in the Fiscal year for the creation and finalization of the Rio Hondo/San Gabriel River Water Quality Group's Multi-Benefit Stormwater Project Concept Report. This report aims to prepare a feasibility study for five structural regional Best Management Practice projects and green street projects that have been identified in the Rio Hondo/San Gabriel River Water Quality Group's Watershed Management Program. Safe, Clean Water Program Goals will be achieved as the project are developed by capturing water that we lose each year. It will help to protect our coastal waters and beaches from trash and contaminants in storm water that make people sick and threaten marine life. These five WMP projects will use a combination of nature, science and new technology to help protect public health, ensuring safer, greener, and healthier places to live.

A-6: The City of Duarte approved an MOU on May 12, 2020 with the Rio Hondo/San Gabriel River Water Quality Group for the cost share of the Multi-Benefit Stormwater project Concept Reports. The consultant for the project is currently underway in the development of the project concept reports that include a feasibility study and 30% design plan for each of the five multi-benefit projects identified in the Group's approved WMP so that they will be suitable for grant funding applications.

A-7: Annual costs would be divided among participating agencies based on the MOA's cost share formula. The City of Duarte's total cost for the preparation of Multi-Benefit Stormwater Project Concept Reports is approximately \$260,735.55. Funds will be allocated in the FY 2020-21 Capital Improvement Program. The City of Duarte is expected to receive approximately \$250,000 in local return from the Safe Clean Water Program (Measure W) annually and will be used to fund these stormwater plans/projects.



Agenda Item:	_____
CM Review:	<u> <i>g</i> </u>
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: August 11, 2020

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, Public Safety Director

BY: Aida Torres, Crime Prevention Specialist

SUBJECT: CAL VIP Grant Extension

RECOMMENDATION: It is recommended that the City Council adopt a resolution accepting the California Violence Intervention Program (Cal VIP) grant funding extension with a new end date of December 15, 2021.

FISCAL IMPACT: This extension will result in the City being able to utilize approximately \$40,000 in Cal VIP grant funds that would otherwise go unused.

BACKGROUND

In 2018, the City was awarded a Cal VIP grant of \$498,448 from the Board of State and Community Corrections (BSCC). The grant administration period was from September 11, 2018, through August 31, 2020. Due to the COVID-19 pandemic, several programs and services funded by the grant - including Duarte's Boxing program, Duarte's Public Safety Youth Programs, and certain youth programming provided by Azusa Pacific University (as a grant-approved community-based partner) – have been postponed. This postponement will result in approximately \$40,000 in Cal VIP grant funds going unused unless a contract amendment is executed.

DISCUSSION/ANALYSIS

This proposed resolution, which will accept a contract amendment with the grantor to extend the term of the grant to December 15, 2021, will enable the City to continue to implement a multi-agency regional violence prevention and intervention approach that covers mentoring and tutoring as well as recreational activities focusing on community and police relations.

City contractors have agreed to continue the scope of their violence prevention and intervention services. Deputies and staff will provide youth and families with positive after-school programs, refer them to services and resources and help them navigate behavioral healthcare services, family wellness, enhancement, and empowerment within diverse neighborhoods in the region.

RECOMMENDATION

It is recommended that the City Council execute a resolution accepting the California Violence Intervention Program (Cal VIP) grant funding extension with a new end date of December 15, 2021.

FISCAL IMPACT

This extension will result in the City being able to utilize approximately \$40,000 in Cal VIP grant funds that would otherwise go unused.

ATTACHMENTS

A. Resolution

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
ACCEPTING THE CALIFORNIA VIOLENCE INTERVENTION PROGRAM (CalVIP)
GRANT FUNDING EXTENSION WITH A NEW END DATE OF DECEMBER 15, 2021**

WHEREAS, the City of Duarte desires to continue to participate in the California Violence Intervention and Prevention (CalVIP) Grant administered by the Board of State and Community Corrections (hereafter referred to as BSCC) through a no-cost extension with a new end date of December 15, 2021; and

WHEREAS, the City of Duarte will continue to contract to work in collaboration with the grant approved community-based organizations; and

NOW, THEREFORE, BE IT RESOLVED that the City Manager Daniel Jordan be authorized on behalf of the City of Duarte to sign the Grant Agreement with the BSCC, including any amendments thereof.

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT that the City of Duarte agrees to continue to abide by the terms and conditions of the Grant Agreement as set forth by the BSCC with a new end date of December 15, 2021.

PASSED, APPROVED, AND ADOPTED this 11th day of August, 2020.

Mayor Samuel Kang

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 20-26 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 11th day of August, 2020, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
DUARTE COMMEMORATING THE RATIFICATION OF
THE NINETEENTH AMENDMENT**

WHEREAS, the 19th Amendment to the Constitution of the United States, passed by Congress on June 4, 1919, and ratified by three-fourths of the States on August 18, 1920, guarantees and protects all American women's right to vote; and

WHEREAS, the introduction, passage, and ultimate ratification of the 19th Amendment were the culmination of decades of work and struggle by advocates for the rights of women across the United States and worldwide; and

WHEREAS, beginning in the 1800s, women organized, petitioned, and picketed to win the right to vote, and champions of voting rights for women worked tirelessly to achieve that goal; and

WHEREAS, although it took decades to accomplish and women fought for the right to vote for more than a century and persevered in the face of resistance, on May 21, 1919, the House of Representatives passed the amendment and, two weeks later, the Senate followed; and

