



MEMORANDUM

TO: City Council
FROM: City Manager
DATE: July 20, 2022
SUBJECT: Comments on Agenda Items, Meeting of July 26, 2022

ITEM 4.A. (Special Items). The incoming Mayor's Youth Council will be administered the Oath of Office.

ITEM 4.B. (Special Items). Staff will present the Public Safety Department Status Report for July 2022.

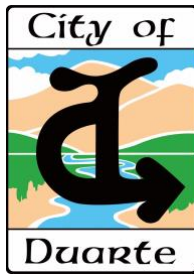
ITEM 4.C. (Special Items). Staff will present the Monthly Financial Report for July 2022.

ITEM 7.G. (Consent Calendar). Staff is recommending that the City Council authorize the City Manager to execute a two-year agreement with R3 Consulting Group, Inc. to provide Senate Bill 1383 Implementation Support Services. The contract is for a not-to-exceed amount of \$80,000 (\$40,000 for FY 2022-23, which is included in the adopted FY 2022-23 Budget; and \$40,000 for FY 2023-24).

ITEM 9.A. (Consent Calendar). Staff is recommending that the City Council hold a Public Hearing and adopt Resolution 22-30, providing for the annual levy and collection of assessments for Fiscal Year 2022-23 within the Landscape and Lighting District. 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 \$292,709 for maintenance in the city's various neighborhood zones

Respectfully submitted,

Dr. Daniel Jordan
City Manager



PUBLIC SAFETY STATUS REPORT July 2022



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	We are currently up 9.92% in Part 1 Crimes as compared to last year to date. This is an approximately 10% rise in crimes as compared to last month's report. Burglary and theft related crimes accounted for most of this increase.
2. Special Assignment Team	The Special Assignment team continues to focus on catalytic convertor thefts and commercial burglaries that have been occurring in the early morning hours. As such, they have been running early morning operations to deter crimes and identify potential suspects.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has NO Measure H grant funds that we are administering to. The last of the funds expired on May 31, 2022. The SGVCOG will be over seeing the Measure H funds and as such they will be coordinating services.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony assisted in completing the LAHSA homeless count on February 22. We are still waiting on the 2022 Homeless count numbers.
3. Riverbed Areas	There are no pending clean ups.
4. 2020 LAHSA Official Homeless Count	Duarte – 25 Monrovia – 77 Arcadia – 106 Glendora – 145 Azusa – 243 *Waiting on 2022 Homeless Count numbers
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center	On Sunday, June 12, 2022, the EOC was activated for the Fish Fire. No damage to property was noted and the fire was extinguished by L. A. County Fire and the U.S. Forestry Department. An emergency was declared by order of a City Council Resolution on June 14, 2022. That declaration of emergency will remain active pending debris flow mitigation efforts. 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 or the declared emergency.



City of Duarte

MONTHLY FINANCIAL REPORT

Preliminary

**Month Ended June 30, 2022
(100.0% of FY 2021-22 Completed)**

Contents

Page #

Treasury Report

Monthly Activity and Balances 2

Cash Balance by Fund 3

Budget-to-Actual Report

General Fund Revenue Dashboard 4-6

General Fund Expenditure Dashboard 7-11

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

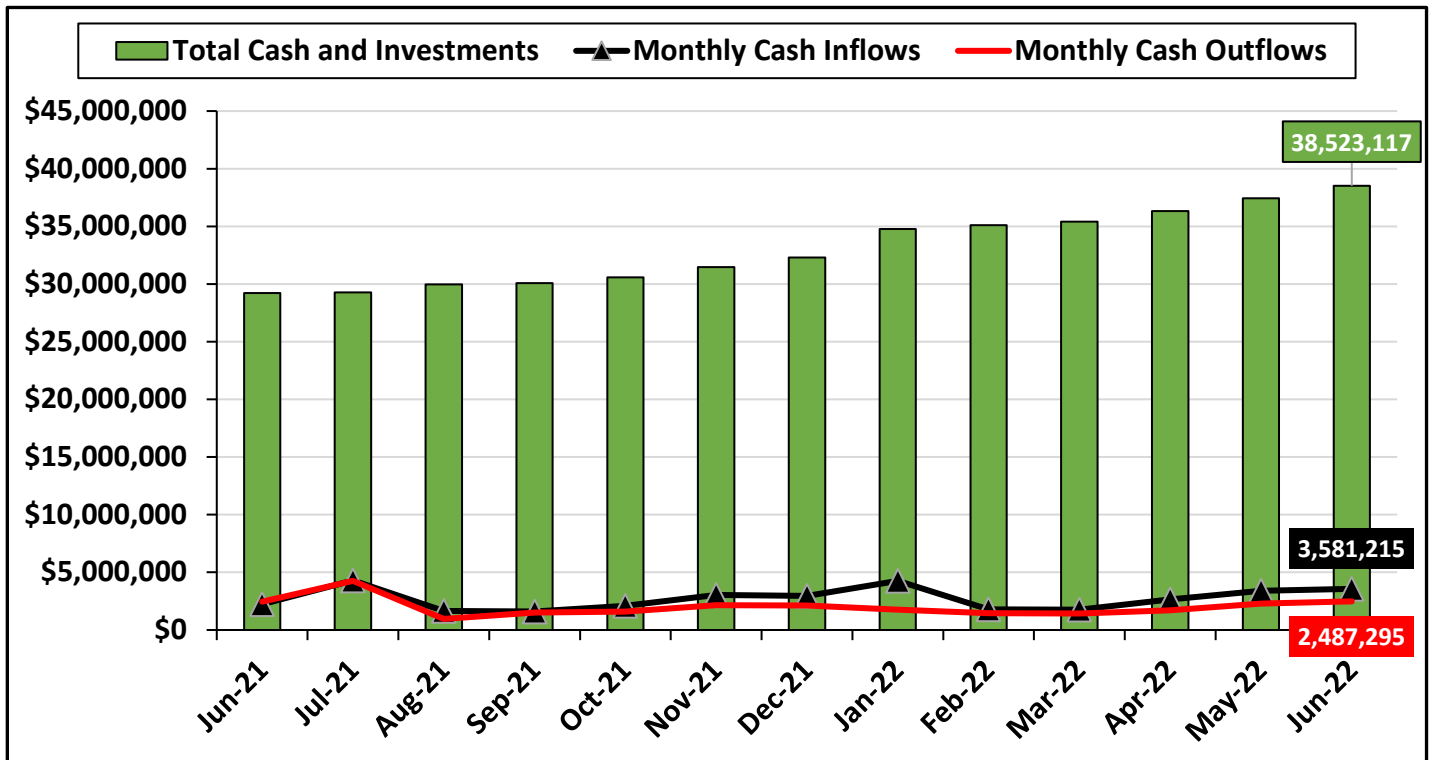
Components of Fund Balance in the General Fund 13

Capital Improvement Program (CIP) Project Status 14

CITY OF DUARTE

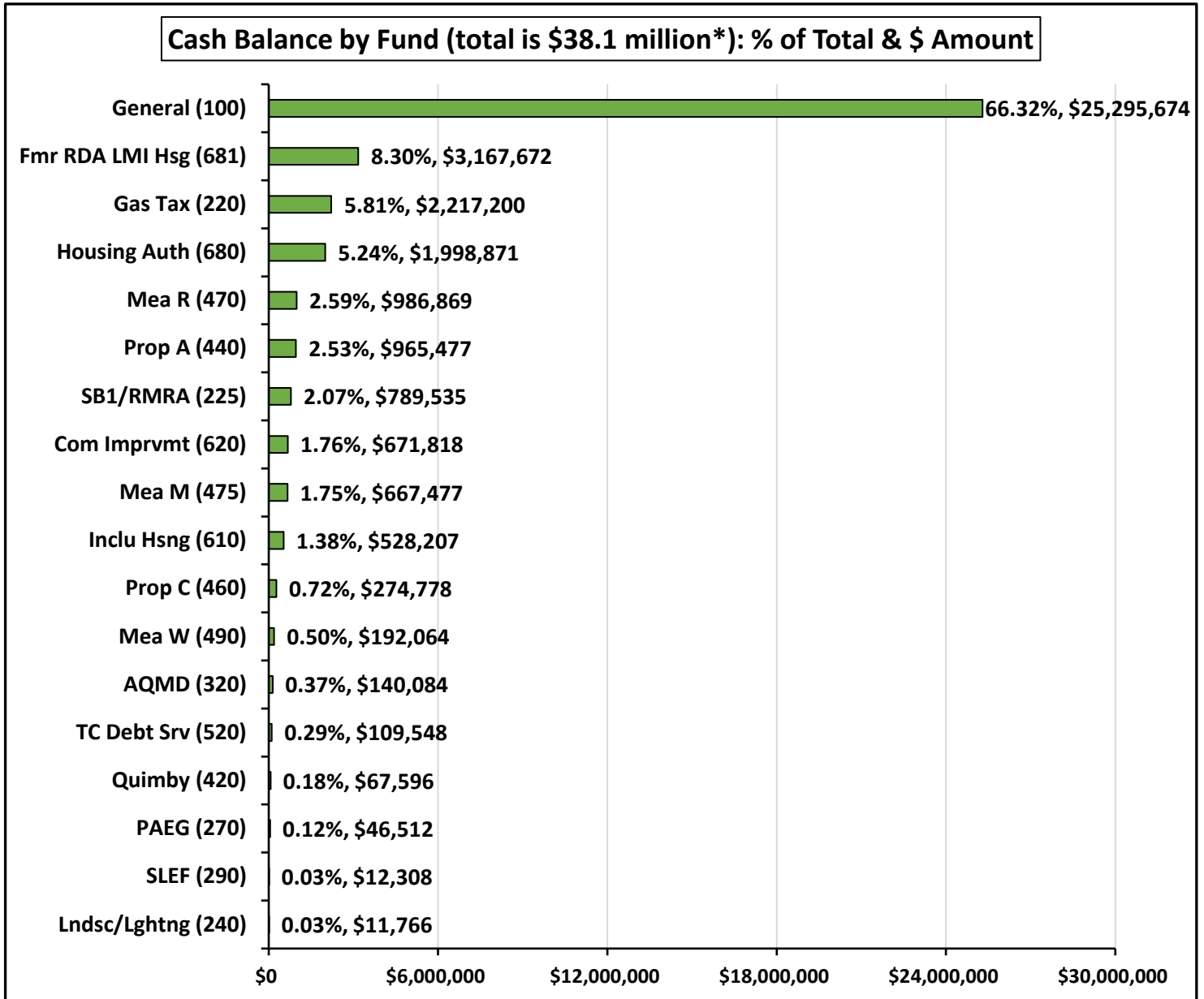
Treasury Report - Monthly Activity & Balances Month Ended June 30, 2022

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (06/01/2022)	\$21,949,625	\$15,479,572	\$37,429,197
Cash Inflows			
Receipts	\$3,581,215	\$0	\$3,581,215
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$3,581,215	\$0	\$3,581,215
Cash Outflows			
Disbursements	\$2,487,295	\$0	\$2,487,295
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$2,487,295	\$0	\$2,487,295
Net Activity	\$1,093,920	\$0	\$1,093,920
Ending Balance (06/30/2022)	\$23,043,546	\$15,479,572	\$38,523,117



*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, 2022



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

**Funds with zero or negative cash balances are not shown above. Those with negative balances are offset against the General Fund cash balance.

CITY OF DUARTE

General Fund Revenue by Category & Major Sources

FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***

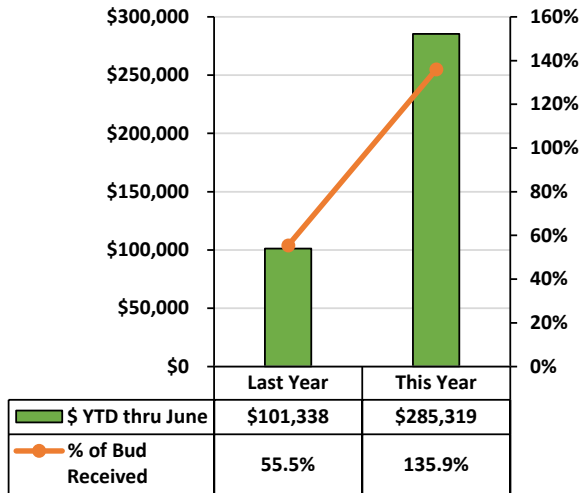


CITY OF DUARTE

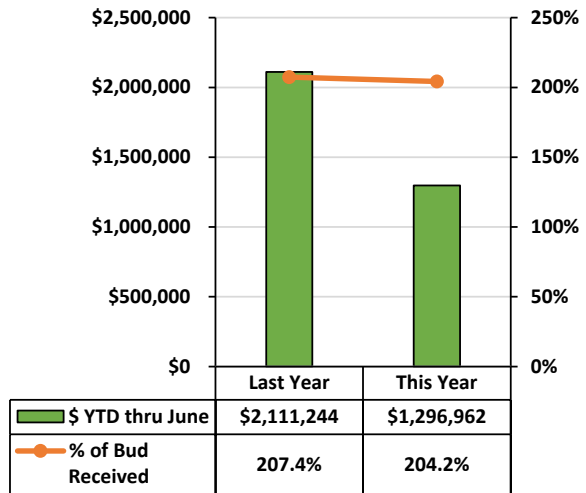
General Fund Revenue by Category & Major Sources

FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***

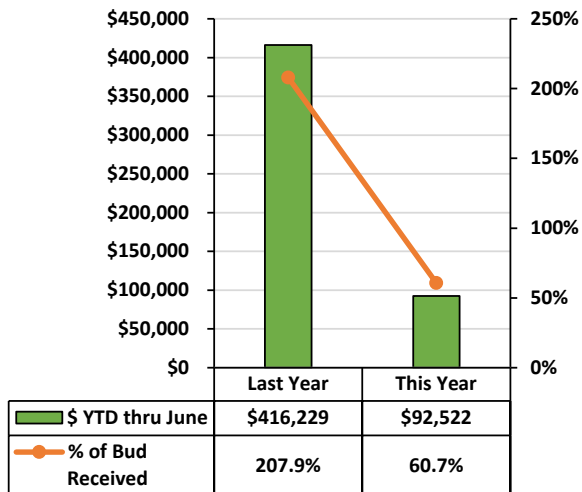
Recreation Fees



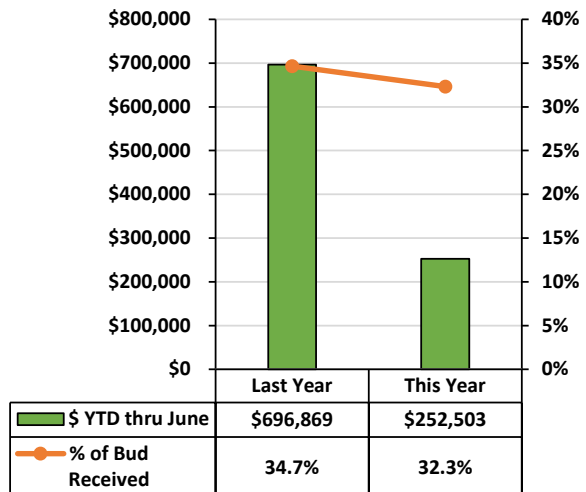
Other Service Charges



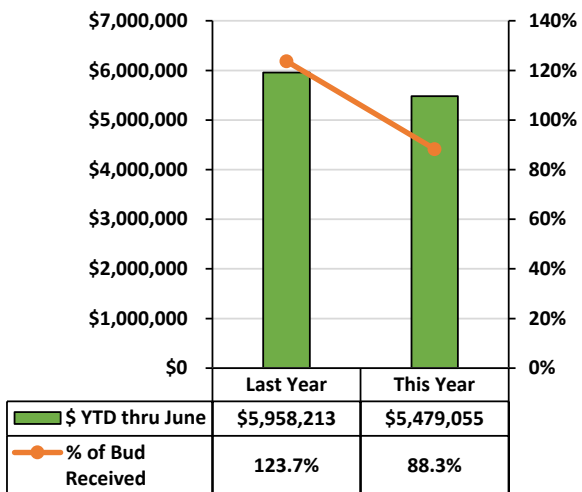
Miscellaneous



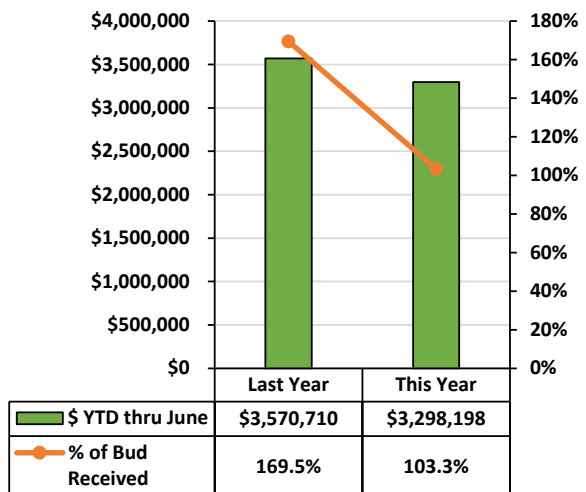
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

