

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: July 22, 2021
SUBJECT: Comments on Agenda Items, Meeting of July 27, 2021

ITEM 7.A. (Special Items). The Mayor's Youth Council will provide an update to the City Council.

ITEM 7.B. (Special Items). The City Council will receive a presentation by Levy Sun from the San Gabriel Valley Mosquito & Vector Control District - "Duarte Bites Back."

ITEM 7.C. (Special Items). Staff will provide the monthly Public Safety Services Department Status update.

ITEM 10.G. (Consent Calendar). Staff is recommending that the City Council adopt for second reading by title only Ordinance No. 904, an Ordinance of the City Council of the City of Duarte, California, adopting Municipal Code Amendment 2020-02 replacing in its entirety Duarte Development Code Chapter 19.60.160, regarding accessory dwelling units and junior accessory dwelling units; and modifying Chapter 19.160.050 related to definitions for Accessory Dwelling Units, and authorizing the City Attorney to prepare a summary of the Ordinance for Public Notice publication.

ITEM 10.H. (Consent Calendar). Staff is recommending that the City Council adopt for Second Reading by title only Ordinance No. 903, an ordinance of the City Council of the City of Duarte California amending Chapter 6.09 of the Duarte Municipal Code, titled "Waste Management", to include provisions pertaining to mandatory commercial recycling and mandatory commercial organics recycling, and authorize the City Attorney to prepare a summary of the Ordinance for Public Notice publication.

ITEM 10.I. (Consent Calendar). Staff is recommending that the City Council accept as complete the FY 20/21 Street Rehabilitation Project with Gentry Brothers Inc., and authorize the City Clerk to execute and file a Notice of Completion with the Country Recorder.

ITEM 10.J. (Consent Calendar). Staff is recommending that the City Council accept as complete the FY 20/21 Annual Striping Project with Superior Pavement Markings Inc Project No. 21-4, and authorize the City Clerk to execute and file a Notice of Completion with the Country Recorder.

ITEM 10.K. (Consent Calendar). Staff is recommending that the City Council approve sending a letter to Governor Newsom in support of the Foothill Gold Line light rail project completion.

ITEM 12.A. & B. (Public Hearing). Staff is recommending that the City Council conduct a public hearing and consider adopting by title only Resolution No. 21-16, a Resolution of the City Council of the City of Duarte, California, confirming the diagram and assessment, and levying of the assessment for the Street Landscaping and Lighting District for the Fiscal Year from July 1, 2021 to June 30, 2022.

ITEM 13.A. (Business Items). Staff is recommending that the City Council discuss and consider appointments of applicants to the Mayor's Youth Council.

ITEM 13.B. (Business Items). Staff is recommending that the City Council discuss options for further study of legal non-conforming fencing. These options include: 1) Receive and file the report and take no further action; 2) Direct staff to study options, including a public education and/or marketing campaign, to

encourage the voluntary removal of non-conforming fencing materials, and do not further assess options for amending the Development Code with respect to legal non-conforming fencing; 3) Direct staff to conduct a public process, such as public workshops and/or in conjunction with a citizen Ad Hoc Committee, that would study options for amending Duarte's Development Code with respect to legal non-conforming fencing; or 4. Consider an alternative not listed above.

Respectfully submitted,

A handwritten signature in dark ink, consisting of a stylized 'D' followed by a horizontal line.

Dr. Daniel Jordan
City Manager

Duarte Bites Back



San Gabriel Valley Mosquito & Vector Control District

Preventing mosquito-borne disease outbreaks

Levy Sun, Public Information Officer





1/4 Inch

Mosquitoes in Duarte

1. Can spread **West Nile virus**  
("Bird disease")
 - a. Flu-like symptoms for 1 in 5 people infected
 - b. Central nervous system affected for 1 in 150 people infected
1. *Aedes* mosquitoes make outbreaks of Zika, yellow fever, dengue fever, and chikungunya possible
2. Bites **all day** from dawn to dusk



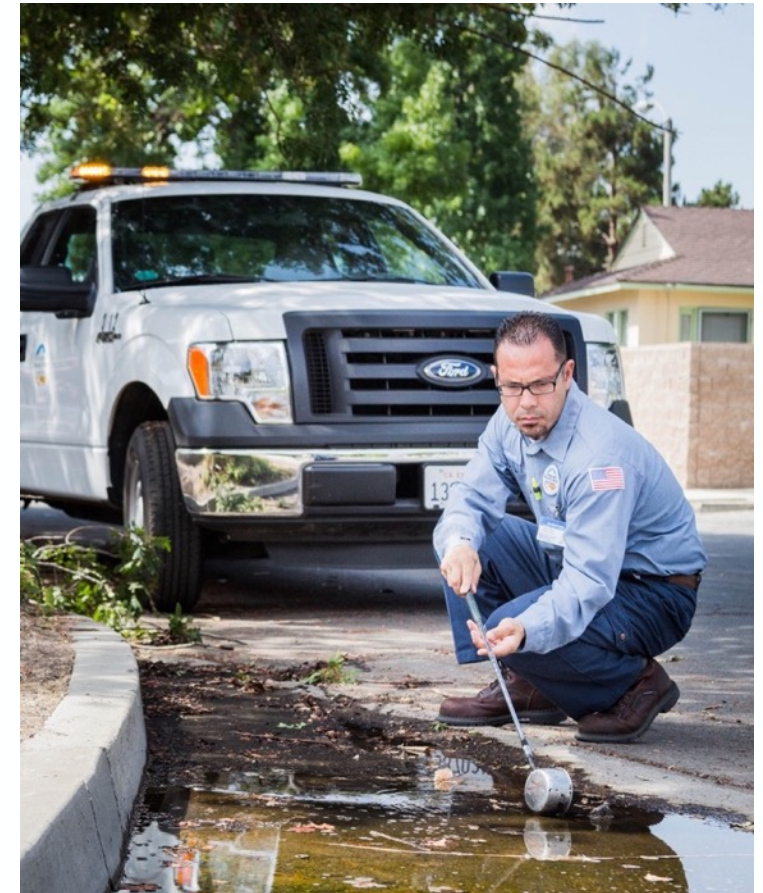
**A bottle cap of water is enough to attract
mosquitoes!**





One bad swimming pool =
3 million mosquito a month

Vector Control Work in Your City



Tip, Toss, and Protect

- **Tip** stagnant water from containers weekly
- **Toss** unused containers
- **Protect** with insect repellent
 - DEET
 - Oil of lemon eucalyptus (or PMD)
 - Picaridin
 - IR3535
- **Join the Bite Back Program** for neighborhoods at www.BiteBackChampion.org
- **Submit a Tip** to 626-814-9466 or www.SGVMosquito.org



MINUTES

REGULAR JOINT MEETING OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY OF THE CITY OF DUARTE, THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

7:00 PM TUESDAY, JULY 13, 2021

7:00 PM OPEN SESSION

1. CALL MEETING TO ORDER

Via teleconference and in person the 7:00 p.m. Open Session meeting was called to order by Mayor Urias at 7:08 p.m. in the City Hall Council Chamber, 1600 Huntington Drive, Duarte, California 91010

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
Councilmembers Absent	None
Staff Present:	Dan Jordan, City Manager David Cosgrove, City Attorney Kristen Peterson, Assistant City Manager, Administrative Services Director Craig Hensley, Community Development Director Manuel Enriquez, Parks and Recreation Director Brian Villalobos, Public Safety Services Director Victoria Rocha, Assistant to the City Manager Annamarie Porter, Interim City Clerk

2. PLEDGE TO THE FLAG

The salute to the Flag was led by Councilmember Schulz

3. ADOPTION OF THE AGENDA

Mayor pro tem Finlay moved, Councilmember Truong seconded to approve the adoption of the Agenda. Motion carried unanimously with a roll call vote.

4. SPECIAL ITEMS

A. WIN participant introductions

Aida Torres, Crime Prevention Specialist spoke on the Workforce Investment Network (WIN) program for youth work experience during the summer break. She reviewed the program's partners, recruitment, education, program evaluation, worksites, and she then introduced the 36 teens in the program.

B. Clean Air Duarte Presentation

Speaking on behalf of Allegra Consulting were Suzanne Madison and Brenda Morales. They reviewed the Smoke Free Clean Air Duarte Multi-Unit Housing update. Included was community support surveys, collaborations and resources, policies, best practices, implementation, enforcement, options for violations, free tobacco cessation programs by the City of HOPE, technology and timelines. Allegra had a budget for costs of education and signage. Costs to the City would be in the

form of Code enforcement. There were 17 cities with ordinances in place, with no opposition thus far. The plan was to approach each of the 88 cities with no larger state-wide initiative.

Public Comments received via email in support were from Aly Rosales, Mollie Robinson Miodovski, Cary Present, & Lois Gaston.

Mary Juarez spoke on the direct effect of second-hand smoking in her complex, the severe emotional and physical pain suffered and asked City Council to act.

Statice Wilmar spoke in favor an Ordinance.

Councilmembers Paras-Caracci and Schulz asked that City Staff bring an ordinance for Council approval.

Councilmember Kang asked for more studies regarding medical cannabis use, opposition, and how other cities were dealing with enforcement.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee announced upcoming virtual events for children and adults.

Adam Knight of the Duarte Chamber of Commerce made announcements regarding upcoming events, including a networking breakfast featuring City Manager Jordan as the guest speaker.

Assistant to the City Manager Rocha announced parks and recreation class openings, an upcoming blood drive, the annual Touch a Truck event, and the introduction of Joyce Ayala, City Manager Office Aid who was welcomed by City Council.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Len DeVane spoke regarding the hours of operations of adjacent auto businesses Precise Auto Repair and Duarte Smog affecting habitability at the Senior Housing Complex at 1657 Huntington. They have extended hours, excessive noise, screeching tires, after midnight activities, toxic odors and chemicals, and car alarms throughout the night.

Councilmember Kang confirmed he had witnessed the racing and noise and their escalation over the years.

Mayor pro tem Finlay asked if Staff could review a change to the municipal code regarding those offences.

City Attorney Cosgrove stated he would review code enforcement measures with Public Safety Services Director Villalobos

Public Safety Services Director Villalobos introduced the new Liaison Sergeant Stevin Fiedler, and City Council welcomed him to the City.

7. CONSENT CALENDAR

- A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading. (CC/HA/SA/FA)

- B. Approve absence(s) of City Council member(s) from the City Council meeting
- C. Approval of Minutes – June 22, 2021 (CC/HA/SA/FA)
- D. Approval of Warrants – July 14, 2021 (CC/HA/SA/FA)
- E. Approve WIN Participant Agenda Report.
- F. Approve Community Development update.
- G. Approve a Proclamation declaring July as Parks Make Life Better Month.
- H. Adopt by title only, Resolution No. 21-15, a Resolution of the City Council of the City of Duarte, California approving participation in the Los Angeles Urban County Permanent Local Housing Allocation Program and authorizing the Mayor, or his designee, to sign a contract for funding for this program from the County of Los Angeles.
- I. Approve the bike bike-rack Memorial for Gordon Loyd Gibbons for placement along the Donald and Bernice Watson Recreation Trail, and authorize a budget amendment in the amount of \$1,664.27..
- J. Approve an Agreement with Granicus, LLC, a Minnesota Limited Liability Company, for City website design, implementation and maintenance in the amount not to exceed \$99,024 for the term July 19, 2021 - July 18, 2026, authorize the City Manager to execute on behalf of the City, and approve a FY 2021-22 General Fund budget amendment in the amount of \$5,000 (\$3,767.61 for Granicus' work on the website and \$1,232.29 for contingencies).
- K. Approve City Council Conferences and Event Attendance: 1. Chamber Installation. 2. California Contract Cities Fall Educational Summit. 3. League of California Cities Annual Conference & Expo.

Mayor pro tem Finlay moved, seconded by Councilmember Paras-Caracci to approve the Consent Calendar as presented. Motion was carried by the following vote:

AYES: Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
NOES: None
ABSTAIN: None
ABSENT: None

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION - None

9. PUBLIC HEARINGS

A. Public Hearing to consider for first reading and introduction by title only Ordinance No. 904, an Ordinance of the City Council of the City of Duarte, California Adopting Municipal Code Amendment 2020-02 replacing in its entirety Duarte Development Code Chapter 19.60.160, regarding accessory dwelling units and junior accessory dwelling units; and modifying Chapter 19.160.050 related to definitions for Accessory Dwelling Units.

Councilmember Paras-Caracci left the Dais at 8:21 p.m. and returned to the Dais at 8:25 p.m.

Associate Planner Baldwin gave a presentation reviewing changes to State law and adoption of State-mandated standards, Statewide laws. He showcased the 30 current ADU's in the City and another 24 under planning/construction and their increasing numbers of late. The ordinance would establish development standards and create a set of organized regulations.

Mayor Urias opened the Public Hearing. There being no one wishing to speak, Mayor Urias closed the Public Hearing.

Mayor pro tem Finlay moved, seconded by Councilmember Kang to introduce for first reading by title only Ordinance No. 904. Motion was carried by the following vote:

AYES: Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
NOES: None
ABSTAIN: None
ABSENT: None

10. BUSINESS ITEMS

A. Discussion and possible action regarding first reading and introduction by title only Ordinance No. 903, an ordinance of the City Council of the City of Duarte California amending Chapter 6.09 of the Duarte Municipal Code, titled "Waste Management", to include provisions pertaining to mandatory commercial recycling and mandatory commercial organics recycling, and authorize the City Attorney to prepare a summary of the Ordinance for Public Notice publication.

Assistant to the City Manager Rocha gave a presentation of the mandatory commercial recycling and organics ordinance, explaining the legislative history, (there were no new requirements), thresholds for participation, and mandatory commercial organics. She reviewed the State's motivation, levels of compliance, state assessment of municipal compliance, City of Duarte efforts to date and a summary of Ordinance No. 903.

City Attorney Cosgrove stated that CalRecycle could issue a fine, and the fine would be levied against the City for failure to adopt a program for enforcement of the recycling division.

Mayor pro tem Finlay moved, seconded by Councilmember Kang to introduce for first reading by title only Ordinance No. 903. Motion was carried by the following vote:

AYES: Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
NOES: None
ABSTAIN: None
ABSENT: None

Michael Heftman of Burrtec discussed the effectiveness of the program and that cities with ordinances got within the 90th percentile of compliance.

B. Discussion and possible action regarding: 1. Setting a schedule for the series of Public Hearings required to redraw City Council Election Districts as a result of the 2020 Census, 2. To provide Staff direction on National Demographics Inc (NDC) proposal, and 3. Approve the agreement with National Demographics, Inc. for Demography Consultant services in the amount not to exceed \$62,000, and authorize the City Manager to execute on behalf of the City.

City Attorney Cosgrove described the State mandated process for redistricting, and changes in the law that would impact the current process.

Douglas Johnson and Todd Tatum of NDC gave a presentation of the Redistricting process that included a timeline, pre-draft map hearings, public meetings with community input, inmate considerations, draft map drawings hearings, and final map adoption which must be adopted by April 17, 2022. Redistricting Rules and Goals of Federal Laws, California criteria for Cities, and other

traditional redistricting principles. Inclusion of a Story Map (online data map of Duarte's jurisdiction), interactive review and drawing map tools and additional options to include language selection. Although data from the State was not anticipated until late September, they did recommend beginning the process as soon as possible as there were 500 jurisdictions going through the same process. The California Secretary of State had identified within each city's population those whos' languages were 3% or more of limited English fluency, and specific outreach would be accomplished by the website which was translatable into 100 different languages. The kit would also be provided in Spanish. The option of the caliper mapping for the additional cost would provide translation services for multi-lingual capacity.

Mayor pro tem Finlay formed a path to inclusivity by suggesting having meetings at night, and possibly on the weekend.

Councilmember Paras-Caracci requested that the first meeting be as soon as possible to get the word out to begin the dialog and to allow for more flexibility. There needed to be language translations to address the needs of the diverse community.

City Manager Jordan reviewed the costs, with the options, and the amount already set aside in the budget, and prior redistricting data not being applicable due to changes in redistricting rules. The not -to- exceed amount allowed for flexibility in selecting options as they appeared more critical. He stated there was not an RFP and agreed with Council that non-electronic tools be available in multiple languages.

Moved by Councilmember Kang, seconded by Mayor pro tem Finlay to authorize the City Manager to enter into a contract with NDC in an amount not to exceed \$62,000 representing \$19,750 of existing project elements and meeting expenses, plus up to another \$42,250 for additional optional project elements in the discretion of the City Manager with an eye toward the Council's sensitivity to multi-lingual needs, with a budget amendment of up to \$32,000 to account number 100-1010-7965 and direction to Staff to follow a project hearing schedule of September 28, October 26, November 9, 2021, and January 11, 2022. Motion was carried by the following vote:

AYES:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
NOES:	None
ABSTAIN:	None
ABSENT:	None

11. CONTINUATION OF ORAL COMMUNICATIONS – None

12. ITEMS FROM CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY /FINANCING AUTHORITY MEMBERS AND CITY MANAGER /EXECUTIVE DIRECTOR

City Manager Jordan announced the cancellation of the non-conforming fence potential ordinance hearing, stating that it would come back after additional study to the next meeting. It would offer Council more options. Also, an update regarding master leasing options, with Union Station offering their assistance with costing information. He then explained Council Chamber Covid protocol remained fluid as regulations change and technology upgrades needed to accommodate the hybrid format.

Councilmembers agreed that presenters and the City Attorney should be present in person.

City Manager Jordan along with all the members of Council thanked Parks and Recreation Services Director Enriquez and Public Safety Services for a highly successful and admirable July 3rd fireworks event.

Councilmember Kang asked for Staff to address the monument signs lighting throughout the City that needed repair.

Public Safety Services Director Villalobos stated that there were 11 fireworks citations issued.

13. ADJOURNMENT – Mayor Urias adjourned the meeting at 9:59 p.m.

Bryan Urias, Mayor

Annamarie Porter, Interim City Clerk



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Cmty Ctr AC Service Call (Not Covered)	20131230		200.00
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					200.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Crossing Guard Svcs 5/30/21 - 6/12/21	71124		436.02
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					436.02
Vendor: 6212 - ARDURRA GROUP INC					
100-1405-7967	ARDURRA GROUP INC	PW Inspection-2137 Hunt Dr 6/2021	115876		135.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Village Rd N St Improvment 6/2021	115876		135.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Seg 1 Site Utilities 6/2021	115876		540.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Seg 2 Infrastructure 6/2021	115876		1,890.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- Esperanza Apts 6/2021	115876		12,015.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Pkg Lot G 6/2021	115876		4,725.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Village Rd Traffic Signal 6/2021	115876		3,915.00
Vendor 6212 - ARDURRA GROUP INC Total:					23,355.00
Vendor: 6235 - AVIDEX INDUSTRIES LLC					
100-1815-7980	AVIDEX INDUSTRIES LLC	AV Update for Council Chambers	073785		875.77
Vendor 6235 - AVIDEX INDUSTRIES LLC Total:					875.77
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1410-7815	BRIGHTVIEW LANDSCAPE SERVICES INC	Brush Clearance-North Spinks Cyn Parcel	7448275		21,749.99
100-1410-7815	BRIGHTVIEW LANDSCAPE SERVICES INC	Brush Clearance-Pacific Comm Property	7448285		18,374.25
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					40,124.24
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7965	BUCKNAM INFRASTRUCTURE GROUP INC	GIS Program Services	352-03.20		3,097.50
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					3,097.50
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENSEN LLP	Labor Legal 6/2021	271079		3,509.00
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					3,509.00
Vendor: 5559 - CALE AMERICA INC					
100-1205-7762	CALE AMERICA INC	WTP Fees 6/2021	164605		298.70
Vendor 5559 - CALE AMERICA INC Total:					298.70
Vendor: 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION					
100-2012	CALIFORNIA BUILDING STANDARDS COMMISSION	Green Bldg Fees Q2 2021	4/2021 - 6/2021		151.00
100-5004	CALIFORNIA BUILDING STANDARDS COMMISSION	Local Gov't Retainer Q2 2021	4/2021 - 6/2021		-15.10
Vendor 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION Total:					135.90
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1810-7660	CALIFORNIA STATE DEPARTMENT OF JUSTICE	Fingerprint Apps 6/2021	518031		96.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					96.00

Council Warrant Register By Vendor

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5869 - CALIFORNIA STREET LIGHTING					
100-1820-7771	CALIFORNIA STREET LIGHTING	City Property Damage Repair- 1956 Evergreen St	711	DMGE057-Light pole down @ E...	14,500.00
100-1820-7771	CALIFORNIA STREET LIGHTING	City Property Damage-2745 Huntington Dr	719	DMGE056-Jan'21-Light Pole & T...	14,450.00
Vendor 5869 - CALIFORNIA STREET LIGHTING Total:					28,950.00
Vendor: 5719 - CANON FINANCIAL SERVICES INC					
100-1825-7630	CANON FINANCIAL SERVICES INC	CH(2)/SC/TC Copier Lease 7/1/2021 - 7/31/2021	27062688		875.49
100-1825-7630	CANON FINANCIAL SERVICES INC	PS Copier Lease 7/1/2021 - 7/31/2021	27062699		402.41
100-1825-7631	CANON FINANCIAL SERVICES INC	PS Copier Maintenance 6/1/2021 - 6/30/2021	27062699-621		193.50
Vendor 5719 - CANON FINANCIAL SERVICES INC Total:					1,471.40
Vendor: 6229 - CAPITAL ONE					
100-1605-7740	CAPITAL ONE	Summer Day Camp 2021 Snacks	06624		94.43
100-1605-7740	CAPITAL ONE	Summer Day Camp 2021 Supplies	06625		233.24
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	07064		71.93
100-1605-7733	CAPITAL ONE	SC Father's Day Supplies	08957		26.46
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	09405		13.65
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	00021		105.82
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	07870		35.88
Vendor 6229 - CAPITAL ONE Total:					581.41
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Svcs 6/2021	62746		14,754.20
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					14,754.20
Vendor: 5345 - CHRISTY GRAVES					
100-1605-7735	CHRISTY GRAVES	TC Amazing Acts Event 7/14/2021	335		350.00
Vendor 5345 - CHRISTY GRAVES Total:					350.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4088386342		31.63
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4088386342		8.20
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4089059778		31.63
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4089059778		8.20
Vendor 5140 - CINTAS CORPORATION #693 Total:					79.66
Vendor: 3911 - CITY OF LOS ANGELES					
100-1025-7707	CITY OF LOS ANGELES	FY22 LARA Membership	48H-50-3811-22-005		3,819.30
Vendor 3911 - CITY OF LOS ANGELES Total:					3,819.30
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 6/2021	CMC17985		69.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					69.00
Vendor: 1117 - COUNTY OF LOS ANGELES PROBATION DEPARTMENT					
100-1205-7783	COUNTY OF LOS ANGELES PRO...	DPO Svcs-R Abernathy 4/1/2021 - 6/30/2021	DUA2021-04		26,750.00
100-1205-7783	COUNTY OF LOS ANGELES PRO...	DPO Svcs-R Abernathy 4/1/2021 - 6/30/2021	DUA2021-04	202105-GAPP Prog	415.38
Vendor 1117 - COUNTY OF LOS ANGELES PROBATION DEPARTMENT Total:					27,165.38
Vendor: 6272 - COUTS HEATING AND COOLING INC					
100-1610-7652	COUTS HEATING AND COOLING ..	HVAC City Hall Damper Replacement	9922686		5,750.00
Vendor 6272 - COUTS HEATING AND COOLING INC Total:					5,750.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event Map	4832		100.00
100-1020-7712	CURO MANAGED PRINT PRODU...	Facility Signs	4857		375.75

Council Warrant Register By Vendor

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7618	CURO MANAGED PRINT PRODU...	Reopening Signage (City Facilities)	4864		259.17
100-1610-7618	CURO MANAGED PRINT PRODU...	Covid-19 Signage	4878		292.16
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					1,027.08
Vendor: 5025 - DARRELL RAY CARROLL					
100-1610-7652	DARRELL RAY CARROLL	Otis Gordon Park Lock Repair	24061		145.00
Vendor 5025 - DARRELL RAY CARROLL Total:					145.00
Vendor: 5132 - DEPARTMENT OF CONSERVATION					
100-2013	DEPARTMENT OF CONSERVATI...	Strong Motion (SMIP) Q2 2021	4/2021 - 6/2021		508.40
100-5004	DEPARTMENT OF CONSERVATI...	Local Agency Fee Q2 2021	4/2021 - 6/2021		-25.42
Vendor 5132 - DEPARTMENT OF CONSERVATION Total:					482.98
Vendor: 5248 - DIVISION OF THE STATE ARCHITECT					
100-2122	DIVISION OF THE STATE ARCHIT...	Disability Access Fee Q2 2021	4/2021 - 6/2021		129.20
Vendor 5248 - DIVISION OF THE STATE ARCHITECT Total:					129.20
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE					
100-1605-7733	DUARTE PETTY CASH/BINGO PR...	SC Bingo Prizee Money	8/2021		100.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE Total:					100.00
Vendor: 0568 - DUARTE PUBLIC ACCESS INC					
100-1020-7720	DUARTE PUBLIC ACCESS INC	DCTV Operating Expenses FY21 Pymt 2 of 2	7132021		14,000.00
Vendor 0568 - DUARTE PUBLIC ACCESS INC Total:					14,000.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7735	DUARTE RECREATION PETTY CA...	TC Beach Trip Parking 6/4/2021	06302021		24.00
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Cardmaking Supplies	7152021		15.96
100-1605-7733	DUARTE RECREATION PETTY CA...	Softball Field Marking Paint	7152021		85.73
100-1605-7735	DUARTE RECREATION PETTY CA...	Teent Ctr Ice 7/3/2021	7152021		22.00
100-1605-7740	DUARTE RECREATION PETTY CA...	Summer Day Camp Supplies	7152021		32.71
100-1610-7618	DUARTE RECREATION PETTY CA...	Shower/Eye Wash	7152021		23.78
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					204.18
Vendor: 5433 - ECS IMAGING INC					
100-1405-7800	ECS IMAGING INC	Building Permits Hosting Fee 8/22/21 - 8/21/22	16197		8,858.00
Vendor 5433 - ECS IMAGING INC Total:					8,858.00
Vendor: T3887 - EDNA GARCIA					
100-4801	EDNA GARCIA	Class Refund-Karate (Kathia Garcia)	2000088.003		48.00
Vendor T3887 - EDNA GARCIA Total:					48.00
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		558.71
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Tax on Gain on Prior	FBN4242627		73.63
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 7/1/21 - 7/31/21..	FBN4242627		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Tax on Gain on Prior	FBN4242627		1,342.75

Council Warrant Register By Vendor

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint Tax on Gain on Prior	FBN4242627		686.44
Vendor 6189 - ENTERPRISE FM TRUST Total:					7,099.08
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Load Test (5 Year)	93714		1,200.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					1,200.00
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery	7-422-83071		85.75
Vendor 0087 - FEDEX Total:					85.75
Vendor: T0183 - FOOTHILL UNITY CENTER					
100-1205-7760	FOOTHILL UNITY CENTER	Hygiene Services (SGVCOG Homeless Grant)	8293	202115-Outreach-Homeless Ser...	558.34
Vendor T0183 - FOOTHILL UNITY CENTER Total:					558.34
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	144229		267.91
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	144321		506.32
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	144367		626.66
Vendor 4690 - FULLER ENGINEERING INC Total:					1,400.89
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 6/1/21 - 6/30/21	3931003537		1,017.60
Vendor 6181 - GOOGLE LLC Total:					1,017.60
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1605-7730	J & J SPORTS & TROPHIES	5k Shirts	27895		361.84
100-1605-7740	J & J SPORTS & TROPHIES	Ice Packs (Camp/Sports)	27905		55.12
100-1605-7741	J & J SPORTS & TROPHIES	Ice Packs (Camp/Sports)	27905		55.13
Vendor 0594 - J & J SPORTS & TROPHIES Total:					472.09
Vendor: T4395 - JASMIN PHAN					
100-2026	JASMIN PHAN	Equipment Deposit Refund	7152021		25.00
Vendor T4395 - JASMIN PHAN Total:					25.00
Vendor: 4777 - KAREN WARNER ASSOCIATES INC					
100-1405-7965	KAREN WARNER ASSOCIATES I...	Housing Element Consulting Srvcs	828	202028-Prof.Svc-Housing Elem...	23,624.25
Vendor 4777 - KAREN WARNER ASSOCIATES INC Total:					23,624.25
Vendor: 6206 - KHR ASSOCIATES					
100-1405-8100	KHR ASSOCIATES	PS&E Highland & Huntington Traffic Upgrades 6/2021	21-10557	202125-Highland/Huntington T...	880.00
Vendor 6206 - KHR ASSOCIATES Total:					880.00
Vendor: 5438 - LDM ASSOCIATES INC					
100-1405-7965	LDM ASSOCIATES INC	FY21 Federal Grant Administration	7146		250.00
Vendor 5438 - LDM ASSOCIATES INC Total:					250.00
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco & Vaccine Clinic Enforcement 4/2021	212753VC		340.50
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco & Vaccine Clinic Enforcement 4/2021	212753VC	202105-Contract Law Enforcem...	4,243.59
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco Enforcement 5/15/21 - 5/28/21	212754VC	202105-Contract Law Enforcem...	3,136.57
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco Enforcement 5/8/21 - 5/22/21	212755VC	202105-Contract Law Enforcem...	2,306.30
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco Enforcement 4/20/21	212756VC	202105-Contract Law Enforcem...	369.01
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 6/2021	212803AL		356,839.18
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 6/2021	212803AL	202119-Tobacco Grant SRO/De...	14,293.00
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					381,528.15

Council Warrant Register By Vendor

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5389 - MADIA TECH LAUNCH INC					
100-1025-7706	MADIA TECH LAUNCH INC	FY21 City Partner Dues	21102		300.00
Vendor 5389 - MADIA TECH LAUNCH INC Total:					300.00
Vendor: 4286 - MAXTREME INC					
100-1815-7980	MAXTREME INC	Apple Laptop/Mac Mini/iMac/Cables	13541		4,714.47
100-1815-7980	MAXTREME INC	Various Computer Equipment	13542		1,938.10
100-1815-7980	MAXTREME INC	Synology Expansion Units (2) /Hard Drive (4)	13543		2,089.38
100-1815-7632	MAXTREME INC	Gsuite Maxhavens 6/2021	13544		97.60
100-1815-7632	MAXTREME INC	FY22 JAMF Pro Renewal	13545		10,500.00
100-1815-7632	MAXTREME INC	Computer/Phone Equipment/Accessories	13547		25.00
100-1815-8011	MAXTREME INC	Computer/Phone Equipment/Accessories	13547		480.65
100-1815-8011	MAXTREME INC	Computer/Phone Equipment/Accessories	13547		340.73
Vendor 4286 - MAXTREME INC Total:					20,185.93
Vendor: 0354 - MONROVIA REPRODUCTION					
100-2121	MONROVIA REPRODUCTION	Wide Format Copies (901 Edie Dr)	215939		69.46
Vendor 0354 - MONROVIA REPRODUCTION Total:					69.46
Vendor: 4767 - MULTICARD					
100-1605-7614	MULTICARD	FC Membership Card	26154		59.13
Vendor 4767 - MULTICARD Total:					59.13
Vendor: 5845 - NEC FINANCIAL SERVICES LLC					
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 43 of 60	71921-43		1,340.10
Vendor 5845 - NEC FINANCIAL SERVICES LLC Total:					1,340.10
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm Monitoring 8/1/2021 - 8/31/2021	1384958		87.56
Vendor 2466 - POST ALARM SYSTEMS Total:					87.56
Vendor: 6173 - QUADIENT INC					
100-1825-7626	QUADIENT INC	Mailing Machine Ink & Labels	16429606		284.85
Vendor 6173 - QUADIENT INC Total:					284.85
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 6/2021	6014471		160.00
Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:					160.00
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 6/2021	31340		1,280.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 6/2021	31341		640.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 6/2021	31342		2,560.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 6/2021	31343		1,120.00
100-1405-7969	RKA CONSULTING GROUP	LLD Engineering Srvc 6/2021	31344		125.00
100-1405-7967	RKA CONSULTING GROUP	City of Hope Public Works Inspections 6/2021	31403		1,680.00
Vendor 0904 - RKA CONSULTING GROUP Total:					7,405.00
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 7/2021	7-2021D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 6270 - SHREDUCATE ACADEMY					
100-1605-7736	SHREDUCATE ACADEMY	Skate Camp, Session I	01716		1,920.00
100-1605-7736	SHREDUCATE ACADEMY	Skate Camp, Session 3	018374		960.00
Vendor 6270 - SHREDUCATE ACADEMY Total:					2,880.00
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 6/2021	27985		6,192.65

