

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: August 3, 2017
SUBJECT: Comments on Agenda Items, Meeting of August 8, 2017

At 5:30 p.m., a workshop will take place to have a presentation and discussion on possible Duarte Transit fares.

At 6:30 p.m., a reception will be held for the NAACP ACT-SO participants and medalists.

ITEM 7.A. An update of activities will be provided by a representative of the Mayor's Youth Council.

ITEM 7.B. The City of Duarte continues its long tradition of creating empowering opportunities for at-risk youth through the recent launching of the Work Investment Network (WIN) summer internship program. WIN, a collaboration of the City of Duarte and the Duarte Unified School District, created a unique opportunity for 20 at-risk teens and young adults aged 16-24, to gain meaningful work experience at a variety of work sites throughout the community. Participants earn a \$500 stipend for working a minimum of 15 hours per week during an 8-week period. Interns also participate in a weekly one-hour training workshop intended to enhance their work and life skills. The 20 participants will be introduced to the Council.

ITEM 7.C. Three local high school students, including two Duarte High School graduates representing the Pasadena/Duarte NAACP Branch #1054, were awarded a total of three medals (gold, silver, and bronze) at the recent national ACT-SO (Afro-Academic, Cultural, Technological Olympics) competition, July 21-24 in Baltimore, Maryland. Since the branch started competing in ACT-SO back in 2010, six medals have been won for the community. Of the delegation's seven youth competing in eight categories, three were named national winners. Faith Earley, a Covina resident, won a Gold Medal in Original Essay; Lauryn Higginson, a Duarte High School graduate, won a Silver Medal in Microbiology; and Kalina Gittens-Jenkins, also a Duarte High School graduate, received a Bronze Medal for Photography.

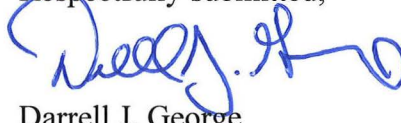
The delegation is equally proud of the other local Gold Medalists who competed, Ashley Cravan, a Chino Hills High School junior who competed in Business Entrepreneurship; Dylan Dillard from Monrovia, a San Dimas High School graduate who competed in Poetry Performance; Chanelle Herrera, a junior from Orange County's El Modena High School, competed in the Short Story category; and Pasadena's John Muir High School graduate Marjorie McNary, a dual-category competitor in Dramatics and Poetry Written. All participants will be recognized by the City Council.

ITEM 7.D. The Los Angeles Homeless Services Area (LAHSA) city and community specific homeless count data was released last month. Daniella Alcedo, Regional Coordinator for SPA 3, of which the City of Duarte is a part of, will be presenting Duarte's findings at the City Council Meeting.

ITEM 11.F (Consent). A proclamation will be issued recognizing September 2017 as Childhood Cancer Awareness Month in Duarte. Residents are encouraged to support the organizations and programs that educate and raise awareness about childhood cancer, and to reaffirm their commitment to fighting childhood cancer.

ITEM 13. The DCTV Annual Service Agreement is before the City Council for consideration. This Agreement, in the amount of \$27,605, is primarily for the production of Governmental and Educational Access Programming for the City. DCTV will be relocating its facilities to Duarte High School during the month of August, and will also be purchasing certain equipment as part of this new Agreement. Staff is recommending that the City Council approve the Annual Agreement with DCTV.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Darrell J. George", is written over the typed name.

Darrell J. George
City Manager

MEMORANDUM

TO: Darrell J. George, City Manager

FROM: Kristen Petersen, Assistant City Manager

DATE: August 1, 2017

SUBJECT: TRANSIT FARE DISCUSSION

The Transit Fare discussion will include brief presentations by City staff and Foothill Transit. The goal of the workshop is to solicit Council input on the proposed fares and discuss the tap card program and ways to implement possible subsidies. A decision on the actual fare program will not be made at this workshop. Instead, staff and Foothill Transit will take the feedback from Council and work to scope a tap card program for the Duarte routes that will be presented to Council along with the financial impacts at a later meeting.

City Council designated \$1.6 million in Prop A funds towards the purchase of two electric buses and authorized staff to bring back a Memorandum of Understanding (MOU) with Foothill Transit that meets the general scope and budget presented to Council in April 2017. Staff is currently working with Foothill Transit on the MOU and anticipates bringing a final document to City Council for consideration next month. In the meantime, City Council directed staff to conduct a workshop to discuss transit fares.

The Duarte routes would operate on the same TAP Card system that Foothill Transit and Metro utilize now. Staff is recommending that the Duarte routes become part of the Foothill Transit system, so the Foothill Transit fare and pass structure that is attached would apply to Duarte, at least as a base line. However, City Council may determine whether or not the City will subsidize all or a portion of the cost of a pass for certain categories of Duarte residents. Please take into consideration that the pass would be good not only on the two Duarte routes, but on any Foothill Transit line.

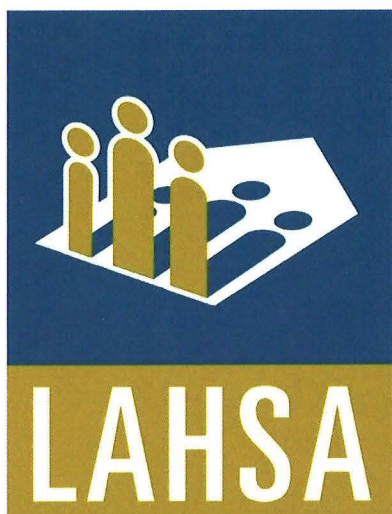
In October 2017 as part of the recently approved fare structure, Foothill Transit will be eliminating transfers and implementing a Day Pass. So, customers could pay the single fare each time they board a bus, or load a Day Pass onto a TAP card for a day of unlimited travel on Silver Streak and all Local service including the Duarte routes. They could also purchase and load a Foothill Transit 31-Day Local Pass onto the TAP card, or if they'd want access to both Foothill Transit and Metro, they could load the regional EZ Transit Pass onto their TAP card. Foothill Transit would track, report, and reimburse the City for all recorded rides taken by holders of the special Duarte TAP card on the Duarte routes.

Cash and TAP Fares

FARE TYPE	CURRENT	OCTOBER 2017		SEPTEMBER 2019	
		CASH	TAP	CASH	TAP
LOCAL					
Adult	\$1.25	\$1.50	\$1.25	\$1.75	\$1.50
Senior/Persons with Disabilities/Medicare	\$0.50	\$0.75	\$0.50	\$0.75	\$0.50
Student	\$1.25	\$1.50	\$1.25	\$1.75	\$1.50
SILVER STREAK					
Adult	\$2.45	\$2.75	\$2.50	\$3.00	\$2.75
Senior/Persons with Disabilities/Medicare	\$1.15	\$1.25	\$1.15	\$1.50	\$1.25
Student	\$2.45	\$2.75	\$2.50	\$3.00	\$2.75
COMMUTER EXPRESS					
Adult					
Senior/Persons with Disabilities/Medicare	\$4.90	\$5.00	\$5.00	\$5.50	\$5.50
Student					

Pass Prices

FARE TYPE	CURRENT 31-DAY	OCTOBER 2017		SEPTEMBER 2019	
		1-DAY	31-DAY	1-DAY	31-DAY
LOCAL					
Adult	\$70.00	\$5.00	\$50.00	\$6.00	\$60.00
Senior/Persons with Disabilities/Medicare	\$22.00	\$2.50	\$25.00	\$3.00	\$30.00
Student	\$33.00	\$5.00	\$36.00	\$6.00	\$40.00
SILVER STREAK					
Adult	\$105.00	\$5.00	\$105.00	\$6.00	\$110.00
Senior/Persons with Disabilities/Medicare	\$52.00	\$2.50	\$52.00	\$3.00	\$55.00
Student	\$52.00	\$5.00	\$75.00	\$6.00	\$85.00
COMMUTER EXPRESS					
Adult					
Senior/Persons with Disabilities/Medicare	\$170.00	N/A	\$170.00	N/A	\$180.00
Student					



LOS ANGELES

HOMELESS

SERVICES

AUTHORITY

2017 Greater Los Angeles Homeless Count Results

Service Planning Area 3
Los Angeles County and
Continuum of Care

Thank You

The Los Angeles Homeless Services Authority would like to thank the following partners for their invaluable help during the 2017 Greater Los Angeles Homeless Count:

- City of Los Angeles
- Los Angeles County
- Los Angeles Police Department
- Los Angeles County Sheriff's Department
- Neighborhood Councils
- Homeless Coalitions
- Cities
- Communities of Los Angeles County
- 8,000 Volunteers

University of
Southern California –
Consultant for
statistical analysis
and Demographic
Survey

Why We Count

The Greater Los Angeles Homeless Count

- Gives a snapshot (or Point-In-Time Count) of homelessness in LA
- Answers key questions about homelessness in LA
 - How many people?
 - What are the demographics?
 - What is the distribution across the County?
 - Where are people experiencing homelessness staying?

The Point-In-Time Count is mandated by the U.S. Department of Housing and Urban Development.

When We Count

- Annually
- Last 10 days of January
- Street Count, January 24—January 26, 2017 by Service Planning Area (SPA)
 - SPAs 2, 3, 7 January 24
 - SPAs 5, 8 January 25
 - SPAs 1, 4, 6 January 26
- Youth Count Blitz Days, January 27—January 31, 2017
 - SPAs 1, 2, 4 January 27
 - SPA 7 January 30
 - SPAs 3, 5, 6, 8 January 31

Who We Count

Persons who meet HUD's definition of literal homelessness

Unsheltered

"An individual/family whose primary nighttime residence is public/private place not designed for or ordinarily used as a regular sleeping accommodation for human beings."

Sheltered

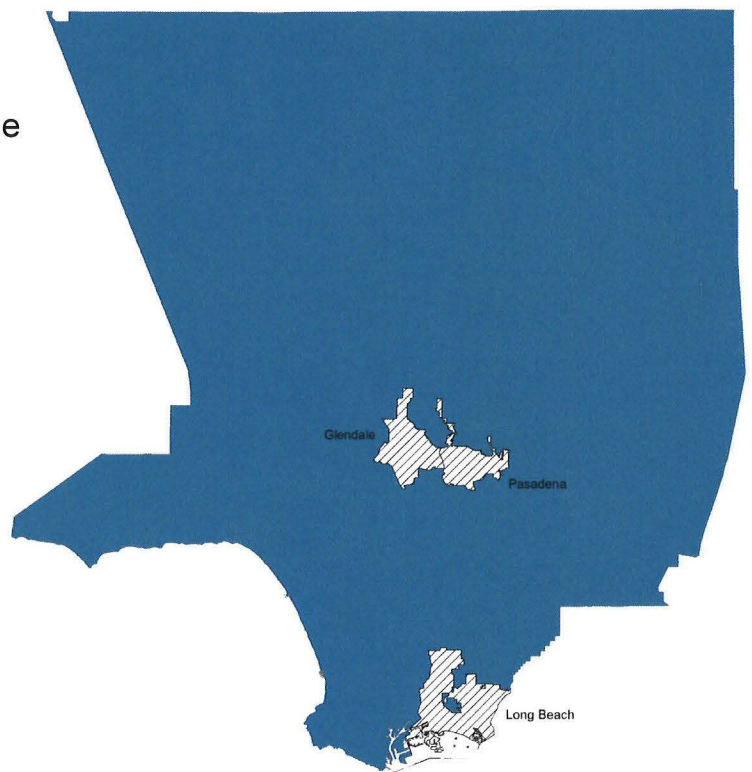
"An individual/family living in a supervised publicly or privately operated shelter designed to provide temporary living arrangement."

Emergency Shelters
Transitional Housing
Safe Havens
Emergency Hotel/Motel Voucher

24 CFR 578.3 of the Homeless Definition Final Rule

Where We Count

- Los Angeles Continuum of Care (CoC)
 - 100% Census Tract Coverage (Street Count)
- Street Locations
 - Metro Lines
 - County Parks
 - Riverbeds
- Shelter Types
 - Emergency Shelters
 - Transitional Housing
 - Safe Havens
- LA CoC excludes Pasadena, Glendale, Long Beach



How We Count



Total Homeless Population



Single Adult



Adult
Families



Transition Age
Youth
(18 to 24)



Young
Families



Unaccompanied
Minors

Unsheltered

Street Count

Demographic
Survey

Youth Count / Demographic Survey

Sheltered

Shelter Count

Shelter Intake Survey

2017 Enhancements

Demographic Survey

- Response card for sensitive questions
- Conducted surveys at family resource centers

Youth Count

- Improved strategy to capture youth hotspots
- Decreased survey length

Street Count

- Improved volunteer training video
- Expanded collaboration with LA Metro and County Park Rangers

Shelter Count

- Pre- and Post- Count review by providers and regional experts

Findings by Geographic Area

2017 HOMELESS COUNT RESULTS

Los Angeles County
Service Planning Area
SPA 3

2017 Los Angeles County Results

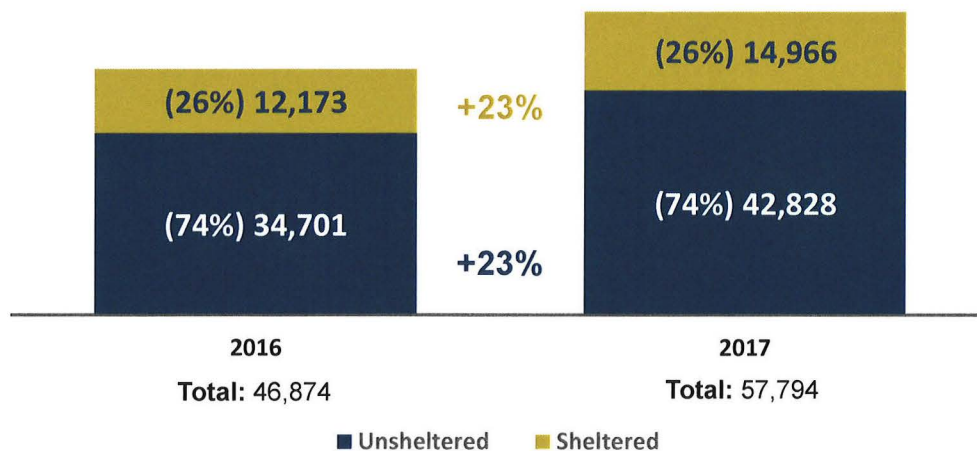
57,794 People experiencing homelessness on a given night

23% Increase from 2016 total of 46,874

Geography:
LA County

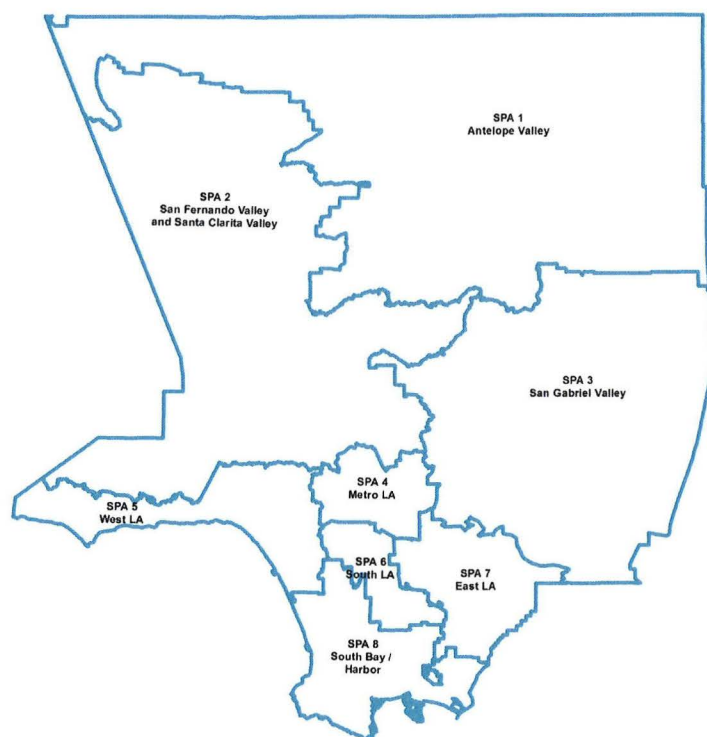
Population:
Total
(Sheltered and
Unsheltered)

Total Homeless Population
Los Angeles County, 2016 - 2017



Los Angeles County also includes Glendale, Long Beach, and Pasadena CoCs

Los Angeles County Service Planning Areas (SPAs)