General Fund Revenue by Category & Major Sources

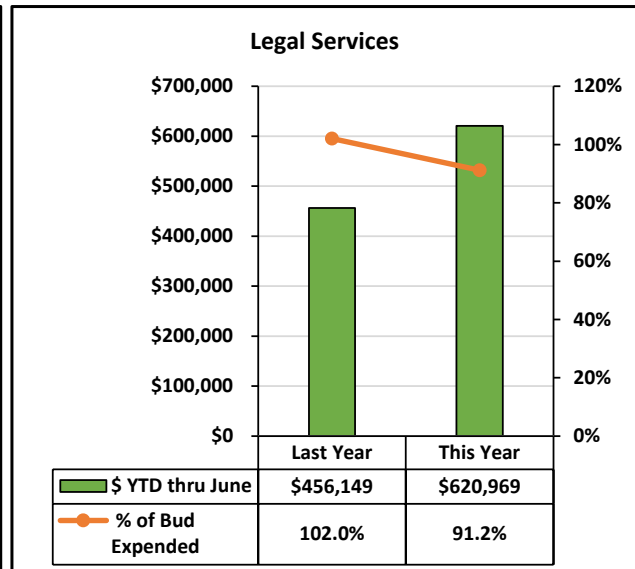
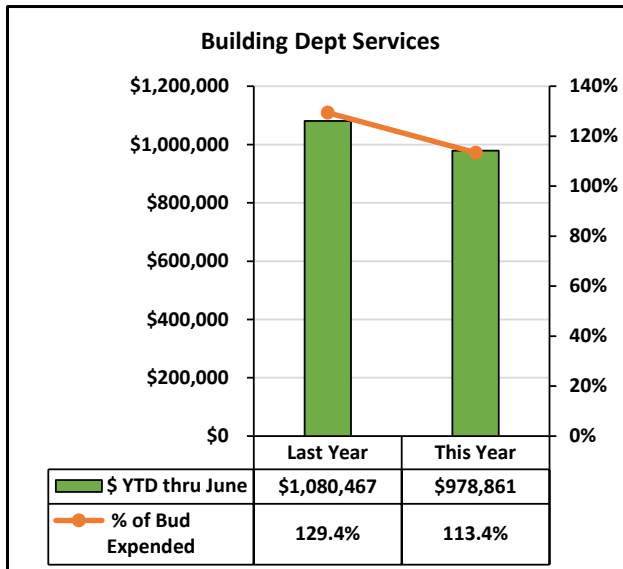
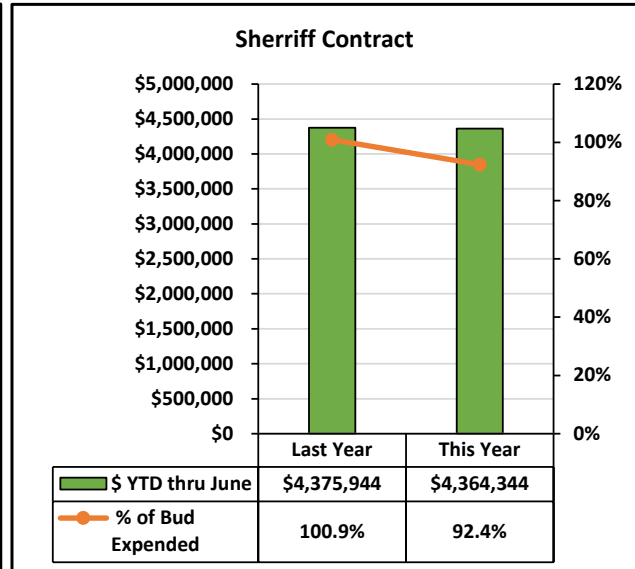
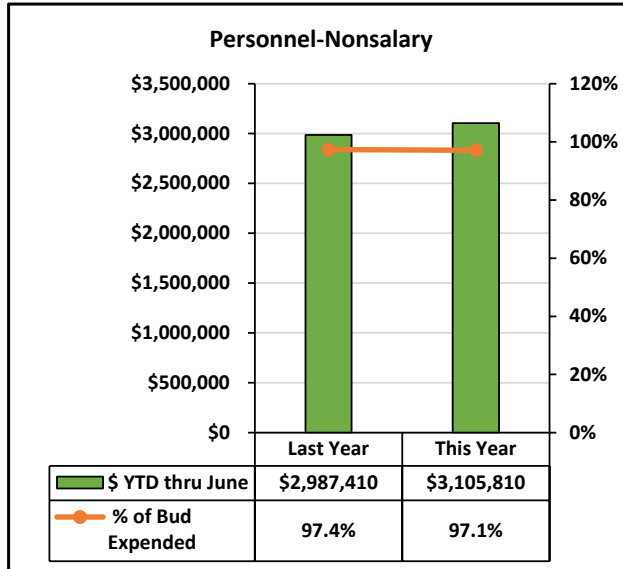
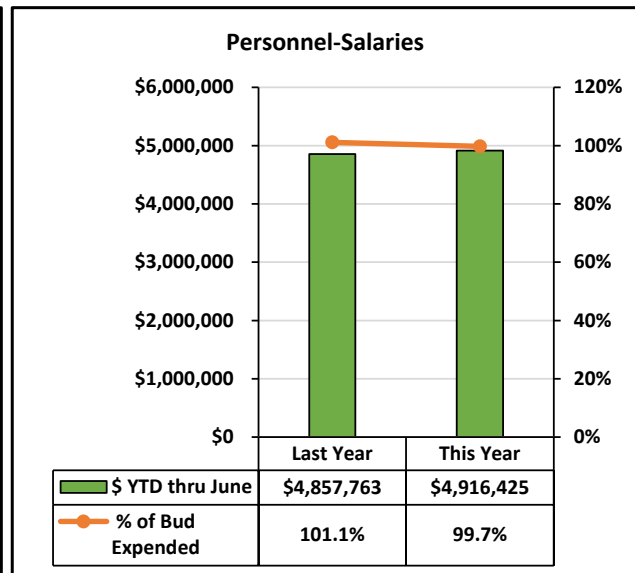
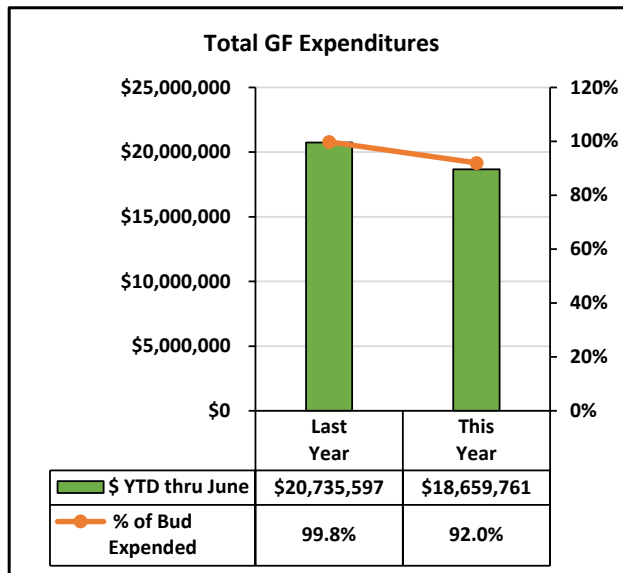
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

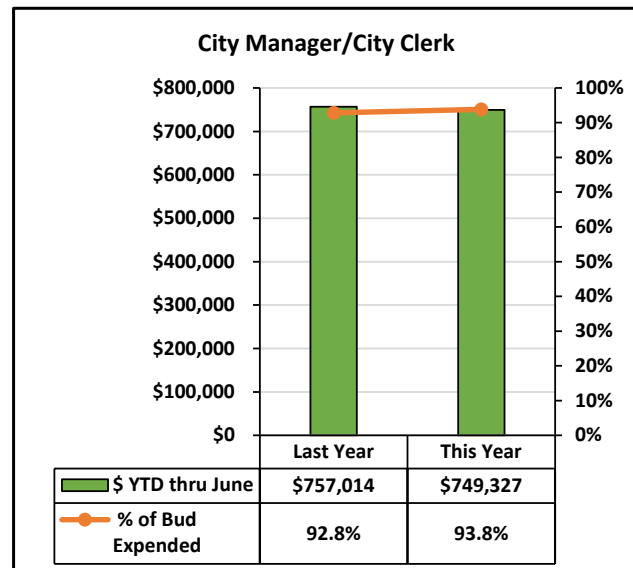
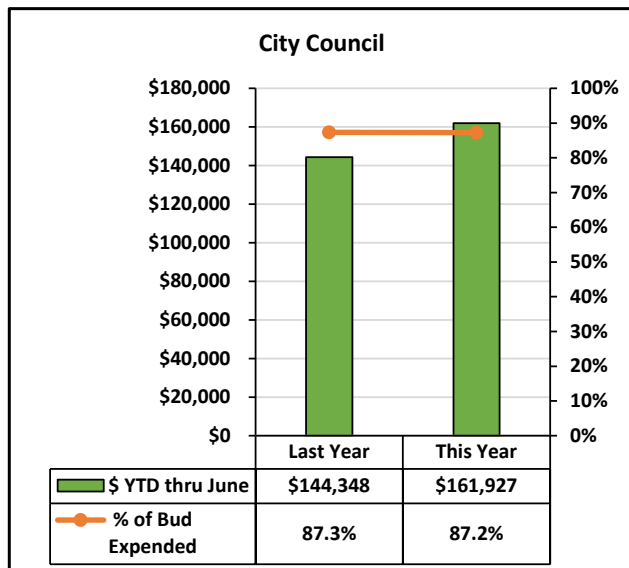
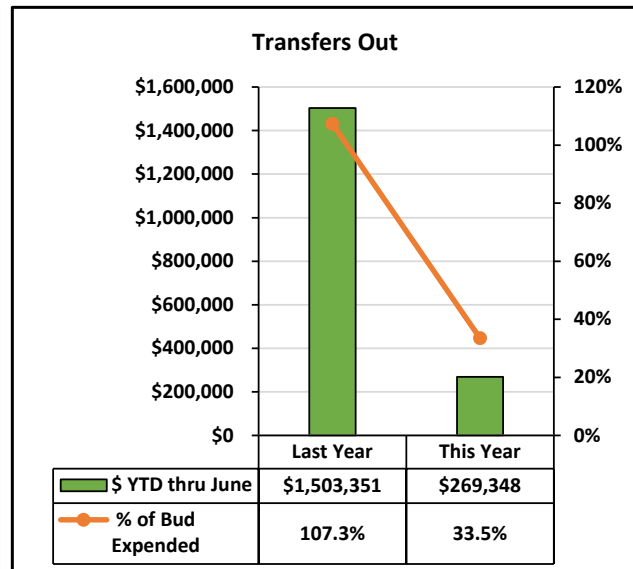
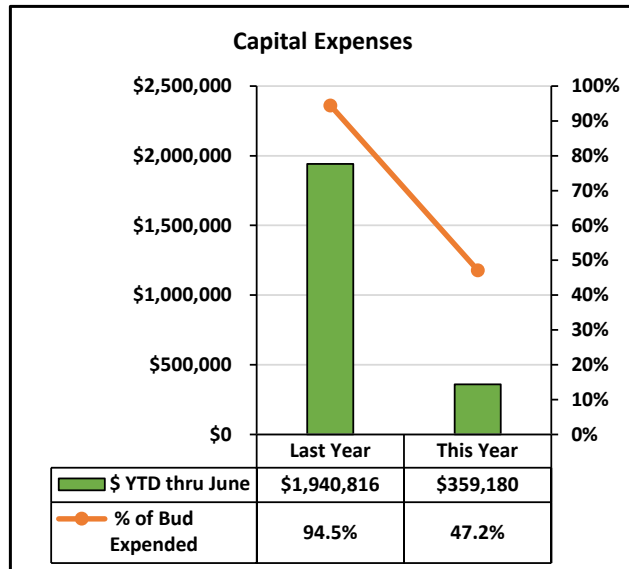
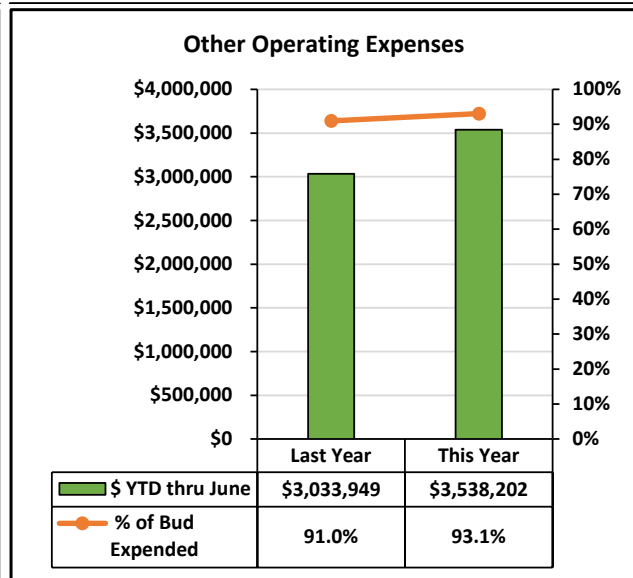
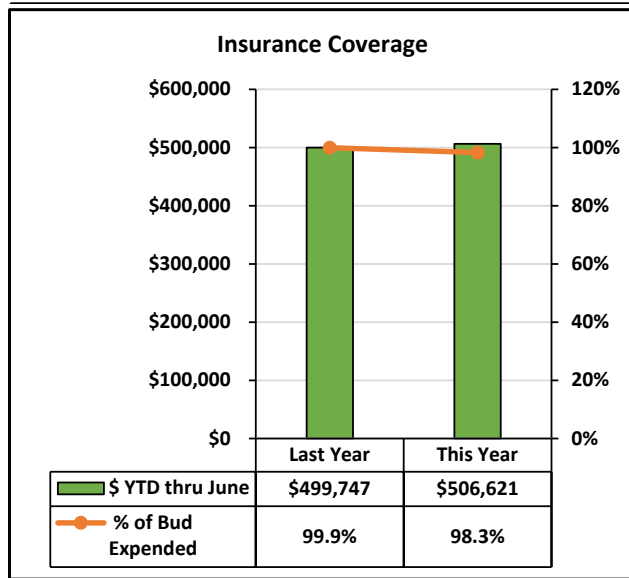
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

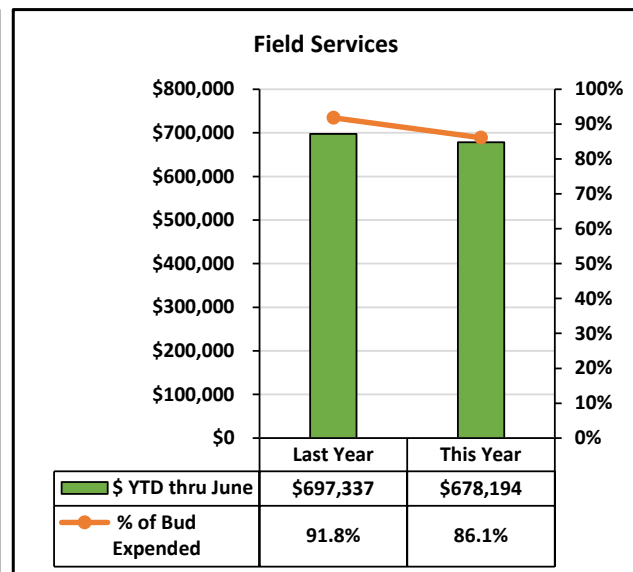
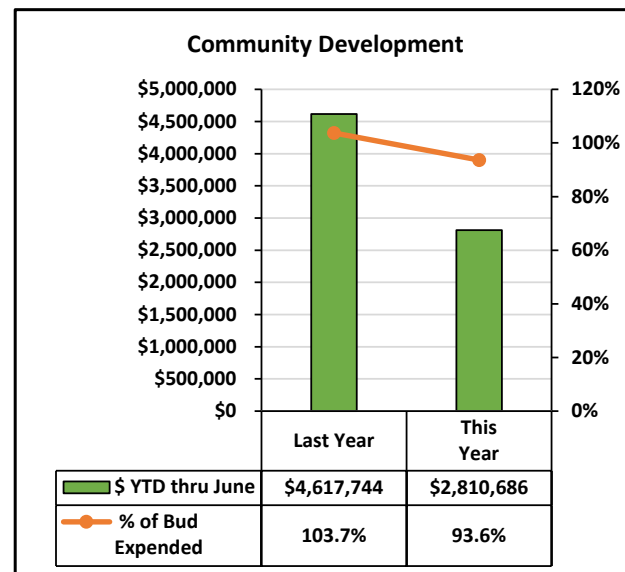
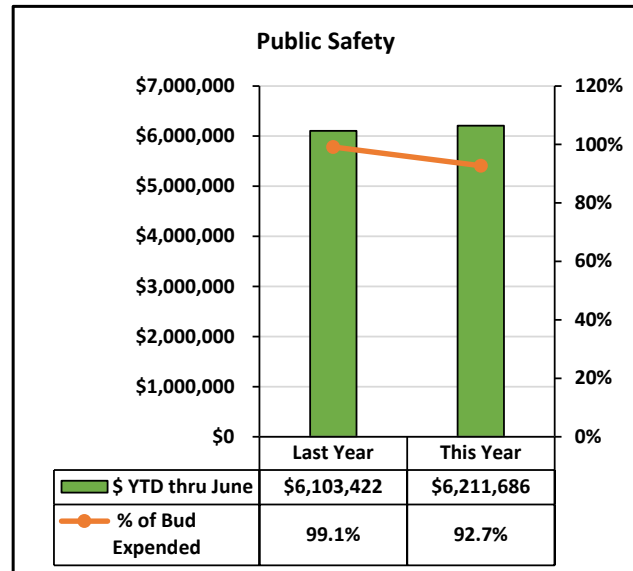
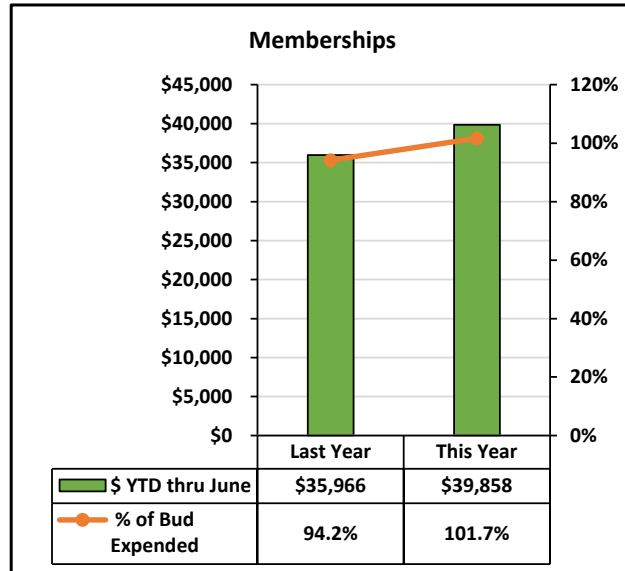
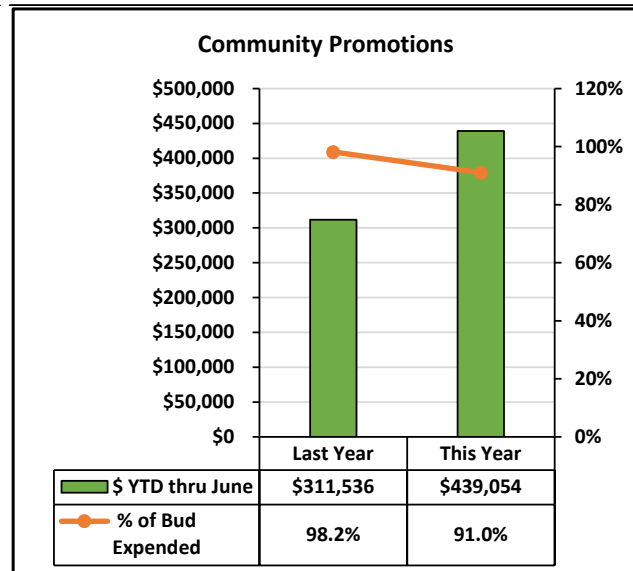
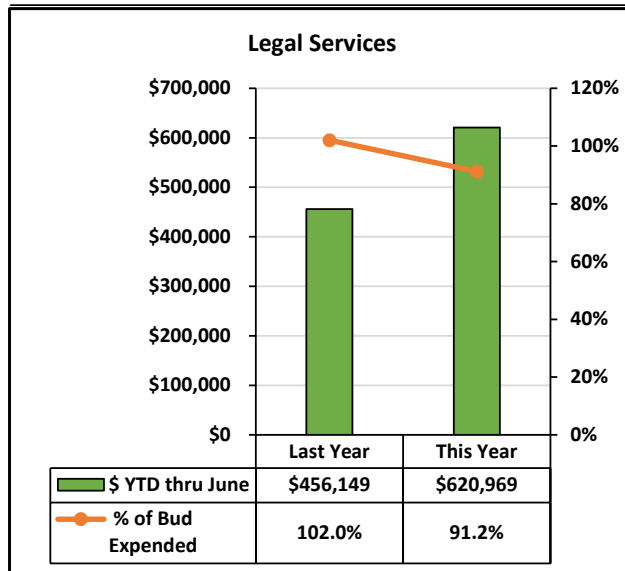
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