Council Warrant Register By Vendor

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1015-7684	SILVER & WRIGHT LLP	Bardakjians v Adams Legal 6/2021	27985		2,625.35
100-1015-7684	SILVER & WRIGHT LLP	Arberry Legal 6/2021	27985		40.50
Vendor 5441 - SILVER & WRIGHT LLP Total:					8,858.50
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7618	SIMON EQUIPMENT RENTALS	Equipment Rental (July 3rd Event)	129035		460.70
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					460.70
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
100-1415-7889	SITEONE LANDSCAPE SUPPLY H...	Sports Field/Citywide Irrigation Repairs	110943876-001		427.51
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					427.51
Vendor: 5447 - SOUTHERN CALIFORNIA EDISON					
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Parking Lot Lease 8/1/2021 - 10/31/2021	7701102483		2,173.00
Vendor 5447 - SOUTHERN CALIFORNIA EDISON Total:					2,173.00
Vendor: 2277 - SOUTHERN CALIFORNIA MUNICIPAL ATHLETIC FEDERATION					
100-1605-7612	SOUTHERN CALIFORNIA MUNIC...	SCMAF FY21 Membership	MEM-21-Bronze-29		130.00
Vendor 2277 - SOUTHERN CALIFORNIA MUNICIPAL ATHLETIC FEDERATION Total:					130.00
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertsing 6/2021	516038		1,456.00
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					1,456.00
Vendor: 2688 - STAPLES ADVANTAGE					
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3480335624		37.75
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3480335625		37.75
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3480590160		35.82
Vendor 2688 - STAPLES ADVANTAGE Total:					111.32
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inpspection 6/2/2021	SA-11164		145.00
Vendor 1610 - SUNWEST ENGINEERING Total:					145.00
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 6/2021	6302021		5,870.50
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					5,870.50
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 6/1/21 - 6/30/21	844621316		166.88
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					166.88
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1010-7965	TRIEPEI SMITH & ASSOCIATES	Style Guide Project Pymt 1 of 2	6567		3,625.00
100-1010-7965	TRIEPEI SMITH & ASSOCIATES	Communicatons Assessment (Final)	6589		2,100.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					5,725.00
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 7/1/2021 - 9/30/2021	025-337299		11,684.25
Vendor 4674 - TYLER TECHNOLOGIES INC Total:					11,684.25
Vendor: 5907 - ULINE					
100-1605-7980	ULINE	Event Safety Supplies	135438676		987.06
Vendor 5907 - ULINE Total:					987.06
Vendor: 6113 - WARDS SERVICE					
100-1410-7650	WARDS SERVICE	Vehicle #12 Service/Repair	81065		152.22
100-1410-7650	WARDS SERVICE	Vehicle #2 Brake Service/Brake Pressure Switch	82944		713.24
100-1410-7650	WARDS SERVICE	Vehicle #1 AC Service/Repair	83465		1,683.23
100-1410-7650	WARDS SERVICE	Vehicle #3 Shifter Handle	83784		85.15
100-1410-7650	WARDS SERVICE	Vehicle #15 HVAC Blower Motor Service/Repair	83839		429.91

Council Warrant Register By Vendor

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1410-7650	WARDS SERVICE	Vehicle #5 Clean Fuel Tank/Lines	83906		183.00
Vendor 6113 - WARDS SERVICE Total:					3,246.75
Fund 100 - GENERAL FUND Total:					677,635.24
Fund: 220 - GAS TAX FUN					
Vendor: 3957 - JCL TRAFFIC SERVICES					
220-2220-7980	JCL TRAFFIC SERVICES	CMD Board Rental (July 3rd Event)	110023		1,060.00
Vendor 3957 - JCL TRAFFIC SERVICES Total:					1,060.00
Vendor: 6206 - KHR ASSOCIATES					
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade Measure M Grant 6/2021	21-10556	202106-Highland Promenade ...	12,225.97
Vendor 6206 - KHR ASSOCIATES Total:					12,225.97
Vendor: 4286 - MAXTREME INC					
220-2220-7831	MAXTREME INC	Computer/Phone Equipment/Accessories	13547		67.21
Vendor 4286 - MAXTREME INC Total:					67.21
Vendor: 4917 - SUPERIOR PAVEMENT MARKINGS INC					
220-2127	SUPERIOR PAVEMENT MARKIN...	Retention	14185	202110-Retention-Street Stri...	-4,398.93
220-2210-7812	SUPERIOR PAVEMENT MARKIN...	FY21 Annual Striping Project	14185	202110-Street Striping/Curb Ma...	87,978.50
Vendor 4917 - SUPERIOR PAVEMENT MARKINGS INC Total:					83,579.57
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
220-2225-7980	SUPERIOR PROPERTY SERVICES ...	Wayfinding Signs Protection	16846		1,700.00
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,700.00
Vendor: 6236 - TOWO ENTERPRISE INC					
220-2127	TOWO ENTERPRISE INC	Retention	1	202027- Retention Payable- Gas..	-9,214.26
220-2225-8100	TOWO ENTERPRISE INC	Duarte Rd Sidewalk/Ped Lighting Improvements	1	202027- Capital Imp- COH Side...	184,285.14
Vendor 6236 - TOWO ENTERPRISE INC Total:					175,070.88
Fund 220 - GAS TAX FUN Total:					273,703.63
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 5210 - ACOSTA GROWERS INC					
240-2410-7888	ACOSTA GROWERS INC	Senior Ctr Replanting	48850		211.96
Vendor 5210 - ACOSTA GROWERS INC Total:					211.96
Vendor: 4142 - RUDY'S PLUMBING INC					
240-2430-7887	RUDY'S PLUMBING INC	Mesa Gas Lamp Repipe Upgrade	6650		13,550.00
Vendor 4142 - RUDY'S PLUMBING INC Total:					13,550.00
Vendor: 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC					
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Sports Field/Citywide Irrigation Repairs	110943876-001		427.50
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Encanto Park Irrigation Repairs	111071352-001		85.07
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Encanto Park Irrigation Repairs	111072692-001		312.35
Vendor 5691 - SITEONE LANDSCAPE SUPPLY HOLDING LLC Total:					824.92
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7909	WEST COAST ARBORISTS INC	Tree Trimming/Removal/Service Request	174476		13,012.00
Vendor 1521 - WEST COAST ARBORISTS INC Total:					13,012.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					27,598.88
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7785	LOS ANGELES COUNTY SHERIFF'...	Tobacco & Vaccine Clinic Enforcement 4/2021	212753VC		1,112.47

Council Warrant Register By Vendor

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
290-2905-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 6/2021	212803AL		13,000.00
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					14,112.47
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					14,112.47
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		540.93
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 7/1/21 - 7/31/21	FBN4242627		527.38
Vendor 6189 - ENTERPRISE FM TRUST Total:					1,068.31
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					1,068.31
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
440-4405-8013	FOOTHILL TRANSIT	28th Installment of 3rd Bus 7/2021	F2802-0721		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2021	SI008186		25,924.54
Vendor 3192 - FOOTHILL TRANSIT Total:					29,811.59
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 6/2021	16836		1,785.44
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,785.44
Fund 440 - PROPOSITION A TRANSIT FUND Total:					31,597.03
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 3192 - FOOTHILL TRANSIT					
460-4605-8013	FOOTHILL TRANSIT	28th Installment of 3rd Bus 7/2021	F2802-0721		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2021	SI008186		21,210.98
Vendor 3192 - FOOTHILL TRANSIT Total:					24,391.29
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 6/2021	16836		1,460.81
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,460.81
Fund 460 - PROPOSITION C TRANSIT FUND Total:					25,852.10
Fund: 490 - MEASURE W (WATER/STORMWATER)					
Vendor: 6184 - BEST BEST & KRIEGER LLP					
490-4905-7980	BEST BEST & KRIEGER LLP	NPDES Federal Lobbying Services 6/2021	910061		1,161.54
Vendor 6184 - BEST BEST & KRIEGER LLP Total:					1,161.54
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					1,161.54
Fund: 680 - Duarte Housing Authority					
Vendor: 6175 - HARRIS & ASSOCIATES					
680-6805-7965	HARRIS & ASSOCIATES	SB2 Rehab Program Development 5/30/21 - 7/3/21	49101	202029-Prof. Svc-Housing Reha...	628.75
Vendor 6175 - HARRIS & ASSOCIATES Total:					628.75
Fund 680 - Duarte Housing Authority Total:					628.75
Grand Total:					1,053,357.95

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	677,635.24
220 - GAS TAX FUN	273,703.63
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	27,598.88
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	14,112.47
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,068.31
440 - PROPOSITION A TRANSIT FUND	31,597.03
460 - PROPOSITION C TRANSIT FUND	25,852.10
490 - MEASURE W (WATER/STORMWATER)	1,161.54
680 - Duarte Housing Authority	628.75
Grand Total:	1,053,357.95

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7670	Legal Notices	1,456.00
100-1010-7965	Professional Services	5,725.00
100-1015-7682	Labor Counsel Legal	3,509.00
100-1015-7684	Code Enforcement Legal	8,858.50
100-1020-7712	Community Information (...)	375.75
100-1020-7720	DCTV	14,000.00
100-1020-7724	Post Office Parking	2,173.00
100-1025-7706	MADIA	300.00
100-1025-7707	LARA Membership	3,819.30
100-1205-7655	Emergency Services	166.88
100-1205-7760	Homeless Outreach Progr...	558.34
100-1205-7761	Parking Ticket Collect	5,870.50
100-1205-7762	Parking Pass Kiosk Costs	298.70
100-1205-7780	Animal Control	5,166.67
100-1205-7781	Contract Law Enforcement	381,528.15
100-1205-7782	Crossing Guard Contract ...	436.02
100-1205-7783	GAPP Program	27,165.38
100-1405-7614	Office Supplies	111.32
100-1405-7800	Building Department Serv...	23,612.20
100-1405-7965	Professional Services	26,971.75
100-1405-7967	Public Works Inspections	26,155.00
100-1405-7969	City Engineer	4,605.00
100-1405-8100	Other Capital Improvemnts	880.00
100-1410-7650	Vehicle Maintenance	3,246.75
100-1410-7656	Emergency Generator	145.00
100-1410-7815	Brush Clearance	40,124.24
100-1415-7889	Repairs-Sports Park	427.51
100-1605-7612	Publications and Dues	130.00
100-1605-7614	Office Supplies	59.13
100-1605-7730	Special Events	361.84
100-1605-7733	Senior Center	228.15
100-1605-7735	Teen Center	431.88
100-1605-7736	Youth & Adult Recreation...	2,880.00
100-1605-7740	Day Camps	606.90
100-1605-7741	Sports/Playground Progr...	55.13
100-1605-7758	Independence Day Celebr...	100.00
100-1605-7980	Other Expenses	987.06
100-1610-7617	Pool Chemicals	1,400.89
100-1610-7618	Building Supplies	1,035.81
100-1610-7636	Uniforms	63.26
100-1610-7652	Building Maint Services	7,398.96
100-1810-7660	Other Services	165.00
100-1815-7632	Software Maintenance	11,640.20
100-1815-7820	Finance System Support	11,684.25

Account Summary

Account Number	Account Name	Payment Amount
100-1815-7830	Telephones	1,340.10
100-1815-7980	Other Expenses	9,617.72
100-1815-8011	Computer Equipment (Cap..	821.38
100-1820-7771	Repair Of City Property	28,950.00
100-1825-7626	Postage	370.60
100-1825-7630	Equipment Lease	1,277.90
100-1825-7631	Equipment Maintenance	193.50
100-1830-8100	Vehicle Replacement (Cap...	7,099.08
100-2012	Green Building Fees Payab..	151.00
100-2013	Strong Motions Fees Paya...	508.40
100-2026	EE Equipment Deposit	25.00
100-2121	Pass Through Deposits	69.46
100-2122	Disability Access & Educ P...	129.20
100-2125	Metro Pass Through (TAP)	160.00
100-4801	Youth & Adult Recreation...	48.00
100-5004	Other Revenue	-40.52
220-2127	Retention Payable	-13,613.19
220-2205-8100	Other Capital Improvemnts	12,225.97
220-2210-7812	Street Striping & Marking	87,978.50
220-2220-7831	Wireless Phones/Devices	67.21
220-2220-7980	Other Expenses	1,060.00
220-2225-7980	Other Expenses	1,700.00
220-2225-8100	Other Capital Improvemnts	184,285.14
240-2410-7888	Repairs-Citywide	1,036.88
240-2410-7909	Tree Trim-Residential	13,012.00
240-2430-7887	Repairs & Replacements	13,550.00
290-2905-7781	Contract Law Enforcement	13,000.00
290-2905-7785	Special Events Patrol	1,112.47
320-3205-8013	Vehicles (Capital)	1,068.31
440-4405-7814	Graffiti Removal	1,785.44
440-4405-7960	Foothill Transit Operations	25,924.54
440-4405-8013	Vehicles (Capital)	3,887.05
460-4605-7814	Graffiti Removal	1,460.81
460-4605-7960	Foothill Tranist Operations	21,210.98
460-4605-8013	Vehicles (Capital)	3,180.31
490-4905-7980	Other Expenses	1,161.54
680-6805-7965	Professional Services	628.75
Grand Total:		1,053,357.95

Project Account Summary

Project Account Key	Payment Amount
None	703,076.34
202027- Capital Imp- COH Sidewalk & Pedestrian	184,285.14
202027- Retention Payable- Gas Tax	-9,214.26
202028-Prof.Svc-Housing Element - Karen Werner	23,624.25
202029-Prof. Svc-Housing Rehab-Harris & Assoc.	628.75
202105-Contract Law Enforcement	10,055.47
202105-GAPP Prog	415.38
202106-Highland Promenade Measure M	12,225.97
202110-Retention-Street Striping/Curb Marking Proj	-4,398.93
202110-Street Striping/Curb Marking Project	87,978.50
202115-Outreach-Homeless Services Grant-(SGVCOG)	558.34
202119-Tobacco Grant SRO/Deputy-DOJ	14,293.00
202125-Highland/Huntington Traffic Signal Improv.	880.00
DMGE056-Jan'21-Light Pole & Tree/W Encanto-Hunt Dr	14,450.00
DMGE057-Light pole down @ Evergreen/Flower Ave	14,500.00
Grand Total:	1,053,357.95



City of Duarte

Council Warrant Register By Account

By Fund

Payment Dates 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-4801	EDNA GARCIA	Class Refund-Karate (Kathia Garcia)	216362		48.00
100-1605-7612	SOUTHERN CALIFORNIA MUNIC...	SCMAF FY21 Membership	216377		130.00
100-1025-7706	MADIA TECH LAUNCH INC	FY21 City Partner Dues	1310		300.00
100-1605-7740	CAPITAL ONE	Summer Day Camp 2021 Snacks	EFT11739		94.43
100-1605-7740	CAPITAL ONE	Summer Day Camp 2021 Supplies	EFT11739		233.24
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	EFT11739		71.93
100-1605-7733	CAPITAL ONE	SC Father's Day Supplies	EFT11739		26.46
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	EFT11739		13.65
100-1605-7740	CAPITAL ONE	Summer Day Camp Supplies	EFT11739		105.82
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	EFT11739		35.88
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Srvc 5/30/21 - 6/12/21	1292		436.02
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	216361		267.91
100-1605-7980	ULINE	Event Safety Supplies	216382		987.06
100-1205-7762	CALE AMERICA INC	WTP Fees 6/2021	1296		298.70
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco & Vaccine Clinic Enforcement 4/2021	1309	202105-Contract Law Enforcem...	4,243.59
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco & Vaccine Clinic Enforcement 4/2021	1309		340.50
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco Enforcement 5/15/21 - 5/28/21	1309	202105-Contract Law Enforcem...	3,136.57
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco Enforcement 5/8/21 - 5/22/21	1309	202105-Contract Law Enforcem...	2,306.30
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Tobacco Enforcement 4/20/21	1309	202105-Contract Law Enforcem...	369.01
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1318		37.75
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1318		37.75
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event Map	216354		100.00
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 7/1/2021 - 9/30/2021	216381		11,684.25
100-1605-7730	J & J SPORTS & TROPHIES	5k Shirts	216364		361.84
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	216352		31.63
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	216352		8.20
100-1820-7771	CALIFORNIA STREET LIGHTING	City Property Damage Repair- 1956 Evergreen St	216349	DMGE057-Light pole down @ E...	14,500.00
100-1815-7980	AVIDEX INDUSTRIES LLC	AV Update for Council Chambers	216345		875.77
100-1610-7652	ACCO ENGINEERED SYSTEMS	Cmty Ctr AC Service Call (Not Covered)	216343		200.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	1318		35.82
100-1605-7735	DUARTE RECREATION PETTY CA...	TC Beach Trip Parking 6/4/2021	216358		24.00
100-2012	CALIFORNIA BUILDING STANDA...	Green Bldg Fees Q2 2021	216348		151.00
100-2013	DEPARTMENT OF CONSERVATI...	Strong Motion (SMIP) Q2 2021	216355		508.40
100-2122	DIVISION OF THE STATE ARCHIT...	Disability Access Fee Q2 2021	216356		129.20
100-5004	CALIFORNIA BUILDING STANDA...	Local Gov't Retainer Q2 2021	216348		-15.10
100-5004	DEPARTMENT OF CONSERVATI...	Local Agency Fee Q2 2021	216355		-25.42
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertsing 6/2021	1317		1,456.00
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 6/2021	1297		96.00
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 6/2021	216372		160.00
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Srvc 6/2021	1298		14,754.20
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 6/2021	216378		5,870.50
100-1010-7965	TRIPEPI SMITH & ASSOCIATES	Style Guide Project Pymt 1 of 2	1322		3,625.00

Council Warrant Register By Account

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7965	TRIPEPI SMITH & ASSOCIATES	Communicatons Assessment (Final)	1322		2,100.00
100-1405-7965	LDM ASSOCIATES INC	FY21 Federal Grant Administration	1308		250.00
100-1410-7815	BRIGHTVIEW LANDSCAPE SERVI...	Brush Clearance-North Spinks Cyn Parcel	216346		21,749.99
100-1410-7815	BRIGHTVIEW LANDSCAPE SERVI...	Brush Clearance-Pacific Comm Property	216346		18,374.25
100-1410-7650	WARDS SERVICE	Vehicle #12 Service/Repair	1323		152.22
100-1205-7760	FOOTHILL UNITY CENTER	Hygiene Services (SGVCOG Homeless Grant)	216360	202115-Outreach-Homeless Ser...	558.34
100-1410-7650	WARDS SERVICE	Vehicle #2 Brake Service/Brake Pressure Switch	1323		713.24
100-1410-7650	WARDS SERVICE	Vehicle #1 AC Service/Repair	1323		1,683.23
100-1410-7650	WARDS SERVICE	Vehicle #3 Shifter Handle	1323		85.15
100-1410-7650	WARDS SERVICE	Vehicle #15 HVAC Blower Motor Service/Repair	1323		429.91
100-1610-7652	COUTS HEATING AND COOLING ..	HVAC City Hall Damper Replacement	216353		5,750.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 6/2/2021	1319		145.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	216361		506.32
100-1015-7684	SILVER & WRIGHT LLP	Arberry Legal 6/2021	1315		40.50
100-1015-7684	SILVER & WRIGHT LLP	1001 Las Lomas Legal 6/2021	1315		6,192.65
100-1015-7684	SILVER & WRIGHT LLP	Bardakjians v Adams Legal 6/2021	1315		2,625.35
100-1025-7707	CITY OF LOS ANGELES	FY22 LARA Membership	216367		3,819.30
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 7/2021	216374		5,166.67
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 6/1/21 - 6/30/21	216380		166.88
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 6/2021	1299		69.00
100-1605-7736	SHREDUCATE ACADEMY	Skate Camp, Session I	1314		1,920.00
100-1405-7965	BUCKNAM INFRASTRUCTURE G...	GIS Program Services	216347		3,097.50
100-1825-7626	FEDEX	Document Delivery	216359		85.75
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Load Test (5 Year)	1303		1,200.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Tax on Gain on Prior	EFT11786		73.63
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 7/1/21 - 7/31/21	EFT11786		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 7/1/21 - 7/31/21	EFT11786		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 7/1/21 - 7/31/21	EFT11786		558.71
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 7/1/21 - 7/31/21	EFT11786		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 7/1/21 - 7/31/21	EFT11786		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 7/1/21 - 7/31/21	EFT11786		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 7/1/21 - 7/31/21..	EFT11786		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 7/1/21 - 7/31/21	EFT11786		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 7/1/21 - 7/31/21	EFT11786		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 7/1/21 - 7/31/21	EFT11786		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Tax on Gain on Prior	EFT11786		1,342.75
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint Tax on Gain on Prior	EFT11786		686.44
100-1815-7980	MAXTREME INC	Apple Laptop/Mac Mini/iMac/Cables	1311		4,714.47
100-1815-7980	MAXTREME INC	Various Computer Equipment	1311		1,938.10
100-1815-7980	MAXTREME INC	Synology Expansion Units (2) /Hard Drive (4)	1311		2,089.38

Council Warrant Register By Account

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7618	SIMON EQUIPMENT RENTALS	Equipment Rental (July 3rd Event)	216375		460.70
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm Monitoring 8/1/2021 - 8/31/2021	1312		87.56
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 6/1/21 - 6/30/21	EFT11740		1,017.60
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	216352		31.63
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	216352		8.20
100-1410-7650	WARDS SERVICE	Vehicle #5 Clean Fuel Tank/Lines	1323		183.00
100-1825-7626	QUADIENT INC	Mailing Machine Ink & Labels	216371		284.85
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 6/2021	1309		356,839.18
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 6/2021	1309	202119-Tobacco Grant SRO/De...	14,293.00
100-2121	MONROVIA REPRODUCTION	Wide Format Copies (901 Edie Dr)	216368		69.46
100-1610-7652	DARRELL RAY CARROLL	Otis Gordon Park Lock Repair	216351		145.00
100-1020-7712	CURO MANAGED PRINT PRODU...	Facility Signs	216354		375.75
100-1610-7618	CURO MANAGED PRINT PRODU...	Reopening Signage (City Facilities)	216354		259.17
100-1415-7889	SITEONE LANDSCAPE SUPPLY H...	Sports Field/Citywide Irrigation Repairs	216376		427.51
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	216361		626.66
100-1605-7614	MULTICARD	FC Membership Card	216369		59.13
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 6/2021	216373		1,280.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 6/2021	216373		640.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 6/2021	216373		2,560.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 6/2021	216373		1,120.00
100-1405-7969	RKA CONSULTING GROUP	LLD Engineering Svcs 6/2021	216373		125.00
100-1405-7965	KAREN WARNER ASSOCIATES I...	Housing Element Consulting Svcs	216366	202028-Prof.Svc-Housing Elem...	23,624.25
100-1205-7783	COUNTY OF LOS ANGELES PRO...	DPO Svcs-R Abernathy 4/1/2021 - 6/30/2021	1300	202105-GAPP Prog	415.38
100-1205-7783	COUNTY OF LOS ANGELES PRO...	DPO Svcs-R Abernathy 4/1/2021 - 6/30/2021	1300		26,750.00
100-1405-8100	KHR ASSOCIATES	PS&E Highland & Huntington Traffic Upgrades 6/2021	1307	202125-Highland/Huntington T...	880.00
100-1015-7682	BURKE, WILLIAMS & SORESEN...	Labor Legal 6/2021	1295		3,509.00
100-1605-7740	J & J SPORTS & TROPHIES	Ice Packs (Camp/Sports)	216364		55.12
100-1605-7741	J & J SPORTS & TROPHIES	Ice Packs (Camp/Sports)	216364		55.13
100-1820-7771	CALIFORNIA STREET LIGHTING	City Property Damage-2745 Huntington Dr	216349	DMGE056-Jan'21-Light Pole & T...	14,450.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-2137 Hunt Dr 6/2021	1293		135.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Village Rd N St Improvment 6/2021	1293		135.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Seg 2 Infrastructure 6/2021	1293		1,890.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Pkg Lot G 6/2021	1293		4,725.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-COH Seg 1 Site Utilities 6/2021	1293		540.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection-Village Rd Traffic Signal 6/2021	1293		3,915.00
100-1405-7967	ARDURRA GROUP INC	PW Inspection- Esperanza Apts 6/2021	1293		12,015.00
100-1815-7632	MAXTREME INC	Gsuite Maxhavens 6/2021	1311		97.60
100-1815-7632	MAXTREME INC	FY22 JAMF Pro Renewal	1311		10,500.00
100-1815-7632	MAXTREME INC	Computer/Phone Equipment/Accessories	1311		25.00
100-1815-8011	MAXTREME INC	Computer/Phone Equipment/Accessories	1311		480.65

Council Warrant Register By Account

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1815-8011	MAXTREME INC	Computer/Phone Equipment/Accessories	1311		340.73
100-1825-7630	CANON FINANCIAL SERVICES INC	CH(2)/SC/TC Copier Lease 7/1/2021 - 7/31/2021	216350		875.49
100-1825-7630	CANON FINANCIAL SERVICES INC	PS Copier Lease 7/1/2021 - 7/31/2021	216350		402.41
100-1825-7631	CANON FINANCIAL SERVICES INC	PS Copier Maintenance 6/1/2021 - 6/30/2021	216350		193.50
100-1405-7967	RKA CONSULTING GROUP	City of Hope Public Works Inspections 6/2021	216373		1,680.00
100-1605-7735	CHRISTY GRAVES	TC Amazing Acts Event 7/14/2021	216363		350.00
100-1020-7720	DUARTE PUBLIC ACCESS INC	DCTV Operating Expenses FY21 Pymt 2 of 2	1301		14,000.00
100-1610-7618	CURO MANAGED PRINT PRODU...	Covid-19 Signage	216354		292.16
100-1605-7733	DUARTE RECREATION PETTY CA...	Softball Field Marking Paint	216358		85.73
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Cardmaking Supplies	216358		15.96
100-1605-7735	DUARTE RECREATION PETTY CA...	Teent Ctr Ice 7/3/2021	216358		22.00
100-1605-7740	DUARTE RECREATION PETTY CA...	Summer Day Camp Supplies	216358		32.71
100-1610-7618	DUARTE RECREATION PETTY CA...	Shower/Eye Wash	216358		23.78
100-2026	JASMIN PHAN	Equipment Deposit Refund	216370		25.00
100-1605-7733	DUARTE PETTY CASH/BINGO PR...	SC Bingo Prizee Money	216357		100.00
100-1605-7736	SHREDUCATE ACADEMY	Skate Camp, Session 3	1314		960.00
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 43 of 60	EFT11741		1,340.10
100-1405-7800	ECS IMAGING INC	Building Permits Hosting Fee 8/22/21 - 8/21/22	1302		8,858.00
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Parking Lot Lease 8/1/2021 - 10/31/2021	1316		2,173.00
Fund 100 - GENERAL FUND Total:					677,635.24
Fund: 220 - GAS TAX FUN					
220-2225-7980	SUPERIOR PROPERTY SERVICES ...	Wayfinding Signs Protection	216379		1,700.00
220-2220-7980	JCL TRAFFIC SERVICES	CMD Board Rental (July 3rd Event)	216365		1,060.00
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade Measure M Grant 6/2021	1307	202106-Highland Promenade ...	12,225.97
220-2127	TOWO ENTERPRISE INC	Retention	1321	202027- Retention Payable- Gas...	-9,214.26
220-2225-8100	TOWO ENTERPRISE INC	Duarte Rd Sidewalk/Ped Lighting Improvements	1321	202027- Capital Imp- COH Side...	184,285.14
220-2220-7831	MAXTREME INC	Computer/Phone Equipment/Accessories	1311		67.21
220-2127	SUPERIOR PAVEMENT MARKIN...	Retention	1320	202110-Retention-Street Stripi...	-4,398.93
220-2210-7812	SUPERIOR PAVEMENT MARKIN...	FY21 Annual Striping Project	1320	202110-Street Striping/Curb Ma...	87,978.50
Fund 220 - GAS TAX FUN Total:					273,703.63
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2430-7887	RUDY'S PLUMBING INC	Mesa Gas Lamp Repipe Upgrade	1313		13,550.00
240-2410-7909	WEST COAST ARBORISTS INC	Tree Trimming/Removal/Service Request	1324		13,012.00
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Sports Field/Citywide Irrigation Repairs	216376		427.50
240-2410-7888	ACOSTA GROWERS INC	Senior Ctr Replanting	216344		211.96
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Encanto Park Irrigation Repairs	216376		85.07
240-2410-7888	SITEONE LANDSCAPE SUPPLY H...	Encanto Park Irrigation Repairs	216376		312.35
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					27,598.88
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7785	LOS ANGELES COUNTY SHERIFF'...	Tobacco & Vaccine Clinic Enforcement 4/2021	1309		1,112.47
290-2905-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 6/2021	1309		13,000.00
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					14,112.47

Council Warrant Register By Account

Payment Dates: 7/15/2021 - 7/28/2021

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 7/1/21 - EFT11786 7/31/21			540.93
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 7/1/21 - EFT11786 7/31/21			527.38
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					1,068.31
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 6/2021	216379		1,785.44
440-4405-8013	FOOTHILL TRANSIT	28th Installment of 3rd Bus 7/2021	1304		3,887.05
440-4405-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2021	1304		25,924.54
Fund 440 - PROPOSITION A TRANSIT FUND Total:					31,597.03
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 6/2021	216379		1,460.81
460-4605-8013	FOOTHILL TRANSIT	28th Installment of 3rd Bus 7/2021	1304		3,180.31
460-4605-7960	FOOTHILL TRANSIT	Duarte Local Service 6/2021	1304		21,210.98
Fund 460 - PROPOSITION C TRANSIT FUND Total:					25,852.10
Fund: 490 - MEASURE W (WATER/STORMWATER)					
490-4905-7980	BEST BEST & KRIEGER LLP	NPDES Federal Lobbying Services 1294 6/2021			1,161.54
Fund 490 - MEASURE W (WATER/STORMWATER) Total:					1,161.54
Fund: 680 - Duarte Housing Authority					
680-6805-7965	HARRIS & ASSOCIATES	SB2 Rehab Program Development 5/30/21 - 7/3/21	1305	202029-Prof. Svc-Housing Reha...	628.75
Fund 680 - Duarte Housing Authority Total:					628.75
Grand Total:					1,053,357.95

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	677,635.24
220 - GAS TAX FUN	273,703.63
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	27,598.88
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	14,112.47
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,068.31
440 - PROPOSITION A TRANSIT FUND	31,597.03
460 - PROPOSITION C TRANSIT FUND	25,852.10
490 - MEASURE W (WATER/STORMWATER)	1,161.54
680 - Duarte Housing Authority	628.75
Grand Total:	1,053,357.95