Los Angeles County also includes Glendale, Long Beach, and Pasadena CoCs

2017 Los Angeles County Findings by SPAs

Geography:
LA County

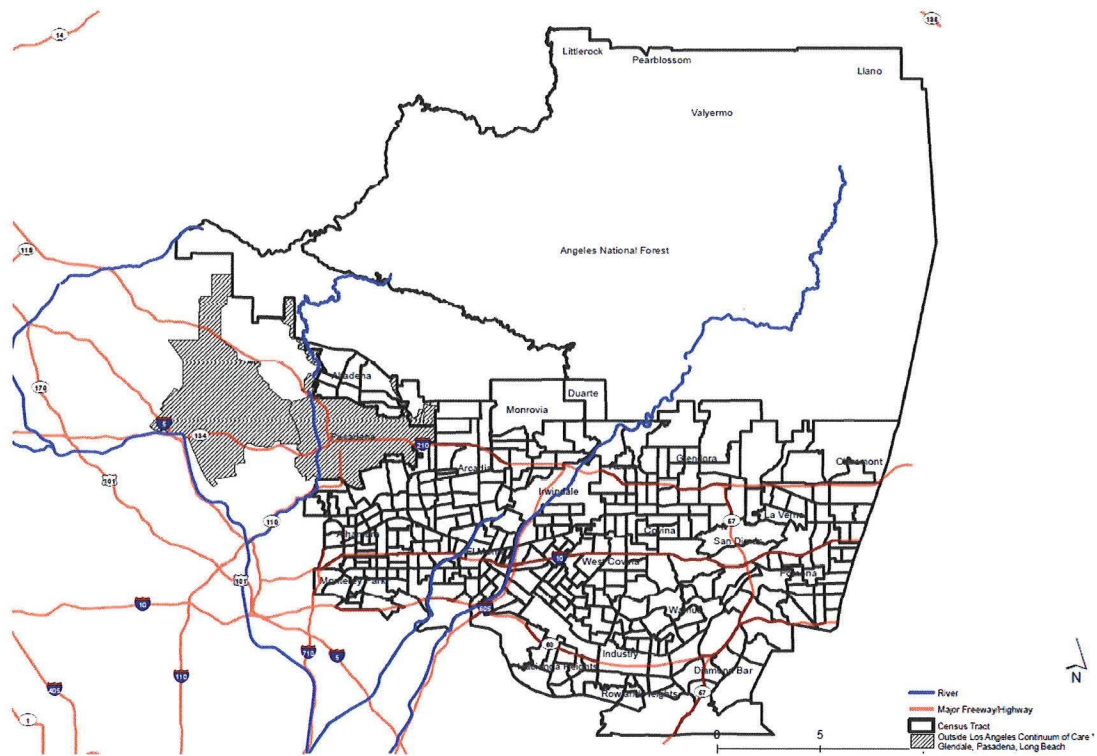
Population:
Total
(Sheltered and
Unsheltered)

Service Planning Area	2016 Total	2017 Total	% Change
1- Antelope Valley	3,038	4,559	+50%
2- San Fernando Valley	7,334	7,627	+4%
3- San Gabriel Valley	3,142	4,127	+31%
4- Metro LA	11,860	15,393	+30%
5- West LA	4,659	5,511	+18%
6- South LA	7,459	9,243	+24%
7- East LA County	3,469	5,189	+50%
8- South Bay	5,913	6,145	+4%
Totals	46,874	57,794	+23%

Los Angeles County also includes Glendale, Long Beach, and Pasadena CoCs

SPA 3

San Gabriel Valley



LA CoC excludes Glendale, Pasadena, and Long Beach CoCs

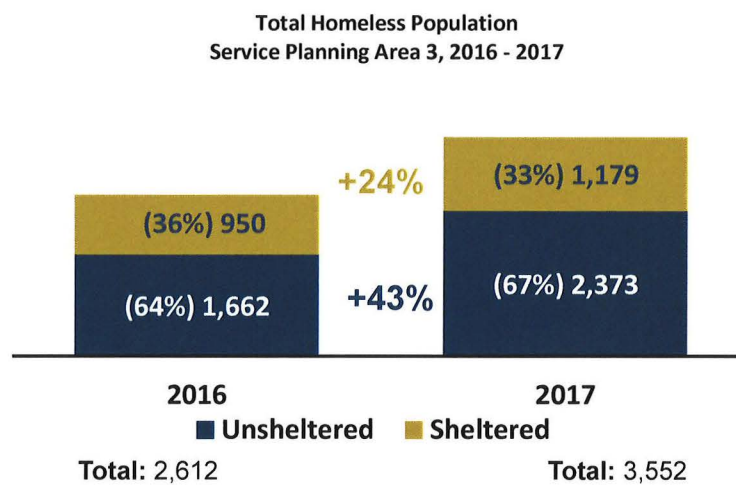
2017 SPA 3 Results

3,552 People experiencing homelessness on a given night

36% Increase from 2016 total of 2,612

Geography:
SPA 3

Population:
Total
(Sheltered and
Unsheltered)



LA CoC excludes Pasadena CoC

Vehicles and Encampments

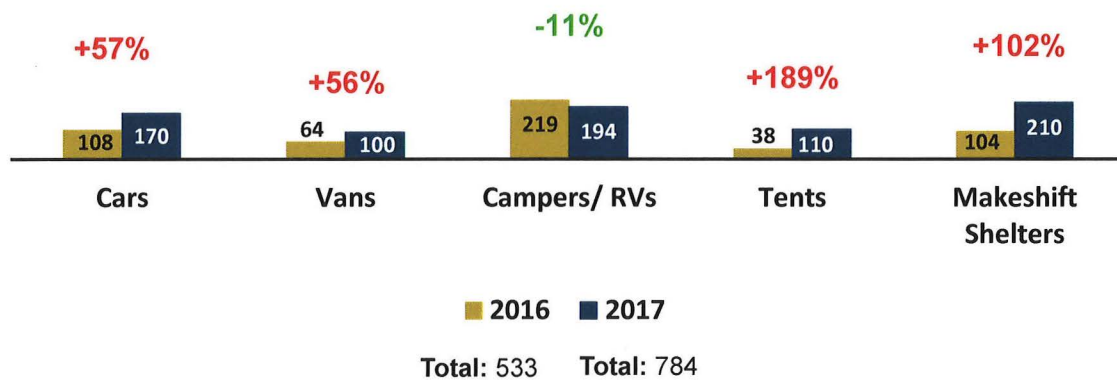
784 Vehicles and encampments

47% Increase from 2016 total of 533

Geography:
SPA 3

Population:
Vehicles and
Encampments

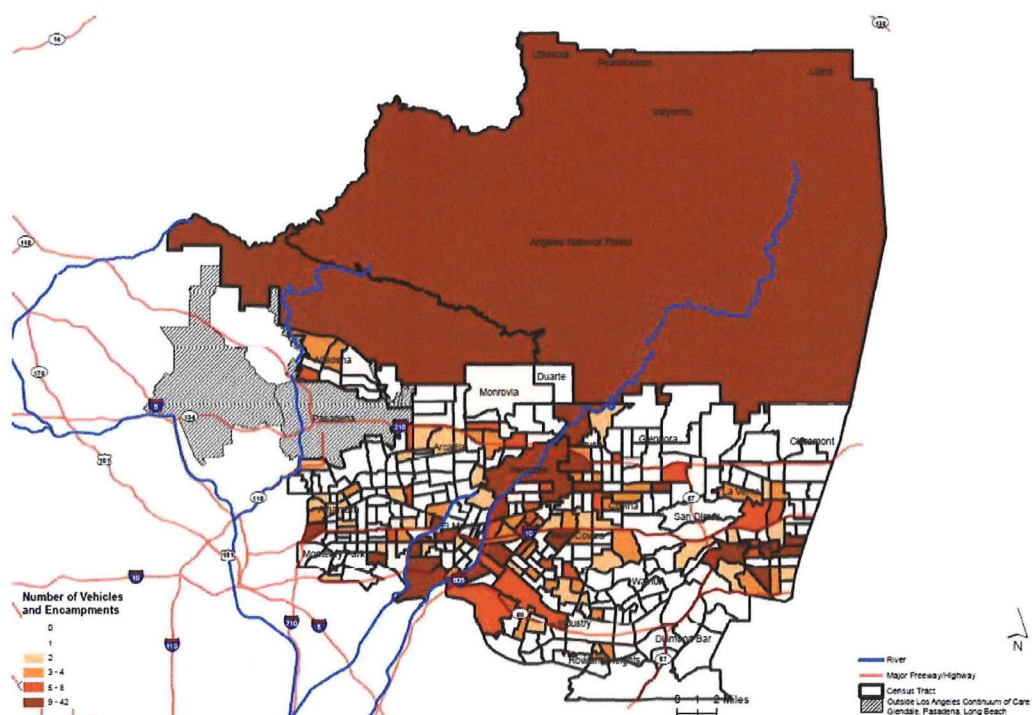
Total Number of Vehicles and Encampments by Dwelling Type
Service Planning Area 3, 2016 - 2017



LA CoC excludes Pasadena CoC

Vehicles and Encampments

Number of Vehicles and Encampments 2017 Greater Los Angeles Homeless Count Los Angeles Continuum of Care for SPA 3



Note: Vehicles and encampments include makeshift shelters, tents, cars, vans, RVs, and campers.

Homeless Count Data from LAHSA (2017) Service Planning Area shapefile from LA County E-GIS Portal (2016)

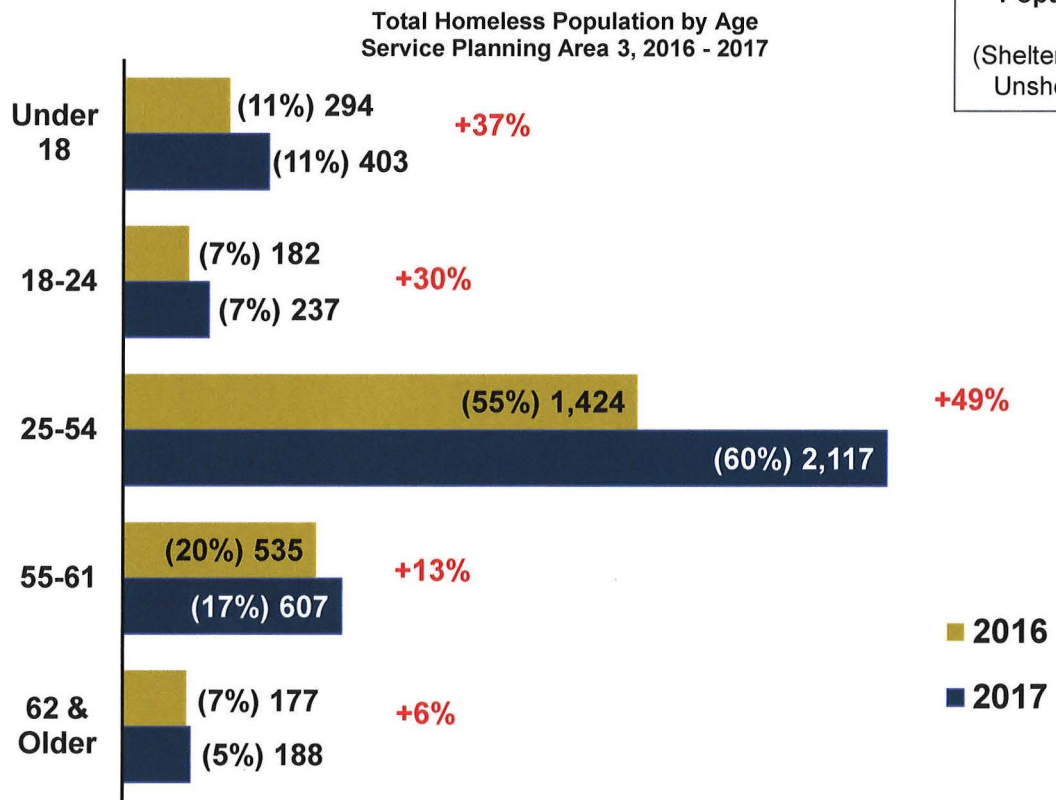
Demographic Characteristics Service Planning Area 3

2017 HOMELESS COUNT RESULTS

Age
Race/Ethnicity
Gender
Health Conditions

Age

Includes children in families
and unaccompanied minors



Geography:
SPA 3

Population:
Total
(Sheltered and
Unsheltered)

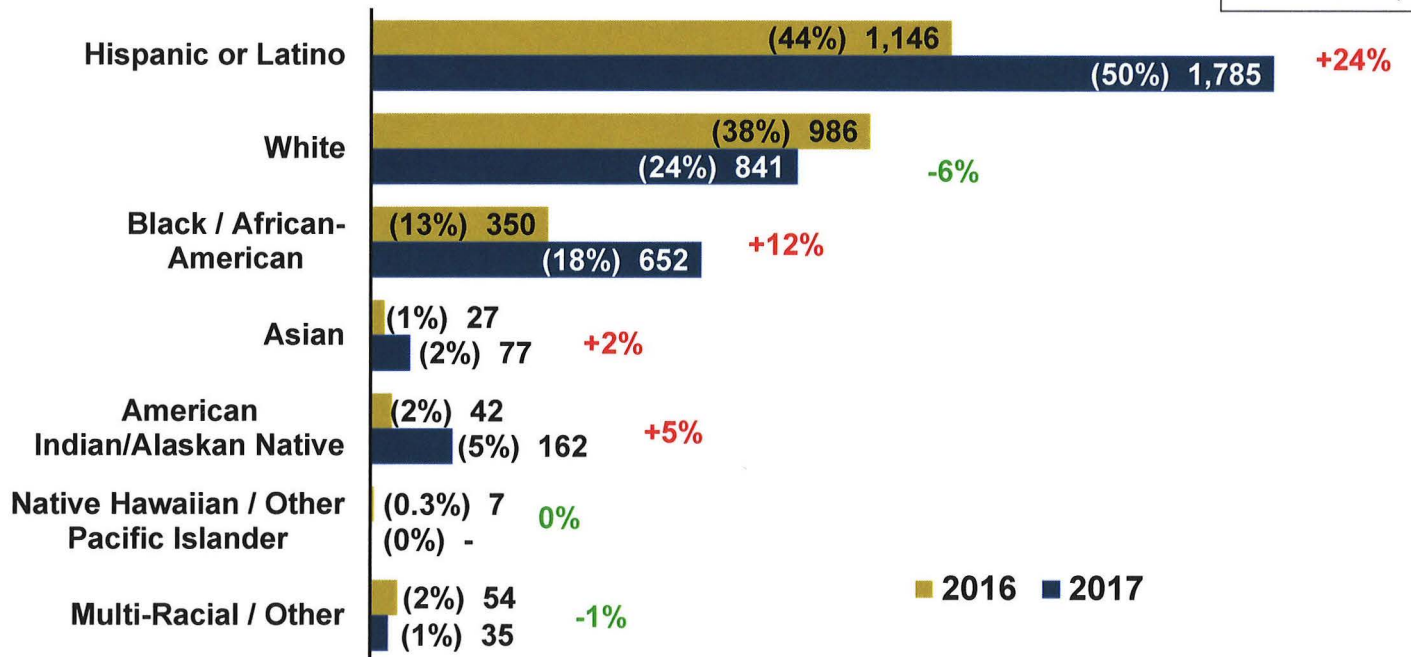
LA CoC excludes Glendale, Pasadena, and Long Beach CoCs