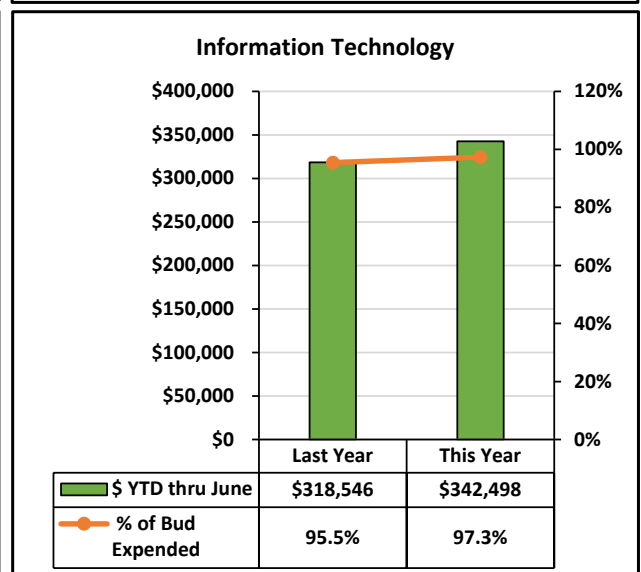
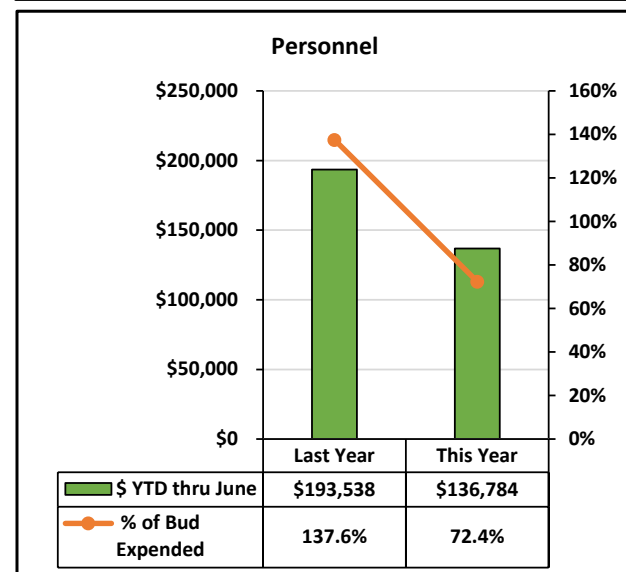
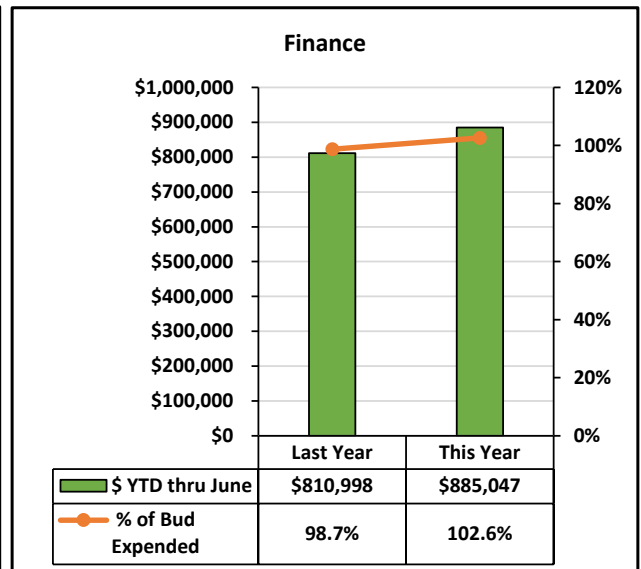
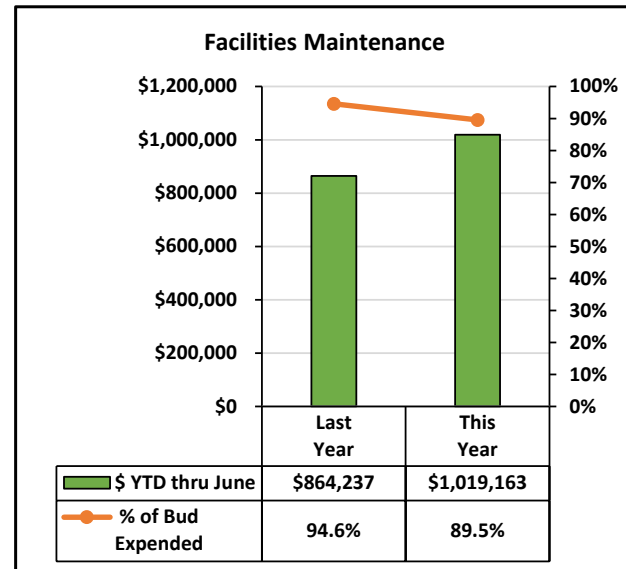
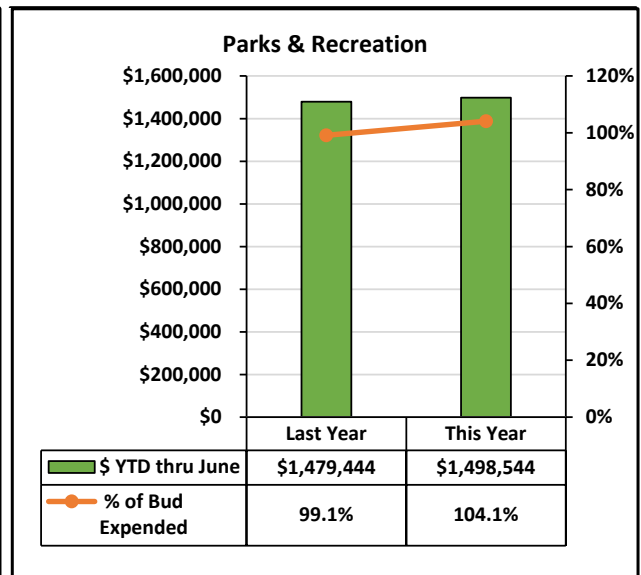
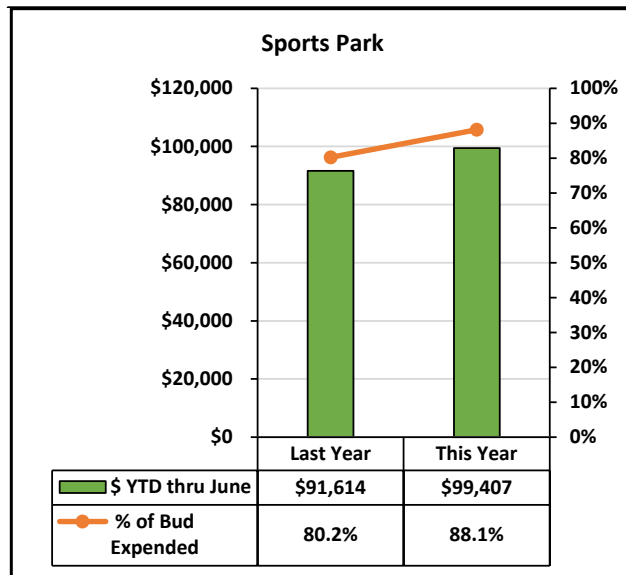
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

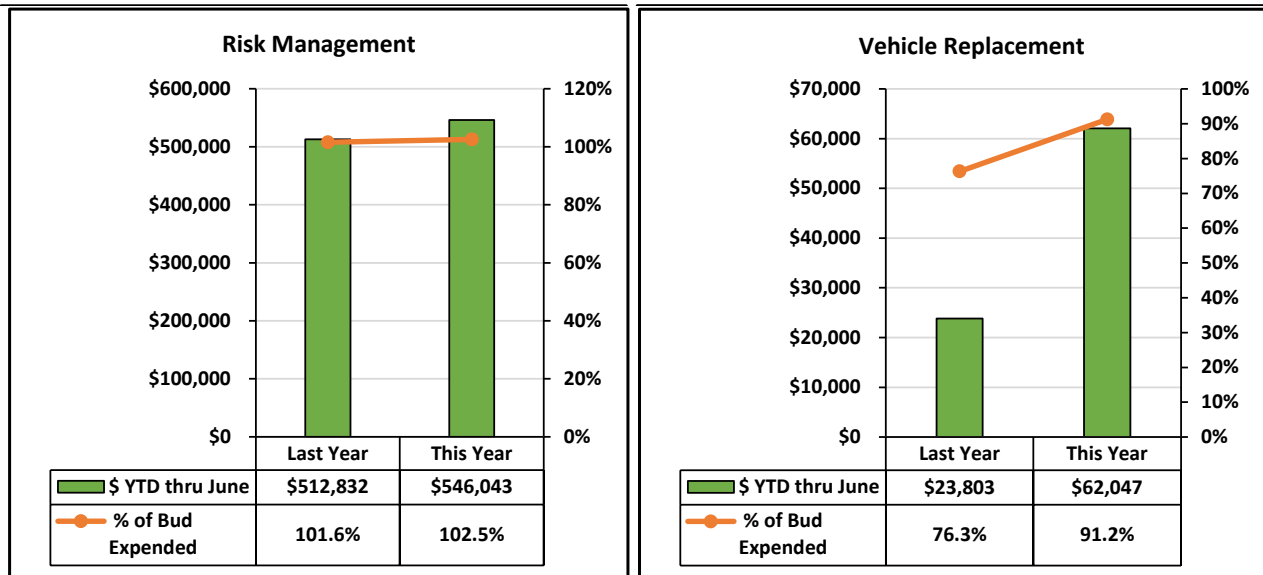
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2021-22 Year-to-Date Through June versus Prior Year *PRELIMINARY*****



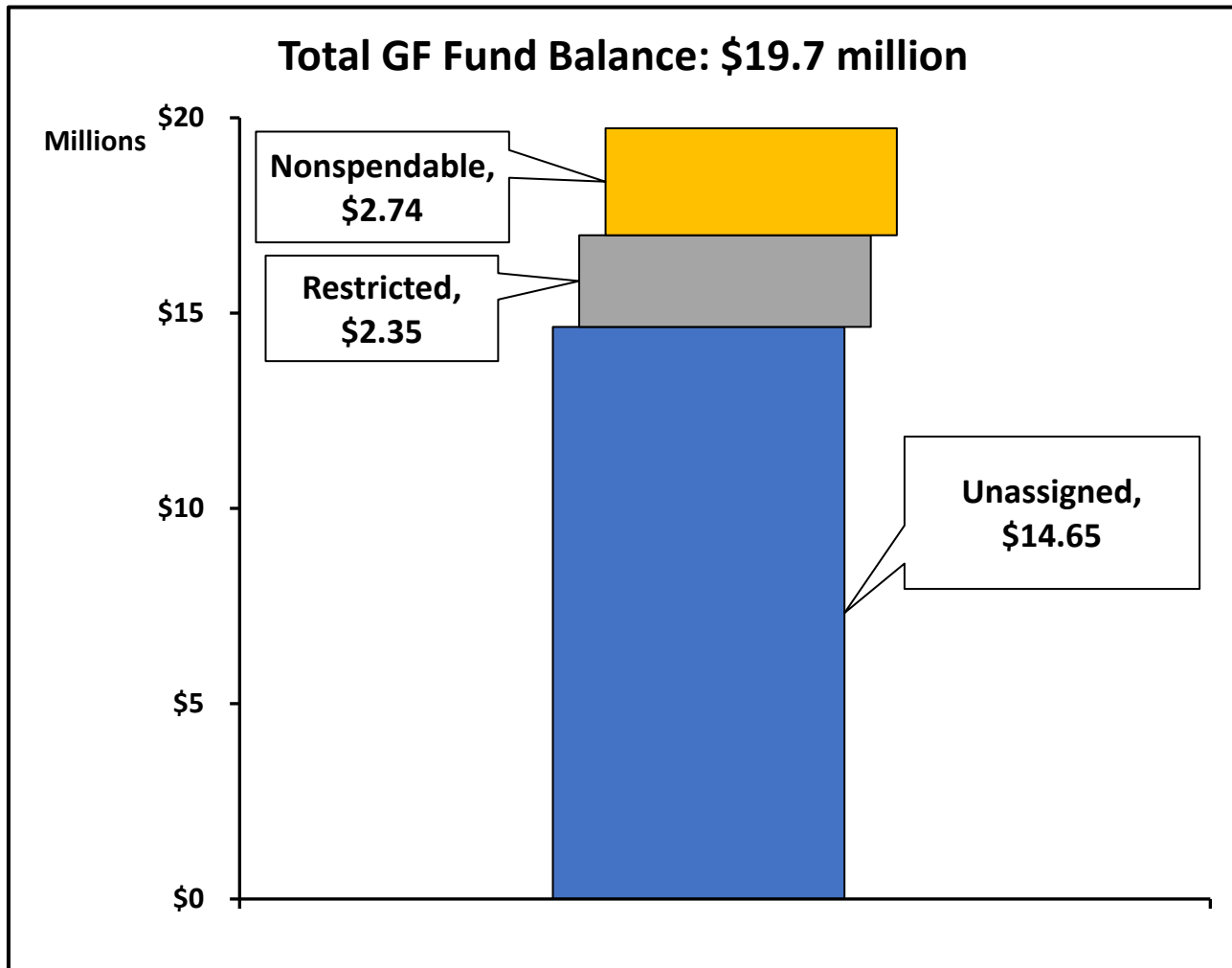
CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2021-22 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	19,734,107	25,414,394	252,503	18,390,413	269,348	7,007,137	26,741,244
220	Gas Tax	2,095,465	471,157	0	296,726	58,237	116,194	2,211,659
225	SB1/RMRA	546,342	358,556	0	115,276	23,055	220,224	766,566
240	Lghtng & Lndscpng	105,278	970,552	0	1,107,231	0	(136,679)	(31,401)
260	CDBG	(36)	3,658	0	5,550	0	(1,892)	(1,928)
270	PAEG	36,139	24,322	0	19,818	0	4,505	40,644
290	Supp Law Enfrcmnt	0	161,331	0	182,560	0	(21,228)	(21,228)
300	Bike & Ped Safety	0	44,047	0	44,100	0	(53)	(53)
320	Air Quality (AQMD)	130,152	28,143	0	18,210	0	9,933	140,085
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,533	63	0	0	0	63	67,596
440	Prop A	825,277	586,232	0	427,362	48,800	110,070	935,347
460	Prop C	182,526	454,227	0	346,724	40,000	67,502	250,028
470	Mea R	1,071,493	341,588	0	357,577	71,515	(87,504)	983,990
475	Mea M	339,987	385,690	0	48,500	9,700	327,491	667,478
490	Mea W	50,454	248,467	0	106,857	0	141,610	192,064
520	Town Cntr Debt Serv	262,101	128	0	152,680	0	(152,552)	109,549
521	Infra Mod Debt Srv	1,195	1	220,837	220,837	1,196	(1,195)	(0)
610	Inclusionary Hsng	527,716	491	0	0	0	491	528,207
620	Community Impr	776,404	87,934	48,511	498,479	0	(362,035)	414,369
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,019,657	2,113	0	22,899	0	(20,786)	1,998,871
681	Fmr RDA L/M Hsg	4,055,055	2,948	1,200,000	8,578	0	1,194,370	5,249,425
Total - All Funds		32,826,845	29,586,042	1,721,851	22,370,376	521,851	8,415,666	41,242,511

CITY OF DUARTE

Components of Fund Balance in the General Fund as of 7/1/2021



"Nonspendable" Fund Balance: \$2.74 million: "Nonspendable" fund balance consists of assets that are inherently unspendable in their current form. All of Duarte's \$2.74 million in nonspendable assets consist of the book value of land held for resale.

"Restricted" Fund Balance: \$2.35 million: Consists of amounts with externally enforceable legal restrictions on the use of the funds. Of the City's restricted funds, the largest portion - over \$2.1 million - may only be used to enhance economic development within the Town Center Specific Plan area.

"Unassigned" Fund Balance: \$14.65 million: This category of fund balance is generally synonymous with the City's discretionary General Fund reserves. These funds may be used for any legitimate governmental expense.

CITY OF DUARTE

*Capital Improvement Program (CIP) Project Budget-to-Actual Status FY 2021-22 Year-to-Date Through June ***PRELIMINARY****

Project Name	21-22 Budget	YTD Expenses	% of Budget Expended
Streets and Roads			
Annual Street Rehabilitation Project (incl PS&E)	661,480	476,756	72% 
Mea. M Multi-Year Sbrgnl Plan (1st/Last Mile & Strts)	648,342	66,372	10% 
Duarte Road Sidewalk and Pedestrian Lighting	467,300	461,456	99% 
Highland and Huntington Traffic Signal Upgrades	360,000	39,500	11% 
Buena Vista/Central/Evergreen Traffic Signal Imp	300,000	0	0% 
ATP Cycle 4	247,000	137,420	56% 
Annual Concrete Repair Project	150,000	0	0% 
Towncenter Sidewalk Improvments	125,000	12,310	10% 
Annual Striping Project	50,000	0	0% 
Annual Trench Repair Project	40,000	0	0% 
Huntington Drive PS&E And Traffic Study	40,000	0	0% 
Subtotal - Streets and Roads	3,089,122	1,193,814	
NPDES			
CPS/ ARS Catch Basin Unit Installation - LA County	110,000	0	0% 
CPS/ ARS Catch Basin Unit Installation - Citywide	80,000	60,277	75% 
Coordinated Integrated Monitoring Program	70,989	0	0% 
Subtotal - NPDES	260,989	60,277	
Municipal Buildings, Grounds, Parks & Trails			
Duarte City Hall Courtyard Improvement Project	650,000	124,956	19% 
South Yard Fencing	262,000	0	0% 
Duarte Park Playground Equipment	211,000	0	0% 
Civic Center Paint/Fascia Project	120,000	0	0% 
Electronic Sign Upgrades	100,000	0	0% 
City Hall Interior Counter Tops ADA Compliance	85,000	0	0% 
Subtotal - Muni Bldngs, Grounds, Parks & Trails	1,428,000	124,956	
TOTAL - ALL CIP PROJECTS	4,778,111	1,379,047	

CITY OF DUARTE

**MINUTES OF THE REGULAR JOINT MEETING OF THE CITY COUNCIL,
THE DUARTE HOUSING AUTHORITY, AND THE DUARTE COMMUNITY
FACILITIES FINANCING AUTHORITY**

TUESDAY, MAY 24, 2022

6:00 PM – Interviews

7:00 PM – Regular Session

INTERVIEWS

1. CALL TO ORDER

Mayor Finlay called the meeting to order at 6:00 p.m.

ROLL CALL:

Councilmembers Present: Kang, Lewis, Schulz, Truong, Garcia, Finlay

Councilmembers Absent: Paras-Caracci

Staff Present: Daniel Jordan, City Manager

Thai Viet Phan, Assistant City Attorney

2. INTERVIEWS OF MAYOR’S YOUTH COUNCIL APPLICANTS

The City Council interviewed Mayor’s Youth Council applicants.

REGULAR MEETING

1. CALL TO ORDER

Mayor Finlay called the meeting to order at 7:06 p.m.

ROLL CALL:

Councilmembers Present: Kang, Lewis, Schulz, Truong, Garcia, Finlay

Councilmembers Absent: Paras-Caracci

Staff Present: Daniel Jordan, City Manager

Thai Viet Phan, Assistant City Attorney

Kristen Peterson, Assistant City Manager / Director of
Administrative Services

Craig Hensley, Director Community Development

Manuel Enriquez, Director of Parks and Recreation

Brian Villalobos, Director of Public Safety Services

Victoria Rocha, Assistant to the City Manager

2. PLEDGE TO THE FLAG

The flag salute was led by Joanna Gee, Duarte Library.

3. ADOPTION OF THE AGENDA

Mayor Finlay requested that the Council Meeting be adjourned in memory of Mr. Oscar Gaytan.

Moved by Councilmember Garcia, seconded by Councilmember Truong, and carried by the following vote of the Council to approve the adoption of the agenda.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, FINLAY

NOES: NONE

ABSTAIN: NONE

ABSENT: PARAS-CARACCI

4. SPECIAL ITEMS

A. San Gabriel Valley Regional Housing Trust (SGVRHT) Updates and Accomplishments Presentation

Marisa Creter, SGVRHT Executive Director gave an update on SGVRHT accomplishments over the past year.

B. California American Water and Upper San Gabriel Valley Municipal Water District presentation on New Emergency Water Conservation Measures

Brian Barreto, California American Water External Affairs Representative, and Tom Love, Upper San Gabriel Valley Municipal Water District General Manager, discussed the water supply and new emergency water conservation measures.

Public Comment

Mr. John Fasana expressed concerns regarding the new watering schedule and suggested that the technology associated with water timers could enhance the water conservation measures.

Mr. Lino Paras expressed concerns regarding notification of water shut-off during repairs and enforcement of water restrictions.

C. Foothill Unity Center Presentation on 2021 Accomplishments and Proposal for Continued Grant Funding

Tashira Taylor, Foothill Unity Center Chief Executive Officer, and Raina Martinez, Chief Development Officer, gave an update on Foothill Unity Center Accomplishments over the past year and requested continued grant funding from the City.

D. Public Safety Department Update

Public Comment

Mr. Lino Paras stated that he has concerns and would like to address them with Sergeant Fiedler or the Public Safety Commission.

Director of Public Safety Villalobos gave an update on Part 1 Crimes, Measure H funds, homelessness, and the Emergency Operations Center.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Shosana Puccia, Duarte Chamber of Commerce, announcing upcoming community events.

Joanna Gee, Duarte Library, announced upcoming library programs and events.

Assistant to the City Manager Rocha announced upcoming City events.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Sabrina Ramirez and Selene Lockerbie, Girl Scout Troop 2851, provided information about the Girl Scout Silver Award Project – Period Poverty and requested a letter of support from the City.

Ryan Hsu provided information about the Safe Street 4 All grant program.

7. CONSENT CALENDAR

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

B. Approval of absence(s) of City Council member(s) from the City Council meeting.

- C. Approval of minutes – April 26, 2022, Regular Meeting and May 5, 2022, Special Meeting.
- D. Approval of warrants – May 24, 2022. (CC/HA/FA)
- E. Receive and file the Public Safety Department Status Report for May 2022.
- F. Receive and file the Monthly Financial Update for April 2022.
- G. Allocation of the City’s \$5,088,475 in American Rescue Plan Act (ARPA) Funds and Budget Amendment to transfer the initial payment of \$2,544,238 into the General Fund in FY 2021-22.
- H. Adoption of Resolution No. 22-16 Establishing a GANN Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.
- I. Approval of the Annual County of Los Angeles Probation Department Agreement for Prevention and Intervention Program.
- J. Support Letter for the East San Gabriel Valley Sustainable Multitmodal Improvement Project.
- K. City Council Conference Attendance.

Moved by Councilmember Truong, seconded by Councilmember Schulz, and carried by the following vote of the Council to approve Items A-K of the Consent Calendar.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, FINLAY
 NOES: NONE
 ABSTAIN: NONE
 ABSENT: PARAS-CARACCI

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. PUBLIC HEARINGS

None.