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7670	Legal Notices	1,456.00
100-1010-7965	Professional Services	5,725.00
100-1015-7682	Labor Counsel Legal	3,509.00
100-1015-7684	Code Enforcement Legal	8,858.50
100-1020-7712	Community Information (...)	375.75
100-1020-7720	DCTV	14,000.00
100-1020-7724	Post Office Parking	2,173.00
100-1025-7706	MADIA	300.00
100-1025-7707	LARA Membership	3,819.30
100-1205-7655	Emergency Services	166.88
100-1205-7760	Homeless Outreach Progr...	558.34
100-1205-7761	Parking Ticket Collect	5,870.50
100-1205-7762	Parking Pass Kiosk Costs	298.70
100-1205-7780	Animal Control	5,166.67
100-1205-7781	Contract Law Enforcement	381,528.15
100-1205-7782	Crossing Guard Contract ...	436.02
100-1205-7783	GAPP Program	27,165.38
100-1405-7614	Office Supplies	111.32
100-1405-7800	Building Department Serv...	23,612.20
100-1405-7965	Professional Services	26,971.75
100-1405-7967	Public Works Inspections	26,155.00
100-1405-7969	City Engineer	4,605.00
100-1405-8100	Other Capital Improvemnts	880.00
100-1410-7650	Vehicle Maintenance	3,246.75
100-1410-7656	Emergency Generator	145.00
100-1410-7815	Brush Clearance	40,124.24
100-1415-7889	Repairs-Sports Park	427.51
100-1605-7612	Publications and Dues	130.00
100-1605-7614	Office Supplies	59.13
100-1605-7730	Special Events	361.84
100-1605-7733	Senior Center	228.15
100-1605-7735	Teen Center	431.88
100-1605-7736	Youth & Adult Recreation...	2,880.00
100-1605-7740	Day Camps	606.90
100-1605-7741	Sports/Playground Progr...	55.13
100-1605-7758	Independence Day Celebr...	100.00
100-1605-7980	Other Expenses	987.06
100-1610-7617	Pool Chemicals	1,400.89
100-1610-7618	Building Supplies	1,035.81
100-1610-7636	Uniforms	63.26
100-1610-7652	Building Maint Services	7,398.96
100-1810-7660	Other Services	165.00
100-1815-7632	Software Maintenance	11,640.20
100-1815-7820	Finance System Support	11,684.25

Account Summary

Account Number	Account Name	Payment Amount
100-1815-7830	Telephones	1,340.10
100-1815-7980	Other Expenses	9,617.72
100-1815-8011	Computer Equipment (Cap..	821.38
100-1820-7771	Repair Of City Property	28,950.00
100-1825-7626	Postage	370.60
100-1825-7630	Equipment Lease	1,277.90
100-1825-7631	Equipment Maintenance	193.50
100-1830-8100	Vehicle Replacement (Cap...	7,099.08
100-2012	Green Building Fees Payab..	151.00
100-2013	Strong Motions Fees Paya...	508.40
100-2026	EE Equipment Deposit	25.00
100-2121	Pass Through Deposits	69.46
100-2122	Disability Access & Educ P...	129.20
100-2125	Metro Pass Through (TAP)	160.00
100-4801	Youth & Adult Recreation...	48.00
100-5004	Other Revenue	-40.52
220-2127	Retention Payable	-13,613.19
220-2205-8100	Other Capital Improvemnts	12,225.97
220-2210-7812	Street Striping & Marking	87,978.50
220-2220-7831	Wireless Phones/Devices	67.21
220-2220-7980	Other Expenses	1,060.00
220-2225-7980	Other Expenses	1,700.00
220-2225-8100	Other Capital Improvemnts	184,285.14
240-2410-7888	Repairs-Citywide	1,036.88
240-2410-7909	Tree Trim-Residential	13,012.00
240-2430-7887	Repairs & Replacements	13,550.00
290-2905-7781	Contract Law Enforcement	13,000.00
290-2905-7785	Special Events Patrol	1,112.47
320-3205-8013	Vehicles (Capital)	1,068.31
440-4405-7814	Graffiti Removal	1,785.44
440-4405-7960	Foothill Transit Operations	25,924.54
440-4405-8013	Vehicles (Capital)	3,887.05
460-4605-7814	Graffiti Removal	1,460.81
460-4605-7960	Foothill Tranist Operations	21,210.98
460-4605-8013	Vehicles (Capital)	3,180.31
490-4905-7980	Other Expenses	1,161.54
680-6805-7965	Professional Services	628.75
Grand Total:		1,053,357.95

Project Account Summary

Project Account Key	Payment Amount
None	703,076.34
202027- Capital Imp- COH Sidewalk & Pedestrian	184,285.14
202027- Retention Payable- Gas Tax	-9,214.26
202028-Prof.Svc-Housing Element - Karen Werner	23,624.25
202029-Prof. Svc-Housing Rehab-Harris & Assoc.	628.75
202105-Contract Law Enforcement	10,055.47
202105-GAPP Prog	415.38
202106-Highland Promenade Measure M	12,225.97
202110-Retention-Street Striping/Curb Marking Proj	-4,398.93
202110-Street Striping/Curb Marking Project	87,978.50
202115-Outreach-Homeless Services Grant-(SGVCOG)	558.34
202119-Tobacco Grant SRO/Deputy-DOJ	14,293.00
202125-Highland/Huntington Traffic Signal Improv.	880.00
DMGE056-Jan'21-Light Pole & Tree/W Encanto-Hunt Dr	14,450.00
DMGE057-Light pole down @ Evergreen/Flower Ave	14,500.00
Grand Total:	1,053,357.95



PUBLIC SAFETY STATUS REPORT July 2021



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	Part 1 crimes are currently up by 8.93% year to date. We had two stolen vehicles and two stolen golf carts for this reporting period.
2. Fireworks Enforcement	The 4 th of July Enforcement Team issued 11 citations on the fourth. Please see the attached list for further information.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has two Measure H grants we are administering to: The first is a grant in conjunction with four other cities (Azusa, Glendora, Covina, and West Covina) which supplied each of us with a case manager from Union Station. Our case manager was assigned in April of 2020. The case manager has been telecommuting due to COVID-19 and visits Duarte locations twice a week. They are working out of the Duarte Park Recreation Center. They communicate daily with our Outreach Coordinator to provide services to the homeless. We are currently working on extending the contract with recently released bridge funding for the extension of these types of contracts through 2021. The second grant, started in the summer of 2020, and included a partnership with Foothill Unity who was a sub-grant recipient through the City of Duarte to provide hygiene services for the unhoused. This funding from the City of Duarte has allowed Foothill Unity Center to secure mobile restrooms and a hand washing station. All services that became even more important during the pandemic as public restrooms were shut down. Additionally, Public Safety Outreach Coordinator Hadloc conducts intake for the City's homeless prevention and diversion program. The City has a number of resources available to community members who are either currently unhoused or at risk of becoming homeless due to any number of reasons, including but not limited to unpaid rent, overdue utility bills, family or roommate dispute, auto repair preventing access to work, lack of rental deposit, or inability to pay moving costs. Any other barrier that may lead to homelessness can be discussed. These funds have allowed us to temporarily house one adult female, one adult female with four children, and one adult male. The lone adult female and lone adult male have returned to the streets but the family is currently working towards a permanent housing solution.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position for approximately two and half years.

PROJECT/PROGRAM		STATUS
		Tony's unofficial recent count, counted 18 unsheltered people in the city. All of the clients have been linked in with the Union Station Homeless Services (USHS) Housing Navigator (HN). He did not count anyone living in their vehicles.
3. Riverbed Areas		Staff is currently working with Azusa Public Works to keep Encanto Parkway free of trash and debris. We are, also, working with the Los Angeles County Parks and Recreation Department to replace the barrier on the Puente Largo Foot Bridge to keep vehicles from driving on the bridge and to clean up the bridge.
4. 2020 LAHSA Official Homeless Count		Duarte – 25 Monrovia – 77 Arcadia – 106 Glendora – 145 Azusa - 243
<u>EMERGENCY PREPAREDNESS</u>		
1. Emergency Operations Center		The Emergency Operations Center has been operating remotely while monitoring COVID – 19 operations. As of now, there is still no end date for COVID – 19 operations. On July 18, 2021, the Los Angeles County Public Health Department issued an order requiring all persons to wear a mask in doors regardless of vaccination status.

Resident	Location of Violation	Type of Violation
Yes	1600 block of Bradbury Ave.	Illegal Firework
Yes	2100 block of Citrusview Ave.	Illegal Firework
Yes	1600 block of Duncannon Ave.	Illegal Firework
Yes	900 block of Highland Avenue	Illegal Firework
Yes	1300 block of Highland Avenue	Illegal Firework
Yes	1300 block of Highland Avenue	Illegal Firework
Yes	2000 block of Ivory Drive	Illegal Firework
Yes	2000 block of Ivory Drive	Illegal Firework
Yes	800 block of Lewiston Street	Illegal Firework
Yes	2000 block of Mountain Ave.	Illegal Firework
Yes	1300 block of Three Ranch Rd.	Illegal Firework





ALIEN SAFETY TIPS

The Alien is an
expert on all things
explosive.

They have a good
sense of humor and a
few tricks up their
sleeve.

Let them be your
friend and you'll
have a great time.



Always follow the
instructions on the
box and never use
fireworks in a crowd.

Never throw
fireworks at
people or animals.

Always use a
proper technique
when lighting
fireworks.

Use only one firework
at a time and never
use a firework that
is not in its box.

FIREWORKS ASSORTMENT



City of Duarte

MONTHLY FINANCIAL REPORT

Month Ended June 30, 2021
(100.0% of FY 2020-21 Completed) - Preliminary

Contents

Page

Treasury Report

Monthly Activity and Balances	2
Cash Balance by Fund	3

Budget-to-Actual Report

General Fund Revenue Dashboard	4-6
General Fund Expenditure Dashboard	7-11
Revenue, Expenditures, Transfers and Surplus/Deficit by Fund	12

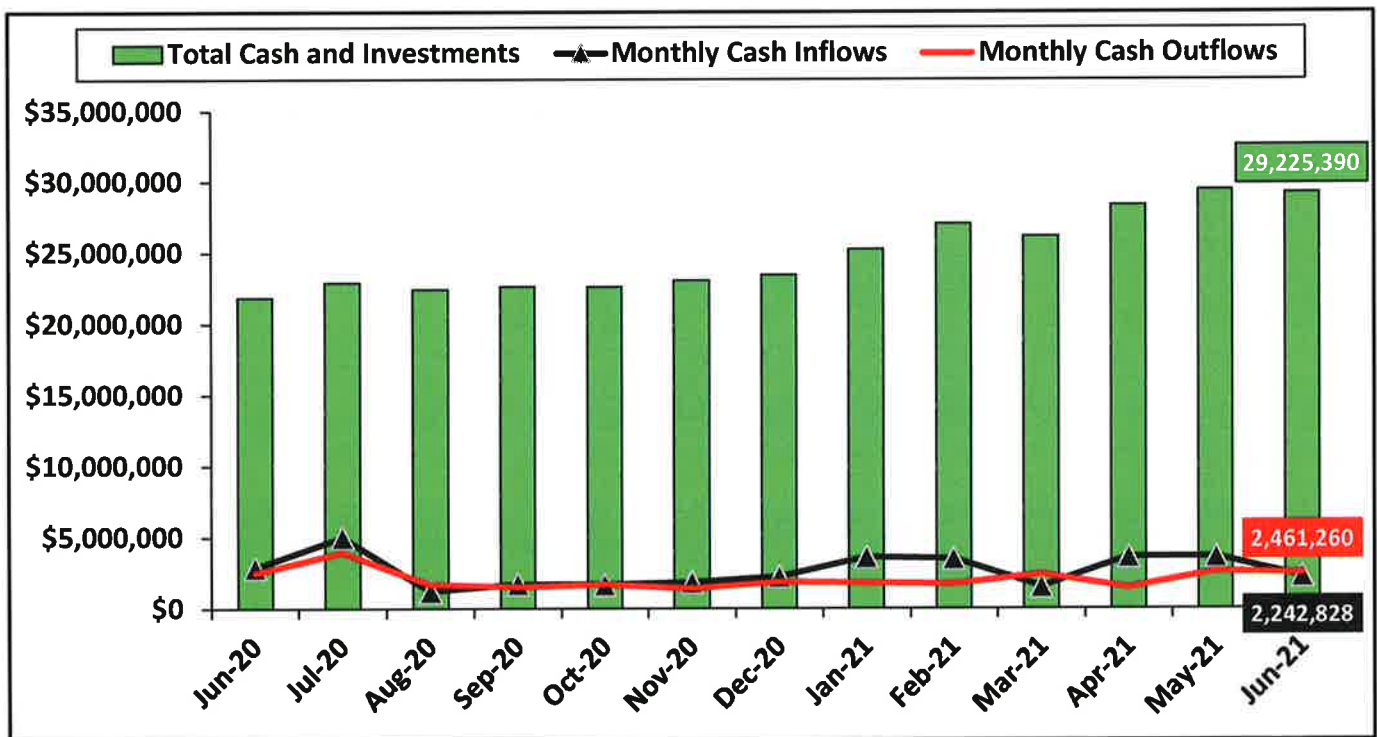
*****A Glance at Unemployment in Duarte and the Region*****

Unemployment Rate (in %)*					
	Jan-20	May-20	Feb-21	Mar-21	Apr-21
Irwindale	6.7	28.5	13.6	13.8	13.8
Duarte	5.4	24.3	12.2	12.4	12.4
Baldwin Park	4.7	22.2	12.3	12.3	12.2
Azusa	4.4	18.6	10.9	11.3	10.4
Glendora	4.0	17.5	9.0	9.2	9.0
Monrovia	3.8	17.8	9.1	9.2	8.9
Arcadia	3.4	17.4	7.9	8.2	8.0
Los Angeles County	4.5	20.8	10.9	11.0	11.0

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

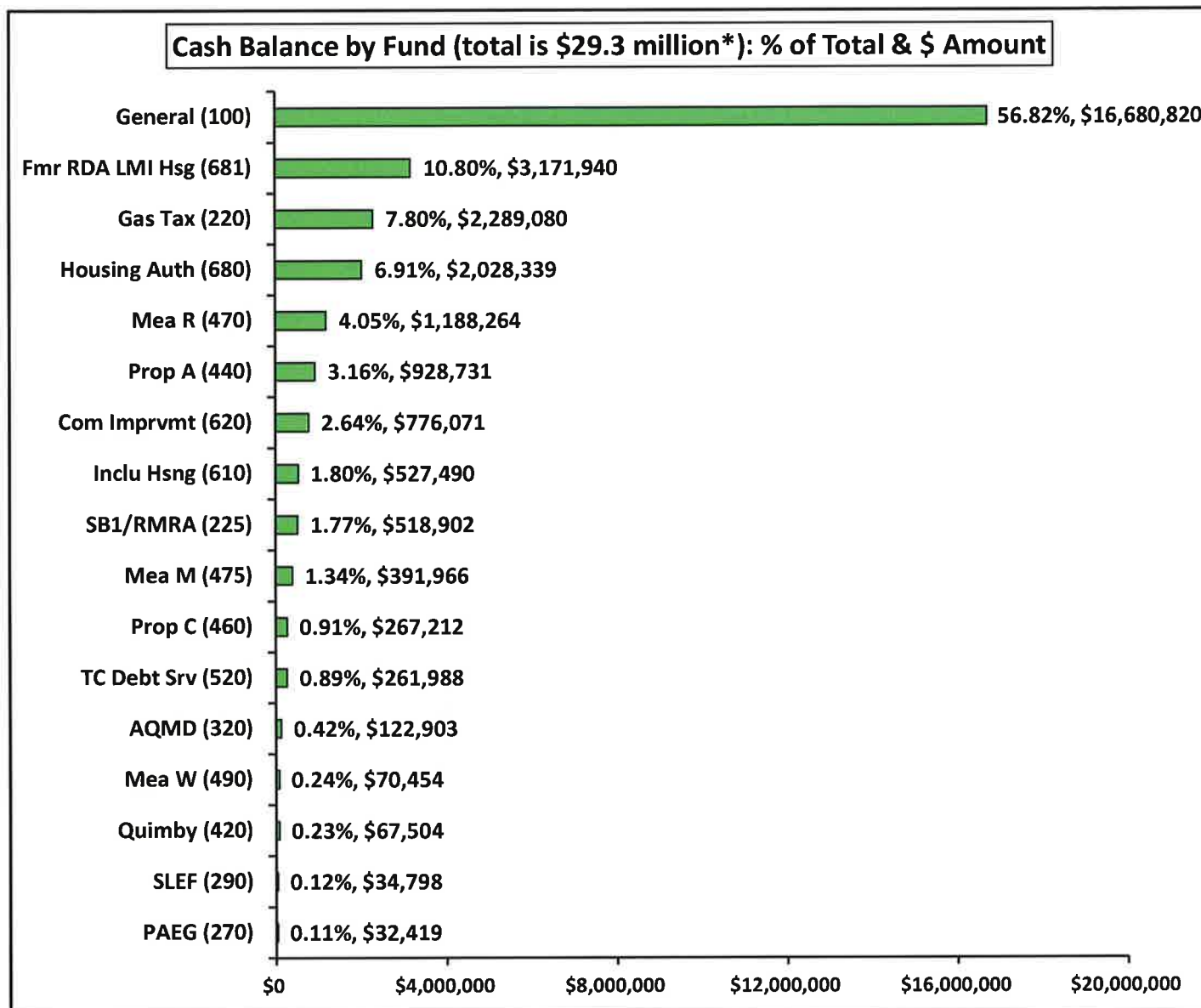
CITY OF DUARTE
Treasury Report - Monthly Activity & Balances
Month Ended June 30, 2021

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (06/01/2021)	\$14,007,350	\$15,436,473	\$29,443,823
Cash Inflows			
Receipts	\$2,242,828	\$0	\$2,242,828
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$2,242,828	\$0	\$2,242,828
Cash Outflows			
Disbursements	\$2,461,260	\$0	\$2,461,260
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$2,461,260	\$0	\$2,461,260
Net Activity	(\$218,432)	\$0	(\$218,432)
Ending Balance (06/30/2021)	\$13,788,917	\$15,436,473	\$29,225,390



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

CITY OF DUARTE
Treasury Report - Cash Balance by Fund
Month Ended June 30, 2021



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

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

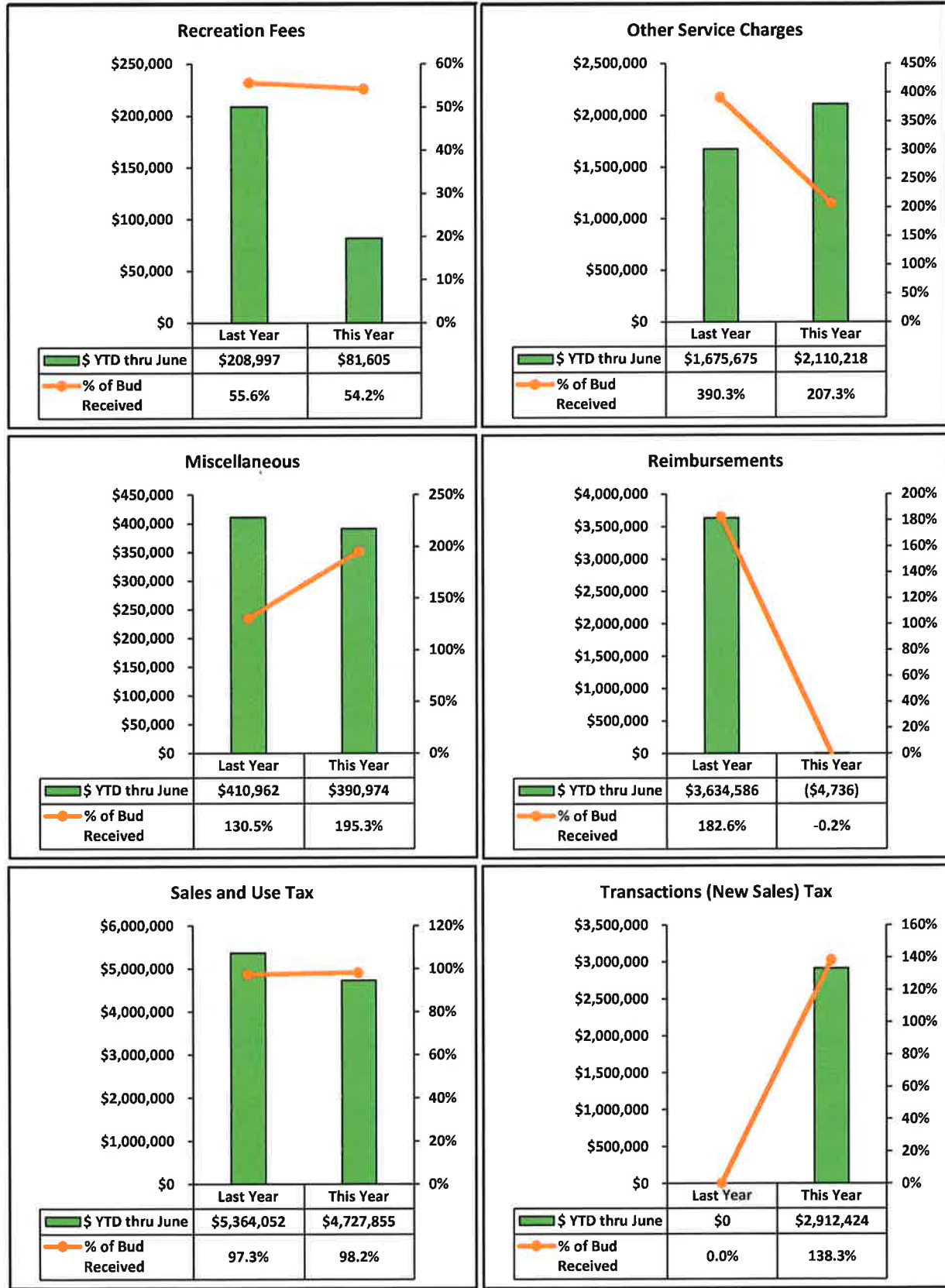
CITY OF DUARTE

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



CITY OF DUARTE

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



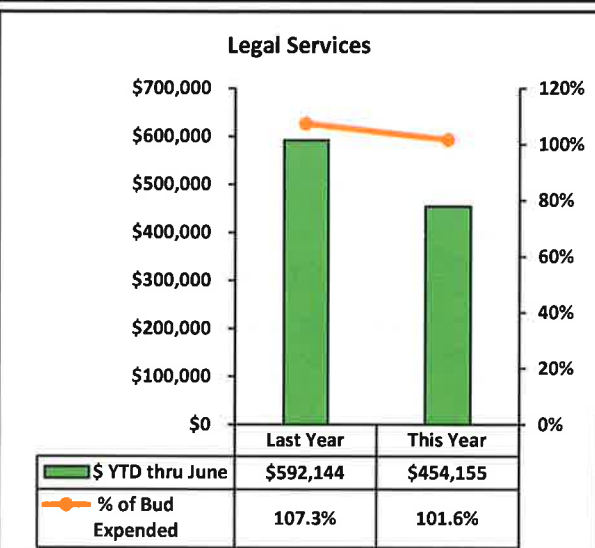
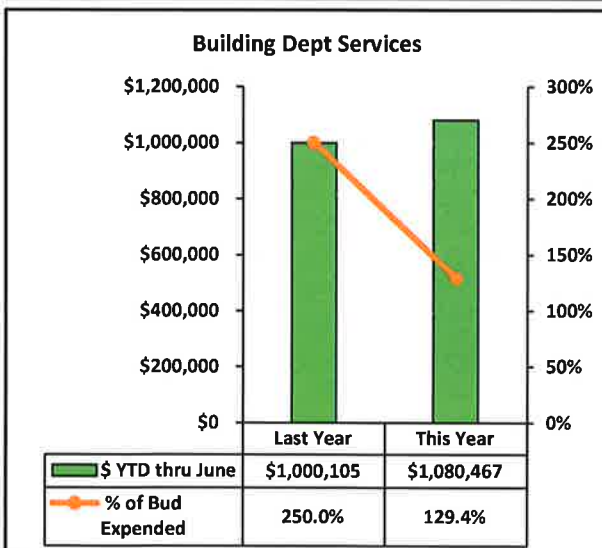
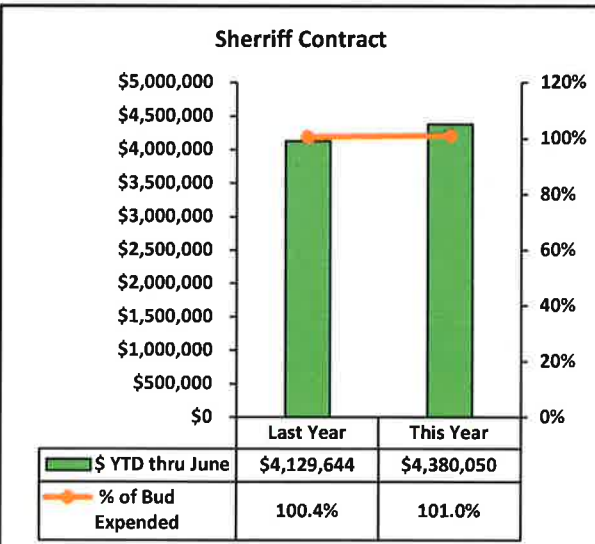
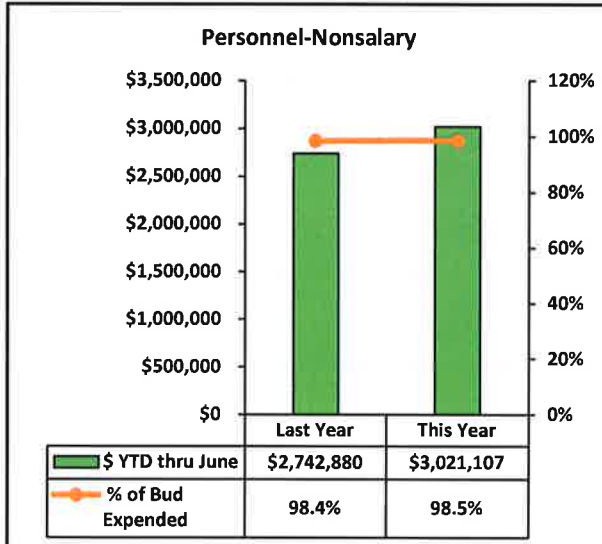
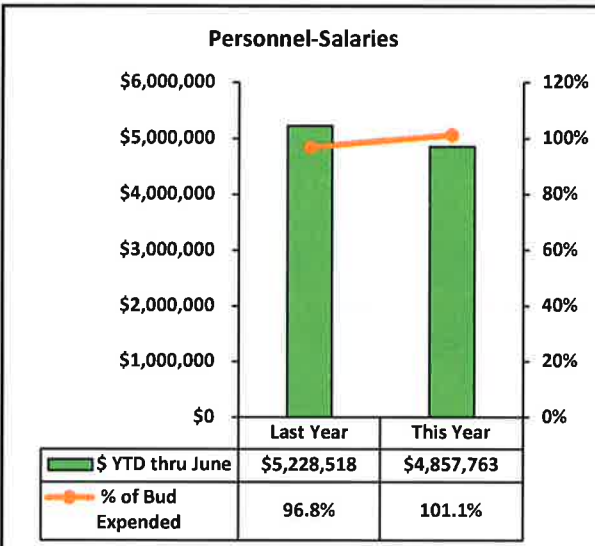
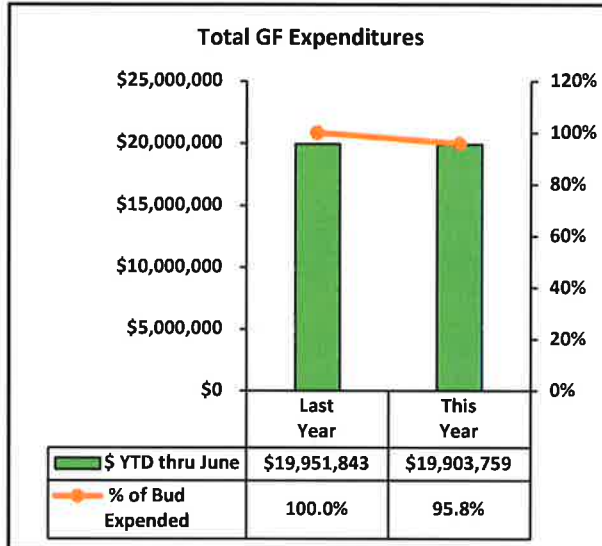
CITY OF DUARTE

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



CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



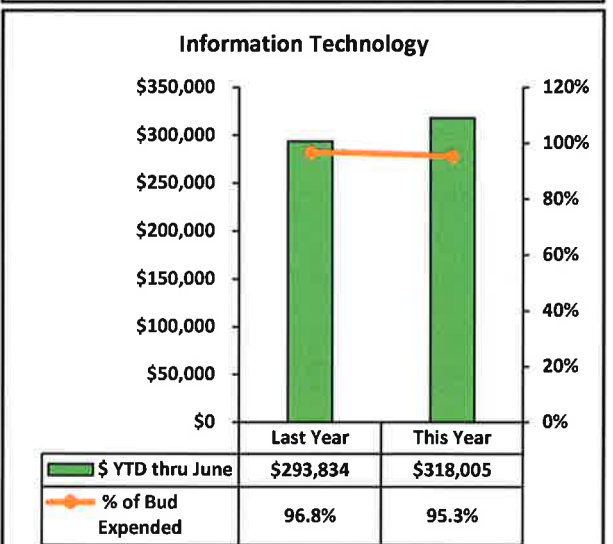
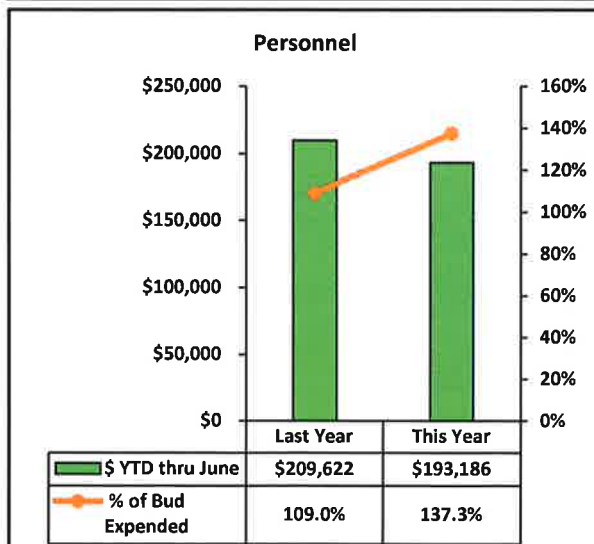
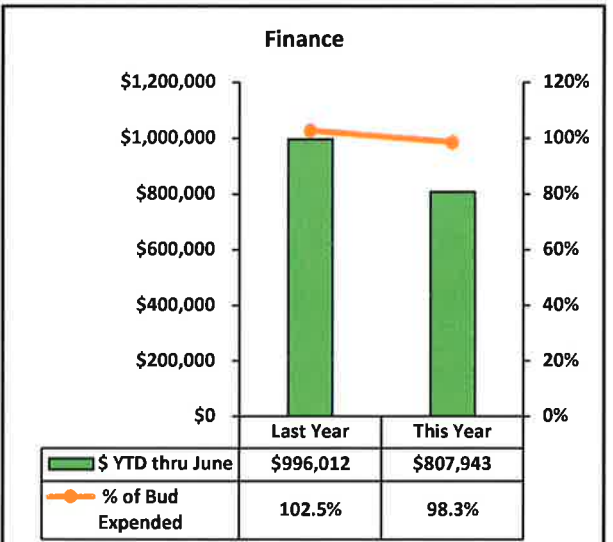
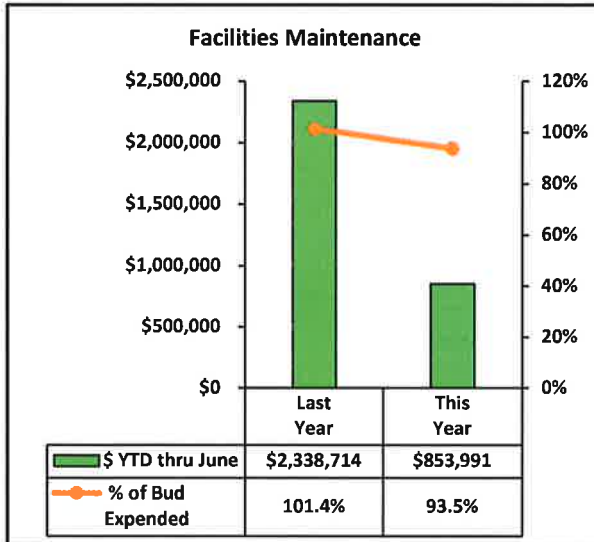
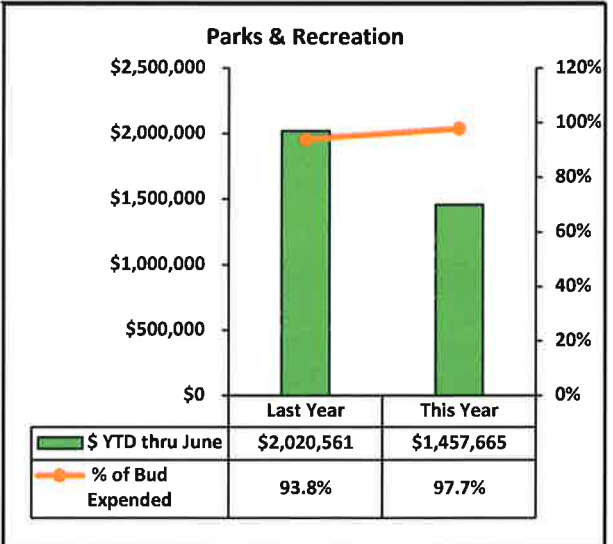
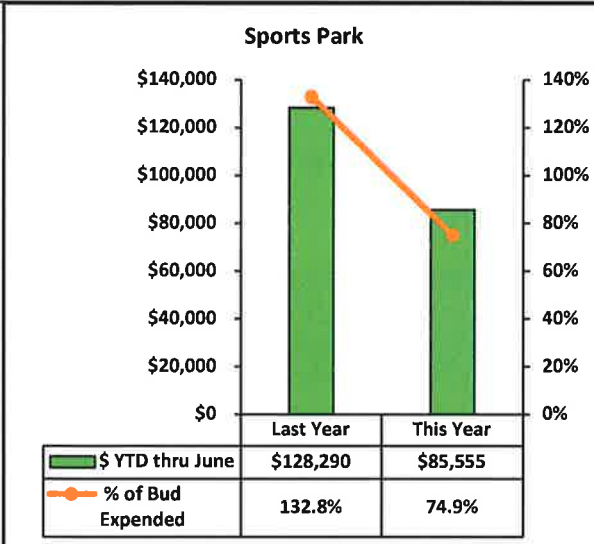
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