Race and Ethnicity

Geography:
SPA 3

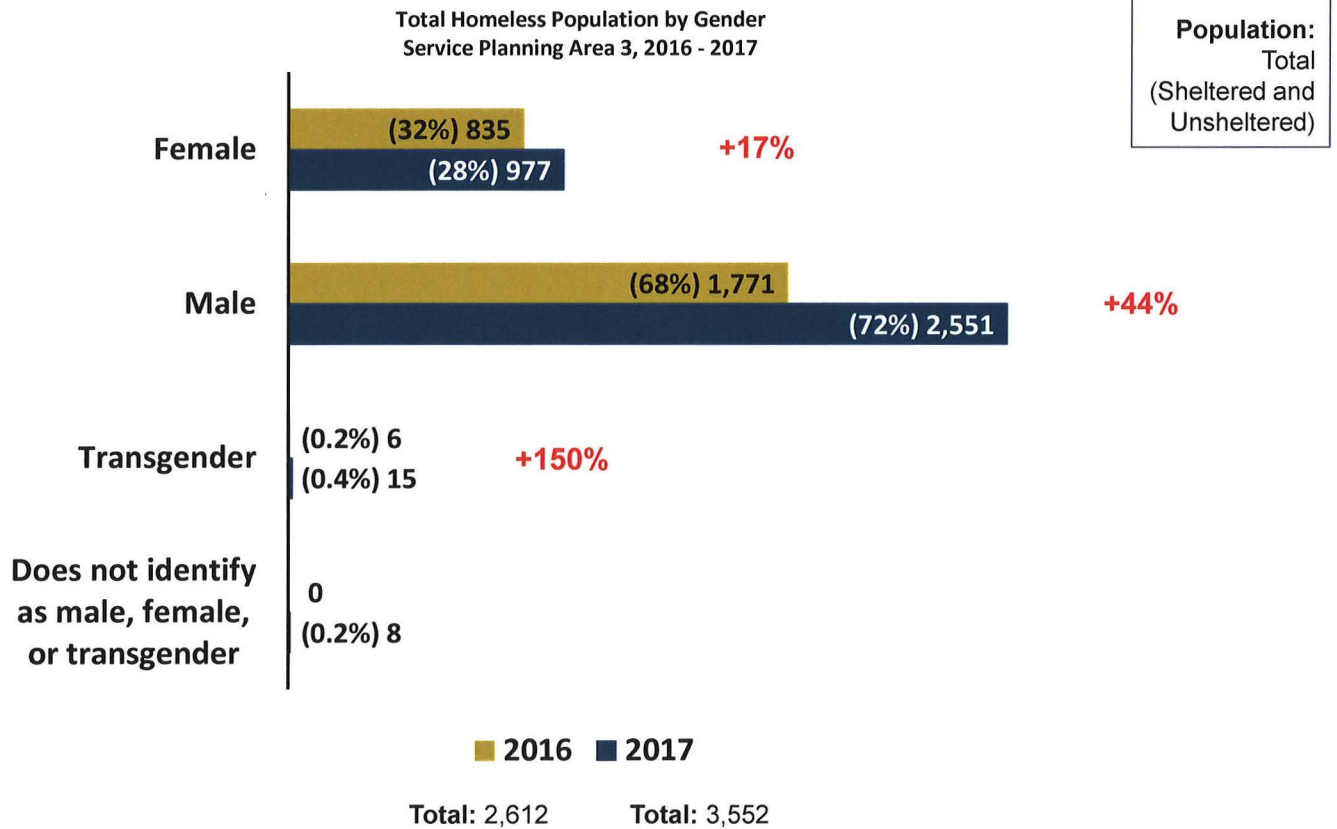
Population:
Total
(Sheltered and
Unsheltered)

Total Homeless Population by Race and Ethnicity
Service Planning Area 3, 2016 - 2017



LA CoC excludes Glendale, Pasadena, and Long Beach CoCs

Gender

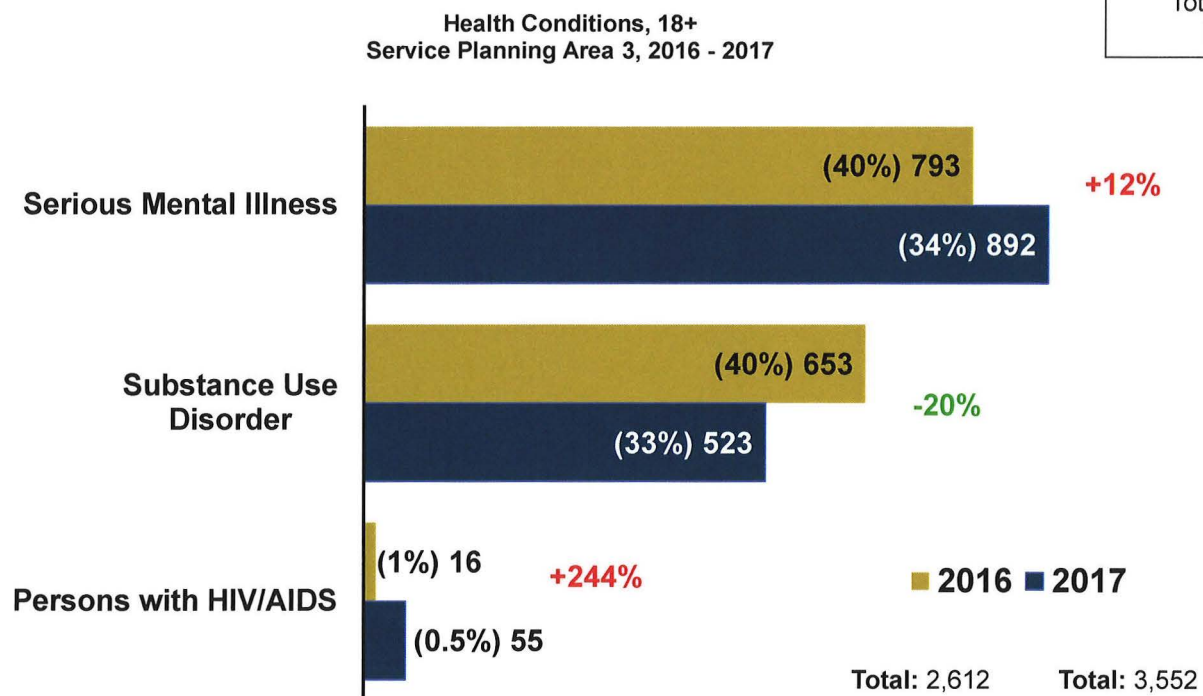


"Does not identify as male, female, or transgender" category was introduced to the Demographic Survey for the first time in 2017
LA CoC excludes Glendale, Pasadena, and Long Beach CoCs

Health Conditions

Geography:
SPA 3

Population:
Total (Sheltered and
Unsheltered) 18+



Question asked using response card

Totals for each condition include persons 18 years and older only

LA CoC excludes Glendale, Pasadena, and Long Beach CoCs

Findings by Subpopulation Service Planning Area 3

2017 HOMELESS COUNT RESULTS

Chronic Homelessness

Veterans

Families

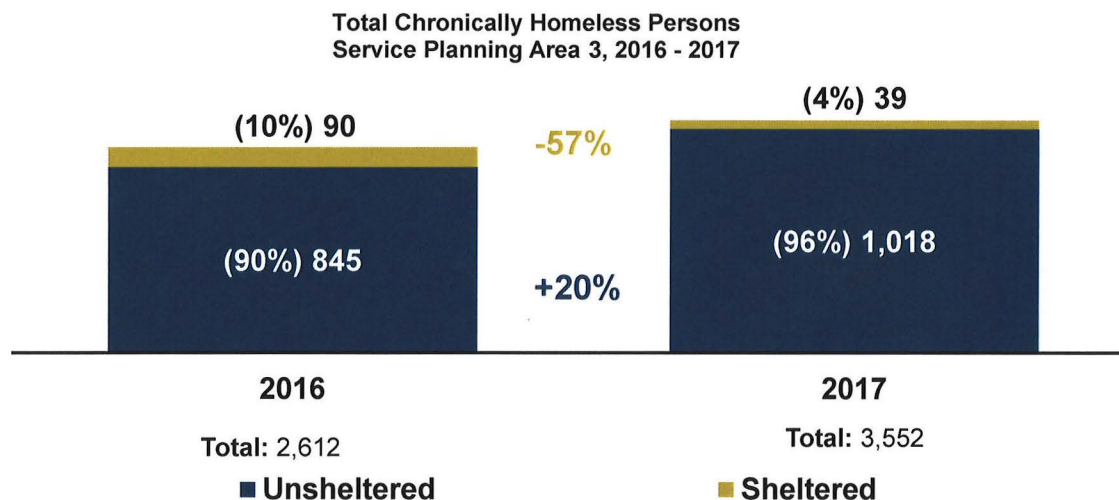
Youth

Chronic Homelessness

Geography:
SPA 3
Population:
Chronically
Homeless

1,057 Chronically homeless persons experience homelessness on a given night

13% Increase from 2016 total of 935



Sheltered Chronically Homeless Persons excludes Transitional Housing
Los Angeles County includes Glendale, Pasadena, and Long Beach CoCs

Veterans

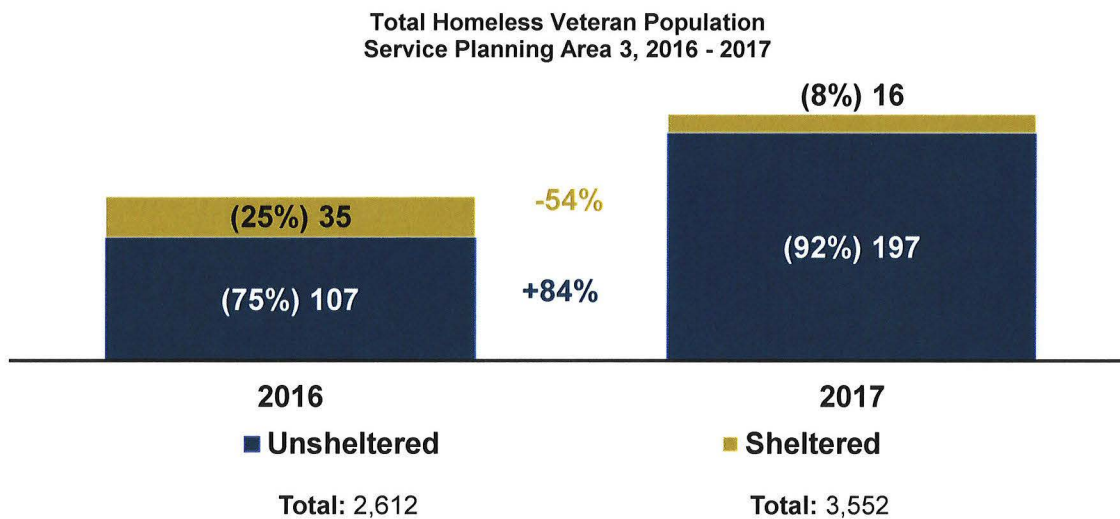
Geography:
SPA 3

Population:
Veterans

213 Veterans experience homelessness on a given night in SPA 3

50% Increase from 2016 total of 142

11% Decrease from 2015 total of 239



Los Angeles County includes Glendale, Pasadena, and Long Beach CoCs

People in Families

Geography:
SPA 3

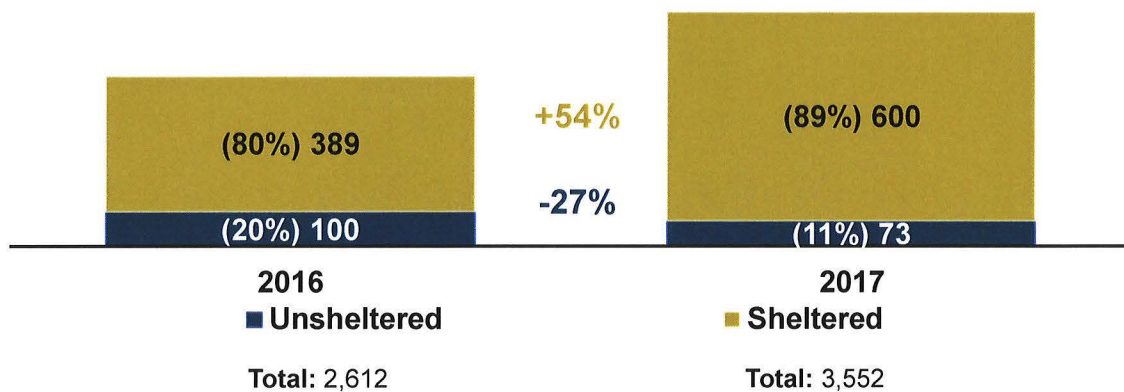
Population:
People in families

673 People in families experience homelessness on a given night

38% Increase from 2016 total of 489

27% Decrease in unsheltered people in families

Total People in Families Experiencing Homelessness
Service Planning Area 3, 2016 - 2017



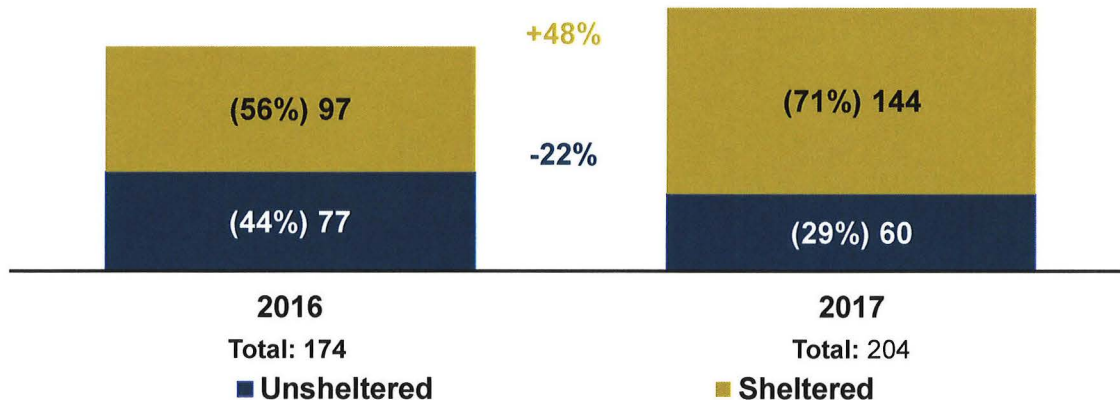
Los Angeles County includes Glendale, Pasadena, and Long Beach CoC's

Youth

204 Youth experiencing homelessness on a given night

17% Increase from 2016 total of 174

Total Homeless Youth Population
Service Planning Area 3, 2016 - 2017



Geography:
SPA 3

Population:
Total Youth
(Sheltered and
Unsheltered)

2017 Greater Los Angeles Homeless Count made an improvement in execution of the Youth Count from 2016.
Youth Includes Transition Age Youth (18-24), Unaccompanied Minors (Under 18) and Young Families (where no person is above the age of 24)
Los Angeles County includes Glendale, Pasadena, and Long Beach CoCs