WHEREAS, with the state of Tennessee's ratification on August 18, 1920, the 19th Amendment became law, ensuring that the right to vote could not be denied based on sex; and

WHEREAS, the State of California ratified the 19th Amendment on November 1, 1919, other States ratified it much later (Maryland in 1941, Virginia in 1952, Alabama in 1953, Florida and South Carolina in 1969, Georgia, Louisiana, and North Carolina in 1971, and Mississippi in 1984); and

WHEREAS, August 18, 2020, marks the 100th Anniversary of the ratification of the 19th Amendment;

NOW, THEREFORE, the City Council of the City of Duarte hereby commemorates the ratification of the 19th Amendment to the Constitution of the United States, promotes the core values of democracy as set forth in the Constitution of the United States, and reaffirms its support to continue strengthening democratic participation to inspire future generations to cherish and preserve the historic precedent established by the 19th Amendment.

PASSED, APPROVED, AND ADOPTED this 11th day of August, 2020.

Mayor Samuel Kang

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 20-27 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 11th day of August, 2020, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California



Agenda Item:	_____
CM Review:	<u> <i>JS</i> </u>
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: August 11, 2020

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

SUBJECT: Authorization of ongoing specialized consultant work with expenses exceeding \$25,000

RECOMMENDATION: It is recommended that the City Council authorize ongoing specialized consultant work with expenses exceeding \$25,000

FISCAL IMPACT: Expenses for this ongoing specialized consultant work are currently authorized up to \$24,999. The fiscal impact of this additional authorization will be the incremental expenses incurred in excess of \$25,000. Staff estimates these incremental expenses will be between \$5,000 to \$10,000, unless the scope of the engagement expands beyond what is foreseen at this time.

BACKGROUND

On June 18, 2020, the City entered into an Agreement with Ellis & Makus LLP (“Firm”) to provide specialized consulting services, the nature of which the City Council has been advised privately due to the sensitive nature of the work. Under the Agreement, which was executed by the City Manager subject to the authority granted under Section 2.36.090(a) of the Duarte Municipal Code, the Firm would not exceed \$24,999 in expenses without authorization from the City.

DISCUSSION/ANALYSIS

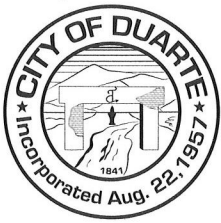
Given the expenses incurred to date, and the anticipated amount of additional work necessary to complete the engagement, staff is requesting that the City Council authorize expenses in excess of \$25,000. This will allow the Firm to complete its work, including the preparation of a final written report.

RECOMMENDATION

It is recommended that the City Council authorize ongoing specialized consultant work with expenses exceeding \$25,000.

FISCAL IMPACT

Expenses for this ongoing specialized consultant work are currently authorized up to \$24,999. The fiscal impact of this additional authorization will be the incremental expenses incurred in excess of \$25,000. Staff estimates these incremental expenses will be between \$5,000 to \$10,000, unless the scope of the engagement expands beyond what is foreseen at this time.



City of Duarte

1600 Huntington Drive | Duarte, CA 91010 | Bus. 626.357.7931 | Fax 626.358.0018 | www.accessduarte.com

August 11, 2020

The Honorable Congresswoman Grace Napolitano
1610 Longworth House Office Building
Washington, D.C. 20515

Dear Congresswoman Napolitano:

On behalf of the City of Duarte, I urge you to support \$500 billion in direct and flexible federal assistance to local governments of all sizes to sustain core services for our residents and to support public health and economic recovery in our communities.

The COVID-19 pandemic has impacted municipal budgets across the country in ways that local governments could not have foreseen. Serving on the front lines of fighting this pandemic, California cities have stepped up by enacting emergency orders, protecting residents, supporting vulnerable populations, and helping Main Street businesses stay afloat. These actions have saved lives, but they have come at a cost. This unprecedented and multifaceted COVID-19 response, including the shutdown of our local economies, has left California cities facing a nearly \$7 billion revenue shortfall over the next two years. This shortfall continues to grow by billions of dollars as modified stay-at-home orders have extended into the summer months. At the same time, California cities have incurred significant unplanned expenditures.

The economic impact of coronavirus directly on our residents has also been unparalleled. As a working-class community, home to 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. With so many residents having lost their jobs, they are turning to the City more than ever to find solutions - a harrowing task under increasingly strained budgets.

Cities need Congress to deliver this assistance with no minimum population threshold determining eligibility for funding to all of our communities now. We cannot afford to wait. The funding provided through the CARES Act was not enough to ensure that all local governments have the resources to stabilize local budgets and continue delivering local services, fighting this pandemic and supporting local recovery.

Cities are the economic engines of our state and the backbone of this nation. Recovery from this unprecedented crisis will only be realized at the local level with strong support from the federal government.

If you have any questions, please contact me at (626) 357-7931.