10. BUSINESS ITEMS

- A. Notice of Completion for the City Hall Building Restroom Remodel – Project 21-10; and Budget Amendment in the Amount of \$3,135.60

Director of Parks and Recreation Enriquez described the City Hall Building Restroom Remodel Project and the need for a budget amendment due to unforeseen updates to the restroom; and requested that the City Council authorize a Notice of Completion.

Moved by Councilmember Truong, seconded by Councilmember Schulz, and carried by the following vote of the Council to authorize the Notice of Completion for the Restroom Remodel for City Hall Building Project in the amount of \$84,635.60; and approve a budget amendment of \$3,135.60.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, FINLAY
 NOES: NONE
 ABSTAIN: NONE
 ABSENT: PARAS-CARACCI

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 thanked Assistant City Manager/Administrative Services Director Petersen for an excellent job as Acting City Manager in his absence; and announced that Management Aide Ayala will be leaving the City of Duarte to attend graduate school and commended her for her work during her tenure.

Councilmember Truong thanked Management Aide Ayala for her work; thanked Staff for their work; thanked all of the Mayor's Youth Council applicants for their interest in serving the City; and gave his condolences to the families affected by the tragedy in Uvalde, Texas.

Councilmember Schulz offered condolences to those affected by the Uvalde, Texas tragedy; thanked Management Aide Ayala for all of her work; announced that the High School Jazz Festival was a success; stated that she attended the Los Angeles County Operations event; and inquired about a possible meeting with the Duarte Unified School District regarding an afterschool program partnership during the summer.

Councilmember Garcia stated that his thoughts are with those affected by the tragedy in Uvalde, Texas; thanked Mayor Finlay for adjourning the meeting in memory of Oscar Gaytan; thanked Management Aide Ayala for all her hard work; and expressed his gratitude for the Mayor's Youth Council applicants.

Councilmember Kang echoed the sentiments of the other Councilmembers in regard to Management Aide Ayala; and thanked Staff and his colleagues for their work.

Councilmember Lewis offered his thoughts and prayers to those affected by the Uvalde, Texas tragedy; wished Management Aide Ayala well in her new endeavor; and announced that his son recently graduated high school.

Mayor Finlay congratulated Management Aide Ayala on her new endeavor; and gave an update on the recent KidFit 5K event.

13. ADJOURNMENT

At 9:15 p.m. the City Council adjourned the meeting in memory of Oscar Gaytan.

Margaret Finlay, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register By Account

By Fund

Payment Dates 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1205-7980	COVERT LAW ENFORCEMENT L...	Tobacco Sting Wire	217670	202105-Other Exp-Tobacco Gra...	1,956.94
100-1605-7614	STAPLES ADVANTAGE	FC Office Supplies	2304		236.34
100-1610-7618	STAPLES ADVANTAGE	FC Office Supplies	2304		534.89
100-1605-7614	STAPLES ADVANTAGE	FC Desk Pad	2304		62.66
100-1405-7613	STAPLES ADVANTAGE	Office Supplies	2304		96.17
100-1605-7614	STAPLES ADVANTAGE	FC Office Supplies	2304		24.23
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	2304		26.40
100-1605-7733	SUSIE HANSEN	SC Fall Fling Event	217687		400.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	Facility Maintenance Repair Parts/Tools	BD23-0006		61.46
100-1405-8100	KHR ASSOCIATES	(PO 21-0035-R1)Highland/Hunt TS 11/11/21-4/20/22	2285	202125-Highland/Huntington T...	1,855.00
100-1610-7618	DERO	Bike Station Repair Parts	217674		278.47
100-1605-7729	JA EVENT PRODUCTION	Duarte Summer Concerts Sound 7/27/2022	2283		3,150.00
100-1605-7729	JA EVENT PRODUCTION	Duarte Summer Concerts Sound 8/10/2022	2282		3,150.00
100-2026	BRIAN PERRY	Equipment Deposit Refund	2294		25.00
100-1205-7636	TOM'S CLOTHING & UNIFORMS ...	A Miranda Uniforms	2307		342.86
100-1605-7730	SWANK MOTION PICTURES INC	Dive-In Movie #2 (Luca) 7/22/22	217729		465.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping 5/2022	217655		61.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 5/2022	217655		61.00
100-1010-7685	ECS IMAGING INC	Laserfiche Cloud Management System	2275		7,588.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	Senior Ctr Electrical Repairs	BD23-0006		170.80
100-1610-7618	HOME DEPOT CREDIT SERVICES	Teen Ctr Mosquito Control	BD23-0006		226.14
100-1605-7740	CAPITAL ONE	Summer Camp Snacks	BD23-0004		219.25
100-1605-7740	CAPITAL ONE	Summer Camp Supplies	BD23-0004		102.71
100-1605-7740	CAPITAL ONE	Summer Camp Supplies	BD23-0004		201.50
100-1605-7740	CAPITAL ONE	Summer Camp Supplies	BD23-0004		329.65
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663	250016-Oper of Acq Prop-1229 ...	41.67
100-1610-7618	MAINTEX INC	Janitorial Supplies	2290		246.92
100-1610-7618	MAINTEX INC	Janitorial Supplies	2290		325.67
100-1205-7980	THE FUN COMPANY	NNO Event Rental (Order #3932)	217683		1,213.00
100-1605-7740	PARTY PRONTO INC	Summer Day Camp Rental 7/27/2022	217705		398.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	Shop Tools/Supplies	BD23-0006		120.18
100-1605-7740	CAPITAL ONE	Summer Camp Supplies/Snacks	BD23-0004		119.78
100-1605-7740	CAPITAL ONE	Summer Camp Supplies/Snacks	BD23-0004		134.95
100-1605-7740	CAPITAL ONE	Summer Camp Auxiliary Cards	BD23-0004		19.58
100-1605-7729	CARLOS FELIPE PEREZ	Concerts in the Park DJ	217706		500.00
100-1610-7618	HOME DEPOT CREDIT SERVICES	Little Library Repairs	BD23-0006		55.33
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 7/1/2022 - 9/30/2022	217730		12,268.52
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 6/2022	2314		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cnty Ctr 6/2022	2314		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 6/2022	2314		65.40

Council Warrant Register By Account

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 6/2022	2314		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 6/2022	2314		65.40
100-1605-7741	CAPITAL ONE	Beardslee Park Supplies	BD23-0004		129.98
100-1610-7618	MAINTEX INC	Janitorial Supplies	2290		233.94
100-1605-7733	THEODORE SIEGEL	SC 'The Apartment' Screening/Presentation	217722		150.00
100-1610-7652	CHARLES R SIMPSON	Field Gate Installation	217724		1,575.00
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	2312		153.51
100-1610-7618	MAINTEX INC	Janitorial Supplies	2290		484.32
100-1610-7617	POOL & ELECTRICAL PRODUCTS ..	Pool Chemicals	217707		102.75
100-1610-7617	POOL & ELECTRICAL PRODUCTS ..	Pool Chemicals	217707		44.10
100-1605-7740	CAPITAL ONE	Summer Camp Supplies/Snacks	BD23-0004		239.76
100-1605-7730	AMERTRON-AMERICAN ELECTR...	Dive In Movie Projector Rental (Encanto)	217659		971.25
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	2277		1,431.10
100-1610-7652	STAR BRITE CARPET CARE	CC Carpet Cleaning	217726		450.00
100-1205-7636	TOM'S CLOTHING & UNIFORMS ...	E Mayorga Uniforms	2307		126.77
100-1610-7652	FAITH FIRE EXTINGUISHER & SA...	CC Kitchen Fire System Annual Service	217681		182.91
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event Signage	217672		3,954.34
100-1205-7615	HOME DEPOT CREDIT SERVICES	EOC Trailer Storage Container	BD23-0006		15.85
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	2312		163.04
100-1605-7729	MAX'S MEXICAN CUISINE	Summer Kickoff Food 6/21/22	217703		1,675.80
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	2272		28.12
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	2272		8.64
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 6/2022	2276		139.00
100-2121	SCMAF-SAN GABRIEL VALLEY	Track & Field Meet/Championship	217719		1,300.00
100-1605-7740	KNOTT'S SOAK CITY WATER PA...	Adventure Club Trip 8/4/2022	217694		644.00
100-1605-7729	SIMON EQUIPMENT RENTALS	Summer Kickoff Generator Rental	217723		184.41
100-1205-7980	HOME DEPOT CREDIT SERVICES	Neighborhood Watch Raffle Prizes	BD23-0006		121.21
100-1610-7652	ALBERTOS PLUMBING	City Yard Main Line Leak Repair	217658		2,675.00
100-1605-7739	CURO MANAGED PRINT PRODU...	Red, White & Pool Party Signs	217672		249.17
100-1025-7705	LOS ANGELES COUNTY AUDITO...	FY23 LAFCO Fees	217698		662.81
100-1610-7652	STAR BRITE CARPET CARE	TC Carpet Cleaning	217726		600.00
100-1815-8011	CANON SOLUTIONS AMERICA I...	CMD Printer	217667		1,015.41
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event 'Watch Your Step' Signs	217672		66.15
100-1005-7643	U.S. BANK	Vinh Truong CJPIA Risk Mgmt Hotel 10/2022 (Hilton)	2311		819.42
100-1010-7612	U.S. BANK	CM Pasadena Star News Monthly Online Subscription	2311		18.00
100-1010-7980	U.S. BANK	CC Mtg Dinner 5/24/22 (DoorDash)	2311		115.79
100-1010-7980	U.S. BANK	CC Mtg Dinner 5/24/22 (GrubHub)	2311		24.69
100-1010-7980	U.S. BANK	Misc Credit (DoorDash-Smart & Final)	2311		-0.06
100-1010-7980	U.S. BANK	DashPass (DoorDash)	2311		9.99
100-1020-7712	U.S. BANK	Spotify	2311		9.99
100-1020-7712	U.S. BANK	Hootsuite 6/2/2022 - 7/1/2022	2311		75.00
100-1020-7712	U.S. BANK	Duarte E-News Blast (Constant Contact)	2311		546.00
100-1020-7716	U.S. BANK	Citywide Event Music License (ASCAP)	2308		399.58
100-1205-7655	U.S. BANK	(5) Lifeguard Certifications (American Red Cross)	2308		184.50
100-1605-7614	U.S. BANK	Mouse Pad (Amazon)	2308		5.50

Council Warrant Register By Account

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7614	U.S. BANK	Wireless Earpiece Headsets (Amazon)	2308		34.82
100-1605-7614	U.S. BANK	Rolling Cart/Vinyl/Misc Supplies (Amazon)	2308		120.19
100-1605-7614	U.S. BANK	Batteries (Amazon)	2308		39.17
100-1605-7614	U.S. BANK	Pool Rental/Special Event Wristbands (Amazon)	2308		68.34
100-1605-7693	U.S. BANK	MYC Dinner 5/24/2022 (Domino's Pizza)	2308		88.72
100-1605-7693	U.S. BANK	MYC Dinner 6/6/2022 (Wingstop)	2308		188.37
100-1605-7729	U.S. BANK	Concerts in the Park Supplies (Ikea)	2308		324.86
100-1605-7729	U.S. BANK	Concerts in the Park Supplies/Decor (Amazon)	2308		198.99
100-1605-7733	U.S. BANK	SC Jewlery Class Supplies (Fire Mtn Gems)	2308		303.24
100-1605-7733	U.S. BANK	SC Dennis Greenwell Farewell (Costco)	2308		71.94
100-1605-7733	U.S. BANK	SC Pickleball Court Line Markers (Amazon)	2308		126.56
100-1605-7733	U.S. BANK	SC Rock Painting Kits (Amazon)	2308		77.00
100-1605-7735	U.S. BANK	July 3rd Event Resale Items (OTC Brands)	2308		314.83
100-1605-7740	U.S. BANK	Summer Camp Supplies/Decor (Amazon)	2308		714.85
100-1605-7740	U.S. BANK	Summer Day Camp 6/23/22 (Little Caesars Pizza)	2308		50.09
100-1605-7740	U.S. BANK	Summer Camp Trip 6/8/2022 (CA Science Ctr)	2308		44.00
100-1605-7740	U.S. BANK	Summer Camp Clay (Amazon)	2308		40.05
100-1605-7740	U.S. BANK	Summer Camp Supplies (Amazon)	2308		75.44
100-1605-7740	U.S. BANK	Summer Camp Supplies (Amazon)	2308		625.55
100-1605-7740	U.S. BANK	Summer Camp Trip 6/15/22 (Bowlero)	2308		149.38
100-1605-7740	U.S. BANK	Camp Nintendo Switch/Play Tunnels (Amazon)	2308		373.73
100-1605-7758	U.S. BANK	July 3rd Event Tablecloth Mat'l (Back Drop King)	2308		282.61
100-1605-7758	U.S. BANK	July 3rd Event Cookies (PayPal-Kelly Quezadas)	2308		161.00
100-1605-7758	U.S. BANK	July 3rd Event Flag Banner (Amazon)	2308		29.76
100-1605-7758	U.S. BANK	July 3rd Event Flag Pennants (Amazon)	2308		29.76
100-1605-7758	U.S. BANK	July 3rd Event Gift Wrap Supplies (Amazon)	2308		39.97
100-1605-7980	U.S. BANK	Staff Cookies (Crumbl)	2308		42.56
100-1610-7616	U.S. BANK	Swim Reel Wrench (Amazon)	2308		43.50
100-1610-7618	U.S. BANK	Decibel Meter (Amazon)	2308		33.06
100-1610-7618	U.S. BANK	Flag Pole Anti-Theft Padlock Box (Amazon)	2308		93.69
100-1205-8030	HOME DEPOT CREDIT SERVICES	Office Storage	BD23-0006		439.90
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 6/2022	2292		74.00
100-1605-7758	DOLPHIN RENTS INC	July 3rd Event Umbrella Rental	217676		488.14
100-1610-7618	ULINE	Delineators	217731		1,807.20
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event Handicapped Parking Signs	217672		22.05
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Summer School Crossing Guard 6/12/22 - 6/25/22	2268		1,958.58
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	2277		932.81

Council Warrant Register By Account

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7618	ULINE	A-Frames- Special Event Supplies	217731		1,651.16
100-1815-7980	THE TECHNOLOGY DEPOT INC	Public Safety Firewall Upgrade	2305		2,363.40
100-1815-7980	THE TECHNOLOGY DEPOT INC	CH/SC Temp Power Monitoring Probe	2305		902.40
100-1405-7965	KOSMONT COMPANIES	Huntington/ Buena Vista Econ Dev Analysis 6/2022	2287		1,267.50
100-1610-7618	SOUTHEAST CONSTRUCTION P...	Field Repairs/Tools	217725		36.11
100-1610-7618	SOUTHEAST CONSTRUCTION P...	Field Repairs/Tools	217725		91.29
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition & Training Pool Service 6/2022	217666		1,950.00
100-1610-7617	CALIBER COMMERCIAL POOL S...	Pool Chemicals	217666		89.03
100-1605-7741	J & J SPORTS & TROPHIES	Ice Packs	217691		159.59
100-1605-7735	SMART & FINAL	July 3rd Event Supplies	2302		77.42
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	2304		80.71
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 6/2022	2303		3,855.18
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event Vendor Signage	217672		9.92
100-1205-7980	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 6/2022	2270	202211/1205-7980-Live Scan/A...	96.00
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 6/2022	2270		256.00
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 6/2022	217712		40.00
100-1605-7735	DUARTE RECREATION PETTY CA...	July 3rd Event TC Performance Bandanas	217679		5.51
100-1605-7740	DUARTE RECREATION PETTY CA...	Summer Camp Parking Fee 6/29/2022	217679		58.00
100-1605-7758	DUARTE RECREATION PETTY CA...	July 3rd Event See's Candy	217679		27.75
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Srvcs 6/2022	2271		371,058.66
100-1605-7733	THE LOS ANGELES DREAM SHA...	SC Fresh Fridays Entertainment	217699		350.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAC Maintenance (Quarterly)	217656		1,038.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr HVAC Maintenance (Quarterly)	217656		3,420.00
100-1015-7684	SILVER & WRIGHT LLP	Criminal Prosecutions Mileage/Mailing 6/2022	2301		13.65
100-1605-7750	INLAND EMPIRE STAGES LTD	Adult Day in Solvang 6/30/22 Transportation	217689		2,110.04
100-1205-7980	CURO MANAGED PRINT PRODU...	National Night Out Yard Signs	217672		568.18
100-1605-7733	CURO MANAGED PRINT PRODU...	July/August 2022 SC Newsletter	217672		882.00
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 7/2022	217717		5,166.67
100-1605-7729	BLUE BREEZE ENTERTAINMENT	Concerts in the Park Band	217662		2,000.00
100-1605-7740	SMART & FINAL	Summer Camp Supplies	2302		181.32
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		41.67
100-1500	REJOICE GRIFFIS	Advance-Knott's Soak City (Summer Day Camp)	217685		175.00
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 6/1/2022 - 6/30/2022	2306		175.22
100-1205-7980	CMC LIVESCAN & NOTARY SERV...	Livescan Services 6/2022	2273	202211/1205-7980-Live Scan/A...	73.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 6/2022	2273		282.00
100-1605-7737	U.S. BANK	AdultTripTickets 7/21/2022 (Dodger Mobile)	2310		1,506.00
100-1605-7741	PARTY PRONTO INC	Beardslee Park Slide Rental	217705		513.00
100-1605-7733	SMART & FINAL	SC Soda & Water	2302		117.42
100-1825-7630	QUADIENT LEASING USA INC	PS Postage Machine Lease 8/1/2022 - 10/31/2022	217710		664.60
100-1605-7758	POWERTRIP RENTALS	July 3rd Event Stage Generator Rental	217709		878.94
100-1605-7758	PARTY PRONTO INC	July 3rd Family Zone Inflatables	217705		2,222.00

Council Warrant Register By Account

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 7/4/2022 - 7/10/2022	2296		2,992.50
100-1610-7652	CHARLES R SIMPSON	Skate Park Gate Repairs	217724		575.00
100-1605-7758	JAG ENDEAVORS LLC	July 3rd Shirts	217692		693.42
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 6/2022	2297		2,505.00
100-1605-7758	SIMON EQUIPMENT RENTALS	July 3rd Event Light Tower Rental	217723		518.36
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 8/1/22 - 8/31/22	2295		169.94
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	2272		28.12
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	2272		8.64
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 6/1/22 - 6/30/22	BD23-0001		1,162.00
100-1205-7650	ADVANTAGE FORD LINCOLN	Vehicle #35 Repair/Service	217657		791.91
100-1410-7612	MAINTENANCE SUPERINTENDE...	(5) FY23 MSA Membership	217701		350.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 7/1/2022 - 8/1/2022	BD23-0002		319.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 7/1/2022 - 8/1/2022	BD23-0003		299.00
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	2312		362.72
100-1610-7652	CHARLES R SIMPSON	Snack Bar Driveway Gate Repair	217724		985.00
100-1605-7980	SMART & FINAL	Parks Make Life Better Cart Supplies	2302		301.77
100-1610-7652	IRELAND SOUND SYSTEMS INC	SC Projector Screen Repair	2280		475.00
100-1605-7980	SMART & FINAL	Parks Make Life Better Cart Supplies	2302		59.75
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Srvc 4/1/22 - 6/30/22	2274	202105-GAPP Prog	860.56
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Srvc 4/1/22 - 6/30/22	2274		27,250.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		433.48
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		591.64
100-1405-7965	KOA CORPORATION	Greenbank Speed Study 1/1/22 - 6/30/22	2286		1,960.61
100-1405-7965	KOA CORPORATION	Maynard Stop Study 2/1/22 - 6/30/22	2286		2,080.79
100-1610-7618	SUPPLY SOLUTIONS	Janitorial Supplies	217728		352.47
100-1815-7632	INTELLI-TECH	Barracuda Essentials 1yr License 7/16/22 - 7/15/23	217690		3,116.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Cmty Ctr HVAC Service Repair	217656		523.40
100-1410-7650	AUTOZONE	Truck #15 Battery	217660		88.41
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	2304		20.94
100-1405-7610	NICHOLAS BALDWIN	APA Conference Registration 10/1/22 - 10/4/22	217661		625.00