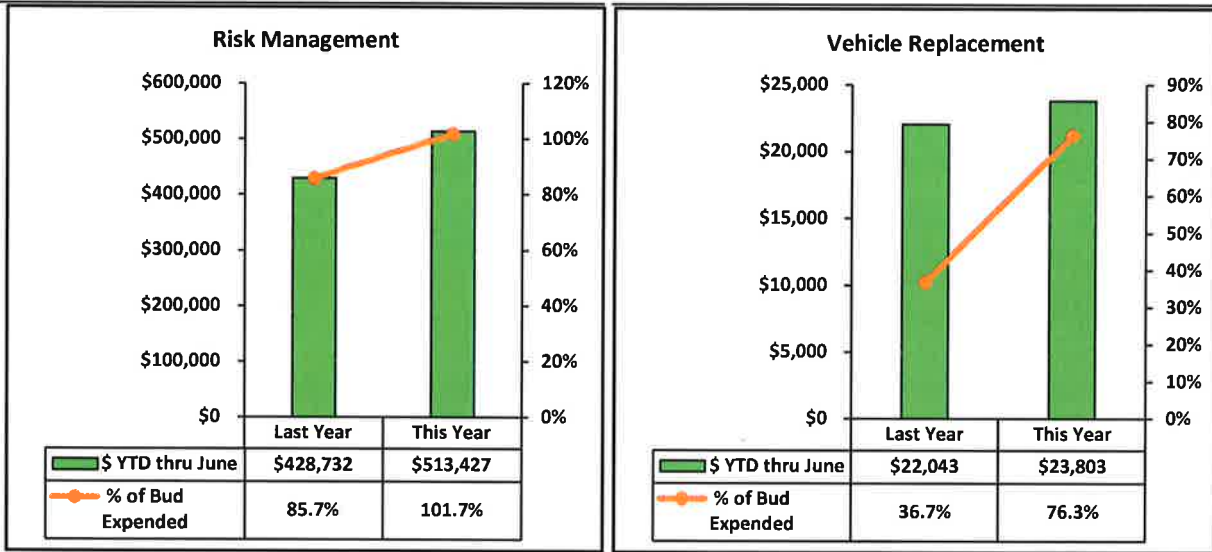
CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

General Fund Expenditures by Category & Division FY 2020-21 Year-to-Date Through June versus Prior Year - Preliminary



CITY OF DUARTE

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

Fund #	Fund Name	Beginning Fund Balance	Revenue	Transfers In	Expenditures	Transfers Out	Surplus / (Deficit)	Ending Fund Balance
100	General	17,271,064	20,239,693	(4,736)	19,232,452	671,307	331,199	17,602,263
220	Gas Tax	1,992,923	482,834	0	288,582	0	194,251	2,187,174
225	SB1/RMRA	418,697	330,205	0	230,000	0	100,205	518,902
240	Lghtng & Lndscpng	53,159	970,020	0	1,227,820	0	(257,800)	(204,641)
260	CDBG	0	4,674	0	5,000	0	(326)	(326)
270	PAEG	3,599	24,544	0	0	0	24,544	28,143
290	Supp Law Enfrcmnt	(101)	156,855	0	160,000	0	(3,145)	(3,246)
300	Bike & Ped Safety	0	0	0	0	0	0	0
320	Air Quality (AQMD)	214,026	(80,473)	0	7,576	(4,736)	(83,313)	130,713
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,295	210	0	0	0	210	67,505
440	Prop A	732,149	626,667	0	459,689	0	166,978	899,127
460	Prop C	247,110	367,190	0	371,124	0	(3,934)	243,176
470	Mea R	1,198,340	278,937	0	338,578	0	(59,641)	1,138,699
475	Mea M	339,776	312,926	0	260,736	0	52,190	391,966
490	Mea W	0	249,848	0	199,423	0	50,424	50,424
520	Town Cntr Debt Serv	413,739	929	0	152,680	0	(151,751)	261,988
521	Infra Mod Debt Srv	1,133	60	0	220,837	0	(220,777)	(219,644)
610	Inclusionary Hsng	525,850	1,640	0	0	0	1,640	527,490
620	Community Impr	457,196	318,875	0	0	0	318,875	776,071
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	1,401,771	6,571	671,307	60,863	0	617,015	2,018,786
681	Fmr RDA L/M Hsg	4,043,834	9,859	0	0	0	9,859	4,053,693
Total - All Funds		29,381,560	24,302,061	666,571	23,215,360	666,571	1,086,702	30,468,262



Agenda Item: _____

CM Review: ☒

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: July 27, 2021
TO: Mayor and Members of the City Council
FROM: Craig Hensley, Community Development Director
BY: Nick Baldwin, Associate Planner
SUBJECT: Second Reading Ordinance 904
Municipal Code Amendment 2020-02

RECOMMENDATION: Adopt Ordinance 904
An ordinance of the City Council of the City of Duarte, California, adopting municipal code amendment 2020-02 replacing in its entirety Duarte Development Code Chapter 19.60.160 regarding accessory dwelling units and junior accessory dwelling units; and modifying Chapter 19.160.050 related to definitions for accessory dwelling units

FISCAL IMPACT: None

BACKGROUND

On January 1, 2020, Assembly Bill 68, 587, 670, 671, and 881 and Senate Bill 13 became effective and amended various provisions of State law, including Government Code Sections 65852.2 and 65852.22, to limit and revise the standards cities may impose on accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs). The new law requires that State-mandated standards be adopted, but also allows the City to establish certain objective standards, primarily related to height and architectural requirements, which must be applied ministerially except where a property owner is seeking an exception to such standards. Much of the City's existing regulations regarding accessory dwellings have been invalidated by the new State law and must be substantially replaced to comply with the new State standards. The City has been in contact with the Department of Housing and Community Development (HCD), the State agency who reviews and regulates housing laws, including all new ADU regulations adopted by cities. HCD has provided a conceptual approval of the City's revised ADU ordinance.

This item was first heard at the November 16, 2020 Planning Commission meeting and continued due to concerns raised by interested parties that the previously proposed ordinance did not comply with State Law. Since that hearing, the draft ordinance was circulated to HCD to receive feedback several times. All of their comments were incorporated into the document to create the current version, which HCD determined to be acceptable. Once adopted by the Council, the ordinance must be relayed to HCD. Unless otherwise changed during the adoption process, Staff is confident HCD will not take issue with our ordinance. This item was last heard by the Planning Commission at their regular May 17, 2021 meeting and the resolution to recommend approval to the City

Council was unanimously approved (Exhibit E, Staff Report).

DISCUSSION/ANALYSIS

When considering the new State ADU laws, it is very important to understand that those laws apply statewide and are, for the most part, not intended to be modified by local municipalities. Two primary examples of this overarching State control involve State Exemption ADU's and required parking. A statewide exemption ADU is an ADU of up to 800 square feet, 16 feet in height, and with 4 feet side and rear yard setbacks. ADU law requires that no lot coverage, floor area ratio, open space, or minimum lot size will preclude the construction of a statewide exemption ADU. These types of ADU's are exempt from almost all local development standards, except architectural design review. State ADU law was designed to discourage the application of local parking standards. Due to proximity of transit routes and bus stops, most ADU's cannot be required to provide on-site parking, including replacement parking if a garage is converted to an ADU.

There are currently 30 ADUs in the City and another 24 ADUs under construction or in the Planning process. Recent applications for this type of unit has significantly increased in the past few months and in consideration of this development trend, it is important for the City to have its own local ordinance. First, a local ordinance will establish development standards afforded under state law that will shape ADU development to align with character of the City. The ability to incorporate local development standards into ADU projects primarily occurs with ADU's that are larger and exceed the prerequisites of a State Exemption ADU. Second, the ordinance will create a set of regulations that are well organized and easily understood, which is necessary since the language from the State on this topic is derived from multiple laws and is confusing and difficult to interpret.

RECOMMENDATION

Adopt Ordinance 904. An ordinance of the City Council of the City of Duarte, California, adopting municipal code amendment 2020-02 replacing in its entirety Duarte Development Code Chapter 19.60.160 regarding accessory dwelling units and junior accessory dwelling units; and modifying Chapter 19.160.050 related to definitions for accessory dwelling units.

FISCAL IMPACT

None.

ATTACHMENTS

- A. Draft Ordinance 904 for Accessory Dwelling Units
- B. Amendment of Definition for Accessory Dwelling Units
- C. Ordinance 874 – Existing City Regulations for ADUs
- D. List of Accessory Dwelling Units in Duarte
- E. Staff Report—May 17, 2021 Planning Commission Meeting

ORDINANCE NO. 904

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING MUNICIPAL CODE AMENDMENT 2020-02 REPLACING IN ITS ENTIRETY DUARTE DEVELOPMENT CODE CHAPTER 19.60.160 REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS; AND MODIFYING CHAPTER 19.160.050 RELATED TO DEFINITIONS FOR ACCESSORY DWELLING UNITS

WHEREAS, the City of Duarte acknowledges the value of accessory dwellings as a more affordable housing option and has long held a process for approval of this type of dwelling within the City; and

WHEREAS, effective January 1, 2020, several bills (Assembly Bill 68, 587, 670, 671, 881 and Senate Bill 13) amended various provisions of State law, including Government Code Section 65852.2, to limit and revise the standards cities may impose on second units (hereafter termed “accessory dwelling units” or “ADU”; and “junior accessory dwelling units” or “JADU”); and

WHEREAS, as amended, Government Code Sections 65852.2 and 65852.22 require that the City incorporate State-mandated standards for certain types of ADUs and JADUs; and

WHEREAS, in addition, Government Code Section 65852.2 allows the City to establish certain objective standards related to height and architectural requirements, which must be applied ministerially, except where a property owner is seeking an exception to such standards. The City currently has standards in place related to parking, height, setback, lot coverage, and architectural requirements, which have functioned to mitigate the impacts of ADUs and JADUs on parking, neighborhood density, and aesthetics, in addition to providing standards related to fire and life safety necessary for the preservation of the public health and safety, some of which were invalidated by the new State laws; and

WHEREAS, as of January 1, 2020, the City’s pre-existing ADU standards were superseded by State standards pursuant to Government Code Section 65852.2(a)(4), and the City is required to utilize these baseline standards until a compliant local ordinance is adopted; and

WHEREAS, notwithstanding any other ordinance or provision of the Duarte Development Code, no application for a building permit or other land use entitlement shall be accepted for processing or approved for an ADU and/or JADU proposed to be located in a residential zone unless it satisfies all the requirements in this Ordinance; and

WHEREAS, in accordance with Section 19.142.020 of the Duarte Development Code, Municipal Code Amendment 2020-02 replaces in its entirety Duarte Development Code Chapter 19.60.160, to provide new development standards for accessory dwelling units (“ADUs”) and

junior accessory dwelling units (“JADUs”) that comply with State law as set forth in this ordinance; and

WHEREAS, Planning Staff provided the draft ADU ordinance to the State Department of Housing and Community Development to confirm the ordinance’s consistency with state law and the ordinance was revised to incorporate all comments received and the City received conceptual approval in response; and

WHEREAS, notice of a public hearing of the Planning Commission on the proposed amendment was given in accordance with applicable law; and

WHEREAS, on May 17, 2021, the Planning Commission held a duly noticed public hearing to consider the ordinance and after consideration of the information presented at the hearing, recommended that the Duarte City Council adopt the proposed Ordinance amending Sections 19.60.160 and 19.160.050, to amend the zoning definitions, development standards, and parking standards to allow Accessory Dwelling Units and Junior Accessory Dwelling Units in Single-Family and Multi-family residential zones, consistent with applicable State laws; and

WHEREAS, notice of a public hearing of the City Council on the proposed Municipal Code Amendment 2020-02 was given in accordance with applicable law; and

WHEREAS, on July 13, 2021, the City Council of the City of Duarte held a duly noticed public hearing on the proposed Municipal Code Amendment 2020-02, and related environmental review. At the public hearing the City Council received and independently considered the staff report and all of the information, evidence, and testimony presented in connection with the foregoing.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ORDAINS AS FOLLOWS:

SECTION 1. REPLACE DEVELOPMENT CODE CHAPTER 19.60.160 IN ITS ENTIRETY. Replace Chapter 19.60.160 “Accessory dwelling units” in its entirety with new language that complies with the updated requirements in State law regarding accessory dwellings and establishes development standards, permit processes, and related definitions.

Chapter 19.60160 is reflected in “Exhibit A” attached hereto and made a part of this ordinance by reference.

SECTION 2. MODIFYING CHAPTER 19.160.050 RELATED TO DEFINITIONS FOR ACCESSORY DWELLING UNITS. Modify the definitions chapter of the of the Duarte Development Code by adding “Accessory Dwelling Unit” which provides a reference for a new definition for ADUs under and under “Dwelling Unit” as well as deleting a refence and a definition for “Second Dwelling Unit”.

Modifications to the definitions within the Duarte Development Code are illustrated in “Exhibit B” attached hereto and made a part of this ordinance.

SECTION 3. CEQA DETERMINATION. The City Council finds and determines that, pursuant to provisions of the California Environmental Quality Act (CEQA), the replacement of Chapter 19.60.160 to the Duarte Municipal Code to provide new development standards for ADUs and JADUs that comply with State law and the modification of Chapter 19.160.50 related to definitions for ADUs is exempt pursuant to statutory exemption Section 15282(h) of Title 14 of the California Code of Regulations.

The City Council further finds that the adoption of this Municipal Code Amendment will not result in negative impact to the environment; therefore, it is exempt from the provisions of CEQA and no further environmental review is necessary.

SECTION 4. SEVERABILITY. If any section, subsection, subdivision, paragraph, sentence, clause or phrase, or portion of this Ordinance is, for any reason, held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance irrespective of the fact that one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional or invalid or ineffective. To this end the provisions of this Ordinance are declared to be severable.

SECTION 5. POSTING OF ORDINANCE. The City Clerk shall certify as to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect thirty (30) days following the second reading.

PASSED, APPROVED, AND ADOPTED on this 27th day of July 2021

Bryan Urias, Mayor

APPROVED AS TO FORM:

ATTEST:

David B. Cosgrove, City Attorney

Annamarie Porter, Interim City Clerk

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

I, Annamarie Porter, Interim City Clerk of the City of Duarte, California, do hereby certify that Ordinance No. 904 was duly introduced at a regular meeting of the City Council held on the 13th day of July, 2021, and was approved and adopted by the City Council of the City of Duarte, California, at a regular meeting of said City Council held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

City Clerk

EXHIBIT A

19.60.160- Accessory dwelling units.

- A. *Purpose.* The purpose of this section is to comply with Government Code sections 65852.2 and 65852.22 and recent amendments thereto, which allow the City to enact certain standards for the development of accessory dwelling units and junior accessory dwelling units in residential zones within the City. It is also the purpose of this section to ensure the availability of affordable housing for family members, students, and the elderly, among others, in the City while mitigating impacts to traffic, utilities, public health and safety and preserving the character of residential neighborhoods.
- B. *Applicability.* The provisions in this Section shall apply as defined below and where allowed in compliance with Article 2 (Zones, Allowable Uses, and Development Standards) and as permitted within this section.
1. "ACCESSORY DWELLING UNIT." Accessory dwelling unit (also "ADU," "second unit," or "granny unit") shall mean an attached or detached residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include a kitchen, a $\frac{3}{4}$ or full bath, and permanent provisions for living, sleeping, eating, cooking, sanitation, and storage on the same parcel where the primary single-family or multi-family residence is situated. An accessory dwelling unit also includes an "Efficiency Unit" as defined in Health and Safety Code section 17958.1 and a "Manufactured Home" as defined in Health and Safety Code section 18007.
 2. "ATTACHED ADU" shall mean a new ADU is constructed as a physical expansion (i.e. addition) to the primary dwelling and is attached to the single-family dwelling or multifamily dwelling unit by one or more common walls.
 3. "CONVERTED ADU" shall mean an ADU created within the interior of an Existing Structure that occupies part or all of the floor area of the existing structure. A converted ADU does not include an ADU that would: (a) increase the height of an existing structure; (b) require removal of more than 50 cubic yards as part of the excavation of an existing structure; or (c) increase the total floor area of the existing structure by more than 150 square feet beyond its existing physical dimensions for the purpose of accommodating ingress and egress.
 4. "DETACHED ADU" shall mean a new ADU that is located on the property

such that the unit does not share any walls with the single-family dwelling or multi-family dwelling unit, and the distance between the nearest point of any portion of the ADU and the single-family dwelling or multifamily dwelling unit is a minimum of six (6) feet.

5. "JUNIOR ACCESSORY DWELLING UNIT" (also known as "JUNIOR ADU" or "JADU") shall mean a unit that is between 150 and 500 square feet in size and contained entirely within a single-family residence. A junior accessory dwelling unit may include separate sanitation facilities or may share sanitation facilities with the existing structure.
6. "ADU KITCHEN" shall mean a sanitary cooking, food preparation, and storage area of the ADU that includes the following:
 - a. A cooking facility with permanent utility connections to electrical and/or gas-powered appliances;
 - b. A food preparation area that includes a sink, garbage disposal, and countertop;
 - c. A cabinet storage area that is of a reasonable size in relation to the size of the ADU.
7. "ACCESSORY DWELLING UNIT (ADU) AGREEMENT" means a legally binding agreement between a property owner and the City which sets forth those provisions necessary to ensure fulfillment of the requirements of this Division.

C. *Location and Zoning Requirements.* An Accessory Dwelling Unit may be located only on residentially zoned lots.

1. One detached, attached, or converted ADU may be constructed on a single-family residential lot.
2. One JADU may be constructed on a single-family residential lot zoned to allow residential use.
3. One JADU and one detached or converted ADU may be constructed on a single-family residential lot where the JADU and ADU meet the requirements in Government Code section 65852.2(e).
4. Up to two detached ADUs may be constructed on a multi-family lot where the detached ADUs meet the requirements in Government Code section 65852.2(e)
5. Converted ADUs may be built in multi-family residential dwellings, but the number of converted ADUs is limited to up to 25% of the total number of multi-family residential units where the converted ADUs meet the requirements in Government Code section 65852.2(e); however a

minimum of one ADU shall be permitted. Converted ADUs in multi-family zoned lots shall be limited to the portions of the dwellings that are non-living space.

6. Any ADU/JADU legally created shall be governed by the zoning regulations in effect at the time of approval.

D. *ADUs/JADU Restrictions.* All ADU/JADUs shall be subject to the following restrictions:

1. The development and use of the ADU/JADU shall only be valid and permitted based on the terms established in this Section.
2. A deed restriction shall be required for all ADUs/JADUs. Prior to obtaining a building permit for an ADU/JADU, a deed restriction shall be approved by the Community Development Director or his/her designee and the City Attorney, which shall include the restrictions and limitations identified in this Paragraph, along with specific information about the subject property and project. Prior to the issuance of a certificate of occupancy or granting of final inspection for the construction of the project, the applicant shall record the deed restriction with the County Recorder's Office and provide a copy of the final recorded deed restriction with the Community Development Department, stating that, amongst others:
 - a. An ADU/JADU deed restriction shall run with the land and shall be binding upon any successor in ownership of the property.
 - b. The ADU/JADU shall not be sold separately from the primary residence.
 - c. If the ADU/JADU is rented, it shall not be rented for a period of less than 30 consecutive days.
 - d. Owner-occupancy is required for parcels with a JADU, consistent with Paragraph G of this Section.
 - e. Owner-occupancy for all ADU/JADUs shall be required after January 1, 2025.
 - f. The ADU/JADU shall be restricted to the total floor area approved at the time of building permit issuance. Any owner wishing to incorporate the total floor area of the ADU/JADU back into the primary Dwelling Unit must request termination of the ADU/JADU use under this Section, satisfying all

zoning and development standards such as setbacks, floor area, lot coverage, and parking.

- g. A second unit may not have utility services separate from those of the main residential structure on the same property.
- h. The Owner and all successors in interest in the subject property shall maintain the ADU/JADU in accordance with all applicable regulations established in this Section and any approval granted by the City. Violations and lack of compliance with any provisions of this Section may result in legal action against the property Owner, including revocation of any right to maintain an ADU/JADU on the property.

E. Review Process for ADUs and JADUs.

- 1. Permit Review and Timelines. The Community Development Department Director or his/her designee shall ministerially review and approve an ADU/JADU permit application and shall not require a public hearing, provided that the submitted application is complete and demonstrates that the ADU/JADU complies with the requirements contained in this Section. Where an ADU/JADU permit application is submitted with an application for a single-family dwelling that is subject to design review under Chapter 19.122 of the Duarte Development Code, the ADU/JADU permit application will be considered separately without discretionary review or a public hearing.
 - a. ADU/JADU permit applications subject to ministerial approval shall be processed within the timelines established by California Government Code section 65852.2.
 - b. In addition to obtaining an ADU/JADU permit, the applicant shall be required to obtain a building permit, tree removal permit, if applicable, and other applicable construction permit requirements prior to the construction of the ADU/JADU.

F. ADU Development Standards. ADUs shall comply with the following development standards:

- 1. Studio and one bedroom ADUs shall not exceed 850 square feet of total floor area. ADUs with more than one bedroom shall not exceed 1,000 square feet of total floor area. In no case shall the ADU be less than 150 square feet.
- 2. An attached ADU shall not exceed 50% of the total floor area of the existing primary dwelling on the subject lot, however this requirement

shall not reduce the maximum allowable size to less than 800 square feet of total floor area.

3. An attached ADU shall not exceed the height and/or number of stories of the existing primary dwelling unit.
4. A detached ADU shall be limited to a maximum height of 16 feet and one story in height. Two story detached ADUs that include heights above 16 feet are allowed for existing or proposed detached garages where the first floor garage is maintained as off-street parking for two or more vehicles, and the second floor ADU is equal to or less than the footprint of the first floor garage itself.
5. The maximum lot coverage for the underlying zone may be exceeded to accommodate the construction of ADUs equal to or less than 800 square feet in total floor area. For ADUs greater than 800 square feet in total floor area, the Duarte Development Code requirements related to lot coverage, minimum landscape area, maximum hardscape area, and all other local development standards.
6. An ADU shall be similar in the building materials, color, style, massing, and form of the primary residence. Architectural details, including, but not limited to, wall modulation, windows, roof pitch and lines, eaves, fascia boards, and trim shall match the primary residence on the property, provided that no ADU shall include any second story balcony or similar open space on the second story.
7. Exterior lighting shall be shielded or directed so that it does not glare off-site or illuminate the primary residence or any adjacent property, where feasible.
8. An ADU shall have a separate exterior access. The exterior access shall be a standard exterior door and shall be located in a manner that will preserve, to the greatest extent feasible, the privacy of the primary residence and any adjoining residences and, to the greatest extent feasible, shall not be visible from the street. Access from the exterior access point of the ADU to the street are encouraged to be provided on a decorative paved pathway.
9. Any common wall separating an attached ADU from the primary dwelling unit and/or main building shall be soundproofed. Details of the proposed means of soundproofing shall be submitted with plans for construction.
10. When an ADU is attached to or converted within a primary dwelling that is required to have fire sprinklers, then the ADU shall also install fire sprinklers.

11. New detached ADUs shall install rooftop solar panels as required by the Building Code.
12. In addition to the off-street parking space(s) required for the primary residence, one off-street parking space shall be provided for each ADU, except when:
 - c. The ADU is located within one-half mile walking distance of Public Transit. For purposes of this chapter, "public transit" has the same meaning as in Government Code section 65852.2(j)(10).
 - d. The ADU is entirely or partially within a proposed or existing primary dwelling or other existing structure.
 - e. The ADU is located within a historic district.
 - f. On-street parking permits are required but not offered to the occupant of the ADU.
 - g. There is a City-approved and dedicated parking space for a car share vehicle located within one block of the ADU.
13. When the ADU is created by converting or demolishing a garage, carport or covered parking structure, replacement of covered parking space(s) eliminated by the construction of the ADU shall not be required as long as the ADU remains in use as a legal ADU. If the ADU is removed from use, the single-family or multifamily dwelling unit shall be required to comply with parking standards established in Chapter 19.38 of the Duarte Development Code as well as all other development standards applicable to the zoning district.
14. Required parking space(s) shall be a minimum of 20 feet in length. The required parking spaces for the ADU may be uncovered. For single-family residential properties, the only allowable driveways leading to required parking spaces shall be ones paved in Portland cement concrete.

G. *JADU Development Standards.* Junior Accessory Dwelling Units shall comply with the following:

1. The Owner of a parcel proposed for a JADU shall occupy as a principal residence either the single-family dwelling unit or the JADU. The JADU shall be considered to be in compliance with this code only so long as the owner occupies either the single-family dwelling unit or the JADU.

2. Owner-occupancy shall not be required if the owner is another governmental agency, land trust, or housing organization.
3. The JADU shall be a minimum of 150 square feet and a maximum of 500 square feet of total floor area. The floor area of a shared sanitation facility shall not be included in the total floor area of the JADU.
4. One JADU may be constructed on a lot zoned for single-family residential use, where there is a single-family dwelling unit existing or proposed to be built on the lot. The JADU must be contained entirely within the walls of the existing or proposed single-family dwelling unit.
5. The JADU shall include an efficiency kitchen meeting the requirements of California Government Code section 65852.22.
6. Any common wall separating the JADU from the primary dwelling unit and/or main building shall be soundproofed. Details of the proposed means of soundproofing shall be submitted with plans for construction.
7. A separate exterior entry from the main entrance to the single-family dwelling shall be provided to serve a JADU.
8. A JADU may include separate sanitation facilities or may share sanitation facilities with the existing structure.
9. A JADU may not be connected to a detached ADU.
10. Any exterior improvements associated with the development of a JADU shall conform to zoning regulations and any existing land use entitlements on the property.
11. No additional parking is required for a JADU, unless the JADU is created from the conversion of existing, attached garage space. In this case, replacement off-street garage parking is required.

H. Termination of Permit and Use for ADUs and JADUs.

1. In his or her sole discretion, the Community Development Director may grant an owner's request to terminate an ADU/JADU permit and deed restriction. The Community Development Director shall consider the length of time such permit has been in force, the conditions of approval, the exceptions granted for the permit.
2. As a condition of termination, the Community Development Director shall require the owner to make modifications to the property to comply

with: (1) current building code requirements; and (2) current development standards in effect at the time the request is made to terminate the use of the ADU or JADU, including but not limited to, setbacks, heights, and parking. The owner shall apply for a building permit to make such modifications as required by the City's Building and Fire Codes.

3. In no case shall the ADU or JADU permit be terminated, if the proposed termination would require a variance to exceed the allowable lot coverage of the single-family dwelling unit.
4. Where a request is to terminate an ADU that was created from the conversion or demolition of a garage, carport, or covered parking structure, the garage, carport, or covered parking structure must be converted back to off-street parking.

I. Violations and Enforcement

1. Violations and Enforcement for units described in the subsection shall be in compliance with Chapter 19.154 of the Duarte Development Code.

EXHIBIT B

*Note (not for codification): Section 19.160.050 to Chapter 19.160 "Definitions," to Article 9 "Definitions," to Title 19 "Planning and Zoning," of the Duarte Municipal Code is amended as follows (deletion shown as ~~strikethrough~~ and addition as **bold and underline**):*

19.160.020 - "A" definitions.

Accessory Dwelling Unit. See "Dwelling Unit."

Accessory Use. See "Use."

Accessory Building or Structure. A structure that is physically detached from, secondary and incidental to, and commonly associated with the primary structure, and as may be further defined by the Building Code as requiring a Building Permit.

Acupuncture. A form of medical treatment involving the use of pressure, needles, or similar applications.

Administrative Variance. See "Variance."

Adult-Oriented Businesses. See Chapter 19.62 (Adult Business Uses).

Agriculture. All methods of production and management of crops, vegetation, and soil. This includes, but is not limited to, the related activities of tillage, fertilization, pest control, harvesting and marketing. Horticulture is not included.

Alcohol Sales, Off-Sale. Any establishment in which alcoholic beverages are sold, served, or given away for consumption off the premises. References to the establishment shall include any immediately adjacent area that is owned, leased, or rented, or controlled by the licensee.

Alcohol Sales, On-Sale. Any establishment in which alcoholic beverages are sold, served, or given away for consumption on the premises and which is applying for or has obtained any ABC Licenses for on-site consumption. References to the establishment shall include any immediately adjacent area that is owned, leased, or rented, or controlled by the licensee.

Alcohol Sales, On-Sale, Accessory Only. Any establishment that has all of the following characteristics:

- A. Alcoholic beverages are sold, served, or given away for consumption on site.
- B. The establishment will sell or sells alcoholic beverages only as an accessory use to a commercial recreation use. Examples include snack bars and concession stands at facilities sport venues (e.g., baseball, football, rugby, soccer, etc.). For the purposes of this definition, a snack bar or concession stand is an establishment that sells confections, snacks, or other light meals for consumption on-site and that provides no inside seating or drive-through service for customers.

Alley. A public thoroughfare or lane (not more than 30 feet wide) that affords only a secondary means of access to abutting property (see Figure 9-1).

Amateur Radio Antenna. An amateur radio antenna is an antenna at a height and dimension sufficient to accommodate amateur radio service communications in compliance with Part 97 of Title 47 of the Code of Federal Regulations (or successor regulations).

Ambulance Fleet Services. A base facility where ambulances and similar vehicles are parked and from which they are dispatched, and/or where ambulance vehicles and crews are not based at a hospital or fire department stand by for emergency calls.