Respectfully,

Samuel Kang
Mayor

Mayor

Samuel Kang

Mayor Pro Tem

Bryan Urias

Councilmembers

John Fasana

Margaret Finlay

Toney Lewis

Tzeitel Paras-Caracci

Liz Reilly

City Manager

Daniel Jordan

cc: The Honorable Mitch McConnell, Majority Leader, U.S. Senate
The Honorable Chuck Schumer, Minority Leader, U.S. Senate
The Honorable Nancy Pelosi, Speaker of the House, U.S. House of Representatives
The Honorable Kevin McCarthy, Minority Leader, U.S. House of Representatives
League of California Cities



Agenda Item: _____

CM Review: JS

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: August 11, 2020

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Vehicle Miles Traveled (VMT) Policy – Setting of Thresholds of Significance

RECOMMENDATION: Adopt Resolution 20-R-25 that will adopt new local CEQA thresholds of significance for transportation impacts based on a vehicle miles traveled metric

FISCAL IMPACT: None

BACKGROUND

Changes in state law require the City to adopt new California Environmental Quality Act (CEQA) thresholds of significance for transportation impacts. For the purposes of CEQA these changes will modify how the City evaluates projects for transportation impacts. Specifically, the City is required to use Vehicle Miles Travelled (VMT) instead of Level of Service (LOS) as the metric to evaluate transportation impacts in CEQA documents such as Environmental Impact Reports. Outside of the CEQA process the City can choose to continue to evaluate projects using the LOS metric. Based on guidance provided through an implementation process led by the San Gabriel Council of Governments, City staff have prepared new CEQA transportation impact thresholds for consideration by the Planning Commission and City Council. This report summarizes the State mandate that requires modifying the CEQA thresholds, discusses the City staff recommendations, and includes a draft Resolution to adopt the new CEQA transportation thresholds.

On September 27, 2013, Governor Jerry Brown signed SB 743 into law and started a process intended to fundamentally change how transportation impact analysis is conducted as part of the CEQA review of projects. SB 743 eliminates LOS as the basis for determining transportation impacts under CEQA and requires the use of VMT instead. The state is shifting the focus of CEQA traffic analysis from measuring a project's impact on automobile delay (LOS) to measuring the amount and distance of automobile travel that is attributable to a project (VMT). The State's goal in changing the metric used to determine a significant transportation impact is to encourage land use and transportation decisions that reduce greenhouse gas emissions, encourage infill development, and improve public health through active transportation.

Several cities that are a part of the San Gabriel Valley Council of Governments (SGVCOG) decided to work together to develop thresholds of significance. The desire was to create regional consistency and also to take advantage of sharing consultant costs. Fehr & Peers was selected as the consultant to complete the project and has provided the information for this report.

At its June 15, 2020 meeting, the Planning Commission considered this issue and recommended that the City Council approve the proposed thresholds of significance.

DISCUSSION/ANALYSIS

CEQA requires jurisdictions to review the impact a project would have on the existing environment and to disclose those impacts to the public and decision makers and as a result reduce those impacts. CEQA establishes four categories of environmental impacts:

1. No impact
2. Less than significant impact
3. Less than significant impact with the adoption of mitigation measures (a way of reducing an impact's effect)
4. Significant unavoidable impacts

A threshold of significance is the point at which an impact moves from less than significant to significant. CEQA defines a significant impact as “a substantial, or potentially substantial, adverse change in the environment.” To determine what that means for the 18 areas studied in a CEQA document an agency adopts defined thresholds of significance. In relation to traffic, the City for many years has used level of service to determine if a project would create a significant impact.

Traffic Analysis & Level of Service

The focus of most traffic analysis is on a project's impact on nearby intersections and roadway segments. This analysis compares how the existing intersection or roadway segment functions in comparison to how it will function when the project is complete. At the heart of this analysis, is how an intersection or street segment should function. To analyze this, engineers look at the intersections' and roadway segments' level of service (LOS). LOS, in its simplest form, is a ratio of an intersection's or roadway segment's volume to its capacity. If the volume of traffic exceeds the intersection's capacity, one would expect to find traffic delays. If the capacity exceeds volume, one expects to find an absence of congestion. LOS does not take into consideration traffic signal timing, so while an intersection's volume to capacity ratio could demonstrate significant capacity the timing of the intersection could result in congestion.

Existing Thresholds of Significance

The City's existing thresholds of significance rely on LOS and are adjusted to the unique character of the City and the street's context within the network. The existing thresholds develop a more sensitive approach to traffic planning so that streets with different purposes, functions, and in

different neighborhoods have different thresholds. Staff still believes that this approach is valid. While it cannot be used for CEQA anymore, the City can continue to use these thresholds outside of CEQA. Therefore, staff is recommending that these thresholds be adopted as an official policy by the City Council.

The Movement Toward VMT

The move away from LOS and toward VMT is related to a movement that started in Portland, Oregon in 1971 and slowly was recognized by the U.S. Department of Transportation in 2010. This movement, called Complete Streets, was championed by a coalition of organizations including the Association of American Retired Persons, professional organizations overseeing the design of streets (including the American Planning Association, the American Society of Landscape Architects, and Institute of Transportation Engineers), and the National Association of Realtors. A complete street is a street planned, operated, and maintained to enable safe, convenient, comfortable travel for users of all ages and abilities regardless of whether the user is using a wheelchair, walking, bicycling, driving, or riding on public transit. On December 6, 2016, the City Council adopted a complete streets policy (see Attachment D).

In September of 2013, the California State Legislature adopted Senate Bill (SB) 743. This law set the State down a course of measuring a project's environmental impact not by its creation of congestion, but by whether and how much it increases total vehicle miles traveled. Vehicles miles traveled (VMT) is the number of miles all vehicles travel, and it is the State's goal to reduce VMT and thereby reduce air pollution and greenhouse gas emissions.