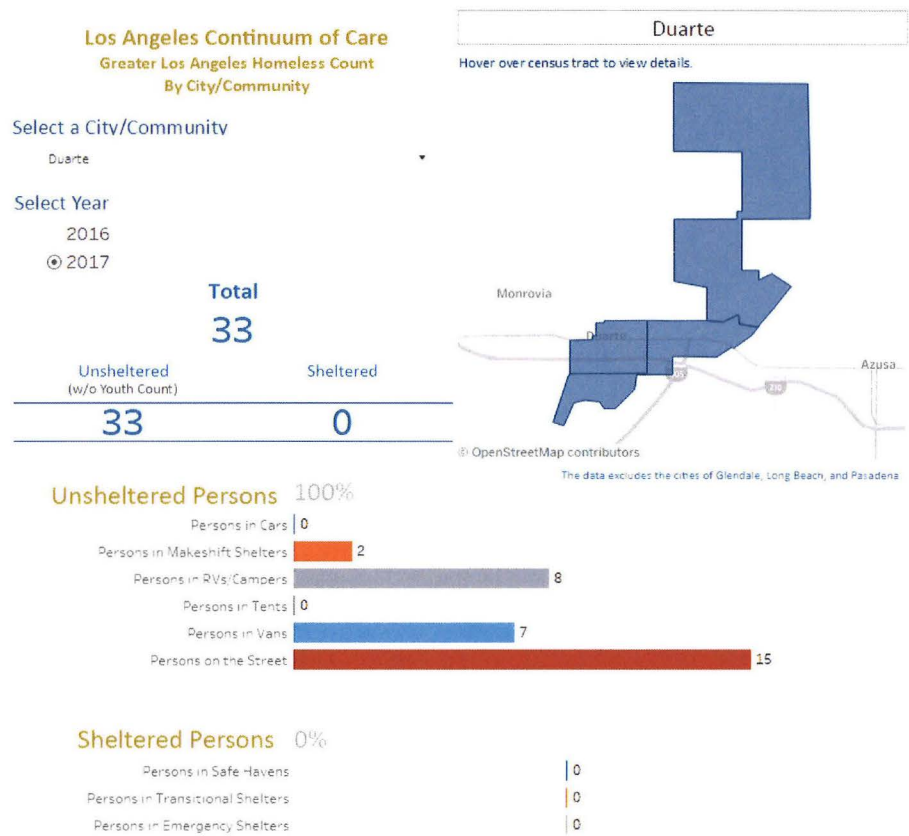
Duarte Numbers

2017 HOMELESS COUNT RESULTS

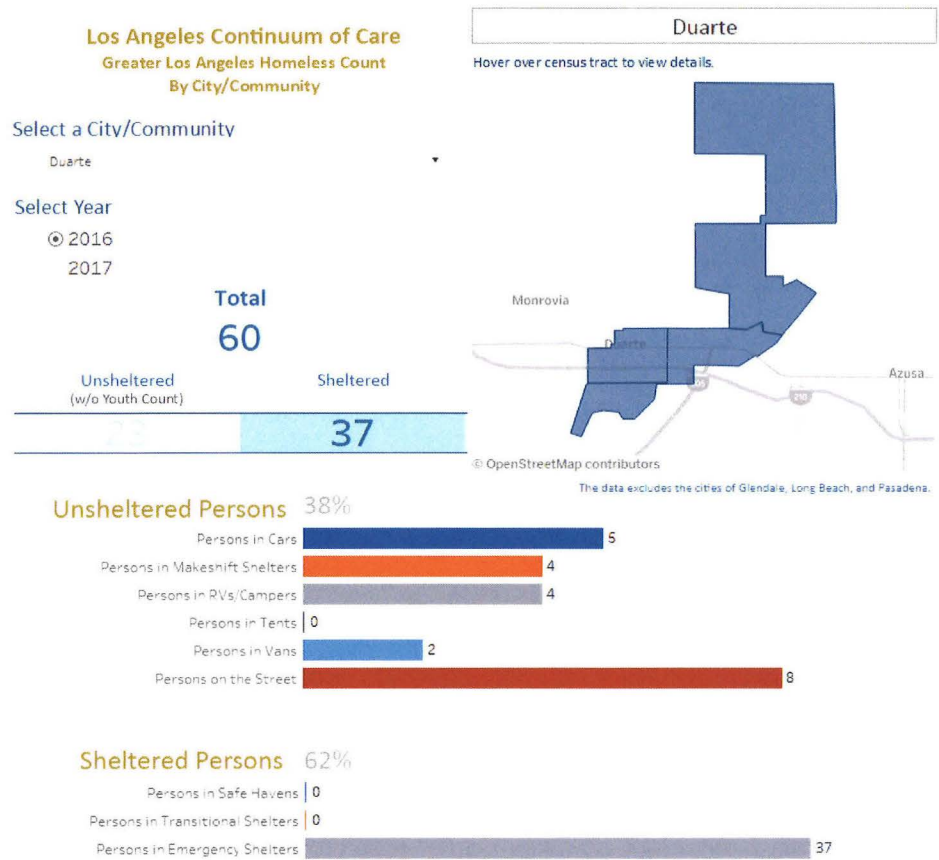
2017 Numbers

2016 Numbers

City of Duarte 2017 Numbers



City of Duarte 2016 Numbers



Socioeconomic Factors

2017 HOMELESS COUNT RESULTS

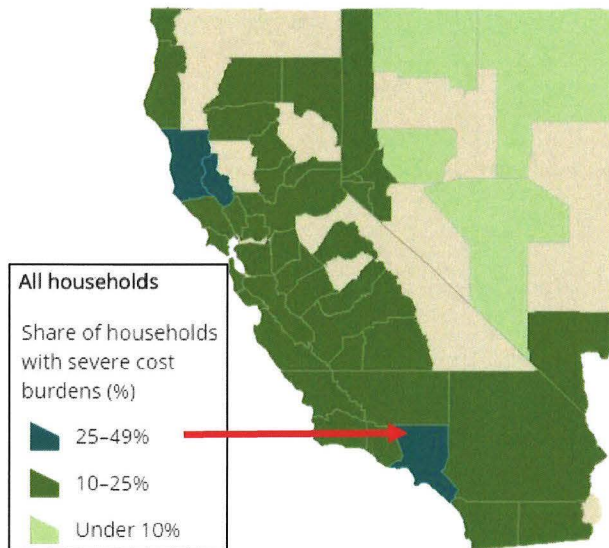
Housing Affordability

Housing Availability

Poverty

LA Metro is the Most Cost-Burdened MSA in the United States

25% of residents are severely housing cost-burdened



- Over 2 million households are cost-burdened
- 23% of residents are moderately housing cost-burdened

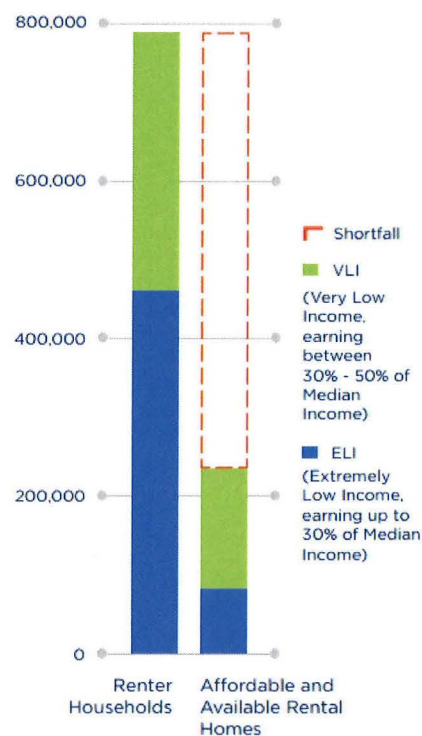
Moderate Cost-Burden: Housing costs exceeding 30% of income

Severe Cost-Burden: Housing costs exceeding 50% of income

Joint Center for Housing Studies, The State of the Nation's Housing 2016

LA County Faces a Shortage of Affordable Housing

Los Angeles County needs 551,807 more affordable rental homes for very and extremely low income households



California Housing Partnership Corporation (2017), Los Angeles County Housing Need 2017
URL: <http://1p08d91kd0c03rlxhmhtydpr.wpengine.netdna-cdn.com/wp-content/uploads/2017/05/Los-Angeles-County-2017.pdf>

Additional Resources will Make a Difference

2017 HOMELESS COUNT RESULTS

Measure H and
Proposition HHH
Save the Date!

Measure H and Proposition HHH

Measure H

Sales tax generating \$355 million annually for services and programs to prevent and combat homelessness:

- Rapid Re-housing
- Permanent Supportive Housing
- Enhancing Emergency Shelter System
- Homelessness Prevention for Families, Individuals, and Youth

Proposition HHH

\$1.2 billion bond measure estimated to build 10,000 units of permanent supportive housing

Homelessness in SPA 3

Thursday September 21st

7:00 pm – 8:30 pm

West Covina Library

1601 West Covina Pkwy West Covina 91790

Daniella Alcedo

Regional Coordinator 3

dalcedo@lahsa.org

213-225-8462

Los Angeles Homeless Services Authority

ABOUT

LAHSA

HELP FOR THE

HOMELESS

TOOLS FOR

PROVIDERS

GREATER LOS ANGELES

HOMELESS COUNT

SEARCH

SIGN IN

Request for Statement of Qualifications (RFSQ)

Learn how to pre-qualify for LAHSA funding

More Info

Newsfeed

New Coordinated Entry System Policies Available For Public Comment

4 DAYS AGO

Background On The CES Policy Development Process

4 DAYS AGO

HMIS Online Course Maintenance Schedule

6 DAYS AGO

FY2017 CoC Program NOFA

Upcoming Events

AUG

17

Programs & Evaluation Committee Meeting

Next month

AUG

17

Policy & Planning Committee Meeting

Next month

AUG

18

Finance, Contracts, & Grants Management Committee Meeting

The Greater Los Angeles Homeless Count

Announcements

Tweets

LAHSA Posts 2017 Homeless Count Data
2 MONTHS AGO



Sign Up for Updates

ANNOUNCEMENTS

COUNT RESULTS

YOUTH

HOUSING INVENTORY

MAPS

Find Help

Singles
Families
Youth

Providers

HMIS
Apply for Funding
Contracts

About

Job Opportunities
Commission Meetings
Newsroom

Support

Privacy Policy
Contact Us
Support

The Greater Los Angeles Homeless Count

Announcements

Tweets

LAHSA Posts 2017 Homeless Count Data
2 MONTHS AGO



Sign Up for Updates

ANNOUNCEMENTS

- Service Planning Areas
- Supervisory Districts
- Council Districts
- Opt-In Communities
- Demographics
- Data & Reports

Find Help

Singles
Families
Youth

Providers

HMIS
Apply for Funding
Contracts

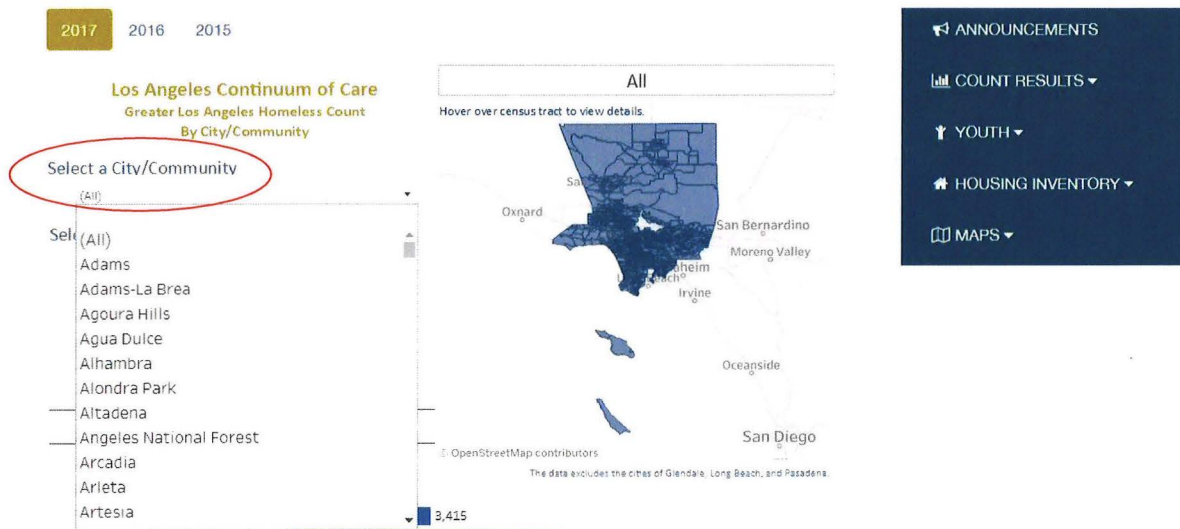
About

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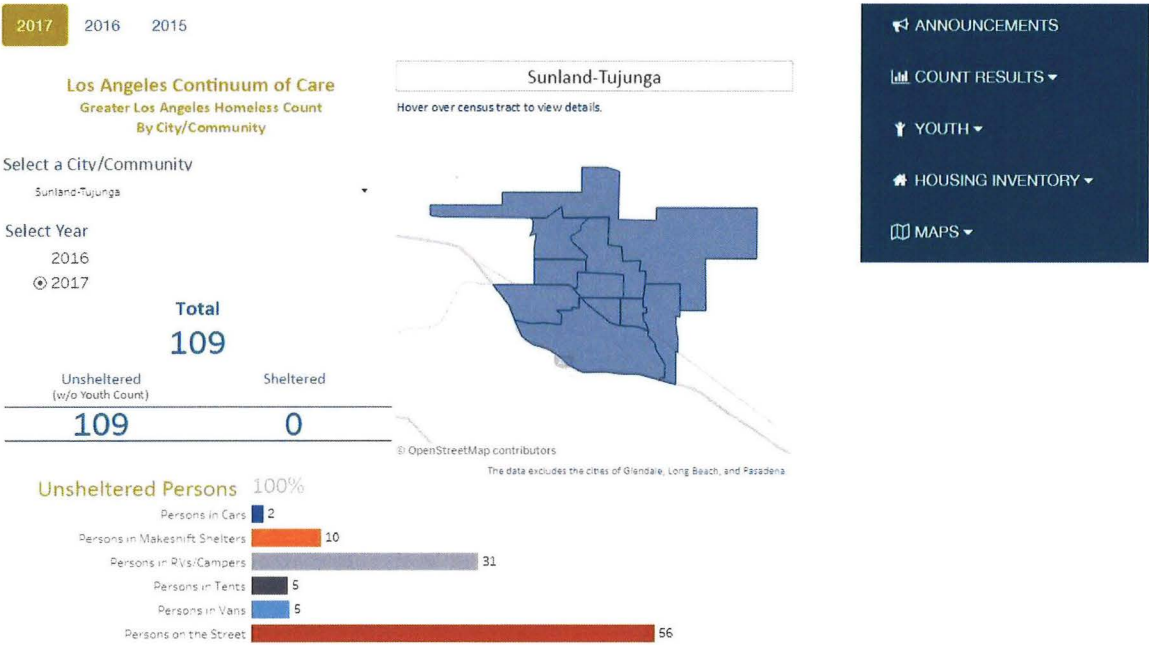
Support

Privacy Policy
Contact Us
Support

Opt-In Communities



Opt-In Communities





Save the Date!

2018 Street Count

January 23, 24 & 25



THEYCOUNTWILLYOU.ORG | LAHSA.ORG



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 25, 2017

CALL TO ORDER	The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in a regular meeting in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Finlay called the meeting to order at 7:16 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Fasana, Kang, Paras-Caracci, Reilly, Finlay ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager George, Assistant City Attorney Patterson
ADOPTION OF AGENDA	Reilly moved, Fasana seconded to adopt the Agenda, and carried unanimously.
INTERVIEW (Not conducted)	The interview for the Economic Development Commission was not conducted.
PLEDGE TO THE FLAG	Frank Figueroa led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	A moment of reflection was observed.
FITNESS/MENTAL WARM-UP	Patterson and Finlay provided the warm-up.
SPECIAL ITEM Duarte Community Survey	George stated a community-wide survey was included as part of the City's Strategic Business Plan, and the results will be presented tonight. Fernando Guerra and Brianne Gilbert, Loyola Marymount University, presented an overview of a number of highlights of the Duarte Community Survey results, with comparisons related to Los Angeles County. City Council expressed appreciation for the information provided and for the detailed answers to their questions.
ANNOUNCEMENTS	Sheryl Lefmann announced upcoming Chamber events and the Chamber move, and stated normal operations will be resumed on July 31. Hector Elizalde announced upcoming regional events presented by Congressman Napolitano. Joanna Gee, Duarte Library, announced programs, story times, and workshops from July through September. Iliana Garcia announced a number of upcoming community events, concerts, and programs from July through September.

07/25/17

CONSENT CALENDAR

Fasana moved, Paras-Caracci seconded to approve the Consent Calendar as follows, and carried unanimously.

Approve Items A, B, C.

Receive and File E.

Remove Items D, F, G. H.

ITEMS REMOVED

Item D – Public Safety Commission reorganization

Finlay congratulated the new Chair and Vice Chair of the Commission.

ITEM D – RECEIVE AND FILE

Reilly moved, Paras-Caracci seconded to receive and file the Public Safety Commission reorganization, and carried unanimously.

Item F – Concrete Repair E & E Engineering, Inc.

ITEM F – APPROVED

Hensley answered questions about the item. Reilly moved, Paras-Caracci seconded to accept the Concrete Repair Program FY 16/17 Citywide project (E & E Engineering, Inc.), and authorize the City Clerk to initiate the Notice of Completion, and carried unanimously.

Item G – Chamber Sublease Agreement

ITEM G – APPROVED

George answered questions about the item. Reilly moved, Paras-Caracci seconded to approve the Duarte Chamber of Commerce sublease agreement, effective 7/1/17-6/30/18, and authorize the City Manager to execute the agreement, and carried unanimously.

Item H – Conference Attendance

ITEM H – APPROVED

Finlay inquired if any sponsor tables were available for the SGV Economic Partnership event, as the cost is high. George stated he would check. Reilly moved, Paras-Caracci seconded to approve City Council Conference Attendance, and carried unanimously.

PUBLIC HEARING

Council Bill 17-R-43

Orders Landscape/Lighting Assessments FY 2017-18

Mayor Finlay announced this was the time and place set to consider this item.

Patterson read by title Council Bill 17-R-43:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2017-2018 WITHIN THE LANDSCAPE AND LIGHTING DISTRICT PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972

City Engineer Dominic Milano presented a staff report about the item, and answered questions from City Councilmembers pertaining to funds, zones, notifications, and lighting.

Notice of the hearing was given, the affidavit is on file, and no written communications were filed on the matter.

Mayor Finlay asked if anyone in the audience wished to speak on the item. There were none. Mayor Finlay closed the Public Hearing.

RESOLUTION NO. 17-43

Kang moved, Reilly seconded to adopt Resolution No. 17-43, and carried unanimously.