Amendment. A change in the wording, context, or substance of this Development Code, or a change in the zone boundaries upon the zoning map which is a part of this Title, in the manner prescribed by the Development Code.

Animal Hospital/Clinic. See "Veterinary Services."

Animal Keeping. The keeping of domestic animals cared for and owned by the occupants of the residential property in accordance with the provisions of Title 8 of the Duarte Municipal Code.

Animal Sales and Services:

- **Animal Boarding/Kennels.** The commercial provision of shelter and care for dogs, cats, other household animals, and horses (where allowed), including activities associated with such shelter and care (e.g., feeding, exercising, grooming, and incidental medical care).
- **Animal Grooming.** The commercial provision of bathing and trimming services for dogs, cats, and other household animals permitted by this Development Code. Overnight boarding is not allowed.
- **Animal Retail Sales.** The retail sales of household animals within an entirely enclosed building. These uses include grooming, if incidental to the retail use, but specifically excludes boarding of animals other than those for sale.

Antenna Tower. See "Wireless Telecommunications Facilities."

Apiary. A facility where beehives of honey bees are housed (also known as a bee yard).

ARB. See "Architectural Review Board."

Arcade (Electronic Game Center). An establishment that provides more than four amusement devices, whether or not the devices constitute the primary use or an accessory or incidental use of the premises. Amusement devices mean an electronic or mechanical equipment, game, or machine that is played or used for amusement, which, when so played or used involves skill and which is activated by coin, key, or token, or for which the player or user pays money for the privilege of playing or using. See also "Internet/Cyber Cafe."

Architectural Review Board. The Architectural Review Board (ARB) of the City of Duarte.

Area Median Income. The median household income for Los Angeles County as provided by Section 50093(c) of the California Health and Safety Code.

Artist Studios. See "Studio - Art, Dance, Martial Arts, Music."

Assembly/Meeting Facilities, Public or Private. A facility for public or private assembly and meetings, exclusive of "Places of Religious Assembly," which is defined separately. Examples of these uses include:

- banquet rooms

- civic and private auditoriums
- community centers
- conference/convention facilities
- meeting halls for clubs and other membership organizations

ATM (Automated Teller Machine). An automated device used by the public to conduct banking and financial transactions electronically (i.e., withdrawing cash from, or depositing cash or checks into, a bank, savings, credit union, credit card or similar account). Does not apply to retail point-of-sale transactions within a fully enclosed location. Also refers to machines located on properties separate from financial institutions.

Attic. The area located between the top plate and the roof or ridge of a building, as further defined in the Building Code (see Figure 9-2).

Auto Repair. See "Vehicle Repair and Service."

Auto Service or Servicing. See "Vehicle Repair and Service."

Auto Accessory Service. See "Vehicle Repair and Service."

Automatic Controller. A mechanical or solid-state irrigation system timer capable of operating irrigation valve stations to set the days and length of time of a water application.

19.160.050 - "D" definitions.

Day Care, General. Establishments that provide nonmedical care for 15 or more persons on a less than a 24-hour basis, including nursery schools, preschools, and day care centers for children or adults. Such use must comply with all applicable State regulations, and specifically those set forth in the California Health and Safety Code commencing with Section 1596.70, to be considered a General Day Care facility. General Day Care establishments may be accessory to an industrial, commercial or institutional use, as may be allowed by Article 2 of this Development Code.

Day Care, Limited. Nonresidential, nonmedical care and supervision of 14 or fewer persons on a less than 24-hour basis.

- Child Day Care:
 - Child Care Home, Small Family (8 or fewer children). Day care facilities located in single-family dwellings where an occupant of the dwelling provides care and supervision for eight or fewer children. Children under the age of 10 years who reside in the dwelling count as children served by the day care facility. Such use must comply all applicable State regulations, and specifically those set forth in the California Health and Safety Code commencing with Section 1596.70, to be considered a small family child care home.
 - Child Care Home, Large Family (9 to 14 children). Day care facilities located in single-family dwellings where an occupant of the dwelling provides care and supervision for nine to 14 children. Children under the age of 10 years who reside in the dwelling count as children served by the day care facility. Such use must comply

all applicable State regulations, and specifically those set forth in the California Health and Safety Code commencing with Section 1596.70, to be considered a large family child care home.

- Fifteen or more children. See "Day Care, General" for facilities serving 15 or more children.
- Adult Day Care. See "Day Care, General."

Developer. Any person, firm, partnership, association, joint venture, corporation, or any entity or combination of entities, which seeks city permits or approvals for all or part of a development.

Development Agreement. Means an agreement entered into between the city and a developer pursuant to Section 65864 of the California Government Code.

Discretionary Approval.

1. Any entitlement or approval required by Title 18 or Title 19 of this code, including but not limited to, conditional use permit, variance, and subdivision map, or
2. Architectural design review approval, if no other entitlement or approval is required by Title 18 or Title 19 of this code.

Donation Box. A bin, storage shed, or similar facility measuring no more than eight feet wide by eight feet long and eight feet high, and established as an accessory use to a primary use for the purpose of providing a collection location for donated clothes, shoes, and small household items. Such facilities generally are established by a charitable or non-profit organization.

Drive-Through or Drive-Up Facilities. An establishment that sells products or provides services to occupants in vehicles, including drive-in or drive-up windows and drive-through services. Examples include fast food restaurants, banks, and pharmacies.

Drip Irrigation. A method of micro-irrigation wherein water is applied to the soil surface as drops or small streams through emitters.

Drought-tolerant Plants. Plants that require less water because they are adapted to regions with frequent drought or to soils with low water-holding capacity.

Dwelling. A structure or portion thereof designed exclusively for permanent residential purposes, but not including hotels, motels, emergency shelters, or extended stay locations.

- **Accessory Dwelling Unit. An attached or detached dwelling unit which provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as an existing qualified primary dwelling unit is situated.**
- Dwelling Unit. Any structure or portion thereof designed for living and sleeping purposes that contains independent cooking and sanitation facilities.
- Multi-Family Dwelling Unit. A structure or portion thereof containing three or more dwelling units designed for the independent occupancy of three or more households.
- Primary Dwelling Unit. An existing single-unit residential structure on a single lot with provisions for living, sleeping, eating, a single kitchen for cooking, and sanitation facilities, and occupied by one household.

- Single-Family Dwelling Unit. A detached structure containing no more than one dwelling unit which, regardless of form of ownership, is designed and/or used to house not more than one household, including all domestic employees for such household.
- ~~Second Dwelling Unit. An attached or detached dwelling unit which provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as an existing qualified primary dwelling unit is situated.~~
- Two-Family Dwelling (Duplex) Unit. A building containing two complete dwelling units designed for the independent occupancy of two households.
- See also "Manufactured Housing" and "Mobile Housing Unit."

19.160.200 - "S" definitions.

Schools, Public and Private. A public or private academic educational institution, including boarding schools; colleges and universities; elementary, middle/junior, and high schools; military academies; and businesses providing instruction in arts and languages. This definition does not include trade schools or non-tuition part-time instruction at places of religious assembly. See "Education Facility."

~~Second Dwelling Unit. "See "Dwelling Unit."~~

Secondary Use. See "Use."

Secondhand Store. A business involved in the retail sale of used goods and merchandise, whereby the sale of such used goods and merchandise comprise 25 percent or more of total monthly sales volume. This definition does not include pawn shops.

Self-service Display. The display or storage of products in a manner that is physically accessible in any way to the general public without the assistance of the retailer or employee of the retailer and a direct person-to-person transfer between the purchaser and the retailer or employee of the retailer. A vending machine is a form of self-service display.

Senior Citizen. Generally, any person 62 years of age or older. However, for purposes of any State or federal housing programs, the age may be 55 years or older.

Sensitive Use. See "Use."

Setback. The distance from which a structure, parking area, or other development feature must be separated from a prescribed lot line, easement, or other structure or development feature (see Figure 9-7)

- Front Setback. The minimum distance required between a structure and the front property line.
- Primary Building Line. That portion of the front yard area defined by the space between the front property line and the entire building frontage of the primary structure, whether or not all facade portions of the primary structure coincide with the front setback line (see Figure 9-7).

- Side Setback. The minimum distance required between a structure and a side property line.
- Rear Setback. The minimum distance required between a structure and the rear property line.

Shopping Center. Commercial sites that are primarily retail with two or more separate businesses managed as a total entity and sharing common access, circulation, signage and pedestrian and parking areas so that a public right-of-way does not need to be used to get from business to another. General guidelines follow, but the Director may make a determination on a case-by-case basis.

- Neighborhood. A shopping center that provides a limited number of frequent or recurrently needed personal items or services for residents in an immediate neighborhood that generally has up to 100,000 square feet of combined gross leasable area, without a significant anchor store, and draws its clientele from a five-minute driving radius from the center.
- Community. A shopping center that provides a variety of retail or personal services for patrons that contains approximately 100,000 to 250,000 square feet of combined gross leasable area, may have up to two anchor stores, has a site of 5 or more acres, and draws its clientele from about a 10-minute drive from the center.
- Regional. A shopping center that contains a wide range of retail and service establishments, including at least three anchor stores, having at least 250,000 square feet of combined gross leasable space, and draws its clientele from as much as a 45 minute drive from the center.

Sign. See Chapter 19.42 (Signs).

Single-family Dwelling. See "Dwelling, Single-family."

Site. A lot or group of contiguous lots not divided by any alley, street, other right-of-way or city limit that is proposed for development in accord with the provisions of this Development Code, and is in a single ownership or has multiple owners, all of whom join in an application for development.

Special Events and Temporary Uses. Any activity of limited duration that is permitted through the issuance of a Temporary Use Permit, see Chapter 19.124 (Temporary Use Permits). This definition includes carnivals, farmers' markets, seasonal sales, and promotional events.

Specific Plan. Under Article 8 of the Government Code (Section 65450 et seq.), a legal tool for detailed design and implementation of a defined portion of the area covered by a General Plan. A specific plan may include all detailed regulations, conditions, programs, and/or proposed legislation which may be necessary or convenient for the systematic implementation of any General Plan element(s).

Static water pressure. The pipeline or municipal water supply pressure when water is not flowing.

Storage:

- Storage—Accessory. The indoor storage of materials accessory and incidental to the primary use is not considered a land use separate from the primary use.

- Storage—Outdoor. The storage of various materials outside of a structure other than fencing, either as an accessory or primary use.
- Storage—Personal Storage Facility. See "Personal Storage."

Story. The portion of a building included between the upper surface of any floor and the upper surface of the next floor above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling above. See also "Basement" and "Attic."

Structure. Anything constructed or erected, the use of which requires location on the ground or attachment to something having location on the ground (see Figure 9-8), except for walls and fences.

- Accessory Structure. See "Accessory Structure."
- Attached Structure. Any structure that has a wall or roof in common with another structure.
- Primary Structure. A structure that is conducted as the primary or predominant use of the lot and/or building site.

Studio - Art, Dance, Martial Arts, Music. Small-scale instructional facilities, typically accommodating one group of students at a time, in no more than one instructional space. Examples include: individual and group instruction and training in the arts, production rehearsal, photography and the processing of photographs produced only by users of the studio facilities, martial arts training studios, and gymnastics instruction. Also includes production studios for individual filmmakers, musicians, painters, sculptors, photographers, and other artists. These uses may also include accessory retail sales of products related to the services provided.

Substantial Rehabilitation or Substantially Rehabilitated. The substantial rehabilitation of a dwelling unit(s) as defined in Section 33413(b)(2)(iv) of the California Health and Safety Code.

Supermarket. A self-service grocery and associated consumer goods store divided into departments and also offering prepared foods and food service. May include secondary uses within the store for visitor convenience, such as banking services, retail sales of non-food items, and a pharmacy,

Swap Meet. Any event at which two or more persons offer personal property, new and/or used, for sale or exchange and at which a fee is charged for the privilege of offering or displaying personal property for sale or exchange, and/or at which a fee is generally charged to prospective buyers for admission to the area where personal property is offered or displayed for sale or exchange.

ORDINANCE NO. 874

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA AMENDING SECTIONS 19.10.020.A (Table 2-1 and Table 2-2) ALLOWED USES AND PERMIT REQUIREMENTS FOR SINGLE FAMILY AND MULTIFAMILY ZONES; 19.38.050.A (TABLE 3-4) OFF-STREET PARKING REQUIREMENTS FOR RESIDENTIAL USES; 19.60.160 SECOND DWELLING UNITS; AND MODIFICATIONS TO DEFINITIONS IN SECTIONS 19.160.020, 19.160.050 AND 19.160.200 OF THE DUARTE DEVELOPMENT CODE RELATING TO THE REGULATIONS AND APPROVAL OF ACCESSORY (SECOND) DWELLING UNITS WITHIN THE CITY OF DUARTE

WHEREAS, the City of Duarte ("City") seeks to ensure that the City's zoning laws are consistent with the goals, policies and standards set forth in the City's General Plan, federal law, and state law as it relates to the regulation and approval of second dwelling units within the City; and

WHEREAS, on September 27, 2016, Governor Brown approved California Assembly Bill 2299 ("AB 2299") and California Senate Bill 1069 ("SB 1069"), which change the manner in which second dwelling units (now called "accessory dwelling units") must be regulated and processed by local agencies;

WHEREAS, effective January 1, 2017, AB 2299 and SB 1069, codified at Gov. Code §§ 65852.2, 65582.1, 65583.1, 65589.4, 65852.150, and 66412.2, adopt new requirements for local agencies' regulation of accessory dwelling units and approval of applications for accessory dwelling units; and

WHEREAS, AB 2299 and SB 1069 further provide that in the event a local agency has an existing accessory dwelling unit ordinance that fails to meet the requirements of the new legislation, any conflicting provisions shall be null and void upon January 1, 2017, unless and until the agency adopts an ordinance that complies with AB 2299 and SB 1069; and

WHEREAS, the proposed amendments to the Duarte Development Code are intended to ensure the City's procedural and substantive requirements for accessory dwelling units are consistent with the above-described recent changes to State law; and

WHEREAS, after the duly noticed public hearing, held on February 21, 2017, the Planning Commission adopted Resolution No. PC 17-08 recommending the City Council adopt and approve the proposed code amendments; and

WHEREAS, the proposed amendments to the Duarte Municipal Code are set forth in the attached Exhibit A to this Ordinance (the "Code Amendments")

THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1: Recitals. The foregoing recitals are true and correct and are incorporated herein as through set forth in full.

SECTION 2: Adoption. Sections 19.10.020.A (Table 2-1 and Tale 2-2) allowed uses and permit requirements for single family and multifamily zones; 19.38.050.A (Table 3-4) off-street parking requirements for residential uses; 19.60.160 second dwelling units; and modifications to definitions in Sections 19.160.020, 19.160.050, and 19.160.200 of the Duarte Development Code are hereby amended to read as set forth in Exhibit A, attached to this Ordinance and incorporated herein by this reference.

SECTION 3: No Changes to Permitted Uses/Density. Nothing in this Ordinance shall be interpreted to allow any land use which is not expressly listed as permitted or conditionally permitted within the City's Zoning Code and General Plan.

SECTION 4: CEQA Determination. In adopting this Ordinance, the City Council finds that the project is in compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21000 *et seq.* (CEQA), and State regulations in Title 14 of the California Code of Regulations, Section 15000 *et seq.* (CEQA Guidelines) because the project is

categorically exempt from CEQA pursuant to Title 14 California Code of Regulations Sections 15061(b)(3); 15303; 15332; and 15378, in that it can be seen with certainty that the adoption of the Development Code amendments propose no activity that may have a significant effect on the environment and will not cause a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment; pertain to new construction or conversion of small structures; and would qualify as infill development.

SECTION 5: Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more section, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional.

SECTION 6: Effective Date. This Ordinance shall become effective thirty (30) days after its passage and adoption.

SECTION 7: Within fifteen (15) days of the date of adoption of this Ordinance, the City Clerk shall post a copy of said Ordinance in places designated for such posting and shall certify to the same. The City Clerk shall certify the passage of this Ordinance and shall cause the same to be published as required by law.

PASSED AND APPROVED on this 11th day of April, 2017.

/s/ Margaret Finlay
Mayor Margaret Finlay

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. 874 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 11th day of April, 2017, by the following Roll Call vote:

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

NOES: Councilmembers: None

ABSENT: Councilmembers: None

/s/ Marla Akana
City Clerk Marla Akana
City of Duarte, California

19.10.020 - Land use and permit requirements.

A. Allowed land uses.

1. Tables 2-1 and 2-2 indicate the uses allowed within each residential zone and any permits required to establish the use, pursuant to Article 7 (Permit Processing Procedures) and Article 8 (Development Code Administration).
2. Residential uses represent the primary allowed use, and only those additional uses that are complementary to, and can exist in harmony with, the residential character of each zone may be allowed as accessory, conditionally permitted, and/or temporary uses. Accessory uses deemed appropriate may only be permitted when provided as a secondary use on property for which a legally permitted/allowed residential unit exists or is proposed in conjunction with establishment of the accessory use, except as may be otherwise allowed in Article 6 (Nonconformities).
3. Land uses that are not listed in Tables 2-1 and 2-2 or are not shown in a particular zone are not allowed (see Uses Not Classified in Section 19.04.040), except as otherwise provided by Section 19.04.020 (Rules of Interpretation).
4. Where the last column in the Tables 2-1 and 2-2 includes a Chapter or Section number, the regulations in the referenced Chapter or Section shall apply to the use. Provisions in other Sections of this Development Code may also apply as indicated in Section 19.10.090 (Other Applicable Regulations).
5. See Article 9 (Definitions) for land use definitions and explanations.

TABLE 2-1 ALLOWED USES AND PERMIT REQUIREMENTS	Single-Family and Two-Family Residential Zone Permit Requirements							
	P = Permitted By Right A = Permitted as Accessory Use MUP = Minor Use Permit CUP = Conditional Use Permit — = Not Allowed							
Land Use	R-1	R-1A	R-1B	R-1D	R-1E	R-1F	R-2	Specific Use Regulations
Residential Uses								

EXHIBIT A

Single-Family Dwellings	P	P	P	P	P	P	P	See Table 7-2 (Article 7) for Site Plan Review Requirements. See 19.10.050 for R-1D zone special requirements. See 19.10.080 (Manufactured Homes)
Multi-Family Dwellings	—	—	—	—	—	—	—	
Two-Family Dwellings (Duplex)	—	—	—	—	—	—	P	
Mobile Housing Unit	—	—	—	—	—	—	—	
Second Accessory Dwelling Unit	A	A	A	A	A	A	A	See 19.60.160 (Second Accessory Dwelling Units)
Care Uses								
Child Care Home - Large Family	A	A	A	A	A	A	A	See 19.60.100 (Large and Small Family Child Day Care Facilities)
Child Care Home - Small Family	A	A	A	A	A	A	A	
Day Care General - 15 or more children	—	—	—	—	—	—	—	
Agriculture and Animal-Related								
Animal Keeping	A	A	A	A	A	A	A	As regulated by Title 8 (Animals) of the Municipal Code

EXHIBIT A

Horse Keeping	—	—	—	MUP	A	A	—	See 19.60.080 (Horse Keeping)
Horticulture - Private	A	A	A	A	A	A	A	
Other Uses								
Accessory Structures and Uses	A	A	A	A	A	A	A	See 19.60.020 (Accessory Uses)
Educational Institution - Private	CUP	CUP	CUP	CUP	CUP	CUP	CUP	
Golf Course, Country Club	CUP	CUP	CUP	CUP	CUP	CUP	CUP	
Home Occupations	A	A	A	A	A	A	A	See 19.60.070 (Home Occupations)
Places of Religious Assembly	CUP	CUP	CUP	CUP	CUP	CUP	CUP	See 19.60.140 (Places of Religious Assembly)
Recreational Vehicle Parking (Open/outdoor parking)	A	A	A	A	A	A	A	See 19.38.160 (Recreational Vehicle Parking in Residential Zones)
Temporary Uses	See Chapter 19.124 (Temporary Use Permits)							
Utilities	CUP	CUP	CUP	CUP	CUP	CUP	CUP	

EXHIBIT A

TABLE 2-2 ALLOWED USES AND PERMIT REQUIREMENTS FOR MULTI- FAMILY RESIDENTIAL ZONES		P = Permitted by Right A = Permitted as Accessory Use MUP = Minor Use Permit CUP = Conditional Use Permit — = Not Allowed		
Land Use	R-3	R-4	R- MH	Specific Use Regulations
Residential Uses				
Single-Family Dwellings	P	P	—	See 19.10.080 for Manufactured Housing.
Multi-Family Dwellings	P	P	—	
Two-Family Dwellings (Duplex)	P	P	—	
Mobile Homes	—	—	P	Applies to establishment of a single mobile home in an existing mobile home park
Mobile Home Parks			CUP	Applies to establishment of a new mobile home park
Care Uses				
Child Care Home - Large Family	—	—	—	See 19.60.100 (Large and Small Family Child Day Care Facilities)
Child Care Home - Small Family	A	A	A	
Day Care Facility - 15 or more	CUP	CUP	—	
Residential Care	CUP	CUP	—	

EXHIBIT A

Facilities				
Agriculture and Animal-Related				
Animal Keeping	A	A	A	As regulated by Title 8 (Animals) of the Municipal Code.
Horticulture - Private	A	A	A	
Other Uses				
Accessory Structures and Uses	A	A	A	See 19.60.020 (Accessory Uses) See 19.60.160 (Accessory Dwelling Unit)
Educational Facilities - Private	CUP	CUP	CUP	
Golf Course, Country Club	CUP	CUP	CUP	
Home Occupations	A	A	A	See 19.60.070 (Home Occupations)
Places of Religious Assembly	CUP	CUP	CUP	See 19.60.140 (Places of Religious Assembly)
Recreational Vehicle Parking (open/outdoor parking)	—	—	A	See 19.38.160 (Recreational Vehicle Parking in Residential Zones)
Temporary Uses	See Chapter 19.124 (Temporary Use Permits)			
Utilities	CUP	CUP	CUP	

EXHIBIT A

19.38.050 - Off-street parking space requirements

TABLE 3-4 OFF-STREET PARKING REQUIREMENTS RESIDENTIAL USES	
Land Use	Parking Spaces Required
Single-Family Dwellings (Attached and Detached) and Two-Family Dwellings	2 per dwelling unit in a garage for units with up to 4 bedrooms; 3 per dwelling unit in a garage for units with 5 or more bedrooms. See also 19.38.050(I).
Second Accessory Dwelling Unit	1 per second accessory dwelling unit; a minimum of 2 enclosed per site a minimum of 2 – 3 enclosed parking spaces within a garage is required depending upon total number of bedrooms on the property (in association with primary unit).
Multi-Family Dwellings	2 per unit in a garage, plus overflow and guest parking as follows: 1 overflow parking space per each 4 units 1 guest parking space per each 4 units See also 19.38.050(F) and (I).
Mobile Home Parks	1 per mobile home space plus 1 for each mobile home space for guest parking; guest parking to be separate from mobile home spaces
Live/Work Units	2 spaces per unit in a garage plus customer parking as determined through the Conditional Use Permit.
Senior Housing (when restricted to age 62 and older)	1 space per 1-bedroom unit. 2 spaces for each 2-bedroom unit.
Conversions of Existing Covered Parking Spaces for Single-Unit Dwelling	2 per unit in garage
Large and Small Family Child Day Care Facilities	Spaces required for dwelling unit only, plus 1 per each permanent non-resident employee

EXHIBIT A

19.60.160 – Second **Accessory** dwelling units.

- A. Purpose. This Section provides locational, developmental, and operational standards for second **accessory** dwelling units.
- B. Applicability. The provisions in this Section shall apply to second **accessory** dwelling units as defined in Article 9 and where allowed in compliance with Article 2 (Zones, Allowable Uses, and Development Standards) and the following standards.
- C. City standards. A second **accessory** dwelling unit as authorized by Government Code Section 65852.2 shall comply with all of the following locational and developmental standards:
 - 1. The second **accessory** dwelling unit shall comply with all of the development standards applicable to the specific residential zone in which it is located.
 - 2. ***The lot is zoned for single-family or multifamily use and contains an existing, single-family dwelling.***
 - 3. The parcel proposed for the second **accessory** dwelling unit shall contain a minimum of 6,000 square feet, ***unless the accessory dwelling unit is located entirely within an existing structure.***
 - 4. Either the primary unit or the second **accessory** dwelling unit shall be occupied as a primary residence by the property owner.
 - 5. There shall not be more than one second **accessory** dwelling unit on each parcel.
 - 6. The second **accessory** dwelling unit shall be physically attached to the primary residence ~~and shall be designed so that it can revert back to being used as an integral portion of the attached single-family residence in the event that the unit is no longer used as a second dwelling unit~~ ***or located within the living area of the primary residence or detached from the primary residence and located on the same lot as the primary residence.***
 - 7. Colors, materials, roof form, windows, and window trim shall match those of the primary structure.
 - 8. The **attached** second **accessory** dwelling unit shall be designed to maintain the appearance of a single-family dwelling.
 - 9. The maximum floor area of the second **accessory** dwelling unit shall comply with the following:
 - a. ~~The maximum floor area of the second dwelling unit shall not exceed 700 square feet.~~ ***Attached or detached accessory dwelling units shall not exceed fifty percent of the total floor area, excluding garages, of the existing dwelling unit up to a maximum of 400 square feet, for lot sizes up to 15,000 square feet.***

EXHIBIT A

- b. ~~The maximum floor area of the second dwelling unit may be allowed to increase up to 1,200 square feet, provided the unit is deed restricted to be affordable to low-income households. **Attached or detached accessory dwelling units, shall not exceed fifty percent of the total floor area, excluding garages, of the existing dwelling unit up to a maximum of 700 square feet, for lot sizes greater than 15,000 square feet.**~~
- 10. **An accessory dwelling unit shall not contain more than one bedroom, which shall comply with the minimum bedroom size required by the Building Code.** ~~The maximum number of allowable bedrooms within the second dwelling unit shall comply with the following:~~
 - a. ~~The second dwelling unit shall not contain more than two bedrooms, which shall comply with the minimum bedroom size required by this Development Code.~~
 - b. ~~A maximum of three bedrooms shall be allowed for second dwelling units over 700 square feet in size, when deed restricted to be affordable to low-income households.~~
- 11. In addition to all other required off-street parking, there shall be at least one additional off-street parking space for the second **accessory** dwelling unit. The parking space may be uncovered and may be in tandem with the existing off-street parking facilities. **However, these parking standards shall not be imposed on accessory units in any of the following instances:**
 - a. **The accessory dwelling unit is located within one-half mile of public transit. ~~Public transit is hereafter defined as a "Major Transit Stop", pursuant to Public Resources Code 21094.5.5.~~**
 - b. **The accessory dwelling unit is located within an architecturally and historically significant historic district.**
 - c. **The accessory dwelling unit is part of the existing primary residence or an existing accessory structure.**
 - d. **When on-street parking permits are required but not offered to the occupancy of the accessory dwelling unit.**
 - e. **When there is a car share vehicle located within one block of the accessory dwelling unit.**
- 12. At the time that the ~~second~~ **accessory** dwelling unit is assigned a street address, it may be given the primary residential numerical address with the alphabetical letter "A" following the numerical designation.
- 13. All gas, sewer, water, and other utility hook-ups shall be part of the primary dwelling unit.
- 14. **Approval by the local health officer where a private sewage disposal system is being used, if required.**

EXHIBIT A

15. The ~~second~~ **accessory** dwelling unit shall comply with all building, safety, fire and health codes, and all other applicable laws and regulations.
16. ~~A site plan~~ **Conceptual development plans** and elevations shall be subject to Site Plan and Design Review before the issuance of any Building Permits for the ~~second~~ **accessory** dwelling unit in compliance with Chapter 19.122 (Site Plan and Design Review).
17. A deed restriction, in a form satisfactory to the City Attorney, shall be recorded with the County Recorder to evidence and give notice of the requirements of this Section, and a conformed copy submitted to the City before final building (occupancy) approval.
18. A yearly administrative hearing and/or inspection, if warranted, shall be held by the Director to ensure compliance with all applicable conditions, standards, and terms.

EXHIBIT A

19.160.020 - "A" definitions.

Accessory Dwelling Unit. See "Dwelling Unit."

Accessory Use. See "Use."

Accessory Building or Structure. A structure that is physically detached from, secondary and incidental to, and commonly associated with the primary structure, and as may be further defined by the Building Code as requiring a Building Permit.

Acupuncture. A form of medical treatment involving the use of pressure, needles, or similar applications.

Administrative Variance. See "Variance."

Adult-Oriented Businesses. See Chapter 19.62 (Adult Business Uses).

Agriculture. All methods of production and management of crops, vegetation, and soil. This includes, but is not limited to, the related activities of tillage, fertilization, pest control, harvesting and marketing. Horticulture is not included.

Alcohol Sales, Off-Sale. Any establishment in which alcoholic beverages are sold; served, or given away for consumption off the premises. References to the establishment shall include any immediately adjacent area that is owned, leased, or rented, or controlled by the licensee.

Alcohol Sales, On-Sale. Any establishment in which alcoholic beverages are sold, served, or given away for consumption on the premises and which is applying for or has obtained any ABC Licenses for on-site consumption. References to the establishment shall include any immediately adjacent area that is owned, leased, or rented, or controlled by the licensee.

Alcohol Sales, On-Sale, Accessory Only. Any establishment that has all of the following characteristics:

- A. Alcoholic beverages are sold, served, or given away for consumption on site.
- B. The establishment will sell or sells alcoholic beverages only as an accessory use to a commercial recreation use. Examples include snack bars and concession stands at facilities sport venues (e.g., baseball, football, rugby, soccer, etc.). For the purposes of this definition, a snack bar or concession stand is an establishment that sells confections, snacks, or other light meals for consumption on-site and that provides no inside seating or drive-through service for customers.

Alley. A public thoroughfare or lane (not more than 30 feet wide) that affords only a secondary means of access to abutting property (see Figure 9-1).

Amateur Radio Antenna. An amateur radio antenna is an antenna at a height and dimension sufficient to accommodate amateur radio service communications in compliance with Part 97 of Title 47 of the Code of Federal Regulations (or successor regulations).

EXHIBIT A

Ambulance Fleet Services. A base facility where ambulances and similar vehicles are parked and from which they are dispatched, and/or where ambulance vehicles and crews are not based at a hospital or fire department stand by for emergency calls.

Amendment. A change in the wording, context, or substance of this Development Code, or a change in the zone boundaries upon the zoning map which is a part of this Title, in the manner prescribed by the Development Code.

Animal Hospital/Clinic. See "Veterinary Services."

Animal Keeping. The keeping of domestic animals cared for and owned by the occupants of the residential property in accordance with the provisions of Title 8 of the Duarte Municipal Code.

Animal Sales and Services:

- **Animal Boarding/Kennels.** The commercial provision of shelter and care for dogs, cats, other household animals, and horses (where allowed), including activities associated with such shelter and care (e.g., feeding, exercising, grooming, and incidental medical care).
- **Animal Grooming.** The commercial provision of bathing and trimming services for dogs, cats, and other household animals permitted by this Development Code. Overnight boarding is not allowed.
- **Animal Retail Sales.** The retail sales of household animals within an entirely enclosed building. These uses include grooming, if incidental to the retail use, but specifically excludes boarding of animals other than those for sale.

Antenna Tower. See "Wireless Telecommunications Facilities."

Apiary. A facility where beehives of honey bees are housed (also known as a bee yard).

ARB. See "Architectural Review Board."

Arcade (Electronic Game Center). An establishment that provides more than four amusement devices, whether or not the devices constitute the primary use or an accessory or incidental use of the premises. Amusement devices mean an electronic or mechanical equipment, game, or machine that is played or used for amusement, which, when so played or used involves skill and which is activated by coin, key, or token, or for which the player or user pays money for the privilege of playing or using. See also "Internet/Cyber Cafe."

Architectural Review Board. The Architectural Review Board (ARB) of the City of Duarte.

Area Median Income. The median household income for Los Angeles County as provided by Section 50093(c) of the California Health and Safety Code.