The legislation was spurred by occasions where the CEQA analysis concluded that a project would have a negative effect on the environment even though the purpose of the project was to improve the environment. In a notable case, the City of San Francisco wanted to replace a traffic lane with a bicycle lane. This project would be expected to have a positive effect on the environment because it would reduce pollution and greenhouse gas emissions. However, because the change would result in additional automobile congestion, opponents to the bicycle lane argued that there would be a significant environmental effect.

While SB 743 changes the focus of traffic analysis to reducing VMT, it also does not prohibit cities from setting LOS standards in its General Plan for infrastructure planning purposes. SB 743 reorients CEQA away from traffic congestion and toward the negative environmental effects of automobile trips (air pollution and greenhouse gas emissions) thus refocusing CEQA on the environment.

CEQA Transportation Thresholds

VMT Discussion Points

While State law now requires cities to adopt VMT thresholds there are still some points on which the City has some discretion. The bullets below highlight these points and provide staff's recommendation.

- *Screening Out Projects* – The State allows cities to filter or “screen out” local serving projects so that they do not even require a traffic study to look at VMT impacts. The idea behind this is that since they will serve the local population, they are likely reducing the need for people to drive further away and thus are reducing VMT. City staff is recommending adopting a list of local service projects that is consistent with the State’s Office of Planning and Research’s (OPR) guidance. This list includes new retail buildings up to 50,000 square feet in floor area, parks, public K-12 schools, day care centers, churches and such. The list also includes projects generating less than 110 daily trips; this includes 11 single-family units, 16 multi-family units, 10,000 square feet of office space, and 15,000 square feet of industrial space.
- *Screening Out Projects in Low VMT Areas* – The State allows cities to filter out regions of the City that are already considered “low VMT” traffic analysis zones (TAZs). The rationale here is that the area likely already has a good mix of uses and adding additional uses in this area provides for less trips and bundling of trips. Staff is recommending to be consistent with OPR guidance to screen out residential and office projects located in low VMT areas. Low VMT is defined as 15 percent below the Baseline VMT metrics.
- *Screening Out Projects in Transit Priority Areas (TPA)* - The City staff recommendation is to be consistent with OPR guidance to screen out projects in Transit Priority Areas defined an area within ½-mile of a major transit stop that is existing or planned, if the planned stop is scheduled to be completed within the planning horizon year. Per Section 21099 of the Public Resource Code, a major transit stop is defined as a site containing an existing rail transit station or the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods
- *Screening Out Affordable Housing* – The City staff recommendation is to be consistent with OPR guidance to screen out affordable housing developments or affordable housing units within mixed-use developments pursuant to Sections 15183.3 and 15332 of Title 14 of the California Code of Regulations.
- *Setting a Baseline VMT* - The Baseline VMT is defined as the average VMT for the area represented by Northwest Subarea of the San Gabriel Valley Council of Governments as measured by VMT per capita, VMT per employee, or VMT per service population. A project’s VMT will be compared to the baseline VMT when determining potential significant impacts. The City can choose different baselines including the City’s existing VMT, a subarea of the SGVCOG, the SGVCOG or the SCAG region. Staff recommends choosing the Northwest Subarea of the San Gabriel Valley Council of Governments as the baseline.
- *When a VMT Impact Becomes Significant (Land Use Plans)* – The City staff recommendation is to be consistent with OPR guidance, significant impacts will occur

if the VMT per service population for the land use plan exceeds 15 percent below the baseline VMT.

- *When a VMT Impact Becomes Significant (Projects)* – Significant impacts will occur if a project generates VMT (per capita, per employee, or per service population) higher than 15 percent below the baseline VMT.
- *When a VMT Impact Becomes Significant (Transportation Projects)* – Significant impacts will occur if the projects result in a net increase in VMT.

Environmental Impact

The adoption of new local CEQA thresholds of significance for transportation impacts will not have a significant environmental impact and are exempt from the CEQA pursuant to Section 15308 of Title 14 of the California Code of Regulations because the action is undertaken by the City for the protection of the environment. The revised CEQA thresholds will be compliant with a State mandate (SB 743) and will be used in a regulatory process (CEQA process) that involves procedures for the protection of the environment.