Council Warrant Register By Account

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7779	HIGH PERFORMANCE MOBILE ...	Youth Splash Madness Week Slide	217688		325.00
100-1605-7735	HIGH PERFORMANCE MOBILE ...	Youth Splash Madness Week Slide	217688		325.00
100-1610-7618	MAINTEX INC	Janitorial Supplies	2290		16.97
100-1010-7980	LEMON DROP COOKIE SHOP	Tzeital Paras-Caracci Memorial Food	217696		345.00
100-1010-7980	DOLPHIN RENTS INC	Tzeital Paras-Caracci Memorial Tenting	217676		2,086.90
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	2278		1,103.05
100-1610-7618	ULINE	Credit-Order was Incorrect	217731		-1,455.30
100-1815-7980	THE TECHNOLOGY DEPOT INC	Firewall Upgrade (Labor)	2305		237.50
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	2304		143.79
100-1010-7980	CURO MANAGED PRINT PRODU...	Tzeital Paras-Caracci Memorial Memory Book Cards	217672		400.04
100-1015-7686	RUTAN & TUCKER LLP	Highland Promenade Legal 6/2022	2300		153.00
100-1610-7652	IT'S A GAS INC	SC Helium Tank	2281		383.43
100-1605-7736	PACIFIC SKATE SCHOOL LLC	Skateboard Camp 7/5/22 - 7/7/22	2293		210.00
100-1605-7736	PACIFIC SKATE SCHOOL LLC	Skateboard Camp 6/21/22 - 6/23/22	2293		630.00
100-1605-7614	STAPLES ADVANTAGE	Folders & Tape	2304		64.13
100-1610-7617	POOL & ELECTRICAL PRODUCTS ..	Pool Chemicals	217707		262.33
100-1410-7630	SIMON EQUIPMENT RENTALS	Stump Grinder Rental	217723		249.54
100-1205-7650	FOOTHILL LOCK AND KEY	(5) Vehicle Transponders	217682		495.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 6/2022	217713		320.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 6/2022	217713		320.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 6/2022	217713		1,120.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped Access Improvements 6/2022	217713	202118-ATP Cycle 4-Professiona..	373.75
100-1405-7969	RKA CONSULTING GROUP	FY23 LLD Engineering Srvcs 6/2022	217713		880.00
100-1405-8100	RKA CONSULTING GROUP	Civic Center Courtyard ADA Improvement 6/2022	217713	202102-Cap Improv-CH CDBG ...	880.00
100-1605-7739	CURO MANAGED PRINT PRODU...	Dive-In Movie Signs	217672		249.17
100-1610-7618	KULLY SUPPLY INC	Parks Drinking Fountain Parts	2288		1,296.14
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Tax Revenue 6/2022	217727		6,878.50
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 7/11/2022 - 7/17/2022	2296		2,835.00
100-1010-7980	DOLPHIN RENTS INC	Tzeital Paras-Caracci Memorial Courtyard Items	217676		2,987.77
100-1605-7758	SMART & FINAL	July 3rd Event Singer Gift Card	2302		50.00
100-1605-7980	SMART & FINAL	Parks Make Life Better Cart Supplies	2302		198.03
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	2272		28.12
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	2272		31.10
100-1605-7980	SMART & FINAL	Parks Make Life Better Cart Supplies	2302		142.14
100-1015-7686	RUTAN & TUCKER LLP	Land Holdings Litigation 6/2022	2300		3,004.50
100-1605-7614	CURO MANAGED PRINT PRODU...	Notecards	217672		19.29
100-1010-7980	CABRERA'S DUARTE	Tzeital Paras-Caracci Memorial Food	217665		1,712.86
100-1605-7980	DUARTE RECREATION PETTY CA...	Parks Make Life Better Month donuts	217678		65.96
100-1605-7980	DUARTE RECREATION PETTY CA...	Parks Make Life Better Month Gift Bag Bows	217678		12.40
100-1605-7980	DUARTE RECREATION PETTY CA...	Parks Make Life Better Month Flowers	217678		24.24
100-1610-7618	DUARTE RECREATION PETTY CA...	Coffe Cups/Lids	217678		15.19
100-2026	ERIKA SANCHEZ	Equipment Deposit Refund	217718		25.00

Council Warrant Register By Account

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1805-7610	CSMFO	Angela Chiaromonte SGV Chapter Mtg 7/14/22	217671		35.00
100-1010-7980	CURO MANAGED PRINT PRODU...	Tzeitel Paras-Caracci Memorial Signage	217672		416.75
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay FY23 Q1 Dues	217715		110.00
100-1005-7644	ROTARY CLUB OF DUARTE	Jody Schulz FY23 Q1 Dues	217715		110.00
100-1010-7612	ROTARY CLUB OF DUARTE	Dan Jordan FY23 Q1 Dues	217715		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos FY23 Q1 Dues	217715		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc FY23 Q1 Dues	217715		240.00
100-2124	SANDRA DONDALSKI	Gazebo Rent Deposit Refund	217677		50.00
100-2120	MARIA OLIVIA DE LA CRUZ	ROP Bldg Rent Deposit Refund 7/2/22	217673		150.00
100-2120	LAUREN LEE	TC Rent Deposit Refund 7/10/22	217695		300.00
100-2120	JAMEELA CARNELL	TC Rent Deposit Refund 7/9/22	217668		100.00
100-4404	JAMEELA CARNELL	Extra Cleaning Fee 7/9/22	217668		-57.50
100-2120	LUZ GUTIERREZ	CC Rent Deposit Refund 7/9/22	217686		500.00
100-4402	LUZ GUTIERREZ	Extra Cleaning Fee 7/9/22	217686		-115.00
100-2120	RYAN SHOJI	ROP Bldg Rent Deposit Refund 7/9/22	217721		150.00
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 6/2022	2300		10,358.80
100-1815-7965	MAXTREME INC	IT Helpdesk 7/2022	2291		12,500.00
100-1015-7682	BURKE, WILLIAMS & SORENSEN...	Labor Legal 6/2022	2269		1,445.75
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	2298		566.00
100-1605-7733	M & L ENTERPRISES SPORTS	SC Softball League Fees/Balls	217700		300.36
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 7/18/2022 - 7/24/2022	2296		2,835.00
100-2120	SCOTT QUAY	TC Rent Deposit Refund 7/16/22	217711		300.00
100-2120	ALMA ZARAZUA	SC Rent Deposit Refund 7/16/22	217732		500.00
100-2122	DIVISION OF THE STATE ARCHIT...	Disability Access Fee Q1 2022	217675		151.20
100-2122	DIVISION OF THE STATE ARCHIT...	Disability Access Fee Q2 2022	217675		152.80
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 55 of 60	BD23-0005		1,340.10
100-1825-7626	POSTMASTER	Permit #33 Bulk Mail Fee	217708		275.00
100-2126	ROLCOM CORPORATION	Const/Demo Deposit Refund (Pmt #2022-17ROW)	217714		3,000.00
100-5004	ROLCOM CORPORATION	Administrative Fee (Pmt #2022- 17ROW)	217714		-125.00
100-2126	MARKET CONTRACTORS LTD	Const/Demo Depoist Refund (Pmt #2021-567)	217702		4,000.00
100-2120	SONIA BERTILA LOPEZ MENDEZ	Film Permit Deposit Refund 6/8/22 - 6/12/22	217704		500.00
100-2121	KID-FIT PRESCHOOL HEALTH A...	KID-FIT 5K Run 5/21/22 Refund (Sheriff's)	217693		1,146.56
100-1205-7779	JESSY VERGARA	WIN Stipend	217652	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	LEONEL CARDONA	WIN Stipend	217639	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	RAYMOND ORTEGA-MORALES	WIN Stipend	217647	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	ANGELICA MARTINEZ	WIN Stipend	217646	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	LEEANNE SOTO	WIN Stipend	217651	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	IDALEE VILLA	WIN Stipend	217653	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	NATALYA BRINK	WIN Stipend	217637	202304-WIN/1205-7779-Summ...	250.00
100-1205-7779	KOREY WHITE	WIN Stipend	217654	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	MICHAEL DANDURAND	WIN Stipend	217640	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	JAZMIN ANDRADE	WIN Stipend	217636	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	MAJESTI HUNTSMAN	WIN Stipend	217643	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	IKE DEVANCE	WIN Stipend	217641	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	DEARION HYSAW	WIN Stipend	217644	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	JANIS PARGAS	WIN Stipend	217648	202304-WIN/1205-7779-Summ...	500.00

Council Warrant Register By Account

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7779	NAOMI LAMBERT	WIN Stipend	217645	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	ELISA RAMOS	WIN Stipend	217649	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	LAKIRA CAMP	WIN Stipend	217638	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	ARNOLD DIAZ	WIN Stipend	217642	202304-WIN/1205-7779-Summ...	500.00
100-1205-7779	OMARI SMITH	WIN Stipend	217650	202304-WIN/1205-7779-Summ...	500.00
100-1205-7980	CHI LIN	DUSD Tutoring Program	217697	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	217680	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	OLGALIVIER GARCIA	DUSD Tutoring Program	217684	202211/1205-7980-Live Scan/A...	100.00
100-1205-7980	EVELYN SALMERON	DUSD Tutoring Program	217716	202211/1205-7980-Live Scan/A...	100.00
Fund 100 - GENERAL FUND Total:					614,715.08
Fund: 220 - GAS TAX FUN					
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade 2/1/22 - 4/15/22	2285	202106-2205-8100-Highland Pr...	12,685.05
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade Measure 4/16/22 - 6/20/22	2285	202106-2205-8100-Highland Pr...	7,565.00
220-2225-7980	JCL TRAFFIC SERVICES	July 3rd Event CMS Rental 6/30/22 - 7/3/22	2284		1,100.00
Fund 220 - GAS TAX FUN Total:					21,350.05
Fund: 225 - SB-1, Road Maintenance/Rehab Fund					
225-2127	SEQUEL CONTRACTORS INC	Retention-FY22 Street Rehab Project	217720		-1,365.00
225-2250-8100	SEQUEL CONTRACTORS INC	FY22 Street Rehab Project	217720	202207/225-2250-8100-Other ...	27,300.00
Fund 225 - SB-1, Road Maintenance/Rehab Fund Total:					25,935.00
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2426-7810	A1 MAINTENANCE SERVICES CA	Grocery Outlet Sweeping 5/2022	217655		784.00
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	217663		500.00
240-2410-7662	WEST COAST ARBORISTS INC	Arborist Report	2313		735.75
240-2430-7887	WEST COAST ARBORISTS INC	Mesa Tree & Stump Removal	2313		2,156.45
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		550.00

Council Warrant Register By Account

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	217663		500.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Huntington Dr Median	2299		125.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					45,073.34
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7785	LOS ANGELES COUNTY SHERIFF'	Burglary/Theft Suppression 5/2022	2289		7,857.16
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					7,857.16
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		467.13
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		615.05
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 7/01/2022 - 7/31/2022	BD23-0007		527.38
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					1,609.56
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7650	FOOTHILL LOCK AND KEY	(5) Vehicle Transponders	217682		690.00
Fund 460 - PROPOSITION C TRANSIT FUND Total:					690.00
Grand Total:					717,230.19

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	614,715.08
220 - GAS TAX FUN	21,350.05
225 - SB-1, Road Maintenance/Rehab Fund	25,935.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	45,073.34
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	7,857.16
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,609.56
460 - PROPOSITION C TRANSIT FUND	690.00
Grand Total:	717,230.19

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7643	Travel & Exp - Truong	819.42
100-1005-7644	Travel & Exp - Schulz	110.00
100-1010-7612	Publications and Dues	258.00
100-1010-7670	Legal Notices	3,855.18
100-1010-7685	Technology Services	7,588.00
100-1010-7980	Other Expenses	8,099.73
100-1015-7680	City Attorney Legal	10,358.80
100-1015-7682	Labor Counsel Legal	1,445.75
100-1015-7684	Code Enforcement Legal	13.65
100-1015-7686	Other Legal Services	3,157.50
100-1020-7712	Community Information (...)	630.99
100-1020-7716	Special Community Events	399.58
100-1020-7724	Post Office Parking	230.00
100-1025-7705	LAFCO Membership	662.81
100-1205-7612	Publications and Dues	480.00
100-1205-7614	Office Supplies	26.40
100-1205-7615	Emergency Supplies	15.85
100-1205-7636	Uniforms	469.63
100-1205-7650	Vehicle Maintenance	1,286.91
100-1205-7655	Emergency Services	359.72
100-1205-7761	Parking Ticket Collect	6,878.50
100-1205-7779	Youth Programs	9,575.00
100-1205-7780	Animal Control	5,240.67
100-1205-7782	Crossing Guard Contract ...	1,958.58
100-1205-7783	GAPP Program	28,110.56
100-1205-7980	Other Expenses	4,428.33
100-1205-8030	Other Equipment	439.90
100-1405-7610	Travel, Mtgs & Conf	625.00
100-1405-7613	Duplications And Photos	96.17
100-1405-7614	Office Supplies	80.71
100-1405-7800	Building Department Serv...	371,676.66
100-1405-7965	Professional Services	5,682.65
100-1405-7969	City Engineer	2,640.00
100-1405-8100	Other Capital Improvemnts	2,735.00
100-1410-7612	Publications and Dues	350.00
100-1410-7630	Equipment Rentals	249.54
100-1410-7650	Vehicle Maintenance	88.41
100-1410-7810	Street Sweeping	122.00
100-1415-7916	Landscape-Sport Park	2,860.00
100-1500	Advances	175.00
100-1605-7614	Office Supplies	818.46
100-1605-7693	Youth Council	277.09
100-1605-7729	Concerts In The Park	11,184.06
100-1605-7730	Special Events	1,436.25
100-1605-7733	Senior Center	2,778.52

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7735	Teen Center	722.76
100-1605-7736	Youth & Adult Recreation...	840.00
100-1605-7737	Adult Excursions	1,506.00
100-1605-7739	Publicity	498.34
100-1605-7740	Day Camps	4,721.59
100-1605-7741	Sports/Playground Progr...	802.57
100-1605-7750	Bus Rentals	2,110.04
100-1605-7758	Independence Day Celebr...	9,474.17
100-1605-7980	Other Expenses	846.85
100-1610-7616	Pool Supplies	43.50
100-1610-7617	Pool Chemicals	3,965.17
100-1610-7618	Building Supplies	7,355.37
100-1610-7636	Uniforms	84.36
100-1610-7652	Building Maint Services	15,517.06
100-1610-7660	Other Services	8,662.50
100-1805-7610	Travel, Mtgs & Conf	35.00
100-1805-7614	Office Supplies	20.94
100-1810-7660	Other Services	538.00
100-1815-7632	Software Maintenance	4,278.00
100-1815-7820	Finance System Support	12,268.52
100-1815-7830	Telephones	1,340.10
100-1815-7965	Professional Services	12,500.00
100-1815-7980	Other Expenses	3,503.30
100-1815-8011	Computer Equipment (Cap..	1,015.41
100-1825-7626	Postage	275.00
100-1825-7630	Equipment Lease	664.60
100-1825-7674	Retiree Health Insurance	566.00
100-1825-7687	Waste Mgmt Services	2,505.00
100-1825-7945	Operation Of Acq Prop	83.34
100-1830-8100	Vehicle Replacement (Cap...	4,993.55
100-2026	EE Equipment Deposit	50.00
100-2120	Refundable Deposits	2,500.00
100-2121	Pass Through Deposits	2,446.56
100-2122	Disability Access & Educ P...	304.00
100-2124	Gazebo Refundable Depos...	50.00
100-2125	Metro Pass Through (TAP)	40.00
100-2126	Construction and Demolit...	7,000.00
100-4402	Community Center Rentals	-115.00
100-4404	Other Building Rentals	-57.50
100-5004	Other Revenue	-125.00
220-2205-8100	Other Capital Improvemnts	20,250.05
220-2225-7980	Other Expenses	1,100.00
225-2127	Retention Payable	-1,365.00
225-2250-8100	Other Capital Improvemnts	27,300.00
240-2410-7662	Other Serv-Citywide	735.75
240-2410-7663	Other Serv-Medians	125.00
240-2410-7915	Landscape-Citywide	15,000.00
240-2410-7917	Landscape-Medians	10,660.00
240-2420-7914	Landscape Maintenance	690.32
240-2421-7914	Landscape Maintenance	2,600.00
240-2422-7914	Landscape Maintenance	961.16
240-2423-7914	Landscape Maintenance	1,800.00
240-2424-7914	Landscape Maintenance	1,100.00
240-2425-7914	Landscape Maintenance	800.00
240-2426-7810	Street Sweeping	784.00
240-2426-7914	Landscape Maintenance	360.00
240-2427-7914	Landscape Maintenance	1,260.66
240-2430-7887	Repairs & Replacements	2,156.45

Account Summary

Account Number	Account Name	Payment Amount
240-2431-7914	Landscape Maintenance	1,600.00
240-2432-7914	Landscape Maintenance	1,670.00
240-2433-7914	Landscape Maintenance	1,060.00
240-2434-7914	Landscape Maintenance	710.00
240-2435-7914	Landscape Maintenance	1,000.00
290-2905-7785	Special Events Patrol	7,857.16
320-3205-8013	Vehicles (Capital)	1,609.56
460-4605-7650	Vehicle Maintenance	690.00
Grand Total:		717,230.19

Project Account Summary

Project Account Key	Payment Amount
None	653,893.22
202102-Cap Improv-CH CDBG ADA Improvement	880.00
202105-GAPP Prog	860.56
202105-Other Exp-Tobacco Grant	1,956.94
202106-2205-8100-Highland Promenade Measure M	20,250.05
202118-ATP Cycle 4-Professional Svcs	373.75
202125-Highland/Huntington Traffic Signal Improv.	1,855.00
202207/225-2250-8100-Other Cap-FY22 St Rehab	27,300.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-22	569.00
202304-WIN/1205-7779-Summer At Risk Intern Program	9,250.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	717,230.19



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6295 - 211 ELECTRONIC SERVICES INC					
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 7/4/2022 - 7/10/2022	P 7758		2,992.50
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 7/11/2022 - 7/17/2022	P 7759		2,835.00
100-1610-7660	211 ELECTRONIC SERVICES INC	Yard Security 7/18/2022 - 7/24/2022	P 7760		2,835.00
Vendor 6295 - 211 ELECTRONIC SERVICES INC Total:					8,662.50
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping 5/2022	200502		61.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 5/2022	200503		61.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					122.00
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAC Maintenance (Quarterly)	20276993		1,038.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr HVAC Maintenance (Quarterly)	20276994		3,420.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Cmty Ctr HVAC Service Repair	20279718		523.40
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					4,981.40
Vendor: 0091 - ADVANTAGE FORD LINCOLN					
100-1205-7650	ADVANTAGE FORD LINCOLN	Vehicle #35 Repair/Service	500382/1		791.91
Vendor 0091 - ADVANTAGE FORD LINCOLN Total:					791.91
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	City Yard Main Line Leak Repair	681659		2,675.00
Vendor 5561 - ALBERTOS PLUMBING Total:					2,675.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVICE INC	Summer School Crossing Guard 6/12/22 - 6/25/22	78623		1,958.58
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					1,958.58
Vendor: T4062 - ALMA ZARAZUA					
100-2120	ALMA ZARAZUA	SC Rent Deposit Refund 7/16/22	R95239		500.00
Vendor T4062 - ALMA ZARAZUA Total:					500.00
Vendor: 6400 - AMERTRON-AMERICAN ELECTRONIC SUPPLY INC					
100-1605-7730	AMERTRON-AMERICAN ELECTRONIC SUPPLY INC	Dive In Movie Projector Rental (Encanto)	12798237		971.25
Vendor 6400 - AMERTRON-AMERICAN ELECTRONIC SUPPLY INC Total:					971.25
Vendor: 6374 - ANGELICA MARTINEZ					
100-1205-7779	ANGELICA MARTINEZ	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6374 - ANGELICA MARTINEZ Total:					500.00
Vendor: 6409 - ARNOLD DIAZ					
100-1205-7779	ARNOLD DIAZ	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6409 - ARNOLD DIAZ Total:					500.00
Vendor: 1491 - AUTOZONE					
100-1410-7650	AUTOZONE	Truck #15 Battery	2814703385		88.41
Vendor 1491 - AUTOZONE Total:					88.41
Vendor: 6082 - BLUE BREEZE ENTERTAINMENT					
100-1605-7729	BLUE BREEZE ENTERTAINMENT	Concerts in the Park Band	7/27/2022		2,000.00
Vendor 6082 - BLUE BREEZE ENTERTAINMENT Total:					2,000.00