07/25/17

BUSINESS ITEMS

Street sweeping pilot program

Brian Villalobos provided an update about the street sweeping pilot parking program, and presented an overview of citations issued, clusters, comments, analysis, and points of consideration, and presented additional information should Council choose to adopt the program Citywide, such as cost for additional signage and poles, cost comparison with other cities, and increase in service fees.

Fasana moved, Kang seconded to approve staff's recommendation to implement street sweeping parking restrictions Citywide, with the sweeping to be done on alternate days (on one side of the street on one day, and on the other side of the street on an alternate date), and directed staff to bring back a street sweeping parking restriction ordinance, a new street sweeping map, and a budget amendment for the installation of signs, and carried unanimously.

Voting Delegate/Alternate(s) League Conference – Sept. 2017

Paras-Caracci moved, Kang seconded to designate City Manager Darrell George as the Voting Delegate and the full Council as Alternates for the League of California Cities Annual Conference & Expo, September 13-15, 2017, in Sacramento, and carried unanimously.

ITEMS FROM CITY COUNCIL/ CITY MANAGER

GEORGE: Announced meeting with the Sheriff tomorrow at Starbucks, and breakfast meeting with the Sheriff and Fire Chief on Thursday.

KANG: Inquired about trees marked for removal on Royal Oaks Drive, stated there is a welding class offered at Citrus College and a welding certification center in Pomona, and noted there is a shortage of welders.

FASANA: Fasana requested a report back about School District traffic flow at Royal Oaks Drive and Central Avenue, asked that information or a link be posted on our website about the rate increase for seniors for the National Parks Service and the availability of National Park passes for fourth graders, received an email seeking comments about Prop 57 regs for implementation and will forward the information to the City Manager, discussed McGregor and Mayweather upcoming event, inquired about the strategy for the dirt that was placed in the Brookridge and Mel Canyon area, received complaints about the overflowing trash receptacle at the bus stop on Buena Vista/Huntington, sidewalks in front of 99 Cents Store and Big Lots needing cleaning, and permanent homeless camp on the northeast corner of Moore Park, and stated he would welcome a closed session to discuss homeless visibility in the area, laws, and the right to be homeless.

REILLY: Stated at the National Monument Collaborative meeting with the National Forest, there was a discussion about public

projects and funding, attended Rivers/Mountains Conservancy tour and showed slides of a bike trail in Anaheim with native plants, stated she would like to look at our bike trail to see if we can put in native plants, suggested the use of Measure A funds and some grants, stated she would like a list of priorities for use of Measure A funds, attended Chamber ribbon-cutting events, and bid farewell to School Board Member Cheryl Taylor who will be leaving, and stated she is sorry to see her go.

PARAS-CARACCI: Thanked Cheryl Taylor for her service on the School Board and wished her well, congratulated the participants in the Pasadena Duarte NAACP ACT-SO event and would like to have the students who received medals to be recognized at the next meeting, congratulated the Chamber on the recent openings, she concurs about the need for a workshop or meeting to discuss concerns with homelessness in our community, at businesses, and bus stops, and stated it would be helpful if deputies communicated and followed-up with those who call in about homeless situations.

FINLAY: Discussed an article about the number of colleges and universities accessed via the Gold Line, attended NLC Small Cities Council meeting in Florida where there were a number of good discussions and tours, and stated she thinks we can work on having our Sheriffs be more visible than they are now.

ADJOURNMENT

The meeting was adjourned at 10:02 p.m.

Mayor Margaret Finlay

City Clerk

Report Summary**Fund Summary**

Fund	Payment Amount
100 - GENERAL FUND	99,431.52
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	29,499.67
440 - PROPOSITION A TRANSIT FUND	210.81
Grand Total:	129,142.00

Account Summary

Account Number	Account Name	Payment Amount
100-1015-7680	City Attorney	10,856.14
100-1015-7684	Code Enforcement	7,984.11
100-1015-7686	Other Legal Services	4,184.50
100-1020-7720	DCTV	16,700.03
100-1020-7724	Post Office Parking	115.00
100-1205-7980	Other Expenses	16,000.00
100-1405-7965	Professional Services	10,306.29
100-1405-7969	City Engineer	15,472.50
100-1405-8100	Other Capital Improvem	6,645.00
100-1415-7916	Landscape-Sport Park	2,130.00
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	254.61
100-1825-7945	Operation Of Acq Prop	83.34
240-2410-7906	Tree Trim-Citywide	5,189.50
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
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
240-2424-7887	Repairs & Replacements	441.30
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7887	Repairs & Replacements	2,058.90
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7887	Repairs & Replacements	1,873.90
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
440-4405-7614	Office Supplies	210.81
Grand Total:		129,142.00

Project Account Summary

Project Account Key	Payment Amount
None	85,757.37
201406-Legal Fees-City of Hope EIR Reimb	2,400.00
201406-Prof Serv-City of Hope EIR Reimb	10,306.29
201632-Fish Fire-Engineering Svcs	2,630.00
201716-Other Expense-CalGrip 2017-2018 (3 of 3 MOU	16,000.00
201719-Engineering-Gas Co-Las Lomas/Calle Martos	2,560.00
201724-COH/ADA Improv-City Engineer	2,120.00
201725-Royal Oaks Signal	640.00
201728-Chamber Tenant Improv-Capital	6,645.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	129,142.00



City of Duarte

Council Warrant Register by Account By Fund

Payment Dates 07/26/2017 - 08/08/2017

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7642	ROTARY CLUB OF DUARTE	Finlay Dues 2016/17 Q4	208141		110.00
100-1005-7642	ROTARY CLUB OF DUARTE	Finlay Dues 2017-2018 Q1	208141		110.00
100-1010-7610	DUARTE ADMINISTRATION PETTY C	City Mgr Meeting w/Tzeitel Paras-Caracci	208097		34.15
100-1010-7614	DUARTE ADMINISTRATION PETTY C	Office Supplies	208097		10.88
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	208150		146.61
100-1010-7614	DUARTE ADMINISTRATION PETTY C	Office Supplies	208096		6.95
100-1010-7650	CITY OF MONROVIA	Fuel-City Manager 6/2017	208127		63.44
100-1010-7650	AUTOZONE	Veh 33 Wiper Blades	208075		43.68
100-1010-7980	DUARTE ADMINISTRATION PETTY C	Council Meeting Food	208097		19.99
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 6/2017	208142		10,856.14
100-1015-7682	BURKE, WILLIAMS & SORENSEN LL	Labor Legal 6/2017	208082		330.00
100-1015-7684	SILVER & WRIGHT LLP	Code Enforcement Legal 5/17 - 6/17	208146		4,151.56
100-1015-7684	RUTAN & TUCKER LLP	Code Enforcement Legal 6/2017	208142		7,984.11
100-1015-7686	RUTAN & TUCKER LLP	DCTV Legal 6/2017	208142		1,784.50
100-1015-7686	RUTAN & TUCKER LLP	City of Hope Legal 6/2017	208142	201406-Legal Fees-City of Hope EIR Reim	2,400.00
100-1020-7710	LUDECKE PROPERTY MANAGEMEN	Chamber Lease 8/2017	208122		1,600.00
100-1020-7720	NLE SYSTEMS	DCTV Support, Video System Equipment	208068		16,700.03
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		115.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 4/2017 - 6/2017	208164		3,300.00
100-1020-7726	LEVON YOTNAKHPARIAN	CC Cablecast 7/2017	208164		1,100.00
100-1020-7980	DUARTE ADMINISTRATION PETTY C	Sparr Liquor Demo Event Supplies	208097		13.05
100-1020-7980	DUARTE ADMINISTRATION PETTY C	Pens-City Mgrs Conference	208097		6.36
100-1020-7980	DUARTE ADMINISTRATION PETTY C	Information Table Supplies-Concerts in the Park	208097		23.88
100-1025-7705	LOS ANGELES COUNTY AUDITOR-C	LAFCO Membership FY18	208121		503.84
100-1205-7612	ROTARY CLUB OF DUARTE	Brian V Dues 16/17 Q4	208141		250.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian V Dues 2017-2018 Q1	208141		250.00
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	208150		27.70
100-1205-7636	FSP DESIGNS	Public Safety Staff Uniforms	208107		273.13
100-1205-7636	TOM'S CLOTHING & UNIFORMS INC	Officer Helgesen Uniforms	208157		59.81
100-1205-7650	ALEX ROMO AUTO & TRUCK REPAIR	Veh 22 PM/Fuel Injection/Throttle Body Srvc	208071		426.40
100-1205-7650	ALEX ROMO AUTO & TRUCK REPAIR	Veh 27 Front Brake Hose Assembly/Front Brakes	208071		495.32
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 6/2017	208127		318.20
100-1205-7650	AUTOZONE	Veh 24 Fan Relay #2	208075		14.90
100-1205-7650	AUTOZONE	Veh 24 Fan Relay #1	208075		10.58
100-1205-7650	JAN'S TOWING INC	Veh 39 Towing	208115		38.00
100-1205-7655	THOMSON REUTERS-WEST PUBLIS	Emergency Software 6/2017	208155		140.00
100-1205-7761	DATA TICKET INC	Admin Citation Processing 6/2017	208093		445.74
100-1205-7761	DATA TICKET INC	Parking Citation Processsing 6/2017	208093		1,259.11
100-1205-7779	CURO MANAGED PRINT PRODUCTI	NNO Movie Postcards	208092	201716-Youth Prgms-CalGrip 2017-2018 (	237.54
100-1205-7779	FSP DESIGNS	WIN Program Shirts	208107	201802-Youth Prog-Summer At Risk Inter	195.17
100-1205-7779	U.S. BANK	Movie Night Supplies (Target)	208158		52.77
100-1205-7779	U.S. BANK	Youth Santa Monica Trip 6/19/17 (Pacific Park)	208158	201716-Youth Prgms-CalGrip 2017-2018 (	924.00
100-1205-7779	U.S. BANK	DART End of Year Senior Award (Target)	208158		55.00
100-1205-7779	U.S. BANK	DART Banquet Dinner 6/20/17 (Domenicos)	208158		264.33
100-1205-7779	U.S. BANK	Youth Santa Monica Trip Lunch 6/19/17 (Subway)	208158		180.00
100-1205-7779	U.S. BANK	DART End of Year Awards/Raffle Prizes (Target)	208158		330.52
100-1205-7779	U.S. BANK	Hiking w/Deputies Lunch 6/15/17 (Youngs Gourmet)	208158		122.90
100-1205-7779	YESENIA CHAVEZ	Summer Intern Youth Stipend	208088	201716-Youth Prgms-CalGrip 2017-2018 (	100.00
100-1205-7779	LOS ANGELES PARTYWORKS INC	National Night Out Inflatables	208119		750.00
100-1205-7780	U.S. BANK	Rabies Clinic Container (Target)	208158		7.60
100-1205-7780	U.S. BANK	Wildlife Hazing Paint Marker Kit/Paint (Amazon)	208158		182.81
100-1205-7780	U.S. BANK	Rabies Clinic Supplies (Target)	208158		32.69
100-1205-7780	U.S. BANK	Public Safety Training Lunch (Cabreras)	208158		45.66

Council Warrant Register by Account

Payment Dates: 07/26/2017 - 08/08/2017

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1205-7780	U.S. BANK	Wildlife Hazing Gear Bag/Maint Kit (Amazon)	208158		59.98
100-1205-7780	COUNTY OF LOS ANGELES - ANIMA	Animal Shelter Services 6/2017	208090		3,197.55
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 6/2017	208127		1,083.42
100-1205-7887	U.S. BANK	Vehicle Cleaning Supplies (Target)	208158		58.96
100-1205-7980	U.S. BANK	CSO Interview Panel Lunch (Villa Italia)	208158		47.94
100-1205-7980	U.S. BANK	Neighborhood Watch Mtg 6/12/17 (Villa Italia)	208158		239.81
100-1205-7980	BOYS & GIRLS CLUBS OF THE FOOT	CalGrip CBO 2017 Q2 (4/2017 - 6/2017)	208078	201716-Other Expense-CalGrip 2017-201	16,000.00
100-1211	KRISTEN PETERSEN	Computer Loan	208133		2,256.63
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Develop 6/2017	208127		81.25
100-1405-7690	GRANICUS INC	1/2 Per Quote-MinutesMaker for Planning Commission	208109		400.00
100-1405-7965	PLACEWORKS	COH Specific Plan/EIR 6/2016	208134	201406-Prof Serv-City of Hope EIR Reimb	10,306.29
100-1405-7969	RKA CONSULTING GROUP	2017-2018 LLD Engineering Srvcs 6/2017	208140		4,972.50
100-1405-7969	RKA CONSULTING GROUP	Contract Engineer 6/2017	208140		2,550.00
100-1405-7969	RKA CONSULTING GROUP	Las Lomas Gas Line Inspections 6/2017	208140	201719-Engineering-Gas Co-Las Lomas/C	2,560.00
100-1405-7969	RKA CONSULTING GROUP	Royal Oaks Signal Engineering Srvcs 6/2017	208140	201725-Royal Oaks Signal	640.00
100-1405-7969	RKA CONSULTING GROUP	Winter Storm Engineering Srvcs 6/2017	208140	201632-Fish Fire-Engineering Svcs	2,630.00
100-1405-7969	RKA CONSULTING GROUP	COH Engineering Srvcs 6/2017	208140	201724-COH/ADA Improv-City Engineer	2,120.00
100-1405-7975	MOORE IACOFANO GOLTSMAN INC	Website Technical Support/Maint 6/1/17 - 5/31/18	208129		1,800.00
100-1405-7975	DUARTE ADMINISTRATION PETTY C	Social Media Team Meeting	208097		11.99
100-1405-7975	DUARTE ADMINISTRATION PETTY C	Social Media Team Meeting	208096		11.99
100-1405-8100	WS PAVE INC	Chamber Pkg Lot Asphalt Repairs	208163	201728-Chamber Tenant Improv-Capital	350.00
100-1405-8100	PLATINUM CONSTRUCTION DESIGN	Chamber Office CO #2 (Electrical)	208135	201728-Chamber Tenant Improv-Capital	1,095.00
100-1405-8100	PLATINUM CONSTRUCTION DESIGN	Chamber Office CO #3 (HVAC)	208135	201728-Chamber Tenant Improv-Capital	1,100.00
100-1405-8100	PLATINUM CONSTRUCTION DESIGN	Chamber Office CO #1 (Inspector Requests)	208135	201728-Chamber Tenant Improv-Capital	3,650.00
100-1405-8100	PLATINUM CONSTRUCTION DESIGN	Chamber Office CO #5 (Storage Room)	208135	201728-Chamber Tenant Improv-Capital	650.00
100-1405-8100	PLATINUM CONSTRUCTION DESIGN	Chamber Office CO #4 (Blinds)	208135	201728-Chamber Tenant Improv-Capital	150.00
100-1405-8100	DOTY BROS EQUIPMENT COMPANY	Winter Storm Mud Flow Cleanup 12/2016	208095	201632-Deflection Wall-FishFire Complex	3,496.47
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAIR	Veh 18 PM Svc/Front Brakes/Recharge A/C	208071		1,549.91
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAIR	Veh 9 Light Truck Service	208071		136.86
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAIR	Veh 2 Install Light Bar Divider	208071		115.40
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 6/2017	208127		37.55
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping 7/2017	208069		58.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 7/2017	208069		58.00
100-1410-7980	SOUTHEAST CONSTRUCTION PROD	Asphalt Rake	208148		62.26
100-1410-7980	WAXIE SANITARY SUPPLY	Shop Towels	208160		254.73
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		2,130.00
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	208150		83.13
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Rec 6/2017	208127		192.92
100-1605-7650	HUNTINGTON & DUARTE INC	Veh 16 Fuel	208130		53.16
100-1605-7650	HUNTINGTON & DUARTE INC	Veh 30 Fuel	208130		53.52
100-1605-7650	HUNTINGTON & DUARTE INC	Recreation Vehicle Fuel	208130		36.92
100-1605-7650	HUNTINGTON & DUARTE INC	Veh 16 Fuel 7/27/17	208130		55.21
100-1605-7728	LUPE VALERIO	AmeriCorps Interview/End of Year Meeting	208159	201709- Duarte's Promise - America's Pro	119.83
100-1605-7728	ASCENSION BENEFITS & INSURANC	AmeriCorps Insurance 8/2017	208074	201709- Duarte's Promise - America's Pro	244.62
100-1605-7729	THE SAUCE CREATIVE SERVICES CO	Concerts in the Park Banner Update	208143		107.40
100-1605-7729	AGI ACADEMY	Instructor Fee-Typing	208070		222.60
100-1605-7730	SMART & FINAL	Dive-In Movie Supplies	208147		77.70
100-1605-7730	SMART & FINAL	Dive-In Movie Supplies	208147		173.40
100-1605-7730	DUARTE RECREATION PETTY CASH	Special Event Gift Cards	208101		30.00
100-1605-7730	DUARTE RECREATION PETTY CASH	FC Dive In Movie Decorations	208101		38.13
100-1605-7730	SWANK MOTION PICTURES INC	Movie Night Movie (Finding Dory)	208152		453.00
100-1605-7733	RUBEN FLORES	SC BBQ Meal 8/11/17	208106		719.83
100-1605-7733	SMART & FINAL	Senior Ctr Supplies	208147		21.82
100-1605-7733	SMART & FINAL	SC Garden Party Dessert	208147		151.81
100-1605-7733	ELIVATE	SC Exercise Bands	208102		208.63
100-1605-7733	STAPLES ADVANTAGE	Senior Ctr Office Supplies	208150		69.02
100-1605-7733	T & S PIANO TUNING & SERVICE	SC Piano Tuning	208153		120.00
100-1605-7733	COPPER CANYON BAND	SC Entertainment	208089		400.00
100-1605-7733	THEODORE SIEGEL	SC Movie Presentation 'Double Indemnity'	208145		150.00
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	208147		160.28