Artist Studios. See "Studio - Art, Dance, Martial Arts, Music."

EXHIBIT A

Assembly/Meeting Facilities, Public or Private. A facility for public or private assembly and meetings, exclusive of "Places of Religious Assembly," which is defined separately. Examples of these uses include:

- banquet rooms
- civic and private auditoriums
- community centers
- conference/convention facilities
- meeting halls for clubs and other membership organizations

ATM (Automated Teller Machine). An automated device used by the public to conduct banking and financial transactions electronically (i.e., withdrawing cash from, or depositing cash or checks into, a bank, savings, credit union, credit card or similar account). Does not apply to retail point-of-sale transactions within a fully enclosed location. Also refers to machines located on properties separate from financial institutions.

Attic. The area located between the top plate and the roof or ridge of a building, as further defined in the Building Code (see Figure 9-2).

Auto Repair. See "Vehicle Repair and Service."

Auto Service or Servicing. See "Vehicle Repair and Service."

Auto Accessory Service. See "Vehicle Repair and Service."

Automatic Controller. A mechanical or solid-state irrigation system timer capable of operating irrigation valve stations to set the days and length of time of a water application.

EXHIBIT A

19.160.050 - "D" definitions.

Day Care, General. Establishments that provide nonmedical care for 15 or more persons on a less than a 24-hour basis, including nursery schools, preschools, and day care centers for children or adults. Such use must comply with all applicable State regulations, and specifically those set forth in the California Health and Safety Code commencing with Section 1596.70, to be considered a General Day Care facility. General Day Care establishments may be accessory to an industrial, commercial or institutional use, as may be allowed by Article 2 of this Development Code.

Day Care, Limited. Nonresidential, nonmedical care and supervision of 14 or fewer persons on a less than 24-hour basis.

- Child Day Care:
 - Child Care Home, Small Family (8 or fewer children). Day care facilities located in single-family dwellings where an occupant of the dwelling provides care and supervision for eight or fewer children. Children under the age of 10 years who reside in the dwelling count as children served by the day care facility. Such use must comply all applicable State regulations, and specifically those set forth in the California Health and Safety Code commencing with Section 1596.70, to be considered a small family child care home.
 - Child Care Home, Large Family (9 to 14 children). Day care facilities located in single-family dwellings where an occupant of the dwelling provides care and supervision for nine to 14 children. Children under the age of 10 years who reside in the dwelling count as children served by the day care facility. Such use must comply all applicable State regulations, and specifically those set forth in the California Health and Safety Code commencing with Section 1596.70, to be considered a large family child care home.
 - Fifteen or more children. See "Day Care, General" for facilities serving 15 or more children.
- Adult Day Care. See "Day Care, General."

Developer. Any person, firm, partnership, association, joint venture, corporation, or any entity or combination of entities, which seeks city permits or approvals for all or part of a development.

Development Agreement. Means an agreement entered into between the city and a developer pursuant to Section 65864 of the California Government Code.

Discretionary Approval.

1. Any entitlement or approval required by Title 18 or Title 19 of this code, including but not limited to, conditional use permit, variance, and subdivision map, or

EXHIBIT A

2. Architectural design review approval, if no other entitlement or approval is required by Title 18 or Title 19 of this code.

Donation Box. A bin, storage shed, or similar facility measuring no more than eight feet wide by eight feet long and eight feet high, and established as an accessory use to a primary use for the purpose of providing a collection location for donated clothes, shoes, and small household items. Such facilities generally are established by a charitable or non-profit organization.

Drive-Through or Drive-Up Facilities. An establishment that sells products or provides services to occupants in vehicles, including drive-in or drive-up windows and drive-through services. Examples include fast food restaurants, banks, and pharmacies.

Drip Irrigation. A method of micro-irrigation wherein water is applied to the soil surface as drops or small streams through emitters.

Drought-tolerant Plants. Plants that require less water because they are adapted to regions with frequent drought or to soils with low water-holding capacity.

Dwelling. A structure or portion thereof designed exclusively for permanent residential purposes, but not including hotels, motels, emergency shelters, or extended stay locations.

- ***Accessory Dwelling Unit. An attached or detached dwelling unit which provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as an existing qualified primary dwelling unit is situated.***
- **Dwelling Unit.** Any structure or portion thereof designed for living and sleeping purposes that contains independent cooking and sanitation facilities.
- **Multi-Family Dwelling Unit.** A structure or portion thereof containing three or more dwelling units designed for the independent occupancy of three or more households.
- **Primary Dwelling Unit.** An existing single-unit residential structure on a single lot with provisions for living, sleeping, eating, a single kitchen for cooking, and sanitation facilities, and occupied by one household.
- **Single-Family Dwelling Unit.** A detached structure containing no more than one dwelling unit which, regardless of form of ownership, is designed and/or used to house not more than one household, including all domestic employees for such household.
- ~~**Second Dwelling Unit.** An attached or detached dwelling unit which provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as an existing qualified primary dwelling unit is situated.~~

EXHIBIT A

- Two-Family Dwelling (Duplex) Unit. A building containing two complete dwelling units designed for the independent occupancy of two households.
- See also "Manufactured Housing" and "Mobile Housing Unit."

19.160.200 - "S" definitions.

Schools, Public and Private. A public or private academic educational institution, including boarding schools; colleges and universities; elementary, middle/junior, and high schools; military academies; and businesses providing instruction in arts and languages. This definition does not include trade schools or non-tuition part-time instruction at places of religious assembly. See "Education Facility."

~~Second Dwelling Unit. "See "Dwelling Unit."~~

Secondary Use. See "Use."

Secondhand Store. A business involved in the retail sale of used goods and merchandise, whereby the sale of such used goods and merchandise comprise 25 percent or more of total monthly sales volume. This definition does not include pawn shops.

Self-service Display. The display or storage of products in a manner that is physically accessible in any way to the general public without the assistance of the retailer or employee of the retailer and a direct person-to-person transfer between the purchaser and the retailer or employee of the retailer. A vending machine is a form of self-service display.

Senior Citizen. Generally, any person 62 years of age or older. However, for purposes of any State or federal housing programs, the age may be 55 years or older.

Sensitive Use. See "Use."

Setback. The distance from which a structure, parking area, or other development feature must be separated from a prescribed lot line, easement, or other structure or development feature (see Figure 9-7)

- Front Setback. The minimum distance required between a structure and the front property line.
- Primary Building Line. That portion of the front yard area defined by the space between the front property line and the entire building frontage of the primary structure, whether or not all facade portions of the primary structure coincide with the front setback line (see Figure 9-7).
- Side Setback. The minimum distance required between a structure and a side property line.

EXHIBIT A

- **Rear Setback.** The minimum distance required between a structure and the rear property line.

Shopping Center. Commercial sites that are primarily retail with two or more separate businesses managed as a total entity and sharing common access, circulation, signage and pedestrian and parking areas so that a public right-of-way does not need to be used to get from business to another. General guidelines follow, but the Director may make a determination on a case-by-case basis.

- **Neighborhood.** A shopping center that provides a limited number of frequent or recurrently needed personal items or services for residents in an immediate neighborhood that generally has up to 100,000 square feet of combined gross leasable area, without a significant anchor store, and draws its clientele from a five-minute driving radius from the center.
- **Community.** A shopping center that provides a variety of retail or personal services for patrons that contains approximately 100,000 to 250,000 square feet of combined gross leasable area, may have up to two anchor stores, has a site of 5 or more acres, and draws its clientele from about a 10-minute drive from the center.
- **Regional.** A shopping center that contains a wide range of retail and service establishments, including at least three anchor stores, having at least 250,000 square feet of combined gross leasable space, and draws its clientele from as much as a 45 minute drive from the center.

Sign. See Chapter 19.42 (Signs).

Single-family Dwelling. See "Dwelling, Single-family."

Site. A lot or group of contiguous lots not divided by any alley, street, other right-of-way or city limit that is proposed for development in accord with the provisions of this Development Code, and is in a single ownership or has multiple owners, all of whom join in an application for development.

Special Events and Temporary Uses. Any activity of limited duration that is permitted through the issuance of a Temporary Use Permit, see Chapter 19.124 (Temporary Use Permits). This definition includes carnivals, farmers' markets, seasonal sales, and promotional events.

Specific Plan. Under Article 8 of the Government Code (Section 65450 et seq.), a legal tool for detailed design and implementation of a defined portion of the area covered by a General Plan. A specific plan may include all detailed regulations, conditions, programs, and/or proposed legislation which may be necessary or convenient for the systematic implementation of any General Plan element(s).

Static water pressure. The pipeline or municipal water supply pressure when water is not flowing.

Storage:

EXHIBIT A

- **Storage—Accessory.** The indoor storage of materials accessory and incidental to the primary use is not considered a land use separate from the primary use.
- **Storage—Outdoor.** The storage of various materials outside of a structure other than fencing, either as an accessory or primary use.
- **Storage—Personal Storage Facility.** See "Personal Storage."

Story. The portion of a building included between the upper surface of any floor and the upper surface of the next floor above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the ceiling above. See also "Basement" and "Attic."

Structure. Anything constructed or erected, the use of which requires location on the ground or attachment to something having location on the ground (see Figure 9-8), except for walls and fences.

- **Accessory Structure.** See "Accessory Structure."
- **Attached Structure.** Any structure that has a wall or roof in common with another structure.
- **Primary Structure.** A structure that is conducted as the primary or predominant use of the lot and/or building site.

Studio - Art, Dance, Martial Arts, Music. Small-scale instructional facilities, typically accommodating one group of students at a time, in no more than one instructional space. Examples include: individual and group instruction and training in the arts, production rehearsal, photography and the processing of photographs produced only by users of the studio facilities, martial arts training studios, and gymnastics instruction. Also includes production studios for individual filmmakers, musicians, painters, sculptors, photographers, and other artists. These uses may also include accessory retail sales of products related to the services provided.

Substantial Rehabilitation or Substantially Rehabilitated. The substantial rehabilitation of a dwelling unit(s) as defined in Section 33413(b)(2)(iv) of the California Health and Safety Code.

Supermarket. A self-service grocery and associated consumer goods store divided into departments and also offering prepared foods and food service. May include secondary uses within the store for visitor convenience, such as banking services, retail sales of non-food items, and a pharmacy,

Swap Meet. Any event at which two or more persons offer personal property, new and/or used, for sale or exchange and at which a fee is charged for the privilege of offering or displaying personal property for sale or exchange, and/or at which a fee is generally charged to prospective buyers for admission to the area where personal property is offered or displayed for sale or exchange.

(Ord. No. 852, § 5, 8-26-2014)

ACCESSORY DWELLING UNIT (ADU) LOG

MAIN DWELLING			ADU STRUCTURE							
Address	Zone	Main Dwelling Size (S.F.)	ADU Size (S.F.)	Converted? If converted, indicate previous use	Attached or Detached	Bedroom Quantity	Bathroom Quantity	Date Approved (Entitlement Approval)	Date Permitted	Date Finaled
1538	FAIRDALE	R-1	2,020	700		Attached	1	1	1984*	*
1034	KELLWIL	R-1	1,037	580		Attached	1	1	1988*	*
1819	BROADLAND	R-1	1,707	542		Attached	1	1	2001*	*
1538	GLENFORD	R-1	2,272	698		Attached	2	1	2001*	*
245	VINEYARD	R-1E	2,073	696		Attached	1	1	2003*	*
822	OAK	R-1	1,152	587		Attached	1	1	2005*	*
2066	CITRUSVIEW	R-1	1,116	308		Attached	1	1	2006*	*
2541	MARKWOOD	R-1D	2,065	1,200		Attached	2	1	2006*	*
2727	STARPINE	R-1B	4,578	349		Attached	1	1	2008*	*
1540	BRYCEDALE	R-1	1,041	1,818		Attached	N/A	N/A	2008*	*
911	MILTONWOOD	R-1	1,415	630		Attached	1	1	2009*	*
2246	ROYAL OAKS	R-1	2,207	440		Attached	1	1	2009*	*
2013	CITRUSVIEW	R-1	1,630	273		Attached	1	1	2009*	*
1563	THIRD	R-1	1,642	664		Attached	1	1	12/1/16	2/14/17
2041	BROACH	R-1	1,120	700		Attached	1	2	12/27/16	11/29/17
2521	MARKWOOD	R-1E	1,476	559		Detached	1	1	8/27/17	11/6/19
2187	BROACH	R-1	950	396		Attached	1	1	9/14/17	2/21/18
518	GREENBANK	R-1	1,387	400		Attached	1	1	6/11/18	7/24/18
2019	PARK ROSE	R-1	1,242	398		Attached	1	1	7/26/18	10/11/18
948	LEWISTON	R-1	880	400		Detached	1	1	8/30/18	10/10/18
2509	GARDI	R-1A	1,799	400		Detached	1	1	5/7/18	9/10/18
1836	DELFORD	R-1	1,033	400		Detached	1	1	8/1/18	9/20/18
1609	DENNING	R-1	959	155		Detached	1	1	12/19/18	7/13/20
1618	BROADLAND	R-1	1,260	384		Detached	1	1	10/8/18	1/24/19
960	HURSTVIEW	R-1	1,490	348		Attached	1	1	12/17/19	1/29/20
2227	PARK ROSE	R-1	960	400		Detached	1	1	3/19/19	10/24/19
2533	MARKWOOD	R-1	3,577	700		Detached	1	1	12/5/18	3/13/19
2264	ROYAL OAKS	R-1	2,163	400		Attached	1	1	12/28/20	
1624	BRADBURY	R-1	1,667	382		Detached	1	1	1/13/20	3/5/20
2153	BROACH	R-1	950	400		Detached	1	1	2/20/20	5/6/20
2204	PARK ROSE	R-1	1,514	434		Detached	1	1	6/2/20	7/23/20
1609	DENNING	R-1	959	400		Detached	1	1	9/9/20	9/24/20
1343	STARHAVEN	R-1	1,887	420		Attached	1	1	7/23/20	11/24/20
1424	THREE RANCH	R-1	1,328	603		Detached			9/15/20	
2236	PARK ROSE	R-1				Attached	1	1	4/9/19	
1852	BROADLAND	R-1	1,669	392	Garage	Attached	1	1	9/3/20	
2239	GOLDEN MEADOW	R-1D	2,491	700		Detached	1	1	11/9/20	
2175	BROACH	R-1	730	329		Detached	1	1		
1354	NOYON	R-1	1,050	826		Detached	1	2	12/1/20	12/21/20
325	FIELDVIEW	R-1A	1,248	800		Detached	2	1	2/1/21	
1555	THIRD	R-1	1,728	757	Garage	Detached	2	1	1/27/21	
3212	MARKWOOD	R-1A	1,348	516		Detached	1	1		
1613	SHEPHERD	R-1	1,624	725	Garage	Detached	2	1	2/24/21	
1842	DELFORD	R-1	1,240	616	Garage	Detached	1	1	1/7/21	
1824	WARDELL	R-1	1,611	788	Garage	Detached	2	1	3/15/21	
2131	MAYNARD	R-1	1,259	400	Garage Room, Family Room	Attached	1	1	12/16/20	3/1/21
3357	CONATA	R-1A	2,201	442	Cabana	Detached	1	1	12/17/20	
1623	SECOND	R-1	1,190	574	Garage	Detached	Studio	1	2/25/21	
1926	CAPEHART	R-1	1,330	526	Garage	Detached	1	1	2/24/21	
1402	ELMHURST	R-1	980	331		Detached	1	1	3/2/21	
1823	BRADBURY	R-1	996	675	Garage	Attached	2	2	2/22/21	
845	LEWISTON	R-1	1,172	529	Garage	Detached	1	1	3/15/21	

* PERMITS ISSUED PRIOR TO CITY'S PERMITTING SOFTWARE IN PLACE. REFER TO PAPER PERMITS IN BUILDING PACKET OR LASERFICHE FOR ISSUANCE & FINALED DATE



EXHIBIT E

PLANNING COMMISSION STAFF REPORT

Date: May 17, 2021

To: Planning Commission

Location: City-wide

Project: **Municipal Code Amendment 2020-02**; A City-initiated request to replace in its entirety Duarte Development Code Chapter 19.60.160, to provide new development standards for accessory dwelling units that comply with State law; and to modify Chapter 19.160.050 related to definitions for accessory dwelling units

SUMMARY

On January 1, 2020, Assembly Bill 68, 587, 670, 671, and 881 and Senate Bill 13 became effective and amended various provisions of State law, including Government Code Sections 65852.2 and 65852.22, to limit and revise the standards cities may impose on accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs). The new law requires that State-mandated standards be adopted, but also allows the City to establish certain objective standards, primarily related to height and architectural requirements, which must be applied ministerially except where a property owner is seeking an exception to such standards. Much of the City's existing regulations regarding accessory dwellings have been invalidated by the new State law and must be substantially replaced to comply with the new State standards. The City has been in contact with the Department of Housing and Community Development (HCD), the State agency who reviews and regulates housing laws, including all new ADU regulations adopted by cities. HCD has provided a conceptual approval of the City's revised ADU ordinance.

BACKGROUND AND ANALYSIS

This item was heard at the November 16, 2020 Planning Commission meeting and continued due to concerns raised by interested parties that the previously proposed ordinance did not comply with State Law (Exhibits E, F). These exhibits are being included to provide the Commission with more detailed information on what was previously considered and later modified to meet State requirements. Since that hearing, the draft ordinance has been revised and circulated to the HCD to receive feedback several times. All of their comments were incorporated into the document to create the current version, which HCD determined to be "very solid". Once adopted by the Council, the ordinance must be relayed to HCD. Unless otherwise changed during the adoption process, Staff is confident HCD will not take issue with our ordinance.

It is very important to understand that the State has adopted ADU laws that apply statewide and are, for the most part, not intended to be modified by local municipalities. Two primary examples of this overarching State control involve State Exemption ADU's and required parking. A statewide exemption ADU is an ADU of up to 800 square feet, 16 feet in height, and with 4 feet side and rear yard setbacks. ADU law requires that no lot coverage, floor area ratio, open space, or minimum lot size will preclude the construction of a statewide exemption ADU. These types of ADU's are exempt from almost all local development standards, except architectural design review. State ADU law was designed to discourage the application

of local parking standards. Due to proximity of transit routes and bus stops, most ADU's cannot be required to provide on-site parking, including replacement parking if a garage is converted to an ADU.

There are currently 30 ADUs in the City and another 24 ADUs under construction or in the Planning process. Recent applications for this type of unit has significantly increased in the past few months and in consideration of this development trend, it is important for the City to have its own local ordinance. Firstly, a local ordinance will establish development standards afforded under state law that will shape ADU development to align with character of the City. The ability to incorporate local development standards into ADU projects primarily occurs with ADU's that are larger and exceed the prerequisites of a State Exemption ADU. Secondly, the ordinance will be a set of regulations that is well organized and easily understood, which is necessary since the language from the State on this topic is derived from multiple laws and is confusing and difficult to interpret.

RECOMMENDATION

Staff recommends that the Planning Commission review and adopt PC Resolution 2020-06 (Exhibit C) replacing in its entirety Duarte Development Code Chapter 19.60.160, to provide new development standards for ADUs and JADUs that comply with State law, and to modify Chapter 19.160.050 related to definitions for accessory dwelling units.

Respectfully Submitted,

Nick Baldwin
Associate Planner

ATTACHMENTS

- Exhibit A – Ordinance 874 – Existing City Regulations for ADUs
- Exhibit B – Government Code Section 65852.2
- Exhibit C – PC Resolution 2020-06
- Exhibit C1 – Draft Ordinance for Accessory Dwelling Units
- Exhibit C2 – Amendment of Definition for Accessory Dwelling Units
- Exhibit D – List of Accessory Dwelling Units in Duarte
- Exhibit E – Staff Report—November 16, 2020 Planning Commission Meeting
- Exhibit F – Memo to Planning Commission Regarding Challenge to Proposed ADU Ordinance —
November 16, 2020 Planning Commission Meeting



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

AGENDA REPORT

MEETING DATE: July 27, 2021

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

BY: Victoria Rocha, Assistant to the City Manager

SUBJECT: Second reading to adopt a proposed ordinance establishing a mandatory commercial solid waste recycling requirement for certain businesses and multi-family residential dwellings.

RECOMMENDATION: Adopt by second reading Ordinance No. 903, an Ordinance of the City Council of the City of Duarte, California, amending Chapter 6.09 of the Duarte Municipal Code relating to mandatory commercial solid waste and organic waste recycling.

FISCAL IMPACT: Increased AB 341 and AB 1826 compliance of businesses and multi-family residential dwellings would result in an increase in the franchise fees received from the City's waste hauler.

EXECUTIVE SUMMARY

The City Council will consider introducing for adoption an Ordinance amending Chapter 6.09 of the Duarte Municipal Code to add a mandatory commercial solid waste and organic waste recycling requirement for certain businesses and multiple-family residential dwellings consistent and in compliance with state laws passed to further the City's requirements to enforce recycling measures and meet the State's goals.

It is important to note that the proposed Ordinance does not add new recycling requirements for commercial businesses or multiple-family residential dwellings as these requirements were previously imposed by the State; rather, the Ordinance implements the mandatory requirements that have been imposed by the State allowing for its enforcement by the City.

BACKGROUND

State Law

The California Integrated Waste Management Act of 1989, which is administered by the Department of Resources Recycling and Recovery (CalRecycle), required that local jurisdictions divert from landfill disposal a minimum of 50 percent of all waste generated within the jurisdiction through source reduction, recycling and composting programs.

In 2011, the State enacted Assembly Bill ("AB") 341, which set a policy goal that not less than 75 percent of solid waste generated in California be diverted from landfills by the year 2020. In

order to reach that goal, AB 341 set mandatory recycling requirements for certain businesses, and requires that local jurisdictions implement a recycling program to ensure compliance.

AB 341 requires businesses that generate four cubic yards or more of commercial solid waste per week and multiple-family residential dwellings consisting of five or more units subscribe to a basic level of recycling collection services or take other efforts that would achieve similar results.

AB 341 requires each jurisdiction implement a commercial solid waste recycling program, directed at businesses and multiple-family residential dwellings, to divert commercial solid waste from landfills. This program may include, but is not limited to, any of the following:

- (1) implementing a mandatory commercial solid waste recycling policy or ordinance;
- (2) requiring a mandatory commercial solid waste recycling program through a franchise contract or agreement; or
- (3) requiring all commercial solid waste to go through either a source-separated or mixed-processing system that diverts material from disposal.

A jurisdiction's commercial solid waste recycling program must include outreach to businesses consisting of education and monitoring.

In 2014, the State enacted AB 1826, which contained mandatory provisions identical to that of AB 341 but was aimed at organic waste. As of September 2020, the law has a lower threshold trigger compared to AB 341 - requiring that a business implement an organics recycling program if it generates two cubic yards or more of commercial solid waste per week instead of the four cubic yard threshold under AB 341.

The State conducts periodic reviews of the City's compliance with these requirements and can impose fines of up to \$10,000 per day for the City's failure to enforce the provisions of the State's laws related to recycling.

City of Duarte's Current Recycling Program

Burrtec is the City's contracted franchise solid waste hauler and readily provides commercial solid waste and organic waste recycling services to businesses within the city. However, a business must first subscribe to Burrtec for the service. Over the years, City staff has coordinated with Burrtec to educate businesses about the State's mandatory recycling requirements and to help facilitate compliance including sending bi-annual compliance letters to all businesses subject to the law, hosting workshops through the Duarte Chamber of Commerce, and consistently posting information on the City's website, in Duarte City News and on social media.

There are 164 businesses and multi-family complexes in Duarte subject to AB 341 Mandatory Commercial Recycling and 130 in compliance. There are 222 businesses and multi-family complexes in Duarte subject to AB 1826 Mandatory Organics Recycling and 116 in compliance. Given the City's compliance rates, CalRecycle placed the City of Duarte on an Informal Mandatory Commercial Recycling Compliance Plan in October 2020 to increase commercial and organics recycling participation. CalRecycle requested that the plan include either the adoption of a mandatory commercial solid waste recycling ordinance or requiring a mandatory

commercial solid waste recycling program through a franchise agreement with a preference for an ordinance. Failure to show results from the information plan could result in a formal plan process to include a penalty hearing.

DISCUSSION/ANALYSIS

Chapter 6.09 of the Duarte Municipal Code regulates collection of recyclable materials and was last updated in 1996 to include required quarterly reporting from the recycling company or waste hauler on diversion type and rates. This update was most likely enacted to comply with the California Integrated Waste Management Act of 1989, but also illustrates that recycling as a standard practice has existed for over 30 years. Chapter 6.09 does not mandate solid waste recycling and does not address organics recycling at all. Amending Chapter 6.09 will ensure that the City is compliant with State law on mandatory requirements for solid waste and organics recycling, while also meeting requirements of the informal plan.

The proposed Ordinance is included as Attachment A and sets forth the minimum requirements under State law. Although State law allows the City to set stricter requirements, the proposed Ordinance sets those requirements consistent with State law. The State continues to pass new laws and implement new regulations enforcing recycling throughout the State, including new organics recycling regulations related to Senate Bill 1383.

The proposed Ordinance is applicable to the following entities related to solid waste recycling:

- A commercial business that generates four-cubic yards or more of commercial solid waste per week; or
- Multi-family residential dwellings consisting of five or more units

The proposed Ordinance implements the following mandatory requirements related to solid waste recycling which have thus far been implemented by the City and Burrtec through education and voluntary compliance:

- Subscribe to commercial solid waste recycling services through the City's authorized waste collection contractor;
- Maintain recycling containers on their premises that are to be provided by the waste collection contractor; and
- Source separate commercial recyclable materials from waste.

The proposed Ordinance is applicable to the following entities related to organics waste recycling:

- A commercial business that generates two cubic yards or more of commercial solid waste per week; or
- Multiple-family residential dwellings consisting of five or more units

The proposed Ordinance implements the following mandatory requirements related to organics waste recycling which have thus far been implemented by the City and Burrtec through education and voluntary compliance:

- Subscribe to commercial organics waste recycling services through the City's authorized waste collection contractor;
- Maintain recycling containers on their premises that are to be provided by the waste

- collection contractor; and
- Source separate organics recyclable materials from waste¹

The proposed Ordinance will allow commercial businesses to self-haul commercial and organics recyclable materials to a legally permitted recycling facility in lieu of subscribing to Burrtec for such service.

The Ordinance shall be enforceable by any City employee granted authority to issue written administration citations pursuant to Duarte Municipal Code Chapter 1.08 that could include levying fines on those that fail to comply after repeated efforts to obtain compliance.

If City Council adopts the Ordinance, Burrtec will send the bi-annual compliance letters on behalf of the City to first notify all businesses of the City's Ordinance to codify the State's recycling requirements and the potential of fines for non-compliance. This type of approach is expected to generate better compliance before Code Enforcement is needed.

ENVIRONMENTAL ASSESSMENT

The proposed Ordinance will likely result in positive environmental benefits. Promoting increased recycling and composting of organics will prevent materials from going to landfills and will result in reduced greenhouse gas emissions. Thus, it contributes to the City's sustainability goals related to waste diversion and greenhouse gas reductions.

Staff finds that the adoption of this Ordinance is not a "project" under California Environmental Quality Act ("CEQA") Guidelines section 15060(c)(2) and (c)(3) because there is no potential that adoption of the Ordinance will result in either a direct physical change or reasonably foreseeable indirect change in the environment. In the alternative, even assuming the adoption of the Ordinance is a "project" within the meaning of CEQA, the Ordinance is nonetheless exempt from CEQA review pursuant to CEQA Guidelines sections 15307 (Class 7 exemption) and 15308 (Class 8 exemption).

Classes 7 and 8 apply to actions taken by regulatory agencies, as authorized by state law or local ordinance, to assure the maintenance, restoration or enhancement of natural resources, and for the protection of the environment. Here, the City is authorized pursuant to Public Resources Code sections 42649.3 and 42649.82 to adopt the proposed Ordinance requiring businesses and multiple-family residential dwellings to subscribe to commercial solid waste and organic waste recycling services to reduce greenhouse gas emissions, save energy, and reduce the need to extract raw materials for production.

Further, none of the exceptions to the exemptions under CEQA Guidelines section 15300.2 apply because adoption of the proposed Ordinance will not result in a cumulative impact from successive projects of the same type, and in the same place, over time; there is no reasonable possibility that adoption of the proposed Ordinance will have a significant effect due to unusual

¹ Currently, State law exempts multiple-family residential units subject to organics waste recycling from diverting "food waste", and currently mandates recycling of "green waste". The proposed Ordinance follows this current exemption for diversion of food waste.

circumstances; adoption of the proposed Ordinance will not result in any damage to scenic resources, including but not limited to trees, historic buildings, rock outcroppings or similar resources within a highway officially designated as a state scenic highway; adoption of the proposed Ordinance will not affect a hazardous waste site or any other site included on a list compiled pursuant to Government Code Section 65962.5; and adoption of the proposed Ordinance will not cause a substantial adverse change to the significance of any historical resource. Accordingly, Classes 7 and 8 would independently exempt adoption of the proposed Ordinance from CEQA.

RECOMMENDATION

Adopt by second reading Ordinance No. 903, an Ordinance of the City Council of the City of Duarte, California, amending Chapter 6.09 of the Duarte Municipal Code relating to mandatory commercial solid waste and organic waste recycling.

FISCAL IMPACT

Increased AB 341 and AB 1826 compliance of businesses and multi-family residential dwellings would result in an increase in the franchise fees received from the City's waste hauler.

ATTACHMENTS

Attachment A – Proposed Ordinance No. 903

ORDINANCE NO. 903

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING CHAPTER 6.09 OF THE DUARTE MUNICIPAL CODE, TITLED "WASTE MANAGEMENT", TO INCLUDE PROVISIONS PERTAINING TO MANDATORY COMMERCIAL RECYCLING AND MANDATORY COMMERCIAL ORGANICS RECYCLING

WHEREAS, the City of Duarte (the "City") desires to comply with state regulations, including without limitation AB 341, mandating recycling on the part of businesses and to codify the same in the Duarte Municipal Code; and

WHEREAS, the City additionally desires to comply with state regulations, including without limitation AB 1826, mandating organics recycling on the part of businesses and to codify the same in the Duarte Municipal Code.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE DOES ORDAIN AS FOLLOWS:

Section 1. In order to ensure compliance with State mandated commercial recycling requirements Section 6.09.070 is hereby added to Chapter 6.09 of Title 6 of the Duarte Municipal Code to read as follows:

6.09.070 Mandatory commercial recycling/diversion.

- A. **"Business" defined.** For purposes of this section, "business" means a commercial or public entity including, but not limited to, a firm, partnership, proprietorship, joint-stock company, corporation, or association that is organized as a for-profit or nonprofit entity, strip mall, school, school district, special district, federal, state, local, regional agency or facility. "Business" also includes a multi-family residential dwelling or mobile home park of five or more units.
- B. **Obligation to comply with State mandated commercial recycling.** On or before September 1, 2021, any business generating four or more cubic yards of solid waste per week shall reuse, recycle, compost, or otherwise divert its commercial solid waste from disposal by taking one, or any combination of the following actions:
- (1) Source separate recyclable materials from the solid waste being discarded and subscribe with the City's franchise hauler for the pick-up of the recyclable materials separately from other solid waste to divert the recyclable materials from disposal.
 - (2) Source separate recyclable materials from the solid waste being discarded and self-haul them to a certified Materials Recovery Facility (MRF) or other mixed waste processing facility for diversion from disposal.