RECOMMENDATION

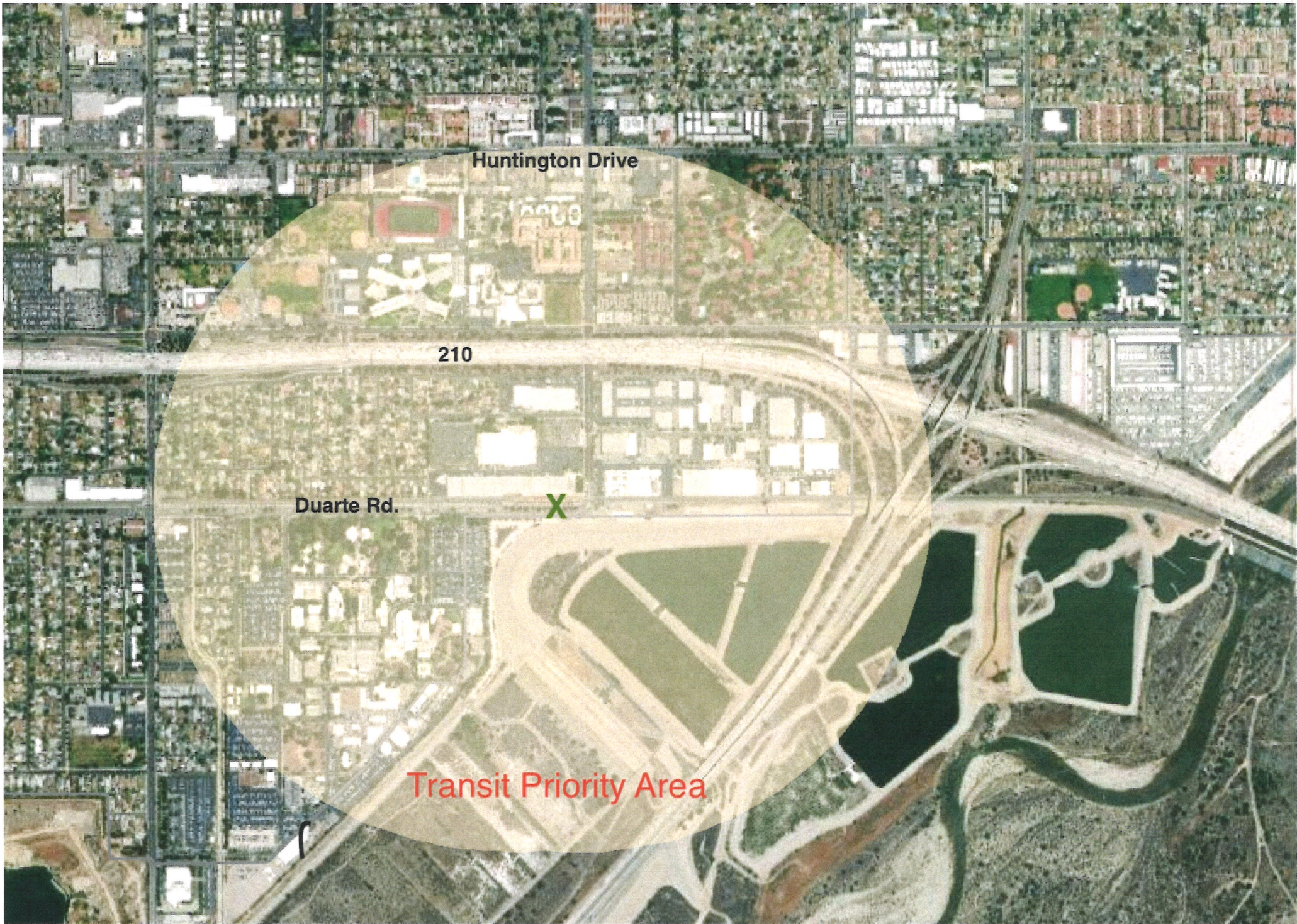
Adopt Resolution 20-R-25 that will adopt new local CEQA thresholds of significance for transportation impacts based on a vehicle miles traveled metric.

FISCAL IMPACT

None.

ATTACHMENTS

Maps: (Daily Residential Home Based VMT per Capita; Daily Residential Home Based VMT per Employee; and Daily VMT per service Population; Transit Priority Area)
San Gabriel Valley COG Cities Threshold Matrix
Resolution 20-R-25



Huntington Drive

210

Duarte Rd.

X

Transit Priority Area

City	TIS Guidelines Staffing	Subarea	Daily Trip Threshold (Yes/No)	Land Use Changes (Yes/No)	VMT Methodology (PA, OD, Both)	VMT Benchmark (City/Subarea/SGVCOG/SCAG)	VMT Threshold (15% below/14.3% below/Better than general plan buildout/Better than existing)	LOS (Yes/No)
Claremont	Paul	Northeast	yes	no	Both	Subarea	15% below	yes
Alhambra	Stephanie	Southwest	yes	add public parking	Both	SGVCOG	15% below	yes
Arcadia	Spencer	Northwest	yes	add local serving churches	Both	Subarea	15% below	yes
Azusa	Spencer	Northeast			Both	Subarea	15% below	yes
Baldwin Park	Erik	Central	yes	delete student housing	Both	SGVCOG	15% below	yes
Covina	Spencer	Southeast	yes	add public parking	Both	Subarea	15% below	yes
Diamond Bar	Paul	Southeast	yes	delete student housing	Both	City	15% below	yes
Duarte	Spencer	Northwest	yes	no	Both	Subarea	15% below	yes
El Monte	Erik	Central	yes	no	Both	SGVCOG	15% below	yes
Industry	Delia	Southeast	yes	no	OD	City		yes
Irwindale	Steve	Central	yes	delete student housing	Both	City	option 4: better than existing baseline	yes
La Canada Flintridge	Stephanie	Northwest	yes	no	Both	Subarea	15% below	yes
La Puente	Delia	Southeast	yes	no	Both	Subarea	option 4: better than existing baseline	yes
La Verne	Spencer	Northeast	yes	no	Both	Subarea	15% below	yes
Monrovia	Spencer	Northwest	yes	no	Both	Subarea	15% below	yes
Montebello	Stephanie	Southwest						
Monterey Park	Paul	Southwest	yes	no	Both	SGVCOG	15% below	yes
Pomona	Paul	Southeast	yes	no	Both	Subarea	15% below	yes
Rosemead	Erik	Central	yes	add public parking	Both	SGVCOG	15% below	yes
San Gabriel	Stephanie	Southwest	yes	no	Both	SGVCOG	15% below	yes
San Marino	Delia	Northwest	yes	no	Both	SGVCOG	15% below	yes
Sierra Madre	Delia	Northwest	yes	delete Student Housing	Both	city	15% below	no
South El Monte	Erik	Central	yes	no	Both	SGVCOG	15% below	yes
Temple City	Stephanie	Southwest	yes	no	Both	SGVCOG	option 4: better than existing baseline	yes
Walnut	Paul	Southeast	yes	no	Both	City	option 4: better than existing baseline	yes
West Covina	Erik	Central	yes	add public parking	Both	SGVCOG	15% below	yes