Council Warrant Register by Account

Payment Dates: 07/26/2017 - 08/08/2017

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1605-7735	SMART & FINAL	TC Special Event Supplies	208147		19.64
100-1605-7735	DUARTE RECREATION PETTY CASH	TC Theme Week Supplies	208101		81.01
100-1605-7736	YOUNG REMBRANDTS	Instructor Fee-Cartoon Drawing	208165		189.00
100-1605-7736	ALEJANDRO FUENTES	Instructor Fee-Circus Gymnastics	208108		456.75
100-1605-7736	JULIE OROZCO	Instructor Fee-Cake Decorating	208132		220.50
100-1605-7739	WEBER'S PRINTING	SC Newsletter 8/2017	208161		217.19
100-1605-7739	THE SAUCE CREATIVE SERVICES CO	Football/Volleyball Flyers	208143		700.88
100-1605-7750	INLAND EMPIRE TOURS & TRANSP	La Jolla Excursion Transportation 7/19/17	208113		1,252.00
100-1605-7980	SMART & FINAL	Traveling w/Rita Cooking Supplies	208147		86.95
100-1605-7980	SMART & FINAL	Mystery Event Supplies 7/26/17	208147		84.84
100-1605-7980	SMART & FINAL	Mystery Event Supplies 7/26/17	208147		14.19
100-1605-7980	SMART & FINAL	Swim Team Food	208147		122.10
100-1605-7980	SMART & FINAL	Traveling w/Rita Cooking Supplies	208147		65.74
100-1605-7980	SMART & FINAL	Playground Supplies (Lunch w/Rita)	208147		24.07
100-1605-7980	SMART & FINAL	Beardslee Park End of Summer Party	208147		34.79
100-1605-7980	CPRS DISTRICT 13	Summer Rec Leader Training (12)	208091		180.00
100-1605-7980	ORIGINAL WATERMAN	Lifeguard Suits	208131		179.05
100-1610-7616	CALIBER COMMERCIAL POOL SERVI	Pool Heater Repair	208085		1,256.24
100-1610-7616	CALIBER COMMERCIAL POOL SERVI	Training Pool Chemical Pump	208085		734.79
100-1610-7616	POOL & ELECTRICAL PRODUCTS IN	Pool Chemicals	208136		151.52
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	208061		790.83
100-1610-7617	POOL & ELECTRICAL PRODUCTS IN	Pool Chemicals	208136		118.15
100-1610-7617	POOL & ELECTRICAL PRODUCTS IN	Pool Chemicals	208136		89.67
100-1610-7618	SMART & FINAL	Janitorial Supplies	208065		23.12
100-1610-7618	SMART & FINAL	SC Coffee Supplies	208147		189.52
100-1610-7618	SMART & FINAL	CH Coffee Supplies	208147		51.16
100-1610-7618	MONROVIA LOCK SHOP	Keys	208126		149.53
100-1610-7618	KULLY SUPPLY INC	Drinking Fountain Filters	208063		523.06
100-1610-7618	DUARTE RECREATION PETTY CASH	Propane Tank Refill	208101		5.26
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	208067		58.89
100-1610-7652	ACCO ENGINEERED SYSTEMS	Senior Ctr A/C Repair	208057		513.76
100-1610-7652	MAXWELL INDUSTRIES INC	SC Stage Light Installation	208125		3,150.10
100-1610-7652	JOE'S JANITORIAL SERVICE	TC Floor Stripped/Wax	208062		450.00
100-1610-7652	ALBERTOS PLUMBING	SC Plumbing Repairs	208058		2,380.00
100-1610-7652	COMMERCIAL DOOR COMPANY IN	SC Partition Door Repair	208059		302.00
100-1610-7652	DEWEY PEST CONTROL INC	Pest Control Srvcs 7/2017	208060		202.00
100-1610-7652	STAN'S OLD TOWN VACUUM & SE	Vacuum Repairs	208066		124.38
100-1610-7652	BURRTEC WASTE SERVICES LLC	3rd St Bldg Trash Srvcs 8/2017	208083	210039- Bldg Maint Services - Montessori	128.54
100-1610-7830	THE TECHNOLOGY DEPOT INC	Phone Support 8/2017	208154		422.00
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	208150		8.10
100-1805-7614	STAPLES ADVANTAGE	Office Supplies (Printer Toner)	208150		261.10
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 8/2017	208154		578.00
100-1815-7965	MAXTREME INC	IT Helpdesk 7/2017	43		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 7/2017	43		200.00
100-1815-7980	MAXTREME INC	Transit Dept USB Port	43		54.61
100-1815-7980	CDW GOVERNMENT LLC	Canon eCarePak Extended Service Plan-4yr Ext	208086		88.77
100-1825-7626	FEDEX	Document Delivery	208104		52.80
100-1825-7626	POSTMASTER	Permit 33 Postage-Dog License Postcards	208064		317.48
100-1825-7630	RICOH USA INC	CH/SC/TC Copier Lease Credit (Returned Copiers)	208139		-1,633.31
100-1825-7630	RICOH USA INC	PS Copier Lease 6/19/17 - 7/18/17	208139		774.32
100-1825-7630	RICOH USA INC	Public Safety Lease 7/19/17 - 8/18/17	208139		777.87
100-1825-7630	MAILFINANCE	Postage Machine 8/23/17 - 11/22/17	208124		353.43
100-1825-7631	RICOH USA INC	PS Copier Overage 3/15/17 - 6/15/17	208139		359.45
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	208110		435.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	208116		435.00
100-1825-7674	DOROTHY MONTGOMERY	Health Insurance Reimbursement	208128		218.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	208081		218.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	208079		435.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	208103		566.00
100-1825-7674	GINNY JOYCE BELBA	Health Insurance Reimbursement	208076		218.00

Council Warrant Register by Account

Payment Dates: 07/26/2017 - 08/08/2017

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1825-7688	HULS ENVIRONMENTAL MANAGEM	Used Oil Grant Consultant	208112	240000 - Oil Recycling Grnt -Used Oil Recy	440.00
100-1825-7688	HULS ENVIRONMENTAL MANAGEM	Used Oil Grant Consultant 6/2017	208112	240000 - Oil Recycling Grnt -Used Oil Recy	55.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080	990002 - Oper of Acq Prop - Duarte Trille	41.67
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080	250016-Oper of Acq Prop-1229 Pops Roa	41.67
100-1825-7980	SHRED-IT USA LLC	Document Shredding	208144		45.95
100-2120	FILM THIS	Film Deposit Refund	208105		500.00
100-2120	SPECIAL OLYMPICS SO CALIFORNIA	Pool Rent Deposit Refund	208149		100.00
100-2120	CARLOS CENTENO	CC Rent Deposit Refund	208087		500.00
100-2120	LULAC COUNCIL #3033	Fireworks Booth Deposit Refund	208123		400.00
100-2120	DUARTE HIGH SCHOOL ASB	Fireworks Booth Deposit Refund	208100		400.00
100-2120	DUARTE COMMUNITY & EDUCATIO	Fireworks Booth Deposit Refund	208099		400.00
100-2120	KIWANIS CLUB OF DUARTE	Fireworks Booth Deposit Refund	208117		400.00
100-2120	DUARTE BOOSTER ORGANIZATION	Fireworks Booth Deposit Refund	208098		400.00
100-2120	JUNE ALLIDA	ROP Bldg Rent Deposit Refund	208072		150.00
100-2120	VISMINDA TOLENTINO	ROP Bldg Rent Deposit Refund	208156		150.00
100-2120	MIRIAM BERMUDEZ	Pool Rent Deposit Refund	208077		200.00
100-2121	RGC GLASS CORP	B/L Appl Fee Refund (Already in System)	208138		35.00
100-2121	RANCHO REMODEL	B/L Appl Fee Overpayment	208137		35.00
100-2121	DEVICI DEVELOPMENT INC	Business License Overpayment	208094		223.00
100-2124	BARBARA ARMSTRONG	Gazebo Rent Deposit Refund	208073		50.00
100-4402	CARLOS CENTENO	Extra Cleaning Fee	208087		-46.00
Fund 100 - GENERAL FUND Total:					162,451.60

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7877	STATE OF CALIFORNIA DEPT OF TRA	Cal-Trans Signal Maint 4/17 - 6/17	208151		172.41
240-2410-7888	LANDSCAPE WAREHOUSE INC	RO Park Irrigation Repair	208120		439.81
240-2410-7888	LANDSCAPE WAREHOUSE INC	RO Park Irrigation Repair	208120		496.63
240-2410-7888	LANDSCAPE WAREHOUSE INC	Bike Trail Irrigation Repair	208120		196.27
240-2410-7888	LANDSCAPE WAREHOUSE INC	Encanto Pk Irrigation Repair	208120		480.90
240-2410-7891	CAL BLEND SOILS INC	Duarte Rd Landscape Boulders	208084		1,546.97
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Removal 6/2017	208162		2,983.00
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Removals	208162		2,206.50
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		4,630.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		900.00
240-2424-7887	WEST COAST ARBORISTS INC	Windsor Tree Removals	208162		441.30
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		400.00
240-2426-7810	A1 MAINTENANCE SERVICES CA	Mikes Ctr Sweeping 7/2017	208069		747.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		180.00
240-2427-7887	WEST COAST ARBORISTS INC	Rancho Verde Tree Trim/Removal	208162		735.00
240-2427-7887	WEST COAST ARBORISTS INC	Rancho Verde Tree Removals	208162		1,323.90
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		630.33
240-2431-7887	LANDSCAPE WAREHOUSE INC	Las Brisas Irrigation Clock	208120		377.52
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		800.00
240-2432-7887	WEST COAST ARBORISTS INC	Las Posadas Tree Trim/Removal	208162		550.00
240-2432-7887	WEST COAST ARBORISTS INC	Las Posadas Tree Removals	208162		1,323.90
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Maintenance 7/2017	208080		500.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					33,957.18

Council Warrant Register by Account

Payment Dates: 07/26/2017 - 08/08/2017

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7614	MAXTREME INC	Transit Dept Printer/Toner	43		210.81
440-4405-7614	STAPLES ADVANTAGE	Office Supplies (Printer Ink)	208150		146.37
440-4405-7619	AUTOZONE	Bus Coolant/Towels	208075		115.29
440-4405-7636	HENDERSON'S	E Mendez Transit Uniforms	208111		87.18
440-4405-7650	CITY OF MONROVIA	Fuel-Transit Dept 6/2017	208127		1,597.71
440-4405-7673	IRWINDALE INDUSTRIAL CLINIC	DOT Physical	208114		50.00
440-4405-7887	ALEX ROMO AUTO & TRUCK REPAIR	Veh 26 A/C Control Module/PM Srvc	208071		694.95
440-4405-7887	LA MOBO BUS SERVICE INC	Bus 103 Transmission Oil Srvc/Hoses	208118		954.94
440-4405-7887	LA MOBO BUS SERVICE INC	Bus 102 Engine Oil Leak Repair	208118		226.27
Fund 440 - PROPOSITION A TRANSIT FUND Total:					4,083.52
Grand Total:					200,492.30

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	162,451.60
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	33,957.18
440 - PROPOSITION A TRANSIT FUND	4,083.52
Grand Total:	200,492.30

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	220.00
100-1010-7610	Travel, Mtgs & Conf	34.15
100-1010-7614	Office Supplies	164.44
100-1010-7650	Vehicle Maintenance	107.12
100-1010-7980	Other Expenses	19.99
100-1015-7680	City Attorney	10,856.14
100-1015-7682	Labor Counsel	330.00
100-1015-7684	Code Enforcement	12,135.67
100-1015-7686	Other Legal Services	4,184.50
100-1020-7710	Chamber Of Commerce	1,600.00
100-1020-7720	DCTV	16,700.03
100-1020-7724	Post Office Parking	115.00
100-1020-7726	Council Cablecasting	4,400.00
100-1020-7980	Other Expenses	43.29
100-1025-7705	LAFCO Membership	503.84
100-1205-7612	Publications and Dues	500.00
100-1205-7614	Office Supplies	27.70
100-1205-7636	Uniforms	332.94
100-1205-7650	Vehicle Maintenance	1,303.40
100-1205-7655	Emergency Services	140.00
100-1205-7761	Parking Ticket Collect	1,704.85
100-1205-7779	Youth Programs	3,212.23
100-1205-7780	Animal Control	3,526.29
100-1205-7781	Contract Law Enforceme	1,083.42
100-1205-7887	Repairs & Replacements	58.96
100-1205-7980	Other Expenses	16,287.75
100-1211	Computer Loan Program	2,256.63
100-1405-7650	Vehicle Maintenance	81.25
100-1405-7690	Planning Commission	400.00
100-1405-7965	Professional Services	10,306.29
100-1405-7969	City Engineer	15,472.50
100-1405-7975	Economic Development	1,823.98
100-1405-8100	Other Capital Improvem	10,491.47
100-1410-7650	Vehicle Maintenance	1,839.72
100-1410-7810	Street Sweeping	116.00
100-1410-7980	Other Expenses	316.99
100-1415-7916	Landscape-Sport Park	2,130.00
100-1605-7614	Office Supplies	83.13
100-1605-7650	Vehicle Maintenance	391.73
100-1605-7728	Americorp's VIP Progra	364.45
100-1605-7729	Concerts In The Park	330.00
100-1605-7730	Special Events	772.23
100-1605-7733	Senior Center	1,841.11
100-1605-7735	Teen Center	260.93
100-1605-7736	Recreation Classes	866.25
100-1605-7739	Publicity	918.07
100-1605-7750	Bus Rentals	1,252.00
100-1605-7980	Other Expenses	791.73
100-1610-7616	Pool Supplies	2,142.55
100-1610-7617	Pool Chemicals	998.65

Account Summary

Account Number	Account Name	Payment Amount
100-1610-7618	Building Supplies	1,000.54
100-1610-7652	Building Maint Services	7,250.78
100-1610-7830	Telephones	422.00
100-1805-7614	Office Supplies	269.20
100-1815-7821	Personal Computer Supp	578.00
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	343.38
100-1825-7626	Postage	370.28
100-1825-7630	Equipment Lease	272.31
100-1825-7631	Equipment Maintenance	359.45
100-1825-7674	Retiree Health Insurance	2,525.00
100-1825-7688	Oil Recycling Grant	495.00
100-1825-7945	Operation Of Acq Prop	83.34
100-1825-7980	Other Expenses	45.95
100-2120	Refundable Deposits	3,600.00
100-2121	Pass Through Deposits	293.00
100-2124	Gazebo Refundable Dep	50.00
100-4402	Community Center Rent	-46.00
240-2405-7877	Electric-Traffic Signal	172.41
240-2410-7888	Repairs-Citywide	1,613.61
240-2410-7891	Repairs-Medians	1,546.97
240-2410-7906	Tree Trim-Citywide	5,189.50
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
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
240-2424-7887	Repairs & Replacements	441.30
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7810	Street Sweeping	747.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7887	Repairs & Replacements	2,058.90
240-2427-7914	Landscape Maintenance	630.33
240-2431-7887	Repairs & Replacements	377.52
240-2431-7914	Landscape Maintenance	800.00
240-2432-7887	Repairs & Replacements	1,873.90
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
440-4405-7614	Office Supplies	357.18
440-4405-7619	Fuel And Oil	115.29
440-4405-7636	Uniforms	87.18
440-4405-7650	Vehicle Maintenance	1,597.71
440-4405-7673	Physical Exams	50.00
440-4405-7887	Repairs & Replacements	1,876.16
	Grand Total:	200,492.30