- (3) Each business subject to this Section that does not subscribe with City's franchise hauler for pick-up of its recyclable materials shall be responsible for ensuring and demonstrating its compliance with the requirements of this Section to the City Manager or his/her designee with satisfactory proof of acceptable levels of waste diversion on a quarterly basis (March, June, September and December).
- C. Obligations of tenants. To comply with Section 6.09.070(B), property owners of multifamily complexes may require their tenants to source separate their recyclable materials which they dispose of. When the separated recycling services are provided to the multi-family complex and the tenants are notified of the program, tenants shall source separate their recyclable materials, and comply with such other reasonable requirements of their landlord so as to enable property owners of multi-family complexes to comply with the provisions of this Section.
- D. Obligations of franchise hauler. The City's franchise hauler shall implement a commercial solid waste recycling program that includes education, outreach and monitoring of businesses, and that is designed to divert recyclable materials that would otherwise be commingled with commercial solid waste generated by businesses as required by State Law.
- E. Ownership of recyclable materials prior to disposal. Nothing in this Section is intended to prevent or limit the existing right of any business to donate, sell or otherwise dispose of its recyclable materials as provided by applicable law, including §41952 of the Public Resources Code.

Section 2. In order to ensure compliance with State mandated commercial organics recycling requirements Section 6.09.080 is hereby added to Chapter 6.09 of Title 6 of the Duarte Municipal Code to read as follows:

6.09.080 Mandatory commercial organics recycling/diversion.

- A. "Business" defined. For purposes of this section, "business" means a commercial or public entity including, but not limited to, a firm, partnership, proprietorship, joint-stock company, corporation, or association that is organized as a for-profit or nonprofit entity, strip mall, school, school district, special district, federal, state, local, regional agency or facility. "Business" also includes a multi-family residential dwelling or mobile home park of five or more units.
- B. "Organic waste" defined. For purposes of this section, "organic waste" means food waste, green waste, landscape and pruning waste, nonhazardous wood waste, and food-soiled paper waste that is mixed in with food waste.
- C. Obligation to comply with State mandated commercial organics recycling. On or before September 1, 2021, any business generating two or more cubic yards of solid waste per week shall recycle, compost, or otherwise divert its organic waste

from disposal by taking one, or any combination, of the following actions:

- (1) Source separate organic waste from the solid waste being discarded and subscribe with the City's franchise hauler for the pick-up of the organic waste separately from other solid waste to divert the organic waste from disposal.
- (2) Source separate organic waste from the solid waste being discarded and self-haul it to a certified organic waste processing facility for diversion from disposal.
- (3) Each business subject to this Section that does not subscribe with City's franchise hauler for pick-up of its organic waste shall be responsible for ensuring and demonstrating its compliance with the requirements of this Section to the City Manager or his/her designee with satisfactory proof of acceptable levels of waste diversion on a quarterly basis (March, June, September and December).

F. Obligations of landscape contractors. The Property owner of a multifamily complex may comply with the provisions of Section 6.09.080(B) related to green waste by requiring third party contract landscapers to recycle green waste materials and provide reasonable proof that the materials are being properly recycled and diverted from disposal.

G. Obligations of franchise hauler. The City's franchise hauler shall implement a commercial organics recycling program that includes education, outreach and monitoring of businesses, and that is designed to divert organic waste that would otherwise be commingled with commercial solid waste generated by businesses as required by State Law.

H. Ownership of organic waste prior to disposal. Nothing in this Section is intended to prevent or limit the existing right of any business to donate, sell or otherwise dispose of its organic waste as provided by applicable law, including §41952 of the Public Resources Code.

Section 3. Severability. The City Council declares that, should any provision, section, paragraph, sentence or word of this ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction, or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences or words of this ordinance as hereby adopted shall remain in full force and effect

Section 4. Effective Date. This ordinance shall take effect thirty (30) days after the date of its adoption.

Section 5. Publication and Posting. The City Clerk is hereby directed to cause the following summary of this ordinance to be published by two (2) insertions a newspaper of general circulation that is printed, published, and circulated in the City of Duarte, and

hereby designated for that purpose by said Council of the City of Duarte:

"Ordinance No. 903 adds Sections 6.09.070 and 6.09.080, "Mandatory commercial recycling/diversion" and "Mandatory commercial organics recycling/diversion" to Chapter 6.09 of Title 6 of the Duarte Municipal Code. The enactment will require that by September 1, 2021, all businesses, defined to include commercial or public entities and multifamily residential dwelling or mobile home parks of five units or more, generating more than four cubic yards of commercial solid waste per week arrange for recycling services; and, further, that those generating two or more cubic yards of solid waste per week arrange for organic waste recycling/diversion services."

PASSED, APPROVED, AND ADOPTED on this 27th day of July 2021

Bryan Urias, Mayor

APPROVED AS TO FORM:

ATTEST:

David B. Cosgrove, City Attorney

Annamarie Porter, Interim City Clerk

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

I, Annamarie Porter, Interim City Clerk of the City of Duarte, California, do hereby certify that Ordinance No. 903 was duly introduced at a regular meeting of the City Council held on the 13th day of July, 2021, and was approved and adopted by the City Council of the City of Duarte, California, at a regular meeting of said City Council held on the 27th day of July, 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Annamarie Porter, CMC, Interim City Clerk



"Great Apartments Start Here!"

Janet M. Gagnon, Esq.
Senior Manager,
Government Affairs
janet@aagla.org
213.384.4131; Ext. 307

July 27, 2021

Via Electronic Mail

Hon. Mayor Urias and
Members of Duarte City Council
1600 Huntington Drive
Duarte, CA 91010

Re: Adopt for second reading by title only Ordinance No. 903, an ordinance of the City Council of the City of Duarte California amending Chapter 6.09 of the Duarte Municipal Code, titled "Waste Management", to include provisions pertaining to mandatory commercial recycling and mandatory commercial organics recycling, and authorize the City Attorney to prepare a summary of the Ordinance for Public Notice publication. (Agenda Item 10(h))

Dear Hon. Mayor Urias and Members of Duarte City Council:

At the July 27th City Council meeting, the Council will be considering adoption of an ordinance creating mandatory recycling for all commercial businesses and multifamily properties with 5 units or more which will raise costs for business and housing providers in Duarte. As the Council engages in this discussion, the Apartment Association of Greater Los Angeles (AAGLA or Association) requests that the City Council consider the concerns and recommendations set forth in this letter.

We recognize that Duarte is attempting to comply with state requirements; however, in light of the exceptional and extreme financial hardships being caused by COVID-19, now is not the appropriate proper time to impose new recycling costs on commercial businesses and multifamily housing providers who are struggling to stay afloat. Due to the state's eviction moratorium (AB832) many housing providers have been unable to collect rent for more than a year and some are on the brink of foreclosure and/or bankruptcy. This new recycling cost could easily be the straw that breaks the camel's back for many housing providers who are currently providing some of the most affordable housing in Duarte.

Moreover, rental property owners, particularly those with buildings that have 15 or fewer units, often do not live at their properties or have a property manager resident at their buildings and have



"Great Apartments Start Here!"

little ability to monitor renters' compliance with the City's recycling requirements. In addition, most waste bins at multifamily properties within the City are not secured behind gates or kept locked and, therefore, property owners have little or no control over waste that is mixed in with recyclables. Thus, the City should provide some leniency as to materials appearing in the incorrect receptacle for multifamily properties.

The framework for the proposed mandatory recycling program would limit multifamily property owners to utilizing the City's sole authorized waste hauler for the collection of recyclable waste thereby creating a monopoly. Establishing such a monopoly raises concerns relative to whether the City currently has appropriate contractual protections in place to prevent price gouging and ensure quality service. A monopolist program creates the potential for price gouging and quality of service issues, the opportunity for which are often greatly reduced when multiple service providers exist. Thus, we urge the City Council to delay proceeding with this ordinance to allow for the City to conduct a thorough review of its existing contract with Burrtec to determine whether appropriate safeguards are in place regarding price restrictions and quality standards have been specified along with proper enforcement mechanisms.

In addition, the Association urges the City Council to explore affording businesses that would be subject to the mandatory program with at least one additional authorized trash hauler. By so doing, there would be competition to ensure prices are more reasonable and quality of service is maintained. It would also provide the added benefit of assuring that the City has at least one backup trash hauler in place should the other have serious unforeseen issues providing services (strikes, malfunctioning/defective equipment, shortage of trained staff, etc.).

AAGLA has considerable experience with recycling programs due to its involvement with the Los Angeles City's RecycLA program and Glendale's new recycling program. We welcome the opportunity to share our experiences with the City Council and staff in the advancement of a recycling program that would reduce the likelihood of many unintended negative consequences.

We ask that the City Council thoroughly review these issues prior to moving to a mandatory recycling program and consider the timing of the proposed change in light of the exceptional financial difficulties still being faced by multifamily housing providers due to COVID-19.

Thank you for your time and consideration of these matters. If you have any questions, please call me at (213) 384-4131; Ext. 307 or contact me via electronic mail at janet@aagla.org.

Very truly yours,

Janet M. Gagnon

Janet M. Gagnon, Esq.



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

AGENDA REPORT

MEETING DATE: July 27, 2021

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Teresa Renteria, Assistant Civil Engineer

SUBJECT: Notice of Completion: Fiscal Year 2020-21 Street Rehabilitation Project for Gentry Brothers Inc.

RECOMMENDATION: City Council Acceptance for the Fiscal Year 2020-21 Street Rehabilitation Project

FISCAL IMPACT: The total cost of the project is \$303,494.54 from SB1 and Measure R Funds.

BACKGROUND

On March 23, 2021, City Council awarded the contract for Fiscal Year 2020-21 Street Rehabilitation Project to Gentry Brothers Inc in the amount of \$343,393.44. On April 6, 2021, the Gentry Brothers Inc. began construction of the removal and replacement of the curbs, gutters, and full depth asphalt pavement sections. In addition to these repairs, the project included cold milling two inches of asphalt concrete, resurfacing the roadways, adjusting existing utility covers, installing pavement markings, and installing ARS & CPS units for the catch basins.

Fiscal Year 2020-21 Street Rehabilitation Project consisted of the following street segments:

1. Miltonwood Ave. from Royal Oaks Dr. to Chesson St.
2. 2nd St. from Highland Ave. to Miltonwood Ave.
3. Chesson St. from Miltonwood Ave. to Bradbourne Ave.
4. Dresden Ave. from Chesson St. to end of street
5. Chimes Ave. from Royal Oaks Dr. to Chesson St.
6. Atlin St. from Chimes Ave. to Bradbourne Ave.
7. Baylor St. from Chimes Ave. to Bradbourne Ave.

RECOMMENDATION

City Council Acceptance for the Fiscal Year 2020-21 Street Rehabilitation Project

FISCAL IMPACT

The total cost of the project is \$303,494.54 from SB1 and Measure R Funds.

BEFORE AND AFTER
CHESSON STREET AT MILTONWOOD AVE



BAYLOR STREET



ATLIN STREET





Agenda Item: _____

CM Review: _____

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: July 27, 2021

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Teresa Renteria, Assistant Civil Engineer

SUBJECT: Notice of Completion: Fiscal Year 2020-21 Striping, Marking and Curb Painting Project for Superior Pavement Markings, Inc.

RECOMMENDATION: City Council Acceptance for the Fiscal Year 2020-21 Striping, Marking and Curb Painting Project, Project No. 21-4

FISCAL IMPACT: The total cost of the project is \$87,978.50 from State Gasoline Tax Funds

BACKGROUND

On May 25, 2021, City Council awarded the contract for Fiscal Year 2020-21 Striping, Marking and Curb Painting Project to Superior Pavement Markings, Inc. On June 6, 2021 the contractor began by removing chipped and cracked paint on curbs within the project locations. The project also consisted of curb painting, striping, and markings on all major and minor arterial and collector streets in the city. The application of pavement markings including crosswalks in residential areas.

RECOMMENDATION

City Council Acceptance for the Fiscal Year 2020-21 Striping, Marking and Curb Painting Project, Project No. 21-4

FISCAL IMPACT

The total cost of the project is \$87,978.50 from State Gasoline Tax Funds

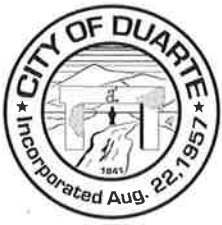
BEFORE AND AFTER



HUNTINGTON DRIVE



BUENA VISTA STREET



City of Duarte

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

Mayor

Bryan Urias

Mayor Pro Tem

Margaret Finlay

Councilmembers

Samuel Kang

Toney Lewis

Tzeitel Paras-Caracci

Jody Schulz

Vinh Truong

City Manager

Daniel Jordan

July 19, 2021

The Honorable Gavin Newsom
Governor
State of California
State Capitol
Sacramento, California 95814
Email: leg.unit@gov.ca.gov

Dear Governor Newsom,

I am writing in support of a budget appropriation request of \$540,500,000 to complete the Foothill Gold Line light rail project from Glendora to Montclair - a project that will serve the San Gabriel Valley and Southern California region by expanding transit opportunities for Los Angeles, San Bernardino and Riverside County residents, workers, students and visitors.

At this time, the first 9.1-mile, four-station segment of the project (from Glendora to Pomona) is fully funded by local county sales tax funding (with support from SB1). The appropriations request represents the funding needed to complete the entire six-station project by 2028. An appropriation at this time will allow the exercise of a fixed price contract option and all project costs to complete the additional 3.2-miles through the cities of Claremont and Montclair as part of the design-build contract already underway. This shovel-ready project is environmentally cleared, has completed extensive design and is ready to go into construction immediately if the funding shortfall is secured.

The Foothill Gold Line light rail project has support at every level (community, local, state and federal) and its' benefits to the region are significant:

- The entire project to Montclair can be completed by 2028 under a design-build contract already underway, extending light rail service to the fastest growing cities in the San Gabriel Valley in the next seven years:
 - The Southern California Association of Governments projects that the San Gabriel Valley will grow to more than 2 million people in the next two decades and that the Foothill Gold Line cities within the Valley will accommodate more than 41% of that population growth and 54% of the job growth.
 - Today, nearly 3 million trips are made within and through the Foothill Gold Line corridor cities each day, and only 3 percent are made using transit. The

Foothill Gold Line will provide a sustainable and reliable option for these trips.

- Completing the line to Claremont and Montclair will increase ridership on the LA County Metro rail system by more than 8,100 daily boardings in 2028, as compared to what will be achieved by only reaching Pomona. And by 2042, the ridership differential increases to more than 18,000 daily boardings.
- Moving tens of thousands of people daily onto transit reduces vehicle miles traveled and associated greenhouse gas emissions.
- The project will generate as much as 17,000 jobs, \$2.6 billion in economic output, \$1 billion in labor income and nearly \$40 million in tax revenues during construction; with more once passenger service begins.
- The public investment being made in this line is a catalyst for private investment within this corridor; adding much needed housing within 1/2-mile of a light rail station:
 - To date, the Foothill Gold Line has already spurred more than \$13 billion in private investment in residential and commercial development within 1/2-mile of a current and future station. 19,200 housing units have already been built around project stations.
 - An estimated \$9 billion in additional investment is planned near the current and future stations; adding an estimated 17,000 MORE housing units within a 1/2 mile of a current or future station.
- The line will provide new rail connections to the LA County Fairplex, two dozen more colleges and universities within a short walk, bike ride or bus ride of a future stations, the San Gabriel Mountains National Monument and several regional public parks, and connect to a dozen bus lines to/from the Inland Empire at the Montclair TransCenter.

Since embarking on this project, LA County taxpayers have already invested more than \$1 Billion in the Glendora to Montclair extension. The state of California's participation in this effort would be immensely helpful in closing the funding gap and enable the project's full benefits to be realized.

I therefore respectfully urge your favorable consideration of the requested appropriation to contribute \$540,500,000 of state funds to support the completion of the Foothill Gold Line light rail project, before the contract option expires and the cost to build this project segment increases.

Yours truly,

Bryan Urias, Mayor

Cc: Ronda Paschal, Deputy Legislative Secretary, Office of the Governor
(ronda.paschal@gov.ca.gov)



Agenda Item: _____

CM Review: _____

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: July 27, 2021

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Establish property assessments to pay for the Lighting and Landscape Assessment District – Fiscal Year 2021-22

RECOMMENDATION: Adopt Resolution 21-R-16 providing for the annual levy for Fiscal Year 2021-22

FISCAL IMPACT: The collection of the Citywide Assessment provides \$698,245 to be used to fund maintenance of park and city street lighting. The neighborhood special district assessment provides \$288,285 for maintenance in the city's various neighborhood zones

BACKGROUND

At its June 8th meeting, the City Council adopted Resolution 21-08 that: (1) declared the City Council's intention to levy and collect assessments for Fiscal Year 2021-22; (2) approved the Engineer's Report indicating the amounts of the proposed assessment, district boundaries, assessment zones, descriptions of improvements, and method of assessment; and (3) set this date for the evening's Public Hearing.

Annually, the City Council is required to hold a Public Hearing to establish property assessments to pay for the Lighting and Landscape Assessment District.

The Engineer's Report is attached and is available for review at City Hall at any time between now and the public hearing indicating the amounts of the proposed assessment, district boundaries, assessment zones, descriptions of improvements, and method of assessment. There is no change to the Citywide Assessment.

In some neighborhood zones, the assessment can increase by CPI. This year the December 31, 2020 CPI was 1.5%. In the zones where the assessment may be increased, the assessments will increase. The Engineer's report addresses this issue in detail. The assessment is subject to the notice, protest, and hearing requirements of Section 53753 of the Government Code.

RECOMMENDATION

Adopt Resolution 21-R-16 providing for the annual levy for Fiscal Year 2021-22

FISCAL IMPACT

The collection of the Citywide Assessment provides \$698,245 to be used to fund maintenance of park and city street lighting. The neighborhood special district assessment provides \$288,285 for maintenance in the city's various neighborhood zones.

ATTACHMENTS

Attachment A: Resolution 21-R-16 with Engineer's Report

RESOLUTION NO. 21-R-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2021-2022 WITHIN THE LANDSCAPE AND LIGHTING DISTRICT PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972

The City Council of the City of Duarte, pursuant to the provisions of the Landscape and Lighting Act of 1972, Division 15 of the Streets and Highways Code of the State of California, does resolve as follows:

SECTION 1. RECITALS. The City Council of the City of Duarte does hereby find, determine and declare as follows:

- A. On the 8th day of June, 2021, the City Council adopted Resolution No. 21-R-08 (the "Resolution of Intention") which declared its intent to levy and collect assessments for Fiscal Year 2021-2022 within the District and Zones and set a time and place for a public hearing. The Resolution of Intention was duly and legally published in the time, form and manner as required by law, shown by the Affidavit of Publication of the Resolution of Intention on file in the office of the City Clerk; and
- B. At the time and place for which notice was given, the City Council conducted a public hearing and gave every interested person an opportunity to object to the proposed boundary, work or assessment; and
- C. The City Council, having duly received and considered oral and documentary evidence concerning the jurisdictional facts in this proceeding and concerning the necessity for the contemplated work and benefits to be derived therefrom, has acquired jurisdiction to order the proposed assessment.

SECTION 2. That the proposed assessments relating to the District and Zones 1-15 were existing on the effective date of Article XIID of the California Constitution. Zones 16, 17 & 18 were approved per the requirements of Article XIID of the California Constitution. All zones were previously imposed, and for Fiscal Year 2021-2022 Zones 4, 7, 8, 14, 15, 16, 17 and 18 are proposed to increase the maximum assessment by a CPI of 1.5%, all of which are allowed in the formation of the zones or previously voter approved. The levy in Zones 8, 15, and 16, are proposed to increase, and all other zones are contemplated to be imposed without increase. Funds are to be used exclusively to finance the capital costs or maintenance and operation expenses for landscaping sidewalks, streets, sewers, water, flood control, drainage systems or vector control. Pursuant to Section 5 (a) of Article XIID of the California Constitution, the proposed assessments to be levied and collected in the District and Zones 1-18 are, therefore, exempt from the procedures and approval process set forth in Section 4 of Article XIID of the California Constitution.

SECTION 3. That the proposed assessments relating to Zones 1-18 were existing on the effective date of Article XIIIID of the California Constitution or were voter approved and all such assessments were imposed pursuant to a petition signed by the persons owning all of the parcels, subject to the assessment at the time the assessment was initially imposed. Pursuant to Section 5 (b) of Article XIIIID of the California Constitution, the proposed assessments to be levied and collected in Zones 1-18 are, therefore, exempt from the procedures and approval process set forth in Section 4 of Article XIIIID of the California Constitution.

SECTION 4. The Engineer's Report on file with the City Clerk, and each component part of it, including each exhibit incorporated by reference, as amended, if applicable, is hereby finally approved and adopted.

SECTION 5. The diagram and assessment prepared in connection with the District are hereby confirmed.

SECTION 6. The public interest and convenience requires the ordering the levy and collection of assessment for Fiscal Year 2021-2022 and the City Council hereby orders the levy and collection of assessments within the district and the zones, as set forth and described in the Resolution of Intention and in the Engineer's Report.

SECTION 7. The adoption of this Resolution constitutes the levy of the assessments as set forth in the Engineer's Report for Fiscal Year 2021-2022.

SECTION 8. The City Clerk is authorized and directed to file a certified copy of the diagram and assessment with the County Auditor of the County of Los Angeles no later than the 10th day of August 2020.

SECTION 9. The City Clerk is hereby authorized and directed to certify as to the adoption of this Resolution.

PASSED AND ADOPTED this 27th day of July 2021.

Bryan Urias, Mayor

APPROVED AS TO FORM:

ATTEST

David Cosgrove, City Attorney

Annamarie Porter, Interim City Clerk

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

I, Annamarie Porter, Interim City Clerk of the City of Duarte, California, do hereby certify that the foregoing Resolution No. 21-16 was duly passed, approved, and adopted by the City Council of the City of Duarte, at a regular meeting of said City Council held on the 27th day of July 2021, and there after signed and approved by the Mayor and attested by the City Clerk, and that said resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Annamarie Porter,
Interim City Clerk

ENGINEER'S REPORT
SIDEWALKS, STREETS, SENIOR CENTER PAYMENT,
PARK AND SPECIAL ZONES
OF THE CITY OF DUARTE
LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT
2021-2022 ASSESSMENT LEVY

SECTION 1. AUTHORITY FOR REPORT

This report is prepared pursuant to an order of the City Council of the City of Duarte in compliance with the requirements of Article 4, Chapter 1, Landscape and Lighting Act of 1972, being Part 2, Division 15, of the Streets and Highways Code of the State of California (The "Act").

The Act was originally created by the State Legislature in 1972. On June 13, 1978, the City of Duarte created the City of Duarte Landscape and Lighting Maintenance District for the maintenance and servicing of Landscaping and Lighting. Since 1972, the Legislature has expanded the definition of landscaping, lighting, and the work that may be done under the Act. The City of Duarte has, over time; expanded the work to be done by the District to include all the work allowed under the Act.

This Assessment District, by special benefit assessments, provides funding for the maintenance of City-owned parks, for the maintenance of the public landscaping in public owned properties or public right-of-way within the City, graffiti removal, maintenance of public-owned lighting, street lighting, traffic signals within the City, and funding towards the debt service of the Senior Center bond issue. The Senior Center bond issue was paid off in Fiscal Year 2017-18, thus the City wide street maintenance for a single family home was reduced by \$5.84.

The voters on November 5, 1996 voted to adopt Proposition 218. Proposition 218 has the potential to have a great impact upon the way special assessments are used and assessed. The City Council has determined that the portion of the assessment devoted to street maintenance and the payment of the Senior Center bond is exempt from Prop. 218. In 1997, by majority vote of the property owners of all single family and condominiums within the City, it was determined to levy a park assessment of \$59.42 against single family and condominium units within the City.

SECTION 2. PLANS AND SPECIFICATIONS FOR THE IMPROVEMENTS

The plans and specifications for the irrigation, landscaping and lighting of streets, traffic signals and easements and authorized improvements within the City are on file in the Department of Community Development. The lighting locations and specifications for Edison-owned lights are on file with Southern California Edison Company. Reference is hereby made to said plans and specifications for the

exact location and nature of the landscape and lighting of park improvements. Said plans and specifications by reference are hereby made a part of this report.

SECTION 3. ESTIMATE OF COST OF IMPROVEMENT

The cost of the initial improvements of median island landscaping, street landscaping, traffic signals, street lighting, parking lot lighting, and bike paths were paid for from capital improvement funds, special grants, gas tax, prior assessment districts, subdividers, and general City revenues. The City Council in 1991 and 1992, as a result of two public hearings, determined to fund a portion of the Senior Center construction from the landscape assessment in accordance with the Act. With the Senior Center bond issue being paid off, no facilities are proposed to be funded from the district.

SECTION 4. CITYWIDE STREET AND SIDEWALK LANDSCAPING

The cost to maintain street landscaping and parkway trees as described in this section. The following is a general description of the areas being maintained:

1. All parkway trees maintained by the City.
2. Trees adjacent to Caltrans right-of-way on Evergreen Avenue, Flower Avenue to Brightside Avenue, Central Avenue, Buena Vista Street to Santo Domingo Avenue and Evergreen Street east of Mountain Avenue.
3. Street Landscaping
 - A. Duarte Road – Highland Avenue to Mountain Avenue hardscape, turf, trees, irrigation and groundcover.
 - B. Buena Vista Street – North and south of the 210 freeway turf, irrigation and groundcover.
 - C. Mountain Avenue – North and south of the 210 freeway turf, irrigation and groundcover.
 - D. Central Avenue – East and west of Buena Vista Street turf, trees, irrigation and groundcover.
 - E. Huntington Drive – Mountain Avenue to the east City limits, hardscape, turf, trees, irrigation and groundcover.
 - F. Encanto Parkway – Huntington Drive to Markwood, west side landscaping and irrigation. Fifty percent only of landscaping along Zone 5.

The cost to maintain shall include, but not limited to, watering, fertilizing, mowing, weed control, shrubbery, tree removal and pruning, maintenance of irrigation facilities, removal or covering of graffiti and repair and replacement of lighting.

The cost to maintain and construct these facilities is considered a general property benefit and is assessed as a unit cost to each lot within the City, and to each apartment unit, hotel/motel room, trailer park space, and nursing home bed.

SECTION 5. CITYWIDE LANDSCAPING AND PARK COSTS

The cost to maintain parks, landscape area, and recreational facilities is described in this section. The following is a general description of the areas, parks and related landscaped areas being maintained as approved in the special

Assessment vote:

Parks

- A. Bike Trail – Turf, trees, groundcover, asphalt and irrigation.
- B. Thorsen Park – Turf, trees, groundcover and irrigation.
- C. Moore Park – Turf, trees, groundcovers, playground and irrigation.
- D. Entrance Park – Turf, trees, groundcover and irrigation.
- E. Encanto Park – Turf, trees, groundcover, irrigation, tennis courts, basketball courts, athletic courts, restrooms and parking areas.
- F. Beardslee Park – Turf, trees, groundcover, irrigation, hardscape and playground.
- G. Duarte Park – Turf, trees, groundcovers, irrigation, hardscape, recreation building, playground and athletic courts.
- H. Royal Oaks Park and Extension – Turf, trees, groundcover, irrigation, hardscape, recreation building, tennis courts, playgrounds and parking area.
- I. Glenn Miller Park – Turf, trees, groundcover, irrigation, hardscape and playgrounds.
- J. Hacienda Park – Turf, trees, groundcover, irrigation and playground.
- K. Third Street Park – Turf, trees, groundcovers, irrigation, and playground.
- L. Town Center – Turf, trees, groundcover, irrigation, hardscape, swimming pool, recreation building, and parking area.
- M. Northview Park – Turf and irrigation.
- N. Senior Center – Turf, trees, groundcover, irrigation hardscape, recreation area and parking lot.
- O. Otis Gordon Park
- P. Lena Valenzuela Park

The cost to maintain shall include, but not limited to, watering, fertilizing, mowing, weed control, shrubbery, tree removal and pruning, maintenance of irrigation facilities, maintenance of park building and equipment, maintenance and replacement of recreation equipment, removal or covering of graffiti and repair and replacement of lighting.

SECTION 6. SENIOR CENTER

In Fiscal Year 2017/18 the bond issue was paid off, thus there will be no assessment.

SECTION 7. LIGHTING MAINTENANCE

The cost to maintain shall include, but not limited to, electrical service for all public lighting including parking lighting, repair and replacement of City-owned lights within public right-of-way, servicing of Southern California Edison owned lights as defined by the Act, repair and replacement of traffic signals.

The net amount to be assessed upon lands within the Assessment District in accordance with this Report is apportioned by a formula and method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each lot or parcel from the improvements, namely the maintenance and servicing of public lighting facilities within such District. The maintenance and servicing of public lighting facilities installed and constructed in public places provides a special benefit which is received by each and every assessed lot or parcel within the District, tending to enhance their value. The streets within the District improve access to all lots or parcels assessed. Street lighting also provides advertising visibility for business and commercial establishments. The intensity or degree of illumination provided can have a bearing on the benefits of street lighting. Thus, primary benefits of street lighting are for the convenience, safety, security, and protection of people. Secondary benefits are security or protection to property, property improvements and goods as set forth below:

1. Improvement to traffic circulation.
2. Reduction in night accidents and attendant human misery and economic loss.
3. Less vulnerability to criminal assault at night.
4. Promotion of business during nighttime hours for commercial properties.
5. Increased nighttime safety on roads and highways.
6. Improved ingress and egress to lots and parcels.
7. Reduction in vandalism and other criminal acts.
8. Reduction in burglaries.
9. The enhancement to the value of property which results from the foregoing benefits.

Intensity or degree of illumination provided on streets varies with the type of street, date of installation and the use of the property adjacent thereto.

The majority of parcels within the Lighting District are residential properties. A value of one (1) basis unit has been assigned to a residential unit. A residential unit is defined as a single-family unit, condominium unit, rental unit or apartment unit. Parcels in other land use categories, not used as residential, were then evaluated and rated by comparison with the basis unit.

Each land use evaluation takes into consideration – foot traffic, vehicular traffic, and hours of occupancy. Commercial and industrial properties have been assigned additional units based on the comparative benefits, number of people that would be expected to benefit from the lighting, security and

intensity of the lights provided. The average light intensities and energy consumption for commercial areas is greater than that required for residential areas.

SECTION 8. GRAFFITI REMOVAL

The cost for graffiti removal shall include, but not limited to, the cost of cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Graffiti removal is considered a general property benefit and is assessed in the same manner and is included in the Street and Sidewalk Landscape Assessment.

SECTION 9. TRAFFIC SIGNALS

The following traffic signals are entirely or partially maintained by the City.

- * Mountain Avenue at Huntington Drive.
- * Mountain Avenue at Central Avenue.
- * Mountain Avenue at Evergreen Street.
- * Mountain Avenue at Best Buy
- * Buena Vista Street at Huntington Drive.
- * Buena Vista Street at Central Avenue.
- * Buena Vista Street at Evergreen Street.
- * Buena Vista Street at Duarte Road.
- * Buena Vista Street at Village Road.
- * Central Avenue at 210 Freeway Exit.
- * Duarte Road at Circle Drive.
- * Duarte Road at Hope Drive.
- * Duarte Road at Village Road.
- * Highland Avenue at Business Center Drive.
- * Highland Avenue at Central Avenue.
- * Huntington Drive at Highland Avenue.
- * Huntington Drive at Mount Olive.
- * Huntington Drive at Las Lomas Road.
- * Huntington Drive at Crestfield Road.
- * Huntington Drive at Mountain Vista Plaza.
- * Huntington Drive at Pops Road.
- * Huntington Drive at Brycedale Avenue.
- * Royal Oaks Drive at Royal Oaks School.

SECTION 10. DIAGRAM FOR THE ASSESSMENT DISTRICT

A copy of the proposed assessment diagram is on file in the City Clerk's office, and includes all the property within the City limits of the City of Duarte. Reference is made to the Los Angeles County Assessor Maps as to parcel location and dimensions. The City Council, at the time of formation of the District of 1978, determined that the public utilities right-of-ways should be assessed based upon the actual benefit to the public utility right-of-ways.

SECTION 11. ASSESSMENT ZONES

Zone 1 All the Property within the City except those Properties in Zones 2 through 18

All properties that are not in a special zone are assessed within this zone. Assessment for areas without street lighting are reduced to reflect the cost component of the City's budget. Areas with street lighting are assessed based upon a unit basis for single family zoned property and residentially used property. Commercial, industrial and multi-residential zone properties are assessed based upon lot size and street frontage.