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4477 - BRIAN PERRY					
100-2026	BRIAN PERRY	Equipment Deposit Refund	4252022		25.00
Vendor T4477 - BRIAN PERRY Total:					25.00
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762	250016-Oper of Acq Prop-1229 ...	41.67
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		115.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		1,430.00
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		41.67
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					3,173.34
Vendor: 4838 - BURKE, WILLIAMS & SORENSEN LLP					
100-1015-7682	BURKE, WILLIAMS & SORENSEN...	Labor Legal 6/2022	287697		1,445.75
Vendor 4838 - BURKE, WILLIAMS & SORENSEN LLP Total:					1,445.75
Vendor: 3580 - CABRERA'S DUARTE					
100-1010-7980	CABRERA'S DUARTE	Tzeitel Paras-Caracci Memorial Food	7/16/2022		1,712.86
Vendor 3580 - CABRERA'S DUARTE Total:					1,712.86
Vendor: 5654 - CALIBER COMMERCIAL POOL SERVICE					
100-1610-7652	CALIBER COMMERCIAL POOL S...	Competition & Training Pool Service 6/2022	221070602		1,950.00
100-1610-7617	CALIBER COMMERCIAL POOL S...	Pool Chemicals	221070603		89.03
Vendor 5654 - CALIBER COMMERCIAL POOL SERVICE Total:					2,039.03
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1205-7980	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 6/2022	589636	202211/1205-7980-Live Scan/A...	96.00
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 6/2022	589636		256.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					352.00
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1815-8011	CANON SOLUTIONS AMERICA I...	CMD Printer	163179010		1,015.41
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					1,015.41
Vendor: 6229 - CAPITAL ONE					
100-1605-7740	CAPITAL ONE	Summer Camp Snacks	02540		219.25
100-1605-7740	CAPITAL ONE	Summer Camp Supplies	02541		102.71
100-1605-7740	CAPITAL ONE	Summer Camp Supplies	02542		201.50
100-1605-7740	CAPITAL ONE	Summer Camp Supplies	04450		329.65
100-1605-7740	CAPITAL ONE	Summer Camp Supplies/Snacks	05249		119.78
100-1605-7740	CAPITAL ONE	Summer Camp Supplies/Snacks	05250		134.95
100-1605-7740	CAPITAL ONE	Summer Camp Auxiliary Cards	05356		19.58
100-1605-7741	CAPITAL ONE	Beardslee Park Supplies	02612		129.98
100-1605-7740	CAPITAL ONE	Summer Camp Supplies/Snacks	08024		239.76
Vendor 6229 - CAPITAL ONE Total:					1,497.16
Vendor: 6357 - CARLOS FELIPE PEREZ					
100-1605-7729	CARLOS FELIPE PEREZ	Concerts in the Park DJ	7/27/2022		500.00
Vendor 6357 - CARLOS FELIPE PEREZ Total:					500.00
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Srvc 6/2022	64350		371,058.66
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					371,058.66
Vendor: 2025 - CHARLES R SIMPSON					
100-1610-7652	CHARLES R SIMPSON	Field Gate Installation	05672177		1,575.00
100-1610-7652	CHARLES R SIMPSON	Skate Park Gate Repairs	05672180		575.00
100-1610-7652	CHARLES R SIMPSON	Snack Bar Driveway Gate Repair	05672179		985.00
Vendor 2025 - CHARLES R SIMPSON Total:					3,135.00

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6324 - CHI LIN					
100-1205-7980	CHI LIN	DUSD Tutoring Program	7262022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6324 - CHI LIN Total:					100.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4123036476		28.12
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4123036476		8.64
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4124288094		28.12
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4124288094		8.64
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4125075251		28.12
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4125075251		31.10
Vendor 5140 - CINTAS CORPORATION #693 Total:					132.74
Vendor: 5504 - CMC LIVESCAN & NOTARY SERVICES					
100-1205-7980	CMC LIVESCAN & NOTARY SERV...	Livescan Services 6/2022	CMC18002	202211/1205-7980-Live Scan/A...	73.00
100-1810-7660	CMC LIVESCAN & NOTARY SERV...	Livescan Services 6/2022	CMC18002		282.00
Vendor 5504 - CMC LIVESCAN & NOTARY SERVICES Total:					355.00
Vendor: 1117 - COUNTY OF LOS ANGELES PROBATION DEPARTMENT					
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Srvc 4/1/22 - 6/30/22	DUA2122-04		27,250.00
100-1205-7783	COUNTY OF LOS ANGELES PRO...	PIP Program DPO Srvc 4/1/22 - 6/30/22	DUA2122-04	202105-GAPP Prog	860.56
Vendor 1117 - COUNTY OF LOS ANGELES PROBATION DEPARTMENT Total:					28,110.56
Vendor: 5705 - COVERT LAW ENFORCEMENT LLC					
100-1205-7980	COVERT LAW ENFORCEMENT L...	Tobacco Sting Wire	INV-0784	202105-Other Exp-Tobacco Gra...	1,956.94
Vendor 5705 - COVERT LAW ENFORCEMENT LLC Total:					1,956.94
Vendor: 4171 - CSMFO					
100-1805-7610	CSMFO	Angela Chiaromonte SGV Chapter Mtg 7/14/22	200013756		35.00
Vendor 4171 - CSMFO Total:					35.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event Signage	5750		3,954.34
100-1605-7739	CURO MANAGED PRINT PRODU...	Red, White & Pool Party Signs	5761		249.17
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event 'Watch Your Step' Signs	5768		66.15
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event Handicapped Parking Signs	5772		22.05
100-1605-7758	CURO MANAGED PRINT PRODU...	July 3rd Event Vendor Signage	5775		9.92
100-1205-7980	CURO MANAGED PRINT PRODU...	National Night Out Yard Signs	5769		568.18
100-1605-7733	CURO MANAGED PRINT PRODU...	July/August 2022 SC Newsletter	5779		882.00
100-1010-7980	CURO MANAGED PRINT PRODU...	Tzeitel Paras-Caracci Memorial Memory Book Cards	5799		400.04
100-1605-7739	CURO MANAGED PRINT PRODU...	Dive-In Movie Signs	5806		249.17
100-1605-7614	CURO MANAGED PRINT PRODU...	Notecards	5815		19.29
100-1010-7980	CURO MANAGED PRINT PRODU...	Tzeitel Paras-Caracci Memorial Signage	5818		416.75
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					6,837.06
Vendor: 6403 - DEARION HYSAW					
100-1205-7779	DEARION HYSAW	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6403 - DEARION HYSAW Total:					500.00
Vendor: 6143 - DERO					
100-1610-7618	DERO	Bike Station Repair Parts	INV-00055627		278.47
Vendor 6143 - DERO Total:					278.47
Vendor: 5248 - DIVISION OF THE STATE ARCHITECT					
100-2122	DIVISION OF THE STATE ARCHIT...	Disability Access Fee Q1 2022	1/2022 - 3/2022		151.20
100-2122	DIVISION OF THE STATE ARCHIT...	Disability Access Fee Q2 2022	4/2022 - 6/2022		152.80
Vendor 5248 - DIVISION OF THE STATE ARCHITECT Total:					304.00
Vendor: 1381 - DOLPHIN RENTS INC					
100-1605-7758	DOLPHIN RENTS INC	July 3rd Event Umbrella Rental	01-210171-07		488.14

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1010-7980	DOLPHIN RENTS INC	Tzeital Paras-Caracci Memorial Tenting	01-210346-03		2,086.90
100-1010-7980	DOLPHIN RENTS INC	Tzeital Paras-Caracci Memorial Courtyard Items	01-210326-03		2,987.77
Vendor 1381 - DOLPHIN RENTS INC Total:					5,562.81
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7735	DUARTE RECREATION PETTY CA...	July 3rd Event TC Performance Bandanas	6302022a		5.51
100-1605-7740	DUARTE RECREATION PETTY CA...	Summer Camp Parking Fee 6/29/2022	6302022a		58.00
100-1605-7758	DUARTE RECREATION PETTY CA...	July 3rd Event See's Candy	6302022a		27.75
100-1605-7980	DUARTE RECREATION PETTY CA...	Parks Make Life Better Month Gift Bag Bows	7132022		12.40
100-1605-7980	DUARTE RECREATION PETTY CA...	Parks Make Life Better Month donuts	7132022		65.96
100-1605-7980	DUARTE RECREATION PETTY CA...	Parks Make Life Better Month Flowers	7132022		24.24
100-1610-7618	DUARTE RECREATION PETTY CA...	Coffe Cups/Lids	7132022		15.19
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					209.05
Vendor: 5433 - ECS IMAGING INC					
100-1010-7685	ECS IMAGING INC	Laserfiche Cloud Management System	16931		7,588.00
Vendor 5433 - ECS IMAGING INC Total:					7,588.00
Vendor: 6411 - ELISA RAMOS					
100-1205-7779	ELISA RAMOS	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6411 - ELISA RAMOS Total:					500.00
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		223.12
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		556.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 100 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		555.00
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		431.65
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		476.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		566.88
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 18 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		574.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		584.85
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		591.64
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		433.48
Vendor 6189 - ENTERPRISE FM TRUST Total:					4,993.55
Vendor: T4520 - ERIKA SANCHEZ					
100-2026	ERIKA SANCHEZ	Equipment Deposit Refund	7132022		25.00
Vendor T4520 - ERIKA SANCHEZ Total:					25.00
Vendor: 6048 - EVELYN SALMERON					
100-1205-7980	EVELYN SALMERON	DUSD Tutoring Program	7262022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6048 - EVELYN SALMERON Total:					100.00
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 6/2022 97724			139.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					139.00

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4294 - FAITH FIRE EXTINGUISHER & SAFETY EQUIPMENT CO					
100-1610-7652	FAITH FIRE EXTINGUISHER & SA...	CC Kitchen Fire System Annual Service	4225		182.91
Vendor 4294 - FAITH FIRE EXTINGUISHER & SAFETY EQUIPMENT CO Total:					182.91
Vendor: 5795 - FOOTHILL LOCK AND KEY					
100-1205-7650	FOOTHILL LOCK AND KEY	(5) Vehicle Transponders	17860		495.00
Vendor 5795 - FOOTHILL LOCK AND KEY Total:					495.00
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	146649		1,431.10
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	146740		932.81
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	146793		1,103.05
Vendor 4690 - FULLER ENGINEERING INC Total:					3,466.96
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 6/1/22 - 6/30/22	4208818534		1,162.00
Vendor 6181 - GOOGLE LLC Total:					1,162.00
Vendor: 6279 - HIGH PERFORMANCE MOBILE GAMING					
100-1205-7779	HIGH PERFORMANCE MOBILE ...	Youth Splash Madness Week Slide	7/11/2022		325.00
100-1605-7735	HIGH PERFORMANCE MOBILE ...	Youth Splash Madness Week Slide	7/11/2022		325.00
Vendor 6279 - HIGH PERFORMANCE MOBILE GAMING Total:					650.00
Vendor: 0788 - HOME DEPOT CREDIT SERVICES					
100-1610-7618	HOME DEPOT CREDIT SERVICES	Facility Maintenance Repair Parts/Tools	6513942		61.46
100-1610-7618	HOME DEPOT CREDIT SERVICES	Senior Ctr Electrical Repairs	5522623		170.80
100-1610-7618	HOME DEPOT CREDIT SERVICES	Teen Ctr Mosquito Control	1604723		226.14
100-1610-7618	HOME DEPOT CREDIT SERVICES	Shop Tools/Supplies	8512946		120.18
100-1610-7618	HOME DEPOT CREDIT SERVICES	Little Library Repairs	7513105		55.33
100-1205-7615	HOME DEPOT CREDIT SERVICES	EOC Trailer Storage Container	6614051		15.85
100-1205-7980	HOME DEPOT CREDIT SERVICES	Neighborhood Watch Raffle Prizes	4614175		121.21
100-1205-8030	HOME DEPOT CREDIT SERVICES	Office Storage	9154448		439.90
Vendor 0788 - HOME DEPOT CREDIT SERVICES Total:					1,210.87
Vendor: 6307 - IDALEE VILLA					
100-1205-7779	IDALEE VILLA	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6307 - IDALEE VILLA Total:					500.00
Vendor: 6404 - IKE DEVANCE					
100-1205-7779	IKE DEVANCE	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6404 - IKE DEVANCE Total:					500.00
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
100-1605-7750	INLAND EMPIRE STAGES LTD	Adult Day in Solvang 6/30/22 Transportation	57125		2,110.04
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					2,110.04
Vendor: 5930 - INTELLI-TECH					
100-1815-7632	INTELLI-TECH	Barracuda Essentials 1yr License 7/16/22 - 7/15/23	15011		3,116.00
Vendor 5930 - INTELLI-TECH Total:					3,116.00
Vendor: 1518 - IRELAND SOUND SYSTEMS INC					
100-1610-7652	IRELAND SOUND SYSTEMS INC	SC Projector Screen Repair	220711		475.00
Vendor 1518 - IRELAND SOUND SYSTEMS INC Total:					475.00
Vendor: 6090 - IT'S A GAS INC					
100-1610-7652	IT'S A GAS INC	SC Helium Tank	MCP-002586		383.43
Vendor 6090 - IT'S A GAS INC Total:					383.43
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1605-7741	J & J SPORTS & TROPHIES	Ice Packs	28790		159.59
Vendor 0594 - J & J SPORTS & TROPHIES Total:					159.59

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6311 - JA EVENT PRODUCTION					
100-1605-7729	JA EVENT PRODUCTION	Duarte Summer Concerts Sound 7/27/2022	0000033		3,150.00
100-1605-7729	JA EVENT PRODUCTION	Duarte Summer Concerts Sound 8/10/2022	0000036		3,150.00
Vendor 6311 - JA EVENT PRODUCTION Total:					6,300.00
Vendor: 6031 - JAG ENDEAVORS LLC					
100-1605-7758	JAG ENDEAVORS LLC	July 3rd Shirts	1180		693.42
Vendor 6031 - JAG ENDEAVORS LLC Total:					693.42
Vendor: T4516 - JAMEELA CARNELL					
100-2120	JAMEELA CARNELL	TC Rent Deposit Refund 7/9/22	R94967		100.00
100-4404	JAMEELA CARNELL	Extra Cleaning Fee 7/9/22	R94967		-57.50
Vendor T4516 - JAMEELA CARNELL Total:					42.50
Vendor: 6297 - JAMES FABELA					
100-1205-7980	JAMES FABELA	DUSD Tutoring Program	7262022	202211/1205-7980-Live Scan/A...	100.00
Vendor 6297 - JAMES FABELA Total:					100.00
Vendor: 6402 - JANIS PARGAS					
100-1205-7779	JANIS PARGAS	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6402 - JANIS PARGAS Total:					500.00
Vendor: 6406 - JAZMIN ANDRADE					
100-1205-7779	JAZMIN ANDRADE	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6406 - JAZMIN ANDRADE Total:					500.00
Vendor: 6414 - JESSY VERGARA					
100-1205-7779	JESSY VERGARA	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6414 - JESSY VERGARA Total:					500.00
Vendor: 6206 - KHR ASSOCIATES					
100-1405-8100	KHR ASSOCIATES	(PO 21-0035-R1)Highland/Hunt TS 11/11/21-4/20/22	22-10760	202125-Highland/Huntington T...	1,855.00
Vendor 6206 - KHR ASSOCIATES Total:					1,855.00
Vendor: T4512 - KID-FIT PRESCHOOL HEALTH AND FITNESS					
100-2121	KID-FIT PRESCHOOL HEALTH A...	KID-FIT 5K Run 5/21/22 Refund (Sheriff's)	7202022		1,146.56
Vendor T4512 - KID-FIT PRESCHOOL HEALTH AND FITNESS Total:					1,146.56
Vendor: 4873 - KNOTT'S SOAK CITY WATER PARK					
100-1605-7740	KNOTT'S SOAK CITY WATER PA...	Adventure Club Trip 8/4/2022	042RKM09067351		644.00
Vendor 4873 - KNOTT'S SOAK CITY WATER PARK Total:					644.00
Vendor: 6009 - KOA CORPORATION					
100-1405-7965	KOA CORPORATION	Greenbank Speed Study 1/1/22 - 6/30/22	JC11130 - 4		1,960.61
100-1405-7965	KOA CORPORATION	Maynard Stop Study 2/1/22 - 6/30/22	JC11187 - 3		2,080.79
Vendor 6009 - KOA CORPORATION Total:					4,041.40
Vendor: 6408 - KOREY WHITE					
100-1205-7779	KOREY WHITE	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6408 - KOREY WHITE Total:					500.00
Vendor: 5256 - KOSMONT COMPANIES					
100-1405-7965	KOSMONT COMPANIES	Huntington/ Buena Vista Econ Dev Analysis 6/2022	2108.9-007		1,267.50
Vendor 5256 - KOSMONT COMPANIES Total:					1,267.50
Vendor: 4583 - KULLY SUPPLY INC					
100-1610-7618	KULLY SUPPLY INC	Parks Drinking Fountain Parts	583710		1,296.14
Vendor 4583 - KULLY SUPPLY INC Total:					1,296.14
Vendor: 6413 - LAKIRA CAMP					
100-1205-7779	LAKIRA CAMP	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6413 - LAKIRA CAMP Total:					500.00

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T4513 - LAUREN LEE					
100-2120	LAUREN LEE	TC Rent Deposit Refund 7/10/22	R94932		300.00
Vendor T4513 - LAUREN LEE Total:					300.00
Vendor: 6338 - LEEANNE SOTO					
100-1205-7779	LEEANNE SOTO	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6338 - LEEANNE SOTO Total:					500.00
Vendor: 6205 - LEMON DROP COOKIE SHOP					
100-1010-7980	LEMON DROP COOKIE SHOP	Tzeitel Paras-Caracci Memorial Food	CTC6SR500384T		345.00
Vendor 6205 - LEMON DROP COOKIE SHOP Total:					345.00
Vendor: 6415 - LEONEL CARDONA					
100-1205-7779	LEONEL CARDONA	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6415 - LEONEL CARDONA Total:					500.00
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 7/1/2022 - 8/1/2022	74862		319.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 7/1/2022 - 8/1/2022	74864		299.00
Vendor 5761 - LIFE STORAGE #530 Total:					618.00
Vendor: 2369 - LOS ANGELES COUNTY AUDITOR-CONTROLLER					
100-1025-7705	LOS ANGELES COUNTY AUDITO...	FY23 LAFCO Fees	6242022		662.81
Vendor 2369 - LOS ANGELES COUNTY AUDITOR-CONTROLLER Total:					662.81
Vendor: T4053 - LUZ GUTIERREZ					
100-2120	LUZ GUTIERREZ	CC Rent Deposit Refund 7/9/22	R94996		500.00
100-4402	LUZ GUTIERREZ	Extra Cleaning Fee 7/9/22	R94996		-115.00
Vendor T4053 - LUZ GUTIERREZ Total:					385.00
Vendor: 0460 - M & L ENTERPRISES SPORTS					
100-1605-7733	M & L ENTERPRISES SPORTS	SC Softball League Fees/Balls	7182022		300.36
Vendor 0460 - M & L ENTERPRISES SPORTS Total:					300.36
Vendor: 2568 - MAINTENANCE SUPERINTENDENTS ASSOCIATION					
100-1410-7612	MAINTENANCE SUPERINTENDE...	(5) FY23 MSA Membership	7052022		350.00
Vendor 2568 - MAINTENANCE SUPERINTENDENTS ASSOCIATION Total:					350.00
Vendor: 5868 - MAINTEX INC					
100-1610-7618	MAINTEX INC	Janitorial Supplies	898684-00		246.92
100-1610-7618	MAINTEX INC	Janitorial Supplies	903101-00		325.67
100-1610-7618	MAINTEX INC	Janitorial Supplies	905245-00		233.94
100-1610-7618	MAINTEX INC	Janitorial Supplies	905245-01		484.32
100-1610-7618	MAINTEX INC	Janitorial Supplies	905245-03		16.97
Vendor 5868 - MAINTEX INC Total:					1,307.82
Vendor: 6405 - MAJESTI HUNTSMAN					
100-1205-7779	MAJESTI HUNTSMAN	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6405 - MAJESTI HUNTSMAN Total:					500.00
Vendor: T4518 - MARIA OLIVIA DE LA CRUZ					
100-2120	MARIA OLIVIA DE LA CRUZ	ROP Bldg Rent Deposit Refund 7/2/22	R94814		150.00
Vendor T4518 - MARIA OLIVIA DE LA CRUZ Total:					150.00
Vendor: T4521 - MARKET CONTRACTORS LTD					
100-2126	MARKET CONTRACTORS LTD	Const/Demo Depoist Refund (Pmt #2021-567)	R93837		4,000.00
Vendor T4521 - MARKET CONTRACTORS LTD Total:					4,000.00
Vendor: 5711 - MAX'S MEXICAN CUISINE					
100-1605-7729	MAX'S MEXICAN CUISINE	Summer Kickoff Food 6/21/22	2022-12		1,675.80
Vendor 5711 - MAX'S MEXICAN CUISINE Total:					1,675.80