RESOLUTION 20-R-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ADOPTING “VEHICLE MILES TRAVELED” THRESHOLDS OF SIGNIFICANCE FOR PURPOSES OF ANALYZING TRANSPORTATION IMPACTS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the California Environmental Quality Act Guidelines (“CEQA Guidelines”) encourage public agencies to develop and publish generally applicable “thresholds of significance” to be used in determining the significance of a project’s environmental effects; and

WHEREAS, CEQA Guidelines section 15064.7(a) defines a threshold of significance as “an identifiable quantitative, qualitative or performance level of a particular environmental effect, noncompliance with which means the effect will normally be determined to be significant by the agency and compliance with which means the effect normally will be determined to be less than significant”; and

WHEREAS, CEQA Guidelines section 15064.7(b) requires that thresholds of significance must be adopted by ordinance, resolution, rule, or regulations, developed through a public review process, and be supported by substantial evidence; and

WHEREAS, pursuant to CEQA Guidelines section 15064.7(c), when adopting thresholds of significance, a public agency may consider thresholds of significance adopted or recommended by other public agencies provided that the decision of the agency is supported by substantial evidence; and

WHEREAS, Senate Bill 743, enacted in 2013 and codified in Public Resources Code section 21099, required changes to the CEQA Guidelines regarding the criteria for determining the significance of transportation impacts of projects; and

WHEREAS, in 2018, the Governor’s Office of Planning and Research (“OPR”) proposed, and the California Natural Resources Agency certified and adopted, new CEQA Guidelines section 15064.3 that identifies vehicle miles traveled (“VMT”) – meaning the amount and distance of automobile travel attributable to a project – as the most appropriate metric to evaluate a project’s transportation impacts; and

WHEREAS, as a result, automobile delay, as measured by “level of service” and other similar metrics, generally no longer constitutes a significant environmental effect under CEQA; and

WHEREAS, the City’s project review process will retain “level of service” analysis to ensure consistency with the General Plan; and

WHEREAS, CEQA Guidelines section 15064.3 goes into effect on July 1, 2020, though public agencies may elect to be governed by this section immediately; and

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

Section 1. The City of Duarte hereby adopts the VMT thresholds of significance attached as Exhibit A.

PASSED, APPROVED, AND ADOPTED this 11th day of August, 2020.

Sam Kang, Mayor

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution 20-25 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 11th day of August, 2020, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

City of Duarte VMT Baselines and Thresholds of Significance

Consistent with State CEQA guidelines section 15064.3, the City of Duarte has adopted the project baselines and thresholds of significance set forth in Table 1 to guide in determining when a project will have a significant transportation impact.

Table 1

Project Type	Thresholds
Land Use Plan	1) Project Impact: A significant impact would occur if the VMT rate for the plan would exceed 15% below the applicable baseline VMT rate. 2) Cumulative Project Effect: A significant impact would occur if the project increases total regional VMT compared to cumulative no project conditions.
Land Use Project	1) Project Impact: A significant impact would occur if the VMT rate for the project would exceed 15% below the applicable baseline VMT rate. 2) Cumulative Project Effect: A significant impact would occur if the project increases total regional VMT compared to cumulative no project conditions.
Retail Project (over 50,000 square feet)	1) Project Impact: A significant impact would occur if the VMT rate for the project would exceed 15% below the applicable baseline VMT. 2) Cumulative Project Effect: A significant impact would occur if the project increases total VMT in the study area compared to baseline conditions.
Transportation Project	A significant impact would occur if the project causes a net increase in total regional VMT compared to baseline conditions, opening year no project conditions, or cumulative no project conditions.
All land use and transportation projects	A significant impact would occur if the project is inconsistent with the RTP/SCS.

Note: Baseline VMT rate is defined as the Northwest Subarea of the San Gabriel Valley Council of Governments per applicable service population.



Agenda Item: _____

CM Review: *JS*

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: August 11, 2020

TO: Mayor and Members of the City Council

BY: Craig Hensley, Community Development Director

SUBJECT: Renaming of Business Center Drive

RECOMMENDATION: Staff recommends that the City Council discuss the issue and provide direction

FISCAL IMPACT: The exact impact will depend on Council direction, but all options would have less than a \$3,000 impact

BACKGROUND

The purpose of this report is to discuss the possible renaming of Business Center Drive. This report outlines some options and Staff would like Council to discuss the item and provide direction.

At its November 12, 2019 meeting, Council approved an Amendment to the Duarte Station Specific Plan and The Residences project that included two buildings with a total of 636 residential units. As part of that action, Staff raised the issue of a possible name change to Business Center Drive with the intent to bring the item back for action prior to project construction. Business Center Drive west of Highland Avenue is unique because the only properties that have a street address between Highland Avenue and Fairdale Avenue are the two residential buildings. Because of this, a street name change would not negatively impact a resident or business.

At a recent meeting, Councilmember Paras-Caracci raised the issue of honoring Councilmember John Fasana in some way. One of the ideas was to change Business Center Drive to a name that would honor Mr. Fasana. This report provides that option, but also raises other choices for a street name change and options to honor Councilmember Fasana.