Project Account Summary

Project Account Key	Payment Amount
None	150,816.50
201406-Legal Fees-City of Hope EIR Reimb	2,400.00
201406-Prof Serv-City of Hope EIR Reimb	10,306.29
201632-Deflection Wall-FishFire Complex	3,496.47
201632-Fish Fire-Engineering Svcs	2,630.00
201709- Duarte's Promise - America's Promise Exp	364.45

Project Account Summary

Project Account Key	Payment Amount
201716-Other Expense-CalGrip 2017-2018 (3 of 3 MOU	16,000.00
201716-Youth Prgrms-CalGrip 2017-2018 (3 of 3 MOU)	1,261.54
201719-Engineering-Gas Co-Las Lomas/Calle Martos	2,560.00
201724-COH/ADA Improv-City Engineer	2,120.00
201725-Royal Oaks Signal	640.00
201728-Chamber Tenant Improv-Capital	6,995.00
201802-Youth Prog-Summer At Risk Inter Prgm	195.17
210039- Bldg Maint Services - Montessori School	128.54
240000 - Oil Recycling Grnt -Used Oil Recycling Grnt	495.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	200,492.30



City of Duarte

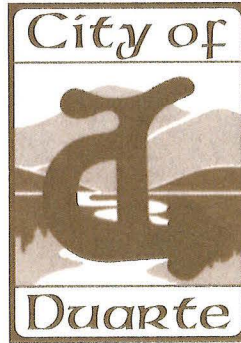
Council Warrant Register Over \$5000

By Payment Number

Payment Dates 07/26/2017 - 08/08/2017

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
208068	8/1/2017 NLEQ2287-01	5763 DCTV Support, Video System Equipm	NLE SYSTEMS	100-1020-7720		16,700.03 16,700.03
208078	8/8/2017 73117	5155 CalGrip CBO 2017 Q2 (4/2017 - 6/201	BOYS & GIRLS CLUBS OF THE FOOTHILLS	100-1205-7980	201716-Other Expense-CalGrip 2017-2018 (3 of	16,000.00 16,000.00
208080	8/8/2017	3889	BRIGHTVIEW LANDSCAPE SERVICES INC			22,264.41
	5370802	Landscape Maintenance 7/2017		100-1020-7724		115.00
	5370802	Landscape Maintenance 7/2017		100-1415-7916		2,130.00
	5370802	Landscape Maintenance 7/2017		100-1825-7945	250016-Oper of Acq Prop-1229 Pops Road	41.67
	5370802	Landscape Maintenance 7/2017		100-1825-7945	990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
	5370802	Landscape Maintenance 7/2017		240-2410-7915		7,500.00
	5370802	Landscape Maintenance 7/2017		240-2410-7917		4,630.00
	5370802	Landscape Maintenance 7/2017		240-2420-7914		345.16
	5370802	Landscape Maintenance 7/2017		240-2421-7914		1,300.00
	5370802	Landscape Maintenance 7/2017		240-2422-7914		480.58
	5370802	Landscape Maintenance 7/2017		240-2423-7914		900.00
	5370802	Landscape Maintenance 7/2017		240-2424-7914		550.00
	5370802	Landscape Maintenance 7/2017		240-2425-7914		400.00
	5370802	Landscape Maintenance 7/2017		240-2426-7914		180.00
	5370802	Landscape Maintenance 7/2017		240-2427-7914		630.33
	5370802	Landscape Maintenance 7/2017		240-2431-7914		800.00
	5370802	Landscape Maintenance 7/2017		240-2432-7914		835.00
	5370802	Landscape Maintenance 7/2017		240-2433-7914		530.00
	5370802	Landscape Maintenance 7/2017		240-2434-7914		355.00
	5370802	Landscape Maintenance 7/2017		240-2435-7914		500.00
208134	8/8/2017 62793	5224 COH Specific Plan/EIR 6/2016	PLACEWORKS	100-1405-7965	201406-Prof Serv-City of Hope EIR Reimb	10,306.29 10,306.29
208135	8/8/2017	5737	PLATINUM CONSTRUCTION DESIGN			6,645.00
	3631	Chamber Office CO #2 (Electrical)		100-1405-8100	201728-Chamber Tenant Improv-Capital	1,095.00
	3632	Chamber Office CO #3 (HVAC)		100-1405-8100	201728-Chamber Tenant Improv-Capital	1,100.00
	3633	Chamber Office CO #1 (Inspector Req		100-1405-8100	201728-Chamber Tenant Improv-Capital	3,650.00
	3639	Chamber Office CO #5 (Storage Room		100-1405-8100	201728-Chamber Tenant Improv-Capital	650.00
	3640	Chamber Office CO #4 (Blinds)		100-1405-8100	201728-Chamber Tenant Improv-Capital	150.00
208140	8/8/2017	0904	RKA CONSULTING GROUP			15,472.50
	26319	2017-2018 LLD Engineering Srvcs 6/2		100-1405-7969		4,972.50
	26320	Contract Engineer 6/2017		100-1405-7969		2,550.00
	26321	Las Lomas Gas Line Inspections 6/201		100-1405-7969	201719-Engineering-Gas Co-Las Lomas/Calle Ma	2,560.00
	26322	Royal Oaks Signal Engineering Srvcs 6		100-1405-7969	201725-Royal Oaks Signal	640.00
	26374	Winter Storm Engineering Srvcs 6/20		100-1405-7969	201632-Fish Fire-Engineering Svcs	2,630.00
	26375	COH Engineering Srvcs 6/2017		100-1405-7969	201724-COH/ADA Improv-City Engineer	2,120.00
208142	8/8/2017	0196	RUTAN & TUCKER LLP			23,024.75
	782066	General City Attorney (Retainer) 6/20		100-1015-7680		10,856.14
	782067	Code Enforcement Legal 6/2017		100-1015-7684		7,984.11
	782068	DCTV Legal 6/2017		100-1015-7686		1,784.50
	782072	City of Hope Legal 6/2017		100-1015-7686	201406-Legal Fees-City of Hope EIR Reimb	2,400.00
208162	8/8/2017	1521	WEST COAST ARBORISTS INC			9,563.60
	127560	Citywide Tree Removal 6/2017		240-2410-7906		2,983.00
	127560	Rancho Verde Tree Trim/Removal		240-2427-7887		735.00
	127560	Las Posadas Tree Trim/Removal		240-2432-7887		550.00
	127827	Citywide Tree Removals		240-2410-7906		2,206.50

	Payment Date	Vendor #					Payment Amount
Payment Number	Payable Number	Description	Vendor Name	Account Number	Project Account Key		Item Amount
43	127827	Wndsor Tree Removals		240-2424-7887			441.30
	127827	Rancho Verde Tree Removals		240-2427-7887			1,323.90
	127827	Las Posadas Tree Removals		240-2432-7887			1,323.90
	8/8/2017	4286	MAXTREME INC				9,165.42
	13287	IT Helpdesk 7/2017		100-1815-7965			8,700.00
	13287	Crash Plan Recovery 7/2017		100-1815-7980			200.00
	13289	Transit Dept USB Port		100-1815-7980			54.61
	13289	Transit Dept Printer/Toner		440-4405-7614			210.81
	Payment Total:						129,142.00



Proclamation

CHILDHOOD CANCER AWARENESS MONTH

WHEREAS, cancer in children is the leading cause of death by disease among children in the United States between infancy and age 15, and is detected in more than 16,000 young people each year; and

WHEREAS, one in five of our nation's children loses his or her battle with cancer, and many youth will suffer from long-term effects of comprehensive treatment, including secondary cancers; and

WHEREAS, a major part of helping children with cancer is to make their situation known, and to enhance the quality of life for these children and their families; and

WHEREAS, philanthropic organizations, healthcare professionals, social support organizations, researchers, and parent advocacy groups throughout the United States are dedicated to raising awareness about the unique needs of children facing cancer; and

WHEREAS, the American Cancer Fund for Children, Inc., and Kids Cancer Connection are two organizations that are dedicated to helping these children and their families, and provide a variety of vital patient services to children undergoing cancer treatment at the City of Hope National Medical Center in Duarte and at other participating hospitals; and

WHEREAS, programs such as the "Courageous Kid Recognition Awards," family sailing events, community get well cards, and hospital celebration ceremonies help children after the trauma of chemotherapy, surgery, or radiation treatments, and recognize their determination and bravery to fight the battle against childhood cancer;

NOW, THEREFORE, BE IT RESOLVED that the City of Duarte hereby proclaims September 2017 as CHILDHOOD CANCER AWARENESS MONTH in the City of Duarte, and encourages all residents to support the organizations and programs that educate and raise awareness about childhood cancer, and to reaffirm our commitment to fighting childhood cancer.

ATTEST:

City Clerk Marla Akana
Duarte, California

August 8, 2017



Mayor Margaret Finlay

From: Kids Cancer Connection, Inc acfokids@earthlink.net
Subject: Duarte / Childhood Cancer Awareness Month - SEPTEMBER
Date: June 19, 2017 at 10:00 AM
To: akanam@accessduarte.com, finlaym@accessduarte.com, fasanaj@accessduarte.com

KC

Dear Mayor Finlay, Mayor Pro Tem Fasana, Council Members and staff,

I hope you are doing well. I am writing to request a proclamation recognizing September as Childhood Cancer Awareness Month in Duarte. Cancer is the leading cause of death by disease among children in our nation today. This tragic disease is detected in more than 16,000 of our country's young people each and every year. I am truly grateful for the City's many years of support.

I will continue to coordinate activities including our popular toy distributions and other hospital functions at Children's Hospital Los Angeles among other facilities. I've included sample text below for your reference.

(*) May we please receive a .PDF copy to share?

(**) May we also please receive the original in the mail?

Thank you for your time and consideration.

Sincerely,
Steven Firestein, M.A.
Volunteer Director

Kids Cancer Connection, Inc.
IRS 501 (C)(3) # 56-2520924
American Cancer Fund for Children, Inc.
IRS 501 (C)(3) # 13-3780954

-KCC Website
www.KidsCancerCommection.org
-KCC Photo/Document Sets
www.flickr.com/photos/kidscancerconnection/albums

MEMORANDUM

TO: Mayor and Councilmembers
FROM: Darrell J. George, City Manager
DATE: August 3, 2017
SUBJECT: Conference Attendance – City Council Meeting of August 8, 2017

California Contract Cities Association
37th Annual Fall Educational Summit
September 29-October 1, 2017
Lake Arrowhead Resort & Spa, 27984 CA-189, Lake Arrowhead
Registration: \$450
Hotel: \$189 per night

NAACP Pasadena Branch
32nd Ruby McKnight Williams Awards Banquet
Thursday, October 12, 2017 – 6:00 p.m.
Hilton Pasadena, 168 S. Los Robles Avenue, Pasadena
\$175 per ticket



Lake Arrowhead Resort & Spa
September 29- October 1, 2017



ARE YOU PREPARED?

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SAVE THE DATE

NAACP Pasadena Branch
32nd Ruby McKnight Williams
Awards Banquet

Moving from a Divided Community to

UNITY

Thursday, October 12, 2017, 6pm

Hilton Pasadena

168 S. Los Robles Avenue
Pasadena, CA 91101

<https://naacppasadenarmwawardsbanquet2017.eventbrite.com>
naacppasadena@gmail.com ♦ 626.793.1293

\$175/ticket



The Pasadena Branch of the NAACP *presents*
32ND ANNUAL RUBY MCKNIGHT WILLIAMS AWARDS DINNER
Moving from a Divided Community to UNITY

HONORARY CHAIRPERSONS: Darryl Dunn, Brad Ratliff

CHAIRPERSONS: Juanita West Tillman, Tommy McMullins

Keynote speaker: Dr. J. Morgan Kousser

MASTER OF CEREMONIES: Andre Coleman

THURSDAY, OCTOBER 12, 2017 – Reception 6:00 p.m. Dinner 7:00 p.m.

PASADENA HILTON

International Ballroom, 168 South Los Robles Avenue, Pasadena, CA 91101

Delano Yarbrough, President Pasadena NAACP

Tickets will be held at the door – Please RSVP by September 28

For further details call **626.793.1293** or email naacppasadena@gmail.com

2017 HONOREES

RUBY MCKNIGHT WILLIAMS AWARD - Willis Meeks, Retired, Jet Propulsion Laboratory

ARTS AWARD - John B. Singer, Songwriter & Produce

CIVIC AWARD - Senator Anthony Portantino, California State Senate

COMMUNITY AWARD - Ishmael Trone, Business Entrepreneur

COMMUNITY AWARD - Patricia Guzman, Educator

CORPORATE AWARD - Singpoli, Kin Hui, CEO

EDUCATION AWARD - Dr. J. Morgan Kousser, Professor of History and Social Sciences

FAITH - Dr. Rev. John B. Bledsoe, Pastor, Zion Star MB Church

PRESIDENT'S AWARD - Gronemeier & Associates (Dale Gronemeier and Elbie Hickambottom, Jr.)

SPORTS AWARD - Ricky Ervins, Former NFL and USC Football Player

YOUTH AWARD - ACTSO Medalists - Gold, Original Essay, Faith Earley; Silver, Microbiology, Lauryn Higginson; Bronze, Photography, Kalina Gittens

Proceeds to benefit Scholarships, ACT-SO and Community Outreach

For further details call 626.793.1293 or email naacppasadena@gmail.com

TICKETS: \$175.00 each

Agenda Memo

City Manager's Office

To: Mayor Finlay and Members of the Duarte City Council
From: Karen A. Herrera, Deputy City Manager
Date: 8/3/17
Re: **Approval of Annual Service Agreement with Duarte Public Cable Access, Inc. (DCTV) for Governmental and Educational Access Programming in the City of Duarte**

Recommendation: City staff is recommending that the City Council, by motion approve an annual Service Agreement with Duarte Public Cable Access, Inc. (DCTV), in the amount of \$27,605 for Governmental and Educational Access Programming for the City of Duarte, and authorize the City Manager to execute.

Background: Since directed by the Council, staff has conducted numerous meetings with representatives of the School District, DCTV, KGEM and the City to try and create a blend of the two organizations that would provide both cost effective, and the best possible public, governmental and educational access services for the Duarte community. During a recent workshop, the Duarte City Council directed the City staff to bring back for consideration a series of agreements that would create a "hybrid" approach to delivering public, educational and governmental access programming to the community by capitalizing on the strong points associated with both KGEM and DCTV.

The solutions discussed and corresponding documentation included the following points: 1) Facilitate the relocation of Duarte Public Cable Access (DCTV) to Duarte High School, 2) Facilitate the purchase of the previously approved, \$44,000 budget for new filming equipment to be used by DCTV, and 3) Create a service agreement between the two entities facilitating the creation of educational and governmental programming. Staff will bring back at a future meeting a comparable agreement with KGEM for public access television services based on the parameters outlined at the June workshop.

Hybrid Option for Public, Educational and Governmental Access Programming Overview:

- Public Access Services for Duarte Residents would be provided by KGEM at KGEM studios in Monrovia, CA at a contract cost of - \$24,500
- Educational and Governmental Access would be provided by DCTV at Duarte High School at an annual contract cost of \$27,605
- Cost of One Time Capital Investment to Implement Public Access Programming at KGEM - \$22,000

- Cost of One-time Capital Investment to Implement Educational and Governmental Access Programming at Duarte High School – \$45,000
- Hybrid would require two separate contracts: One between the City of Duarte and KGEM, and the other between the City of Duarte and DCTV.

Discussion:

1) DCTV Relocation: Duarte Facilities staff will work with DCTV staff to relocate viable, working pieces of equipment and furniture to the new location at Duarte High School. The move will occur prior to August 31st. DCTV is responsible for completing the clearance of the balance of items at the 1634 Third Street location prior to the August 31st date as well.

Another facet of this relocation, is moving the cable signal for the public access channel from the current location to Duarte City Hall. City staff is currently finalizing the most expeditious and cost-effective way to do this in conjunction with Charter/Spectrum and our in-house consultant, MaxExtreme. Note: Depending on the final selected method, the DCTV cable channel function only may go dark for a period of time during the relocation. However, as always, during this time the DCTV website will continue to operate 24/7.