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME INC	IT Helpdesk 7/2022	13619		12,500.00
Vendor 4286 - MAXTREME INC Total:					12,500.00
Vendor: 6407 - MICHAEL DANDURAND					
100-1205-7779	MICHAEL DANDURAND	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6407 - MICHAEL DANDURAND Total:					500.00
Vendor: 6412 - NAOMI LAMBERT					
100-1205-7779	NAOMI LAMBERT	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6412 - NAOMI LAMBERT Total:					500.00
Vendor: 6301 - NATALYA BRINK					
100-1205-7779	NATALYA BRINK	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	250.00
Vendor 6301 - NATALYA BRINK Total:					250.00
Vendor: 5845 - NEC FINANCIAL SERVICES LLC					
100-1815-7830	NEC FINANCIAL SERVICES LLC	Mitel Phone System Pymt 55 of 60	71922-55		1,340.10
Vendor 5845 - NEC FINANCIAL SERVICES LLC Total:					1,340.10
Vendor: 5954 - NICHOLAS BALDWIN					
100-1405-7610	NICHOLAS BALDWIN	APA Conference Registration 10/1/22 - 10/4/22	6RNBVJQYDYP		625.00
Vendor 5954 - NICHOLAS BALDWIN Total:					625.00
Vendor: 5851 - OLGALIVIER GARCIA					
100-1205-7980	OLGALIVIER GARCIA	DUSD Tutoring Program	7262022	202211/1205-7980-Live Scan/A...	100.00
Vendor 5851 - OLGALIVIER GARCIA Total:					100.00
Vendor: 6410 - OMARI SMITH					
100-1205-7779	OMARI SMITH	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6410 - OMARI SMITH Total:					500.00
Vendor: 6280 - ONLY CREMATIONS FOR PETS					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 6/2022	3022350		74.00
Vendor 6280 - ONLY CREMATIONS FOR PETS Total:					74.00
Vendor: 6355 - PACIFIC SKATE SCHOOL LLC					
100-1605-7736	PACIFIC SKATE SCHOOL LLC	Skateboard Camp 7/5/22 - 7/7/22	07.09.2022		210.00
100-1605-7736	PACIFIC SKATE SCHOOL LLC	Skateboard Camp 6/21/22 - 6/23/22	07092022		630.00
Vendor 6355 - PACIFIC SKATE SCHOOL LLC Total:					840.00
Vendor: 6286 - PARTY PRONTO INC					
100-1605-7740	PARTY PRONTO INC	Summer Day Camp Rental 7/27/2022	O39625		398.00
100-1605-7741	PARTY PRONTO INC	Beardslee Park Slide Rental	O39898		513.00
100-1605-7758	PARTY PRONTO INC	July 3rd Family Zone Inflatables	O39853		2,222.00
Vendor 6286 - PARTY PRONTO INC Total:					3,133.00
Vendor: 5166 - POOL & ELECTRICAL PRODUCTS INC					
100-1610-7617	POOL & ELECTRICAL PRODUCTS .. Pool Chemicals		0007021909-001		102.75
100-1610-7617	POOL & ELECTRICAL PRODUCTS .. Pool Chemicals		0007022000-001		44.10
100-1610-7617	POOL & ELECTRICAL PRODUCTS .. Pool Chemicals		0007298762-001		262.33
Vendor 5166 - POOL & ELECTRICAL PRODUCTS INC Total:					409.18
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 8/1/22 - 8/31/22	1491121		169.94
Vendor 2466 - POST ALARM SYSTEMS Total:					169.94
Vendor: 0231 - POSTMASTER					
100-1825-7626	POSTMASTER	Permit #33 Bulk Mail Fee	PI 33-2022		275.00
Vendor 0231 - POSTMASTER Total:					275.00

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6399 - POWERTRIP RENTALS					
100-1605-7758	POWERTRIP RENTALS	July 3rd Event Stage Generator Rental	130103		878.94
Vendor 6399 - POWERTRIP RENTALS Total:					878.94
Vendor: 6176 - QUADIENT LEASING USA INC					
100-1825-7630	QUADIENT LEASING USA INC	PS Postage Machine Lease 8/1/2022 - 10/31/2022	N9479662		664.60
Vendor 6176 - QUADIENT LEASING USA INC Total:					664.60
Vendor: 6372 - R3 CONSULTING GROUP					
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 6/2022	122053		2,505.00
Vendor 6372 - R3 CONSULTING GROUP Total:					2,505.00
Vendor: 6416 - RAYMOND ORTEGA-MORALES					
100-1205-7779	RAYMOND ORTEGA-MORALES	WIN Stipend	7262022	202304-WIN/1205-7779-Summ...	500.00
Vendor 6416 - RAYMOND ORTEGA-MORALES Total:					500.00
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 6/2022	6016945		40.00
Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:					40.00
Vendor: 6087 - REJOICE GRIFFIS					
100-1500	REJOICE GRIFFIS	Advance-Knott's Soak City (Summer Day Camp)	8/4/2022		175.00
Vendor 6087 - REJOICE GRIFFIS Total:					175.00
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Consulting 6/2022	32535		320.00
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 6/2022	32536		320.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 6/2022	32537		1,120.00
100-1405-7965	RKA CONSULTING GROUP	ATP Cycle 4 Ped Access Improvements 6/2022	32538	202118-ATP Cycle 4-Professiona..	373.75
100-1405-7969	RKA CONSULTING GROUP	FY23 LLD Engineering Srvcs 6/2022	32539		880.00
100-1405-8100	RKA CONSULTING GROUP	Civic Center Courtyard ADA Improvement 6/2022	32540	202102-Cap Improv-CH CDBG ...	880.00
Vendor 0904 - RKA CONSULTING GROUP Total:					3,893.75
Vendor: T4522 - ROLCOM CORPORATION					
100-2126	ROLCOM CORPORATION	Const/Demo Deposit Refund (Pmt #2022-17ROW)	R93387		3,000.00
100-5004	ROLCOM CORPORATION	Administrative Fee (Pmt #2022-17ROW)	R93387		-125.00
Vendor T4522 - ROLCOM CORPORATION Total:					2,875.00
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay FY23 Q1 Dues	FY23 Q1		110.00
100-1005-7644	ROTARY CLUB OF DUARTE	Jody Schulz FY23 Q1 Dues	FY23 Q1		110.00
100-1010-7612	ROTARY CLUB OF DUARTE	Dan Jordan FY23 Q1 Dues	FY23 Q1		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc FY23 Q1 Dues	FY23 Q1		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos FY23 Q1 Dues	FY23 Q1		240.00
Vendor 0076 - ROTARY CLUB OF DUARTE Total:					940.00
Vendor: 0196 - RUTAN & TUCKER LLP					
100-1015-7686	RUTAN & TUCKER LLP	Highland Promenade Legal 6/2022	932809		153.00
100-1015-7686	RUTAN & TUCKER LLP	Land Holdings Litigation 6/2022	933307		3,004.50
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 6/2022	933997		10,358.80
Vendor 0196 - RUTAN & TUCKER LLP Total:					13,516.30
Vendor: T4514 - RYAN SHOJI					
100-2120	RYAN SHOJI	ROP Bldg Rent Deposit Refund 7/9/22	R95061		150.00
Vendor T4514 - RYAN SHOJI Total:					150.00

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 7/2022	7/1/22D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: T4515 - SANDRA DONDALSKI					
100-2124	SANDRA DONDALSKI	Gazebo Rent Deposit Refund	R2001260.002		50.00
Vendor T4515 - SANDRA DONDALSKI Total:					50.00
Vendor: 0282 - SCMAF-SAN GABRIEL VALLEY					
100-2121	SCMAF-SAN GABRIEL VALLEY	Track & Field Meet/Championship	TF22DUARTE		1,300.00
Vendor 0282 - SCMAF-SAN GABRIEL VALLEY Total:					1,300.00
Vendor: T4517 - SCOTT QUAY					
100-2120	SCOTT QUAY	TC Rent Deposit Refund 7/16/22	R94924		300.00
Vendor T4517 - SCOTT QUAY Total:					300.00
Vendor: 5441 - SILVER & WRIGHT LLP					
100-1015-7684	SILVER & WRIGHT LLP	Criminal Prosecutions Mileage/Mailing 6/2022	29875		13.65
Vendor 5441 - SILVER & WRIGHT LLP Total:					13.65
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1605-7729	SIMON EQUIPMENT RENTALS	Summer Kickoff Generator Rental	140712		184.41
100-1605-7758	SIMON EQUIPMENT RENTALS	July 3rd Event Light Tower Rental	140256		518.36
100-1410-7630	SIMON EQUIPMENT RENTALS	Stump Grinder Rental	141617		249.54
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					952.31
Vendor: 0209 - SMART & FINAL					
100-1605-7735	SMART & FINAL	July 3rd Event Supplies	288377		77.42
100-1605-7740	SMART & FINAL	Summer Camp Supplies	769011		181.32
100-1605-7733	SMART & FINAL	SC Soda & Water	048833		117.42
100-1605-7980	SMART & FINAL	Parks Make Life Better Cart Supplies	082777		301.77
100-1605-7980	SMART & FINAL	Parks Make Life Better Cart Supplies	427677		59.75
100-1605-7758	SMART & FINAL	July 3rd Event Singer Gift Card	026022		50.00
100-1605-7980	SMART & FINAL	Parks Make Life Better Cart Supplies	072922		198.03
100-1605-7980	SMART & FINAL	Parks Make Life Better Cart Supplies	904566		142.14
Vendor 0209 - SMART & FINAL Total:					1,127.85
Vendor: T4519 - SONIA BERTILA LOPEZ MENDEZ					
100-2120	SONIA BERTILA LOPEZ MENDEZ	Film Permit Deposit Refund 6/8/22 - 6/12/22	R94621		500.00
Vendor T4519 - SONIA BERTILA LOPEZ MENDEZ Total:					500.00
Vendor: 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC					
100-1610-7618	SOUTHEAST CONSTRUCTION P...	Field Repairs/Tools	2206-123845		36.11
100-1610-7618	SOUTHEAST CONSTRUCTION P...	Field Repairs/Tools	2206-123853		91.29
Vendor 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC Total:					127.40
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 6/2022	544528		3,855.18
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					3,855.18
Vendor: 2688 - STAPLES ADVANTAGE					
100-1605-7614	STAPLES ADVANTAGE	FC Office Supplies	3502290123		236.34
100-1610-7618	STAPLES ADVANTAGE	FC Office Supplies	3502290124		534.89
100-1605-7614	STAPLES ADVANTAGE	FC Desk Pad	3502360513		62.66
100-1405-7613	STAPLES ADVANTAGE	Office Supplies	3502360514		96.17
100-1605-7614	STAPLES ADVANTAGE	FC Office Supplies	3502542609		24.23
100-1205-7614	STAPLES ADVANTAGE	Office Supplies	3503195992		26.40
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3511626374		80.71

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3512257242		20.94
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	3512335560		143.79
100-1605-7614	STAPLES ADVANTAGE	Folders & Tape	3512493492		64.13
Vendor 2688 - STAPLES ADVANTAGE Total:					1,290.26
Vendor: 0439 - STAR BRITE CARPET CARE					
100-1610-7652	STAR BRITE CARPET CARE	CC Carpet Cleaning	15154		450.00
100-1610-7652	STAR BRITE CARPET CARE	TC Carpet Cleaning	15167		600.00
Vendor 0439 - STAR BRITE CARPET CARE Total:					1,050.00
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Tax Revenue 6/2022	7112022		6,878.50
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					6,878.50
Vendor: 6401 - SUPPLY SOLUTIONS					
100-1610-7618	SUPPLY SOLUTIONS	Janitorial Supplies	025970		352.47
Vendor 6401 - SUPPLY SOLUTIONS Total:					352.47
Vendor: 6386 - SUSIE HANSEN					
100-1605-7733	SUSIE HANSEN	SC Fall Fling Event	639		400.00
Vendor 6386 - SUSIE HANSEN Total:					400.00
Vendor: 4454 - SWANK MOTION PICTURES INC					
100-1605-7730	SWANK MOTION PICTURES INC	Dive-In Movie #2 (Luca) 7/22/22	BO 1903139		465.00
Vendor 4454 - SWANK MOTION PICTURES INC Total:					465.00
Vendor: 3904 - TERESA RENTERIA					
100-1825-7674	TERESA RENTERIA	Health Insurance Reimbursement	7/2022		566.00
Vendor 3904 - TERESA RENTERIA Total:					566.00
Vendor: 4649 - THE FUN COMPANY					
100-1205-7980	THE FUN COMPANY	NNO Event Rental (Order #3932) 8/2/2022			1,213.00
Vendor 4649 - THE FUN COMPANY Total:					1,213.00
Vendor: 6387 - THE LOS ANGELES DREAM SHAPERS					
100-1605-7733	THE LOS ANGELES DREAM SHA...	SC Fresh Fridays Entertainment	146		350.00
Vendor 6387 - THE LOS ANGELES DREAM SHAPERS Total:					350.00
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7980	THE TECHNOLOGY DEPOT INC	Public Safety Firewall Upgrade	19073		2,363.40
100-1815-7980	THE TECHNOLOGY DEPOT INC	CH/SC Temp Power Monitoring Probe	19094		902.40
100-1815-7980	THE TECHNOLOGY DEPOT INC	Firewall Upgrade (Labor)	19193		237.50
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					3,503.30
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC 'The Apartment' Screening/Presentation	7/28/2022		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 6/1/2022 - 6/30/2022	846616316		175.22
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					175.22
Vendor: 4751 - TOM'S CLOTHING & UNIFORMS INC					
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	A Miranda Uniforms	21511		342.86
100-1205-7636	TOM'S CLOTHING & UNIFORMS ..	E Mayorga Uniforms	20324		126.77
Vendor 4751 - TOM'S CLOTHING & UNIFORMS INC Total:					469.63
Vendor: 4674 - TYLER TECHNOLOGIES INC					
100-1815-7820	TYLER TECHNOLOGIES INC	Finance System Support 7/1/2022 - 9/30/2022	025-382497		12,268.52
Vendor 4674 - TYLER TECHNOLOGIES INC Total:					12,268.52
Vendor: 4484 - U.S. BANK					
100-1005-7643	U.S. BANK	Vinh Truong CJPIA Risk Mgmt Hotel 10/2022 (Hilton)	6272022DJ		819.42

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1010-7612	U.S. BANK	CM Pasadena Star News Monthly Online Subscription	6272022DJ		18.00
100-1010-7980	U.S. BANK	CC Mtg Dinner 5/24/22 (DoorDash)	6272022DJ		115.79
100-1010-7980	U.S. BANK	DashPass (DoorDash)	6272022DJ		9.99
100-1010-7980	U.S. BANK	Misc Credit (DoorDash-Smart & Final)	6272022DJ		-0.06
100-1010-7980	U.S. BANK	CC Mtg Dinner 5/24/22 (GrubHub)	6272022DJ		24.69
100-1020-7712	U.S. BANK	Spotify	6272022DJ		9.99
100-1020-7712	U.S. BANK	Hootsuite 6/2/2022 - 7/1/2022	6272022DJ		75.00
100-1020-7712	U.S. BANK	Duarte E-News Blast (Constant Contact)	6272022DJ		546.00
100-1020-7716	U.S. BANK	Citywide Event Music License (ASCAP)	6272022ME		399.58
100-1205-7655	U.S. BANK	(5) Lifeguard Certifications (American Red Cross)	6272022ME		184.50
100-1605-7614	U.S. BANK	Batteries (Amazon)	6272022ME		39.17
100-1605-7614	U.S. BANK	Wireless Earpiece Headsets (Amazon)	6272022ME		34.82
100-1605-7614	U.S. BANK	Pool Rental/Special Event Wristbands (Amazon)	6272022ME		68.34
100-1605-7614	U.S. BANK	Rolling Cart/Vinyl/Misc Supplies (Amazon)	6272022ME		120.19
100-1605-7614	U.S. BANK	Mouse Pad (Amazon)	6272022ME		5.50
100-1605-7693	U.S. BANK	MYC Dinner 5/24/2022 (Domino's Pizza)	6272022ME		88.72
100-1605-7693	U.S. BANK	MYC Dinner 6/6/2022 (Wingstop)	6272022ME		188.37
100-1605-7729	U.S. BANK	Concerts in the Park Supplies (Ikea)	6272022ME		324.86
100-1605-7729	U.S. BANK	Concerts in the Park Supplies/Decor (Amazon)	6272022ME		198.99
100-1605-7733	U.S. BANK	SC Dennis Greenwell Farewell (Costco)	6272022ME		71.94
100-1605-7733	U.S. BANK	SC Rock Painting Kits (Amazon)	6272022ME		77.00
100-1605-7733	U.S. BANK	SC Jewlery Class Supplies (Fire Mtn Gems)	6272022ME		303.24
100-1605-7733	U.S. BANK	SC Pickleball Court Line Markers (Amazon)	6272022ME		126.56
100-1605-7735	U.S. BANK	July 3rd Event Resale Items (OTC Brands)	6272022ME		314.83
100-1605-7740	U.S. BANK	Summer Camp Trip 6/15/22 (Bowlero)	6272022ME		149.38
100-1605-7740	U.S. BANK	Camp Nintendo Switch/Play Tunnels (Amazon)	6272022ME		373.73
100-1605-7740	U.S. BANK	Summer Camp Supplies (Amazon)	6272022ME		75.44
100-1605-7740	U.S. BANK	Summer Camp Supplies (Amazon)	6272022ME		625.55
100-1605-7740	U.S. BANK	Summer Day Camp 6/23/22 (Little Caesars Pizza)	6272022ME		50.09
100-1605-7740	U.S. BANK	Summer Camp Supplies/Decor (Amazon)	6272022ME		714.85
100-1605-7740	U.S. BANK	Summer Camp Clay (Amazon)	6272022ME		40.05
100-1605-7740	U.S. BANK	Summer Camp Trip 6/8/2022 (CA Science Ctr)	6272022ME		44.00
100-1605-7758	U.S. BANK	July 3rd Event Gift Wrap Supplies (Amazon)	6272022ME		39.97
100-1605-7758	U.S. BANK	July 3rd Event Flag Banner (Amazon)	6272022ME		29.76
100-1605-7758	U.S. BANK	July 3rd Event Flag Pennants (Amazon)	6272022ME		29.76

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7758	U.S. BANK	July 3rd Event Tablecloth Mat'l (Back Drop King)	6272022ME		282.61
100-1605-7758	U.S. BANK	July 3rd Event Cookies (PayPal-Kelly Quezadas)	6272022ME		161.00
100-1605-7980	U.S. BANK	Staff Cookies (Crumbly)	6272022ME		42.56
100-1610-7616	U.S. BANK	Swim Reel Wrench (Amazon)	6272022ME		43.50
100-1610-7618	U.S. BANK	Decibel Meter (Amazon)	6272022ME		33.06
100-1610-7618	U.S. BANK	Flag Pole Anti-Theft Padlock Box (Amazon)	6272022ME		93.69
100-1605-7737	U.S. BANK	AdultTripTickets 7/21/2022 (Dodger Mobile)	ME070122		1,506.00
Vendor 4484 - U.S. BANK Total:					8,500.43
Vendor: 5907 - ULINE					
100-1610-7618	ULINE	Delineators	150811848		1,807.20
100-1610-7618	ULINE	A-Frames- Special Event Supplies	150883204		1,651.16
100-1610-7618	ULINE	Credit-Order was Incorrect	151161536		-1,455.30
Vendor 5907 - ULINE Total:					2,003.06
Vendor: 0237 - WAXIE SANITARY SUPPLY					
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80973714		153.51
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	80983480		163.04
100-1610-7618	WAXIE SANITARY SUPPLY	Janitorial Supplies	81014151		362.72
Vendor 0237 - WAXIE SANITARY SUPPLY Total:					679.27
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-FC/Pool 6/2022	24607428		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Cmty Ctr 6/2022	24607429		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-City Hall 6/2022	24607434		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Senior Ctr 6/2022	24607435		65.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvcs-Teen Ctr 6/2022	24607445		65.40
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					327.00
Fund 100 - GENERAL FUND Total:					614,715.08
Fund: 220 - GAS TAX FUN					
Vendor: 3957 - JCL TRAFFIC SERVICES					
220-2225-7980	JCL TRAFFIC SERVICES	July 3rd Event CMS Rental 6/30/22 - 7/3/22	115172		1,100.00
Vendor 3957 - JCL TRAFFIC SERVICES Total:					1,100.00
Vendor: 6206 - KHR ASSOCIATES					
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade 2/1/22 - 4/15/22	22-10752	202106-2205-8100-Highland Pr...	12,685.05
220-2205-8100	KHR ASSOCIATES	PS&E Highland Promenade Measure 4/16/22 - 6/20/22	22-10804	202106-2205-8100-Highland Pr...	7,565.00
Vendor 6206 - KHR ASSOCIATES Total:					20,250.05
Fund 220 - GAS TAX FUN Total:					21,350.05
Fund: 225 - SB-1, Road Maintenance/Rehab Fund					
Vendor: 6359 - SEQUEL CONTRACTORS INC					
225-2127	SEQUEL CONTRACTORS INC	Retention-FY22 Street Rehab Project	#3		-1,365.00
225-2250-8100	SEQUEL CONTRACTORS INC	FY22 Street Rehab Project	#3	202207/225-2250-8100-Other ...	27,300.00
Vendor 6359 - SEQUEL CONTRACTORS INC Total:					25,935.00
Fund 225 - SB-1, Road Maintenance/Rehab Fund Total:					25,935.00