DISCUSSION/ANALYSIS

Street Name Change –

Business Center Drive has two segments: West of Highland Avenue to Fairdale Avenue and east of Highland Avenue to Flower Avenue. The street is offset at Highland Avenue and is signalized. There are several properties and businesses that are addressed off of the east segment but only The Residences project will be addressed on the west segment of Business Center Drive.

There are two options for renaming Business Center Drive between Highland Avenue and Fairdale Avenue: 1) rename the street to honor John Fasana; or 2) rename the street some other appropriate name.

John Fasana has been a member of the Duarte City Council since 1987. He has been on the Metro Board of Directors since its inception in 1993. He also has represented Metro on the Metro Gold Line Foothill Extension Construction Authority Board. He is well-recognized throughout Southern California as a leader in public transit and was an strong advocate of the Gold Line extension into the San Gabriel Valley. Of course, there are many other accomplishments in addition to this. The street location, in the Duarte Station Specific Plan area and adjacent to the Gold Line Station and parking, is clearly an appropriate location, if Council desires to make this change.

Options for naming the street after Mr. Fasana include using one of the following street types: Fasana Drive, Fasana Street, Fasana Avenue. These street types are the most common in Duarte. Other options include: Place, Way and Lane but they are not as common.

If the Council desires to have a different street name and honor Mr. Fasana in a different way, Staff suggests that a specific name recommendation be made.



Staff discussed this issue with MBK, the builder of the 1700 building, and the likely builder of the 1750 building, and it would like the street name changed because Business Center Drive does not have a residential appeal. MBK fully supports naming the street to honor Mr. Fasana but would also agree with a change to some other appropriate street name.

If Council desires a street name change, Staff will bring back a Resolution to a future meeting. After approval of a Resolution, Staff will work with the Post Office and any other effected agency to finalize the change and will begin the process or ordering new street name signs.

Honorary Street Name –

In 2017, Council adopted an Honorary Street Name Designation Policy. This is another option.

Honorary Street Name Designation Policy Purpose To provide for a process for the honorary naming of streets so that City Council may honor individuals and organizations who have made significant contributions to the Community. Policy Guidelines The City Council may make honorary street name designations based on the following guidelines: ▪ Honorary street name designations shall be limited to individuals and organizations that have had a significant cultural, historical impact on the City. ▪ The location for the honorary street designation must have a geographical relationship to the honoree (e.g. honoree lived or worked near the location requested for recognition). ▪ Honorary designations shall be limited to one block in length. ▪ All honorary street names shall be approved by the City Council by Resolution ▪ The honorary designation shall be valid for a five year period unless specifically specified by the City Council in the approval Resolution. At the end of the designation period, the City Council may re-designate the honorary street name. ▪ The honorary street name sign shall be similar to the standard street name sign in size, color and type font and shall have the words "Honorary." ▪ The City Council will make no more than five honorary street name designations each year.
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If this option were chosen, Staff would order the honorary street name sign and have it installed whenever the Council deems appropriate.

Other Option –

One other possible alternative to honor Mr. Fasana would be the naming of the Highland Avenue promenade in his honor. The Duarte Station Specific Plan calls for a linear promenade (plaza) along the west side of Highland Avenue between the Gold Line station platform and the 210 Freeway. This area will be approximately 30 feet in depth and be between the street and buildings or parking. The area will be a combination of landscape and hardscape and is intended to be a public walking and gathering area. The area is an important part of the City's First Mile/Last Mile improvements near the Gold Line station. The City received a Measure M grant for buildout of the area and construction in the 2021-2022 or 2022-2023 fiscal year is expected. If Council would like to choose this option, that decision can be made now and an actual dedication could be done when the promenade is completed.

If the street name change option is preferred, Staff would recommend that the decision is made prior to permit issuance for MBK's first building which is planned for September.

RECOMMENDATION

Staff recommends that the City Council discuss the issue and provide direction.

FISCAL IMPACT

The exact impact will depend on Council direction, but all options would have less than a \$3,000 impact.

ATTACHMENTS

Duarte Station Phase 1 Site Plan



THE RESIDENCES AT DUARTE STATION- DUARTE, CA
DUARTE INVESTMENT PARTNERS, LLC.

COMPOSITE LANDSCAPE PLAN - L.1

SEPTEMBER 12, 2019





Agenda Item:	_____
CM Review:	<u> <i>AD</i> </u>
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: August 11, 2020

TO: Mayor and Members of the City Council

FROM: Brian Villalobos; Director of Public Safety

SUBJECT: Discussion and direction to City staff regarding a project timeline and potential code enforcement of the Hawthorn Suites by Wyndham project

RECOMMENDATION: Mayor and City Council provide direction to City staff regarding a project timeline and potential code enforcement of the Hawthorn Suites by Wyndham project

FISCAL IMPACT: None

BACKGROUND

At the regularly scheduled City Council meeting held on July 28, 2020, City Council requested that staff bring back an item for discussion regarding a status update, current project timeline, and potential code enforcement actions related to the Hawthorn Suites by Wyndham project (“project”).

Project Status

The project is a 178 room, two-phase hotel located at 1230 Huntington Drive. Phase one includes 72 rooms, in a five-story hotel with a lobby, 2,570 square feet (“sf”) of meeting space, 2,280 sf breakfast/dining room, 1,478 sf café, and a 693 sf gym. Phase two includes a 106 room, five-story hotel and associated 662 sf gym, adjacent to phase one.