2) DCTV Equipment Purchase: As discussed, DCTV will be purchasing a series of pieces of equipment totaling \$44,000 as part of the new agreement. Specifically, DCTV submits an estimate/invoice to City staff for review and approval. Following this process, the City issues a check directly to the vendor. Equipment is then delivered to DCTV studios located at Duarte High School. Also per the agreement, DCTV is required to maintain the equipment at their cost as well as turn over the equipment to the City should the non-profit ever disband.

3) DCTV Contract Highlights:

In terms of the contract content with DCTV, it would contain the following service elements:

- **Studio Operation** – Weekly: Wednesdays and Thursdays – 3:30 pm to 8:30 pm (10 hours per week)
- **Training** - Train Duarte students and, when requested, City/school employees in the techniques of video production, and provide technical advice in the execution of productions;
- **Playback/Cablecast** – Provide for the playback/cablecasting of programs on public access an average of 84 hours per week (Current schedule is 10:00 am to 10:00 pm, seven days per week, on a year-round basis);

- **Provide 24/7 on-demand programming on the web at www.dctvduarte.com;**
- **Record and Produce City Special Events** – Provide as available student/volunteer camera operators and production related support for annual special community events including State of the City, State of the School District, the Route 66 parade and picnic, Mayor's Prayer Breakfast, Concerts in the Park, and annual Tree Lighting Ceremony.

Other key elements of the contract include each group functioning as an independent contractor; thus, being responsible for maintaining all books and records in accordance with generally accepted accounting principles, actively recruiting board of director members for their board, engaging in fundraising, maintaining the equipment, as well as having a \$1,000,000 public liability policy naming the City as additionally insured.

Fiscal Impact: During fiscal year 2017-18, the City will make both a \$27,605 annual contribution (payable in two installments) to DCTV for government and educational access services, and a one-time capital contribution of \$45,000 for new equipment, making the total \$72,605. Additionally, it is currently unknown how much the cost to relocate the signal will be to City Hall. However, staff does know it involves construction, labor, fiber installation, equipment, etc. depending on the final installation method chosen. Given this scenario, the cost range for the signal relocation could range anywhere from \$15,000 to \$25,000, and will be included in the mid-year budget adjustment process.

Note: The Duarte Unified School District will subsidize the cost of the DCTV studio and also purchase four cameras with CTE (Career Tech Ed) funds at a cost of \$12,000. Although the District will own the cameras, they will primarily be used by DCTV.

Attachment: DCTV Agreement

**AGREEMENT
BETWEEN CITY OF DUARTE
AND
DUARTE PUBLIC CABLE ACCESS, INC., (DCTV)
FOR EDUCATIONAL AND GOVERNMENT ACCESS TELEVISION**

OFFICE LOCATION

Duarte High School, 1565 Central Ave., Duarte, CA 91010

THIS AGREEMENT BETWEEN CITY OF DUARTE AND DUARTE PUBLIC CABLE ACCESS, INC. (DCTV), FOR EDUCATIONAL AND GOVERNMENT ACCESS TELEVISION ("Agreement") is entered into by and between THE CITY OF DUARTE, a municipal corporation (City") and DUARTE PUBLIC CABLE ACCESS, INC. ("DCTV"), a California nonprofit corporation, as follows:

RECITALS

A. The City desires to provide support for the use of cable access channels provided pursuant to 47 USC Section 531 of the Cable Communication Policy Act of 1934 as amended by the Cable Communications Policy Act of 1984, the Cable Television Consumer Protection Act of 1992 (The Act") and the Telecommunications Act of 1996.

B. The Duarte Municipal Code, Section 5.86.200 provides that the City may designate a nonprofit organization to serve as the access management entity to provide educational and/or government programming services and programming to the residents of the City.

C. The State has granted one franchise to Charter Communication to operate cable television in the City.

D. Both the State Franchise and Duarte Ordinance No. 794 provide that payments consisting of a franchise and PEG fees shall be made by cable service providers to the City for purposes consistent with state and federal law, i.e., capital equipment, facilities, educational and government access channel.

E. DCTV, being the nonprofit access entity designated by the City, has provided access management and video services to the City since November, 1991 and has indicated its continuing interest in serving the public by providing continued education and government access programming and studio operation services.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein and the foregoing Recitals, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties agree to the duties and responsibilities of DCTV as follows:

I. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until July 30, 2018, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the parties.

II. SERVICES AND PERFORMANCE

DCTV shall perform the following services:

1. Channel Operation. Operate the City's government/educational access cable channel in a manner consistent with principles set forth in DCTV's Official By-laws, rules and regulations, and Articles of Incorporation, with the primary purpose being to administer, coordinate and assist government and educational access, including nondiscriminatory access.

2. Studio Operation. Manage and staff a video production facility and equipment that shall be available for DUSD and governmental use at such hours and times as determined by DCTV, but not less than 10 hours per week. Any change in the hours of operation shall be posted twenty four (24) hours in advance of such change and when possible, prior notification will be listed on channel scroll and DCTV website. DCTV may choose to close its facility for up to two weeks per year for maintenance and/or other facility related issues. All efforts will be made to notify the public in advance of the closure. Initial hours of operation shall be:

- Wednesdays and Thursdays – 3:30 pm to 8:30 pm

3. Equal Access. Provide access to the use of the equipment, facilities, channels and service on a non-discriminatory basis to all members of the educational and government community for non-commercial programming purposes, whether individuals, groups or organizations, on a first-come, first served non-discriminatory basis. Access to equipment and facilities shall be open to all those who satisfactorily complete: a) training class(es) provided by DCTV; or b) who receive a certification from DCTV, identifying said user as having satisfied training requirements through means other than DCTV training classes.

4. Operating Policies and Procedures. Follow reasonable policies, procedures and guidelines for the use and operation of access equipment, facilities, and channel(s) and make such policies, procedures, and guidelines available to the public. DCTV shall submit all changes, amendments or alterations of policies, procedures, and guidelines to City for comment prior to formal ratification.

5. Rules and Regulations. Administer the access channel(s) and facility in compliance with the Duarte Municipal Code and DCTV's adopted Rules and Regulations.

6. Training. Train Duarte City and school employees in the techniques of video production, and provide technical advice in the execution of productions. Such training shall be held monthly at such times and upon such terms as DCTV determines.

7. Playback/Cablecast. Provide for the playback/cablecasting of programs on the educational and government access channel. DCTV shall cablecast an average of not less than 84

hours per week of local origination, replayed, and outside programming, and shall do so seven days per week, on a year-round basis.

8. Website. Provide 24/7 on-demand programming on the web at www.dctvduarte.com.

9. Record and Produce City Special Events. Pending availability of staff and/or volunteers, provide camera operators and production-related support to record and rebroadcast for the City on an as-requested basis, a variety of community events annually. No more than 69 hours of total time shall be dedicated to production of city special events. Any additional time allocated to produce City special events could result in reduction of studio time as compensation as deemed by city and the DCTV Board. City shall, in writing, inform DCTV, at least 10 days prior to the City event for DCTV to produce. Program requests are not cumulative, vary from year to year, and could include any combination of the following:

- Mayor's Prayer Breakfast
- Concerts in the Park Series
- Annual City Picnic/Parade
- State of the City
- Candidates Forum (when applicable)
- Duarte Boxing Show
- Halloween Howl
- Holiday Tree Lighting Ceremony
- Community Movie Nights
- Veteran's Day Event
- Easter Egg Hunt

10. Marketing. Actively promote the use and benefit of the educational/governmental access channel and facility to cable subscribers, the public, access users, and Charter Communications through a variety of methods including but not limited to community networking events, cable scroll, press releases, access programming, website and Duarte High School CTE video courses.

11. Complaint Management. Handle public complaints regarding its operations by first accepting a complaint at the station, and forwarding the complaint to the Station Manager for initial attempt at resolution. If the problem cannot be resolved by the Station Manager, it shall be agendaized for the next DCTV Board meeting for discussion.

12. Channel Open to Public. DCTV shall keep the educational and government access channel(s) open to governmental and educational users in the manner prescribed by FCC regulations, the Act and other laws. Nothing shall prevent the City from producing or sponsoring programming.

13. Indemnification. DCTV shall indemnify, defend, and hold harmless the City, and its officers, officials, employees, agents, representatives, and volunteers acting in an official capacity, from and against all damages and liability caused by the negligent actions or willful misconduct of DCTV or by its officers, officials, employees, agents, representatives, and volunteers when acting for or on behalf of DCTV. DCTV shall not be responsible for any damages or liability to the extent caused by the sole negligence or willful misconduct of the City or any of its officers, officials, employees, agents, representatives, or volunteers acting in an official capacity.

14. Copyright Clearance. Before cablecasting government, or education video transmissions or programming, DCTV may require all users to agree, in writing, that they have made all legally necessary and appropriate arrangements to obtain all rights to all material cablecast and clearances from broadcast stations, networks, sponsors, music licensing organization, and without limitation from the foregoing, any and all other persons as may be necessary to transmit its or their program material over DCTV authorized channels.

15. Copyright and Ownership. DCTV shall own the copyright for any programs that it may choose from time to time to produce. Copyright of programming produced by any other governmental or educational user shall be held by the person who produces that program.

16. Distribution.

- a) DCTV may require that producers of programs using the equipment, facilities or staff of DCTV grant to DCTV a non-exclusive license to cablecast such program on the channel or website operated by DCTV, and to copy, perform and/or prepare derivative works based upon the program for educational, training and/or promotional purposes.
- b) DCTV may require that programs produced using DCTV equipment, facilities or staff be cablecast at least once on channels operated by DCTV.
- c) DCTV may require that programs produced using DCTV equipment, facilities or staff not be used for commercial purposes.
- d) At least at the beginning and the end of each day that video programming cablecast on the channels whose use is authorized by this MOU, DCTV shall display a credit stating "Partial Funding" for the operation of this channel is provided by the City of Duarte."

III. FUNDING .

1. City Payment to Defray Capital Costs. Upon execution of this Agreement, the City of Duarte agrees pay to DCTV the amount of \$45,000 to offset the costs of capital equipment investments DCTV has identified as necessary to implement Educational and Governmental Access Programming at Duarte High School. DCTV shall be responsible for maintenance of all equipment owned, leased or purchased in the operation of the governmental and educational channel in the City with funds received pursuant to this Agreement. In the event of the dissolution of DCTV, DCTV shall transfer all assets of DCTV funded with City dollars to either the City or

another organization designated by the City to manage the governmental and educational channel and programming.

2. Fiscal Year Funding. In addition to the one-time capital cost offset provided above, City agrees to pay to DCTV the amount of \$27,605 per fiscal year in two payments; one on or before July 31 and the other on or before January 31, during the term of the this contract, and of any extensions thereto. To request a payment, DCTV must submit an invoice to the City's Administrative Services Department a minimum of thirty days in advance for processing.

IV. INSURANCE

1. Without limiting DCTV's indemnification obligations as set forth in this Agreement, the DCTV shall procure and maintain, at its sole cost and expense, during the entire term of this Agreement including any extension thereof, the following policies of insurance: (a) Commercial General Liability insurance written on a per occurrence basis in an amount not less than \$1,000,000 per occurrence; (b) Business Auto Coverage written on a per accident basis in an amount not less than \$1,000,000 per accident (if DCTV has owned or leased vehicles), and if DCTV's employees use personal autos in connection with the performance of work under this Agreement, DCTV shall provide evidence of personal auto liability coverage for each such employee; and (c) if applicable, Worker's Compensation insurance providing statutory benefits as required by California law. All of the insurance policies accept the personal auto policies and Worker's Compensation policies shall be endorsed to name City and its officers, officials, employees, agents, and representatives as additional insured'. No work or services under this Agreement shall commence until the DCTV has provided the City with Certificates of Insurance evidencing the above insurance coverage's and said Certificates of Insurance are reasonably approved by the City. Certificates are to reflect that the insurer will provide 30 days written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or cancelled for any reason, the DCTV shall, prior to the cancellation date, submit new evidence of insurance, in conformance with this Paragraph. DCTV agrees to provide immediate notice to City of any claim or loss against DCTV arising out of the work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

V. MISCELLANEOUS PROVISIONS

1. Non-discrimination in Employment and Service. DCTV shall not discriminate against any person, employee or applicant for employment or subcontractor on the basis of race, color, creed, religion, sex, sexual preference, marital status, ancestry, national origin or physical or mental handicap. Further, DCTV shall not discriminate in the delivery of service on the basis of race, color creed, religion, sex, sexual preference, marital status, ancestry, national origin or physical or mental handicap.

2. Independent Contractor. It is understood and agreed that DCTV is an independent contractor and that no relationship of principal/agent or employer/employee exists between the City and DCTV. If in the performance of this Agreement any third persons employed by DCTV such person(s) shall be entirely and exclusively under the control, direction and supervision of

DCTV. All terms of employment, including hours, wages, working conditions, discipline, hiring, discharge, or any other term of employment shall be determined by DCTV.

3. Board of Directors Membership. DCTV shall actively recruit members of the public to serve on its seven-member Board in accordance with its By-laws.

4. Assignment or Subletting. Neither this MOU nor any interest in it shall be assigned or transferred by DCTV without the express written consent of the City.

5. Annual Reporting. Prior to September 15th of each year, DCTV shall submit to City an annual report for the preceding fiscal year (July 1 – June 30). The report shall contain, the following information:

- Current and complete listing of DCTV's Board and their terms;
- Year-end financial statements;
- Any revisions to the by-laws, rules and regulations approved during the prior fiscal year;
- Statistics on programming and/or services provided.

6. Records, Fiscal Audit. DCTV shall maintain all necessary books and records in accordance with generally accepted accounting principles and retain all such records for a period of not less than three years following the expiration of this Agreement or such longer period as provided by law.

7. Annual Plan and Budget. On or before May 15th, City shall provide DCTV with an estimate of available PEG fees and general fund dollars that will be available for the upcoming fiscal year. Prior to annual budget workshop, DCTV will provide City Council with year to date budget expenditures and any anticipated capital/program expenses for the upcoming fiscal year.

8. Funding from Other Sources. DCTV is encouraged, during the course of this Agreement, to pursue supplemental funds from other sources, including but not limited to fundraising.

9. Termination. The City may terminate this Agreement at any prior to the expiration of its term or any extension thereof, with or without cause. Prior to exercising any such termination right, however, the City will provide DCTV a public hearing before the City Council, on no less than 60 days' notice, to consider the proposed termination.

10. Time. Time is of the essence in this Agreement and for the performance of all covenants and conditions of this Agreement.

11. Cooperation. Each party agrees to execute all documents and do all things necessary to appropriately carry out the provisions of this Agreement.

12. Governing Law; . The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement.

13. Attorney's Fees; Litigation Matters. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall DCTV be entitled to economic or consequential damages or to punitive damages against City. In the event of any litigation arising from or related to this Agreement, the prevailing party shall be entitled to recover all reasonable costs incurred, including staff time, court costs, attorney fees, expert witness fees, and other related expenses. The Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the parties hereto concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on DCTV shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

14. Notices. All notices and other communication to be given to either party shall be in writing, depositing the same in the United States mail, postage prepaid and addressed to the appropriate party as follows:

To DCTV:

DCTV Board President
P.O. Box 1192
Duarte, CA 91009

To City:

Karen Herrera
Deputy City Manager
1600 Huntington Drive
Duarte, CA 91010

Any party may change its address for notice by written notice to the other party at any time. The City shall designate a person who shall act as liaison between the City and DCTV.

15. Interpretation; Entire Agreement. This Agreement shall be construed in accordance with its fair meaning, and without regard to rules of construction regarding draftsmanship. Both parties acknowledge they have had the opportunity to fully and fairly negotiate its terms, and to have the same reviewed by counsel, and neither party is acting under duress in agreeing to the terms herein. This document is the entire agreement of the parties and supersedes all other prior agreements either written or oral. The document may be amended only by written agreement executed by the parties.

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Agreement to be effective as of the Effective Date.

Dated: _____

CONTRACTOR:

DUARTE PUBLIC CABLE ACCESS, INC.

By: _____
DCTV Board President

Dated: _____

CITY:

CITY OF DUARTE

By: _____
Darrell J. George, City Manager

ATTEST:

By: _____
Marla Akana, City Clerk

APPROVED AS TO FORM:

By: _____
David B. Cosgrove, City Attorney