All of the properties in Zones 3 through 18 are assessed their share of the citywide lighting, street, sidewalk and park maintenance in addition to special maintenance assessment. Zone 2 is assessed specifically for their gas lights.

Street Lighting

The cost for street lighting in all zones is assessed to all residential lots based upon the special benefit and to commercial and industrial based upon frontage and area benefit.

Citywide Park Maintenance

The cost of park maintenance determined as a direct benefit is assessed to all single-family units and all condominium units based upon a unit assessment.

Citywide Street Maintenance Cost

The cost in all zones is assessed to all lots on a unit cost per lot, and to each apartment unit, hotel/motel room, trailer park space, and nursing home bed.

Zone 2 Mesa Area Gaslights

This area is served by gaslights. There are no "electric" street lights on the Mesa. Only the intersection lighting component of the street lighting cost is included in this zone. The cost of gas lighting is assessed equally to all lots. The cost to maintain the Rim Road slope constructed in 2008, which was a general fund expense is no longer included in this report. Reserve in this district has been held for future fixture replacements and refurbishments over time. A refurbishment project was completed in Fiscal Year 2020/21.

Zone 3 Emblem House Tract 33532

This zone was created at the request of the Developer (Emblem Homes), in lieu of a homeowner's association. The Developer installed sprinkler guns to irrigate the natural area north of the homes for fire protection. The maintenance of the sprinkler guns is a special benefit to all lots within the subdivision. The areas adjacent to the landscaping are given a benefit of 30% greater than the remainder of the lots.

Lots 1, 2, 18-119 are not adjacent to landscape areas

Lots 3-17 are assessed a 30% surcharge.

As in previous years, the City's General Fund has paid for this fire protection.

Zone 4 Las Lomas Villas Tracts 33964, 34892 & 35709

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The Developer, for the benefit of all lots, installed the landscaping as a special benefit to all lots, within the tract and is assessed equally to all lots. The assessment is based on a voter-approved formula, which provides for an annual C.P.I. increase not to exceed 3%. The C.P.I. for the year ending December 31, 2020 was 1.5%. A 1.5% C.P.I. would allow for an assessment increase of \$6.46 per parcel to \$437.10 per parcel. For Fiscal Year 2021-22 a major tree trimming project is planned increasing the budget by \$5,000.00. The levy is proposed to increase to \$429.37 to balance the budget. The levy is still below the maximum assessment of \$437.10.

Zone 5 Kaufman and Broad Development Phase 1 – Tract 35415(Encanto Parkway)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The entrance landscaping on Encanto Parkway was installed by the Developer, as a special benefit to all lots, within the tract and is assessed equally to all lots. Since the extension landscaping along Encanto Parkway is also being considered a Citywide benefit, fifty (50) percent of the assessment (\$7,532.00) has been moved to the Citywide Street portion of the Assessment District. An increase in assessment was proposed for Fiscal Year 2010-11. This increase was subject to the requirements of Proposition 218 "the Right to Vote on Taxes Act". The increase was not approved by the property owners. Consequently, the level of maintenance was reduced to balance the expenditures with the assessment. This Fiscal Year a tree replanting project is being proposed which will be funded by City General Fund.

Zone 6 Kaufman and Broad Development Phase II – Tracts 35631 and 41717 (Rancho Verde)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. There was a significant increase in water usage caused by failing irrigation piping. The billing and the "system" is being reevaluated.

Zone 7 Amberwood Tract 35711

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2020 was 1.5%. A C.P.I. of 1.5% would allow for an assessment increase of \$7.23 per parcel to a maximum of \$488.99 per parcel. For Fiscal Year 2021-22, the levy is proposed to remain at the 2020/21 levy of \$467.73.

Zone 8 Village at Windsor Tract 39457

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit of all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2020 was 1.5%. A 1.5% C.P.I. would allow for an assessment increase of \$5.76 per parcel to a maximum of \$389.96 per parcel. For Fiscal Year 2021-22, the levy is proposed be at the maximum assessment of \$389.96.

Zone 9 Tract 32993 (Kendrick Tract) and Tracts 35135, 35136, 35137 (Hearthstone Homes)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit of all lots, and is assessed equally to all lots. An increase in assessment was proposed for Fiscal Year 2010-11. This increase was subject to the requirements of Proposition 218 "the Right to Vote on Taxes Act". The increase was not approved by the property owners. While the level of maintenance was reduced, increases to water costs are requiring general fund contribution to balance the budget.

Zone 10 Tracts 35138, 35139, 38393 & 39932 (Hearthstone Del Norte)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The tracts are specially benefited equally by the landscaping installed by the Developer except for the lots adjacent to that landscaping maintained by the district, which has an additional special benefit of 10%. A major brush clearing project is proposed for this fiscal year using previous years surpluses.

Total lot count not assessed the additional 10% = 170 lots

Lots assessed 10% additional benefit:

(2) Lots 18, 20 (Tract 35139)

(4) Lots 25-28 (Tract 39932)

(11) Lots 10, 11, 17-20, 31-34, 39 (Tract 38393)

Zone 11 Tract 42150 (TKI Townhomes)

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots. The Board of Directors of the Home Owners Association in 2004 requested that the City allow the Home Owners Association to maintain the landscaping. The request was approved. A zero assessment for the landscaping within this zone has thus been shown.

Zone 12 Tract 33704 (Benchmark Homes)

This zone has been eliminated.

Zone 13 Mike's Center

This zone was created, at the request of the property owners, to maintain improvements installed by the City and financed by the property owners with assistance from Community Development Block Grant Funds. The lighting and landscaping was installed as a special benefit to all lots and is assessed based on lot area.

Zone 14 Tract 51911 (Las Brisas Development)

This zone was created upon the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed on a per lot basis. This zone was formed in 1995. At the time of the formation of this zone, the assessment was based upon a formula, which recognized the increase of inflation. The C.P.I. for the year ending December 31, 2020 was 1.5%. A maximum of 1.5% C.P.I. would allow for an assessment increase of \$8.32 per parcel to \$562.95 per parcel. For Fiscal Year 2021-22, a levy of \$562.95 is required to balance the expenses and add to the reserves for a future tree trimming project.

Zone 15 Tracts 52121 and 52255 (Las Posadas Development)

This zone was created in 1997 upon the request of the developer in lieu of a homeowners association maintaining the landscaping. The landscaping was installed by the developer, for the special benefit to all lots, and is assessed on a per lot basis. At the time of formation of the zone, the assessment was based upon a formula which allows for an assessment increase of up to 3 percent per year. The C.P.I. for the year ending December 31, 2020 was 1.5%. A 1.5% C.P.I. would allow for an assessment increase of \$7.75 per parcel to \$524.28 per parcel. A C.P.I. increase of 1.5% is proposed for Fiscal Year 2021-22 with \$2,517.00 being transferred to the reserve to reduce previous deficit.

Zone 16 Tract 52337 (Buena Vista Villas)

This zone was created upon the request of the developer and a vote of the property owner in 1998. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. This zone was created in 1998. The assessment is based upon a formula which provides for an assessment increase of up to 3 percent per year. The C.P.I. for the year ending December 31, 2020 was 1.5%. A C.P.I. increase of 1.5% raises the maximum assessment by \$8.26 per parcel from \$550.36 to \$558.62 per parcel. A landscape improvement project for this fiscal year is planned utilizing reserves. For Fiscal Year 2021-22, the maximum levy of \$558.62 per parcel is required, with the utilization of reserves to balance expenses.

Zone 17 Tract 52704 (Citrus Collection)

This zone was created upon the request of the developer and a vote of the property owner in 2000. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase of up to 3 percent per year. The C.P.I. for the year ending December 31, 2020 was 1.5%. A C.P.I. increase of 1.5% raises the maximum assessment by \$11.76 per parcel from \$784.31 to \$784.31 per parcel. For Fiscal Year 2021-22, a levy of \$595.45 per parcel is required to balance expenses which is less than the maximum allowed assessment of \$796.07 per parcel.

Zone 18 Tract 52867(Ridgecrest Estates)

This zone was created upon the request of the developer and a vote of the property owners in 2011. The developer installed all the landscaping to specially benefit all lots equally and the drainage improvements to benefit the development specifically and the City generally equally. The development share of the drainage improvements benefits all the lots equally. The assessment is levied thus on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase based on the CPI with a maximum of 3% per year. The special assessment was approved on December 13, 2011 per Resolution 11-49. The CPI for the year ending December 31, 2020 was 1.5%. A CPI increase of 1.5% raises the maximum assessment by \$24.41 per parcel from \$1,627.47 to \$1,651.88. For Fiscal Year 2021-22, a levy of \$900.00 per parcel (an increase of \$100.00 per parcel) is required to balance expenses with the application of reserves which is less than the maximum allowed assessment of 1,651.88. A major brush clearance and replanting project will occur again in Fiscal Year 2021/22 utilizing the reserve fund.

2021-22 CITYWIDE DISTRICT AND SPECIAL BENEFIT ZONE CALCULATIONS
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Citywide Parks, Lighting and Street

Parks, Lighting, & Street	\$1,001,500.00	
General Fund Contribution (Deficit)	<u>\$ (303,255.00)</u>	
<u>Total Citywide Assessment for 2021-2022</u>		\$ 698,245.00

Parks

Park Maintenance*	\$ 408,700.00
General Fund Contribution (Deficit)	<u>\$ (73,690.00)</u>
Total Parks Assessment	\$ 335,010.00

Street Lighting

Lighting Maintenance	\$ 307,000.00
General Fund Contribution (Deficit)	<u>\$ (126,906.00)</u>
Total Citywide Lighting Assessments	\$ 180,094.00

Citywide Street

Street Maintenance Cost (Includes \$147,000 for a drought tolerant median project)	\$ 285,800.00
General Fund Contribution (Deficit)	<u>\$ (102,659.00)</u>
Total Citywide Street Assessments	\$ 183,141.00

Special Benefit Zone Maintenance Cost

Maintenance Expenses & Transfers to Reserve Funds	\$ 351,685.00	
Transfers From Reserves ***	\$ (39,830.00)	
Transfers from General Fund	\$ (10,538.00)	
General Fund Obligated Expenses **	<u>\$ (13,032.00)</u>	
<u>Total Special District Assessments for 2021-2022</u>		\$ 288,285.00

<u>Grand Total Citywide</u>	\$ 986,530.00
<u>and Special Benefit Zones Assessments for 2021-22</u>	

- * This does not include the sports park maintenance costs which cannot be included in the District.
- ** Includes \$4,500.00 (Emblem Homes), \$7,532.00 (Encanto Parkway), and \$1,000.00 (Ridgecrest Estates).
- *** Includes \$4,436.00 (Zone 5), \$54 (Zone 6), \$92 (Zone 8), \$12,824 (Zone 10), \$1,024 (Zone 16), and \$21,400 (Zone 18).

**2021-22 CITYWIDE STREET LIGHTING AND
SENIOR CENTER BOND PAYMENT
AND SPECIAL BENEFIT ZONE CALCULATIONS**

ZONE	DISTRICT	2019-20	2020-21	2021-22
1	Lighting	\$30.44	\$30.44	\$30.44
	Street Maintenance	\$15.74	\$15.74	\$15.74
	Parks	\$59.42	\$59.42	\$59.42
	(Average Single Family)			
	Sub-Total	\$105.60	\$105.60	\$105.60
2	Mesa Area	\$218.38	\$218.38	\$218.38
3	Emblem Homes			
	Base Cost	\$105.60	\$105.60	\$105.60
	Surcharge Lots	\$105.60	\$105.60	\$105.60
4	Las Lomas Villas	\$495.28	\$495.28	\$534.97
5	Encanto Parkway	\$167.34	\$167.34	\$167.34
6	Rancho Verde	\$324.10	\$324.10	\$324.10
7	Amberwood	\$573.61	\$573.61	\$573.61
8	Windsor	\$478.61	\$478.61	\$495.56
9	Kendrick, Hearthstone	\$139.05	\$139.05	\$139.05
10	Hearthstone			
	Base Cost	\$251.59	\$251.59	\$251.59
	Surcharge Lots	\$267.81	\$267.81	\$267.81
11	T.K.I. Townhomes	\$105.60	\$105.60	\$105.60
12	Benchmark Homes	\$105.60	\$105.60	\$105.60

2021-22 CITYWIDE STREET AND SPECIAL DISTRICT ASSESSMENT COMPARISON

ZONE	DISTRICT	2019-20	2020-21	2021-22
13	Mike's Center			
	8530-018-027	\$2,249.29	\$2,249.29	\$2,249.29
	8530-018-028	\$1,107.02	\$1,107.02	\$1,107.02
	8530-018-029	\$1,151.32	\$1,151.32	\$1,151.32
	8530-018-030	\$ 525.08	\$ 525.08	\$525.08
	8530-018-031	\$ 525.08	\$ 525.08	\$525.08
	8530-018-032	\$ 525.08	\$ 525.08	\$525.08
	8530-018-033	\$2,318.65	\$2,318.65	\$2,318.65
	8530-018-034	\$2,907.77	\$2,907.77	\$2,907.77
	8530-018-054	\$1,810.27	\$1,810.27	\$1,810.27
	8530-018-055	<u>\$8,813.93</u>	<u>\$8,813.93</u>	<u>\$8,813.93</u>
		\$21,933.49	\$21,933.49	\$21,933.49
14	Las Brisas	\$622.67	\$622.67	\$668.55
15	Las Posadas	\$592.39	\$607.09	\$629.84
16	Buena Vista Villas	\$624.37	\$640.05	\$664.22
17	Citrus Collection	\$701.05	\$701.05	\$701.05
18	Ridgecrest Estates	\$905.60	\$905.60	\$1,005.00

*Citywide only within this Special Benefit Zone.

**ZONE 2 – MESA AREA
(FUND 2430)**

ESTIMATED EXPENSES 2021-22

Gas	\$ 6,000.00	
Repairs	\$ 3,000.00	
Capital Improvements (Replacement)	\$ 0.00	
Personnel	\$ 3,800.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$12,800.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$12,800.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$12,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$21,675.00
2018	\$21,440.25
2019	\$20,074.00
2020	\$22,298.00
2021	(\$2,678.50)

Zone 2 Information

Number of lots to be assessed	<u>100</u>
GAS LIGHTING – COST PER LOT	\$ 128.00
Intersection Only Lighting – Cost Per Lot	\$ 15.22
Citywide Street Maintenance - Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 218.38

**ZONE 3 – EMBLEM HOMES
(FUND 2429)**

ESTIMATED EXPENSES 2021-22

Water	\$ 2,100.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,000.00	
Personnel	\$ 1,100.00	
Transfer to Reserve	<u>\$ 0</u>	
Total Expenses		\$4,500.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 0.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund (Obligation)	<u>\$ 4,500.00</u>	
Total Revenue		\$4,500.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$0
2018	\$0
2019	\$0
2020	\$0
2021	\$0

Zone 3 Information

Number of lots to be assessed	<u>121</u>
<u>LANDSCAPE COST PER LOT</u>	
Base Cost 100	\$ 0
Surcharge Lots 19 + 30%	\$ 0
Street Lighting Cost Per Lot	\$ 30.44
City-Wide Street Maintenance Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	
Base Cost	\$ 105.60
Surcharge	\$ 105.60

**ZONE 4 – LAS LOMAS VILLAS
(FUND 2421)**

ESTIMATED EXPENSES 2021-22

Water	\$ 18,000.00	
Electric	\$ 500.00	
Repairs and Replacement	\$ 5,000.00	
Landscape Maintenance	\$ 15,600.00	
Personnel	\$ 10,000.00	
Tree Trimming within Landscape Area	\$ 5,000.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$54,100.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 54,100.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$54,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$13,381.00
2018	\$12,404.06
2019	\$4,369.00
2020	\$14,296.00
2021	\$11,607.25

Zone 4 Information

Number of lots to be assessed	<u>126</u>
Landscape Per Lot	\$ 429.37
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 534.97

**ZONE 5 – ENCANTO PARKWAY
(FUND 2422)**

ESTIMATED EXPENSES 2021-22

Water	\$ 2,000.00	
Electric	\$ 1,100.00	
Repairs and Replacement	\$ 2,500.00	
Landscape Maintenance	\$ 5,500.00	
Tree Replanting Project	\$ 5,000.00	
Personnel	\$ 3,400.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$19,500.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 7,532.00	
Transfer From Reserve	\$ 4,436.00	
Transfer From General Fund (Citywide Benefit)	<u>\$ 7,532.00</u>	
Total Revenue		\$19,500.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$0
2018	\$1,953.79
2019	\$4,752.00
2020	\$14,483.00
2021	TBD

Zone 4 Information

Number of lots to be assessed	<u>122</u>
Landscape Per Lot	\$ 61.74
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 167.34

**ZONE 6 – RANCHO VERDE
(FUND 2427)**

ESTIMATED EXPENSES 2021-22

Water	\$ 9,000.00	
Electric	\$ 600.00	
Repairs and Replacement	\$ 1,300.00	
Landscape Maintenance	\$ 8,600.00	
Personnel	\$ 5,900.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$25,400.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 25,346.00	
Transfer From Reserve	\$ 54.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$25,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	(\$1,005.00)
2018	(\$2,251.07)
2019	(\$8,092.00)
2020	(\$9,439.00)
2021	TBD

Zone 6 Information

Number of lots to be assessed	<u>116</u>
Special Landscape Per Lot	\$ 218.50
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 324.10

**ZONE 7 – AMBERWOOD
(FUND 2423)**

ESTIMATED EXPENSES 2021-22

Water	\$ 9,000.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,500.00	
Landscape Maintenance	\$10,500.00	
Personnel	\$ 2,200.00	
Transfer to Reserve	<u>\$ 354.00</u>	
Total Expenses		\$23,854.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 23,854.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$23,854.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$8,976.00
2018	\$8,125.02
2019	\$8,362.49
2020	\$17,906.00
2021	\$19,037.84

Zone 7 Information

Number of lots to be assessed	<u>51</u>
Landscape Per Lot	\$ 467.73
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 573.33

**ZONE 8 – WINDSOR
(FUND 2424)**

ESTIMATED EXPENSES 2021-22

Water	\$ 4,000.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,600.00	
Landscape Maintenance	\$ 6,600.00	
Personnel	\$ 2,800.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$15,300.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$15,208.00	
Transfer from Reserve	\$ 92.00	
Transfer from General Fund	<u>\$ 0.00</u>	
Total Revenue		\$15,300.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$3,249.00
2018	\$1,259.33
2019	(\$538.00)
2020	\$3,938.00
2021	\$3,669.78

Zone 8 Information

Number of lots to be assessed	<u>39</u>
Special Landscape per Lot	\$ 389.96
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
CITYWIDE ONLY COST PER LOT	\$ 495.56

**ZONE 9 – KENDRICK (TRACT 32993)
HEARTHSTONE (TRACTS 35135, 35136, 35137)
(FUND 2420)**

ESTIMATED EXPENSES 2021-22

Water	\$12,000.00	
Repairs and Replacement	\$ 500.00	
Landscape Maintenance	\$ 4,100.00	
Personnel	\$ 2,200.00	
Transfer to Reserve	\$ 0.00	
Total Expenses		\$18,800.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 8,262.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$10,538.00</u>	
Total Revenue		\$18,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	(\$1,613.00)
2018	(\$2,146.01)
2019	(\$1,055.00)
2020	(\$472.00)
2021	TBD

Zone 9 Information

Number of lots to be assessed	<u>247</u>
Special Landscape Per Lot	\$ 33.45
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance – Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 139.05

ZONE 10 – HEARTHSTONE DEL NORTE
(TRACTS 35128, 35139, 38393, 39932)
(FUND 2425)

ESTIMATED EXPENSES 2021-22

Other Services	\$ 5,300.00	
Water	\$ 8,000.00	
Electric	\$ 3,600.00	
Repairs and Replacements	\$ 500.00	
Landscape Maintenance	\$ 4,800.00	
Brush Clearance & Related Maintenance	\$15,000.00	
Personnel	\$ 3,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$40,400.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 27,576.00	
Transfer From Reserve	\$ 12,824.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$40,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$41,884.00
2018	\$27,576.00
2019	\$22,067.00
2020	\$20,569.00
2021	\$17,833.75

Zone 10 Information

Number of lots to be assessed	<u>187</u>
LANDSCAPE COST PER LOT	
Base Cost (170)	\$ 145.99
Surcharge Lots (17)	\$ 162.21
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42

**ZONE 10 – HEARTHSTONE DEL NORTE
(TRACTS 35128, 35139, 38393, 39932)
(FUND 2425)**

TOTAL COST PER LOT

Base Cost	\$ 251.59
Surcharge Lots	\$ 267.81

**ZONE 11 – T.K.I. TOWNHOMES
(FUND 2428)**

ESTIMATED EXPENSES 2021-22 **\$0**

ESTIMATED REVENUE 2021-22 **(\$0)**

Zone 11 Information

Number of lots to be assessed	<u>17</u>
LANDSCAPE COST PER LOT	\$ 0
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 105.60

**ZONE 13 – MIKE’S CENTER
(FUND 2426)**

ESTIMATED EXPENSES 2021-22

Parking Lot Sweeping	\$ 9,000.00	
Water	\$ 700.00	
Electric	\$ 5,600.00	
Repairs and Replacements	\$ 700.00	
Landscape Maintenance	\$ 2,200.00	
Personnel	\$ 2,600.00	
Transfer to Reserve	<u>\$ 1,133.00</u>	
Total Expenses		\$21,933.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$21,933.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$21,933.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$13.00
2018	\$1,105.58
2019	\$3,226.55
2020	\$7,974.00
2021	\$10,627.32

Zone 13 Information

Number of lots to be assessed 10

LANDSCAPE COST PER LOT

TOTAL COST PER AREA: **\$0.09503/sq. ft.**

**ZONE 13 – MIKE’S CENTER
(FUND 2426)**

Parcel Number	Square Feet	2021/22 Landscape Assessment	Frontage Feet	2021/22 Citywide Street Maintenance	2021/22 Total Assessment
8530-018-027	22,216	\$2,111.24	89.21	\$138.05	\$2,249.29
8530-018-028	10,890	1,034.90	43.92	72.12	1,107.02
8530-018-029	11,325	1,076.24	46.08	75.08	1,151.32
8530-018-030	5,125	487.04	20.50	38.04	525.08
8530-018-031	5,125	487.04	20.50	38.04	525.08
8530-018-032	5,125	487.04	20.50	38.04	525.08
8530-018-033	23,087	2,194.01	80.00	124.64	2,318.65
8530-018-034	28,750	2,732.18	115.00	175.59	2,907.77
8530-018-054	17,860	1,697.28	72.00	112.99	1,810.27
8530-018-055	<u>87,560</u>	<u>8,321.03</u>	<u>333.00</u>	<u>492.90</u>	<u>8,813.93</u>
	217,063	\$20,628.00	840.71	\$1,305.49	\$21,933.49

**ZONE 14 – LAS BRISAS HOMES
(FUND 2431)**

ESTIMATED EXPENSES 2021-22

Water	\$ 5,000.00	
Electric	\$ 400.00	
Repairs and Replacements	\$ 2,700.00	
Landscape Maintenance	\$ 9,600.00	
Personnel	\$ 3,500.00	
Transfer to Reserve	<u>\$ 1,881.00</u>	
Total Expenses		\$23,081.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 23,081.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$23,081.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$12,247.00
2018	\$13,901.22
2019	\$5,518.00
2020	\$11,685.00
2021	\$3,327.77

Zone 14 Information

Number of lots to be assessed	<u>41</u>
Landscape Per Lot	\$ 562.95
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 668.55

**ZONE 15 – LAS POSADAS HOMES
(FUND 2432)**

ESTIMATED EXPENSES 2021-22

Water	\$ 3,400.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 1,400.00	
Landscape Maintenance	\$ 10,000.00	
Personnel	\$ 6,500.00	
Transfer to Reserve	<u>\$ 2,517.00</u>	
Total Expenses		\$24,117.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 24,117.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$24,117.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	(\$2,947.00)
2018	(\$2,010.35)
2019	(\$2,024.51)
2020	(\$275.00)
2021	(\$5,778.12)

Zone 15 Information

Number of lots to be assessed	<u>46</u>
LANDSCAPE COST PER LOT	\$ 534.28
Street Lighting Cost Per Lot	\$ 30.44
City-wide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 639.88

**ZONE 16 – BUENA VISTA VILLAS
(FUND 2433)**

ESTIMATED EXPENSES 2021-2022

Water	\$ 7,400.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 1,100.00	
Landscape Maintenance	\$ 6,400.00	
Personnel	\$ 3,700.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$18,900.00

Estimated Revenue 2021-22

Special Zone Assessment 2021-22	\$ 17,876.00	
Transfer From Reserve	\$ 1,024.00	
Transfer From General Fund	<u>\$ 0.00</u>	
General Revenue		\$18,900.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$11,631.00
2018	\$10,733.19
2019	\$7,767.00
2020	\$12,229.00
2021	\$3,131.48

Zone 16 Information

Number of lots to be assessed	<u>32</u>
LANDSCAPE COST PER LOT	\$ 558.62
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 664.22

**ZONE 17 – CITRUS COLLECTION
(FUND 2434)**

ESTIMATED EXPENSES 2021-22

Water	\$ 5,000.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 500.00	
Landscape Maintenance	\$ 4,400.00	
Personnel	\$ 2,900.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$13,100.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$ 13,100.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$13,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2017	\$3,848.00
2018	\$3,298.66
2019	\$2,881.00
2020	\$4,890.00
2021	\$4,665.10

Zone 17 Information

Number of lots to be assessed	<u>22</u>
LANDSCAPE COST PER LOT	\$ 595.45
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 701.05

**ZONE 18 – RIDGECREST ESTATES
(FUND 2435)**

ESTIMATED EXPENSES 2021-22

Fuel Modification	\$ 4,500.00	
Water	\$ 8,000.00	
Electric	\$ 400.00	
Repairs and Replacements	\$ 500.00	
Landscape Maintenance	\$ 6,000.00	
Debris Basins/Storm Drain System**	\$ 2,000.00	
Brush Clearance & Replanting Project	\$ 13,000.00	
Personnel	\$ 1,500.00	
Reserve/Contingency (15% max)	\$ 0.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$35,900.00

ESTIMATED REVENUE 2021-22

Special Zone Assessment 2021-22	\$13,500.00	
Transfer From Reserve	\$ 21,400.00	
Transfer From General Fund**	<u>\$ 1,000.00</u>	
Total Revenue		\$35,900.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND***

Fiscal Year Ending	Balance
2017	\$59,554.00
2018	\$48,122.41
2019	\$48,905.00
2020	\$34,147.00
2021	TBD

Zone 18 Information

Number of lots to be assessed	<u>15</u>
LANDSCAPE COST PER LOT	\$ 900.00
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 1,005.60

*Previously approved by Resolution 11-49.

**One half actual estimated cost, City general fund contributing one half for General benefit.

***Reserve Fund necessary for extraordinary debris removal from debris basins resulting from high intensity storms.



Agenda Item:	_____
CM Review:	<u>AS</u>
Fiscal Review:	_____

AGENDA REPORT

MEETING DATE: July 27, 2021

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

SUBJECT: Consideration of options for further study of legal non-conforming fencing

RECOMMENDATION: Staff recommends that the City Council discuss options for further study of legal non-conforming fencing, and to pursue one of the following:

1. Receive and file the report and take no further action;
2. Direct staff to study options, including a public education and/or marketing campaign, to encourage the voluntary removal of non-conforming fencing materials, and do not further assess options for amending the Development Code with respect to legal non-conforming fencing;
3. Direct staff to conduct a public process, such as public workshops and/or in conjunction with a citizen Ad Hoc Committee, that would study options for amending Duarte's Development Code with respect to legal non-conforming fencing; or
4. Consider an alternative not listed above.

FISCAL IMPACT: There is no fiscal impact at this time. Future costs would depend on Council direction.

BACKGROUND

In 2010, the City of Duarte ("City") adopted an ordinance prohibiting the use of certain fencing materials due to their potentially negative impact on wildlife. Specifically, Duarte Development Code section 19.36.050 ("Prohibited fencing materials") prohibited a variety of materials, such as barbs, razor wire, electrified wire, and certain other materials. Also, within the R-1D and R-1E zones, no fencing was permitted that included spikes or points.

However, fencing materials proscribed under section 19.36.050 that existed lawfully before these Code provisions were adopted were exempt from the new laws and considered "legal non-conforming." Under Development Code section 19.100.040 ("Nonconformities regarding fencing materials"), these legal non-conforming fencing materials may remain until such materials are replaced, at which time the newly-installed fencing materials are subject to the requirements of section 19.36.050. At this time, Duarte still contains numerous residential properties with legal non-conforming fences, although the precise number of such properties is unknown.

At the City Council meeting of March 23, 2021, Councilmember Finlay requested that staff return to Council with a report related to prohibited fencing materials. The impetus for that request was in response to a Duarte resident witnessing a deer impaled on a fence within the City of Bradbury. The City Council received that requested report at its meeting of April 27, 2021, and at that time, Council directed staff to return with an ordinance that would potentially amend the status of prohibited fencing materials as a legal non-conforming use.

As part of preparing that ordinance for Council consideration, staff sent a letter, dated June 23, 2021, to more than 1,500 Duarte residential properties – every residence north of Royal Oaks Avenue – notifying them that their property potentially contained prohibited fencing materials. The letter also stated that a public hearing would be held at the City Council meeting on July 13, 2021, to consider an ordinance that would amend the Development Code with respect to legal non-conforming fencing materials.

However, the letter sent to residences notifying them of the upcoming public hearing raised questions among residents about the specific fencing prohibitions, whether receipt of the letter indicated that the property in fact contained prohibited fencing materials, and which residential zones were subject to some or all of the prohibitions. More broadly, residents' response to the letter indicated that additional study and/or public input would be needed prior to the City Council considering an ordinance to amend the Development Code's provisions on legal non-conforming fencing.

DISCUSSION/ANALYSIS

Staff is recommending that the City Council discuss options for further study of the Development Code's current treatment of legal non-conforming fencing. Four such options are listed below, including:

Option 1. Receive and file the report and take no further action.

Under this option, no changes would be made at this time to the Development Code's treatment of legal non-conforming fencing materials. This means that such materials would remain a legal non-conforming use until they are replaced.

Option 2. Direct staff to study options, including a public education and/or marketing campaign, to encourage the voluntary removal of non-conforming fencing materials, and do not further assess options for amending the Development Code with respect to legal non-conforming fencing.

Under this option, staff would develop a strategy to encourage residents to **voluntarily** replace legal non-conforming fencing materials with those that comply with the current provisions of the Development Code. This heightened emphasis on voluntary compliance would likely not require any changes to the Code.

Option 3. Direct staff to conduct a public process, such as public workshops and/or in conjunction with a citizen Ad Hoc Committee, that would study options for amending Duarte's Development Code with respect to legal non-conforming fencing.

Under this option, staff would engage in a public process, the form of which determined by the Council, with the goal of developing alternatives for potentially amending the Code's provisions on prohibited fencing, including consideration of imposing abatement procedures to currently legal non-conforming fencing materials. The public process could include a series of public workshops to solicit resident input, the creation of an Ad Hoc Committee to study and provide recommendations for potential Code amendments, or some other public process as determined by the City Council.

Option 4. Consider an alternative not listed above.

RECOMMENDATION

Staff recommends that the City Council discuss options for further study of legal non-conforming fencing, and to pursue one of the following:

1. Receive and file the report and take no further action;
2. Direct staff to study options, including a public education and/or marketing campaign, to encourage the voluntary removal of non-conforming fencing materials, and do not further assess options for amending the Development Code with respect to legal non-conforming fencing;
3. Direct staff to conduct a public process, such as public workshops and/or in conjunction with a citizen Ad Hoc Committee, that would study options for amending Duarte's Development Code with respect to legal non-conforming fencing; or
4. Consider an alternative not listed above.

FISCAL IMPACT

There is no fiscal impact at this time. Future costs would depend on Council direction

ATTACHMENTS

None.