The Planning Commission approved the project (CUP 2019-04 and SPDR 19-41) at its November 18, 2019 meeting. On December 2, 2019, Lozeau Drury LLP filed an appeal on behalf of the Supporters Alliance for Environmental Responsibility (SAFER). The appeal challenged the Planning Commission decision that the project qualified for an exemption from additional review under the California Environmental Quality Act (“CEQA”) Regulations section 15332, as an in-fill exemption.

At its December 23, 2019 meeting, the City Council considered the appeal and voted to approve the hotel project.

Since the approval, plans have not been submitted for plan check. This would typically be a next step. Staff has spoken to the Architect hired to prepare working drawings but a specific date for plan submittal is not known at this time.

Code Enforcement

With respect to the owner's history with the property, the City has had an open Code Enforcement

Case on the property since July of 2017. In the nearly three years since that time, the calls for service made to the City at the property include 118 homeless-related calls, 9 patrol checks, 3 code enforcement inspections, and one Fire Department response to a structure fire (on 6/11/19).

Below is a partial list of key dates with respect to the Code Enforcement Case:

- 07/17/17: Code Enforcement Case opened and an on-going nuisance declared due to unsafe buildings and conditions of the property, lack of maintenance of the property, and the property attracting homeless persons.
- 03/27/18: Windows broken on the vacant building; property owner required to board up and secure the property.
- 10/12/18: Numerous homeless persons living in the vacant building.
- 03/02/19: Rear electrical building broken into and homeless persons living in building.
- 06/11/19: Fire Department responded to a structure fire in the vacant building.
- 12/19/19: Vacant building red tagged due to unsafe conditions.
- 04/20/20: Notice given to owner to submit a demolition plan.
- 05/12/20: Conference call with owner to submit a demolition plan, and June 1, 2020, was agreed upon date to submit the plan.
- 05/13/20: Letter submitted to owner to submit a demolition plan by June 1, 2020.
- 05/19/20: Owner and City met to discuss plans to demolish and fence the property.
- 05/26/20 City issues "Notice and Order to Repair or Abate" detailing sixty-four (64) existing unlawful conditions at the property, including forty-five (45) Substandard Building violations, five (5) Dangerous Building violations, and fourteen (14) Nuisance violations.
- 05/27/20: Formal "Compliance Agreement", consistent with City's understanding of the commitments made by the owner and the City at the May 19th meeting, mailed to owner.
- 07/30/20: Owner has not acknowledged receiving, nor returned, the Compliance Agreement and there is no mutually agreed upon project timeline.

DISCUSSION/ANALYSIS

The key takeaway is that there has never been a mutually agreed upon project timeline between the City and the property owner.

It was the City's understanding that the following timeline was agreed upon at the 05/19/20 meeting:

- 06/01/20: Demolition Permit application submitted (completed)
- 06/21/20: Demolition work initiated (on-going)
- 07/08/20: Demolition work completed (not started)
- 01/15/21: Slab and parking areas removed (pending)
- 03/01/21: Submission of complete plan for Phase 1 hotel (pending)

- 08/30/21: Phase 1 construction begins (pending)

However, ARRIS Builders Inc. (contractor), submitted the attached copy of their project timeline on behalf of Consortium Holdings LLC (owner), which differs from what the City understood the agreed upon timeline to be. The City Council could accept the submitted timeline by Consortium Holdings LLC, at which point we would have a mutually agreed upon project timeline.

Alternatively, the City Council could direct staff to request a modification to the submitted timeline by ARRIS Builders Inc., and staff would work with both ARRIS Builders Inc. and Consortium Holdings LLC to establish a mutually agreed upon project timeline.

Staff recognizes that once there is a mutually agreed upon project timeline that the timeline would be somewhat fluid and recognizes potential delays due to COVID-19 or other unforeseen complications unforeseen.

However, staff would urge the City Council to set a hard date as to the date of initial demolition of the existing building down to the slab. This is due to the red tagged (unsafe) building, the numerous hazardous conditions on the property, and the on-going nuisance created by the continued occupation of the building and the property by homeless persons. The proposed date by ARRIS Builders Inc., for completion of the demolition of the existing building is September 30, 2020. If the City agrees to this timeline that would be a last date of completion prior to issuing administrative citations for the numerous code enforcement violations on the property.

For comparison purposes, it may be useful to view the proposed project timeline with other projects that are currently underway in the City and who have also had to work with COVID-19 restrictions or delays. These other projects include:

New Hope Village – 150 Unit Hotel

Project Approval	10-07-19
Demo Permit Issued	10-22-19
Building Permit Issued	06-03-20

Frontier Hardware Property – 6,580 s.f. commercial building

Project Approval	10-21-19
Demo Permit Issued	03-05-20
Building Permit Issued	Permit ready, owner looking for contractor

MBK – The Residences at Duarte Station

Project Approval	11-12-19
Demo Permit Issued	02-26-20
Building Permit Issued	In second plan check, estimated permit date September 2020

Wyndham Hotel – 178 Units

Project Approval	12-23-19
Demo Permit Issued	N/A
Building Permit Issued	N/A

RECOMMENDATION

Mayor and City Council provide direction to City staff regarding a project timeline and potential code enforcement of the Hawthorn Suites by Wyndham project.

FISCAL IMPACT

None.

ATTACHMENTS

A. Proposed project timeline submitted by ARRIS Builders, Inc.

Hawthorn Suites by Wyndham

1230 Huntington Dr. Duarte, CA

[illegible]