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1570 - A1 MAINTENANCE SERVICES CA					
240-2426-7810	A1 MAINTENANCE SERVICES CA	Grocery Outlet Sweeping 5/2022	200501		784.00
Vendor 1570 - A1 MAINTENANCE SERVICES CA Total:					784.00
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		4,845.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		485.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance	7904762		500.00
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		485.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		4,845.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		400.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		835.00
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 7/2022	7953838		500.00
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					41,272.14
Vendor: 4142 - RUDY'S PLUMBING INC					
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Huntington Dr Median	8227		125.00
Vendor 4142 - RUDY'S PLUMBING INC Total:					125.00
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7662	WEST COAST ARBORISTS INC	Arborist Report	187639		735.75

Council Warrant Register By Vendor

Payment Dates: 7/14/2022 - 7/27/2022

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
240-2430-7887	WEST COAST ARBORISTS INC	Mesa Tree & Stump Removal	187639		2,156.45
Vendor 1521 - WEST COAST ARBORISTS INC Total:					2,892.20
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					45,073.34
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7785	LOS ANGELES COUNTY SHERIFF'...	Burglary/Theft Suppression 5/2022	223332LL		7,857.16
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					7,857.16
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					7,857.16
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		467.13
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		615.05
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 31 Lease/Maint 7/01/2022 - 7/31/2022	FBN4515123		527.38
Vendor 6189 - ENTERPRISE FM TRUST Total:					1,609.56
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					1,609.56
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 5795 - FOOTHILL LOCK AND KEY					
460-4605-7650	FOOTHILL LOCK AND KEY	(5) Vehicle Transponders	17860		690.00
Vendor 5795 - FOOTHILL LOCK AND KEY Total:					690.00
Fund 460 - PROPOSITION C TRANSIT FUND Total:					690.00
Grand Total:					717,230.19

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	614,715.08
220 - GAS TAX FUN	21,350.05
225 - SB-1, Road Maintenance/Rehab Fund	25,935.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	45,073.34
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	7,857.16
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	1,609.56
460 - PROPOSITION C TRANSIT FUND	690.00
Grand Total:	717,230.19

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7643	Travel & Exp - Truong	819.42
100-1005-7644	Travel & Exp - Schulz	110.00
100-1010-7612	Publications and Dues	258.00
100-1010-7670	Legal Notices	3,855.18
100-1010-7685	Technology Services	7,588.00
100-1010-7980	Other Expenses	8,099.73
100-1015-7680	City Attorney Legal	10,358.80
100-1015-7682	Labor Counsel Legal	1,445.75
100-1015-7684	Code Enforcement Legal	13.65
100-1015-7686	Other Legal Services	3,157.50
100-1020-7712	Community Information (...)	630.99
100-1020-7716	Special Community Events	399.58
100-1020-7724	Post Office Parking	230.00
100-1025-7705	LAFCO Membership	662.81
100-1205-7612	Publications and Dues	480.00
100-1205-7614	Office Supplies	26.40
100-1205-7615	Emergency Supplies	15.85
100-1205-7636	Uniforms	469.63
100-1205-7650	Vehicle Maintenance	1,286.91
100-1205-7655	Emergency Services	359.72
100-1205-7761	Parking Ticket Collect	6,878.50
100-1205-7779	Youth Programs	9,575.00
100-1205-7780	Animal Control	5,240.67
100-1205-7782	Crossing Guard Contract ...	1,958.58
100-1205-7783	GAPP Program	28,110.56
100-1205-7980	Other Expenses	4,428.33
100-1205-8030	Other Equipment	439.90
100-1405-7610	Travel, Mtgs & Conf	625.00
100-1405-7613	Duplications And Photos	96.17
100-1405-7614	Office Supplies	80.71
100-1405-7800	Building Department Serv...	371,676.66
100-1405-7965	Professional Services	5,682.65
100-1405-7969	City Engineer	2,640.00
100-1405-8100	Other Capital Improvemnts	2,735.00
100-1410-7612	Publications and Dues	350.00
100-1410-7630	Equipment Rentals	249.54
100-1410-7650	Vehicle Maintenance	88.41
100-1410-7810	Street Sweeping	122.00
100-1415-7916	Landscape-Sport Park	2,860.00
100-1500	Advances	175.00
100-1605-7614	Office Supplies	818.46
100-1605-7693	Youth Council	277.09
100-1605-7729	Concerts In The Park	11,184.06
100-1605-7730	Special Events	1,436.25
100-1605-7733	Senior Center	2,778.52

Account Summary

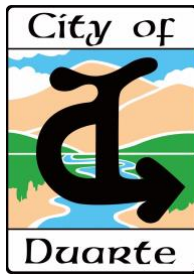
Account Number	Account Name	Payment Amount
100-1605-7735	Teen Center	722.76
100-1605-7736	Youth & Adult Recreation...	840.00
100-1605-7737	Adult Excursions	1,506.00
100-1605-7739	Publicity	498.34
100-1605-7740	Day Camps	4,721.59
100-1605-7741	Sports/Playground Progr...	802.57
100-1605-7750	Bus Rentals	2,110.04
100-1605-7758	Independence Day Celebr...	9,474.17
100-1605-7980	Other Expenses	846.85
100-1610-7616	Pool Supplies	43.50
100-1610-7617	Pool Chemicals	3,965.17
100-1610-7618	Building Supplies	7,355.37
100-1610-7636	Uniforms	84.36
100-1610-7652	Building Maint Services	15,517.06
100-1610-7660	Other Services	8,662.50
100-1805-7610	Travel, Mtgs & Conf	35.00
100-1805-7614	Office Supplies	20.94
100-1810-7660	Other Services	538.00
100-1815-7632	Software Maintenance	4,278.00
100-1815-7820	Finance System Support	12,268.52
100-1815-7830	Telephones	1,340.10
100-1815-7965	Professional Services	12,500.00
100-1815-7980	Other Expenses	3,503.30
100-1815-8011	Computer Equipment (Cap..	1,015.41
100-1825-7626	Postage	275.00
100-1825-7630	Equipment Lease	664.60
100-1825-7674	Retiree Health Insurance	566.00
100-1825-7687	Waste Mgmt Services	2,505.00
100-1825-7945	Operation Of Acq Prop	83.34
100-1830-8100	Vehicle Replacement (Cap...	4,993.55
100-2026	EE Equipment Deposit	50.00
100-2120	Refundable Deposits	2,500.00
100-2121	Pass Through Deposits	2,446.56
100-2122	Disability Access & Educ P...	304.00
100-2124	Gazebo Refundable Depos...	50.00
100-2125	Metro Pass Through (TAP)	40.00
100-2126	Construction and Demolit...	7,000.00
100-4402	Community Center Rentals	-115.00
100-4404	Other Building Rentals	-57.50
100-5004	Other Revenue	-125.00
220-2205-8100	Other Capital Improvemnts	20,250.05
220-2225-7980	Other Expenses	1,100.00
225-2127	Retention Payable	-1,365.00
225-2250-8100	Other Capital Improvemnts	27,300.00
240-2410-7662	Other Serv-Citywide	735.75
240-2410-7663	Other Serv-Medians	125.00
240-2410-7915	Landscape-Citywide	15,000.00
240-2410-7917	Landscape-Medians	10,660.00
240-2420-7914	Landscape Maintenance	690.32
240-2421-7914	Landscape Maintenance	2,600.00
240-2422-7914	Landscape Maintenance	961.16
240-2423-7914	Landscape Maintenance	1,800.00
240-2424-7914	Landscape Maintenance	1,100.00
240-2425-7914	Landscape Maintenance	800.00
240-2426-7810	Street Sweeping	784.00
240-2426-7914	Landscape Maintenance	360.00
240-2427-7914	Landscape Maintenance	1,260.66
240-2430-7887	Repairs & Replacements	2,156.45

Account Summary

Account Number	Account Name	Payment Amount
240-2431-7914	Landscape Maintenance	1,600.00
240-2432-7914	Landscape Maintenance	1,670.00
240-2433-7914	Landscape Maintenance	1,060.00
240-2434-7914	Landscape Maintenance	710.00
240-2435-7914	Landscape Maintenance	1,000.00
290-2905-7785	Special Events Patrol	7,857.16
320-3205-8013	Vehicles (Capital)	1,609.56
460-4605-7650	Vehicle Maintenance	690.00
Grand Total:		717,230.19

Project Account Summary

Project Account Key	Payment Amount
None	653,893.22
202102-Cap Improv-CH CDBG ADA Improvement	880.00
202105-GAPP Prog	860.56
202105-Other Exp-Tobacco Grant	1,956.94
202106-2205-8100-Highland Promenade Measure M	20,250.05
202118-ATP Cycle 4-Professional Svcs	373.75
202125-Highland/Huntington Traffic Signal Improv.	1,855.00
202207/225-2250-8100-Other Cap-FY22 St Rehab	27,300.00
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-22	569.00
202304-WIN/1205-7779-Summer At Risk Intern Program	9,250.00
250016-Oper of Acq Prop-1229 Pops Road	41.67
Grand Total:	717,230.19



PUBLIC SAFETY STATUS REPORT July 2022



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	We are currently up 9.92% in Part 1 Crimes as compared to last year to date. This is an approximately 10% rise in crimes as compared to last month's report. Burglary and theft related crimes accounted for most of this increase.
2. Special Assignment Team	The Special Assignment team continues to focus on catalytic convertor thefts and commercial burglaries that have been occurring in the early morning hours. As such, they have been running early morning operations to deter crimes and identify potential suspects.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Measure H Grant	The City of Duarte currently has NO Measure H grant funds that we are administering to. The last of the funds expired on May 31, 2022. The SGVCOG will be over seeing the Measure H funds and as such they will be coordinating services.
2. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony assisted in completing the LAHSA homeless count on February 22. We are still waiting on the 2022 Homeless count numbers.
3. Riverbed Areas	There are no pending clean ups.
4. 2020 LAHSA Official Homeless Count	Duarte – 25 Monrovia – 77 Arcadia – 106 Glendora – 145 Azusa – 243 *Waiting on 2022 Homeless Count numbers
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center	On Sunday, June 12, 2022, the EOC was activated for the Fish Fire. No damage to property was noted and the fire was extinguished by L. A. County Fire and the U.S. Forestry Department. An emergency was declared by order of a City Council Resolution on June 14, 2022. That declaration of emergency will remain active pending debris flow mitigation efforts. 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 or the declared emergency.



City of Duarte

MONTHLY FINANCIAL REPORT

Preliminary

**Month Ended June 30, 2022
(100.0% of FY 2021-22 Completed)**

Contents

Page #

Treasury Report

Monthly Activity and Balances 2

Cash Balance by Fund 3

Budget-to-Actual Report

General Fund Revenue Dashboard 4-6

General Fund Expenditure Dashboard 7-11

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

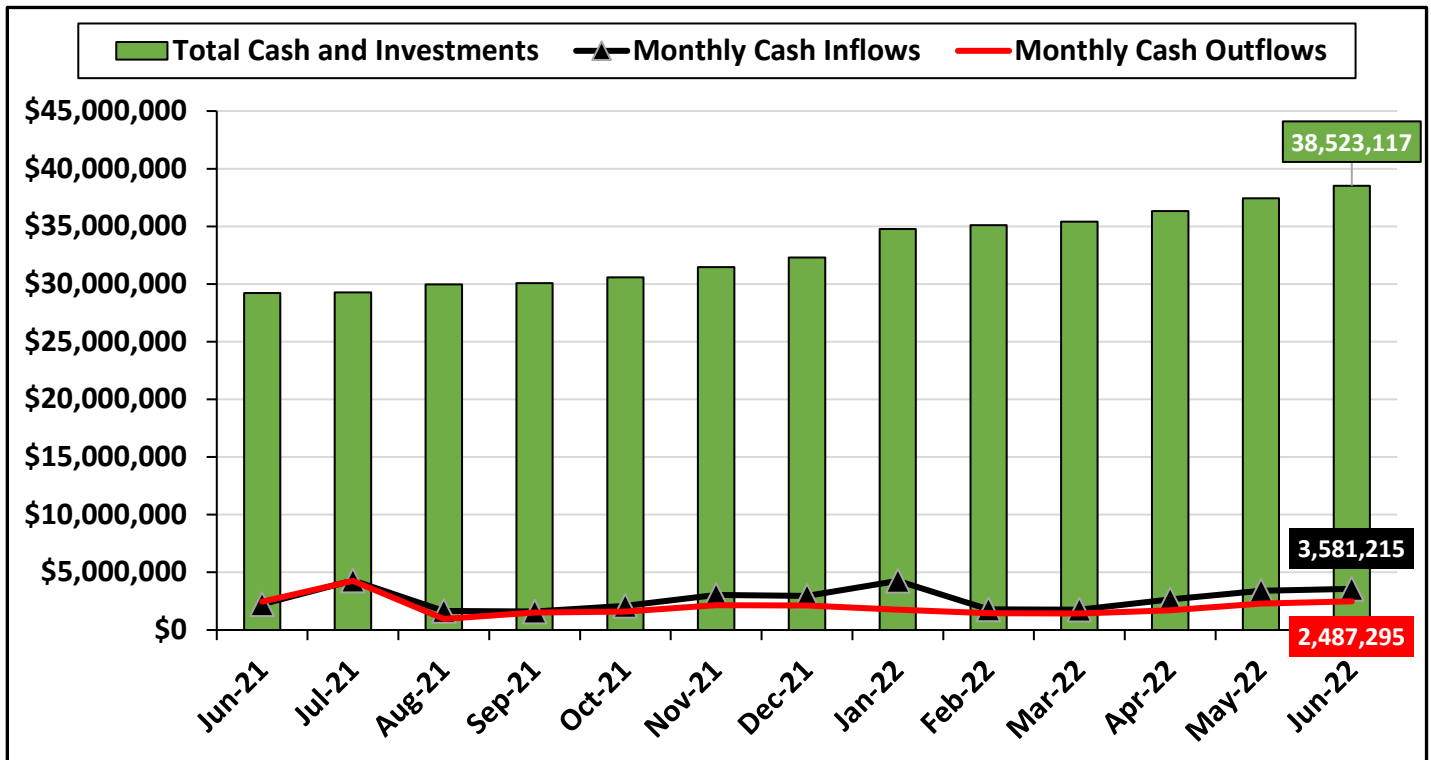
Components of Fund Balance in the General Fund 13

Capital Improvement Program (CIP) Project Status 14

CITY OF DUARTE

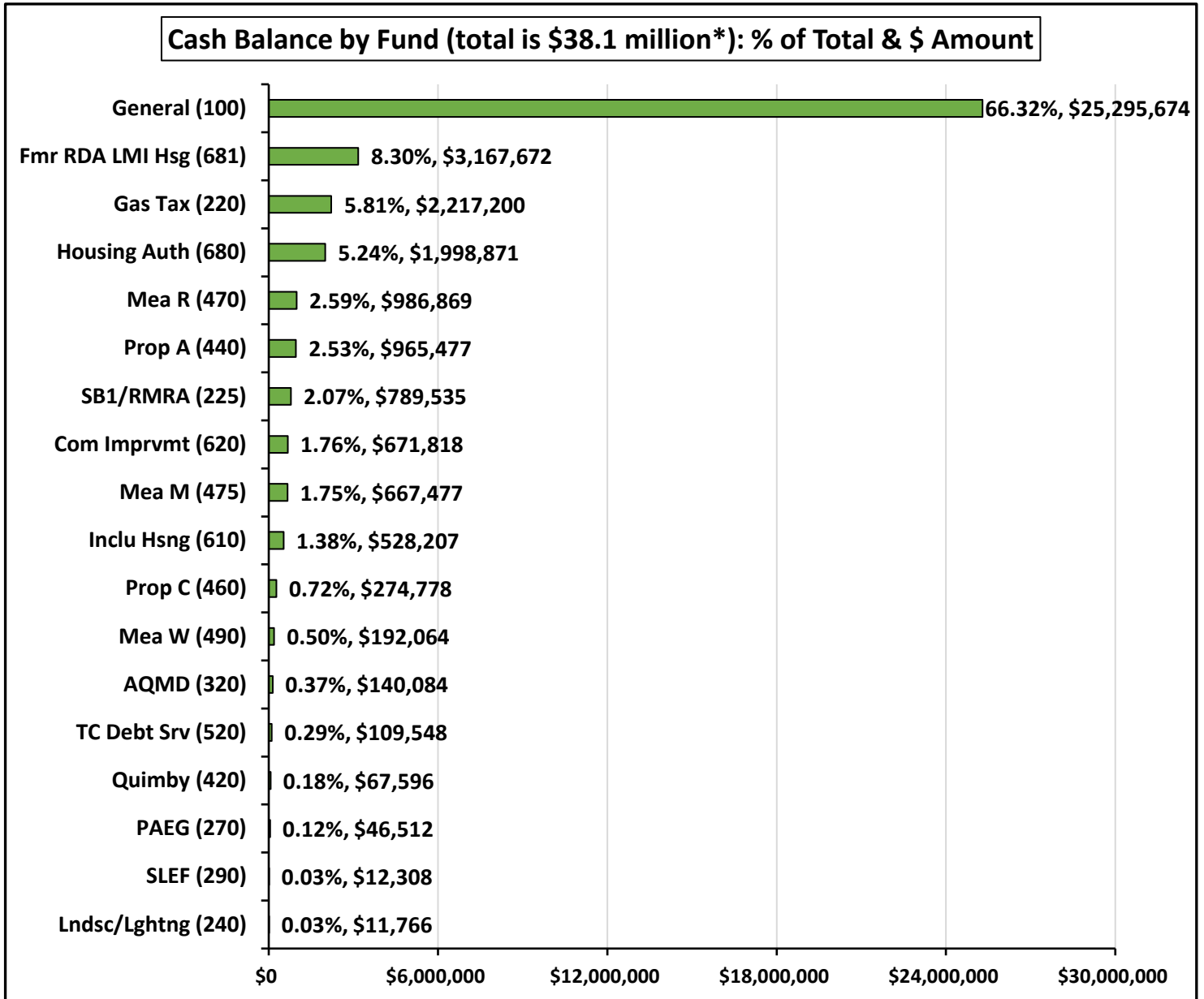
Treasury Report - Monthly Activity & Balances Month Ended June 30, 2022

MONTHLY ACTIVITY			
	Bank*	LAIF*	Total
Beginning Balance (06/01/2022)	\$21,949,625	\$15,479,572	\$37,429,197
Cash Inflows			
Receipts	\$3,581,215	\$0	\$3,581,215
Transfers In	\$0	\$0	\$0
Total Cash Inflows	\$3,581,215	\$0	\$3,581,215
Cash Outflows			
Disbursements	\$2,487,295	\$0	\$2,487,295
Transfers Out	\$0	\$0	\$0
Total Cash Outflows	\$2,487,295	\$0	\$2,487,295
Net Activity	\$1,093,920	\$0	\$1,093,920
Ending Balance (06/30/2022)	\$23,043,546	\$15,479,572	\$38,523,117



*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, 2022



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

**Funds with zero or negative cash balances are not shown above. Those with negative balances are offset against the General Fund cash balance.

CITY OF DUARTE

General Fund Revenue by Category & Major Sources

FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***

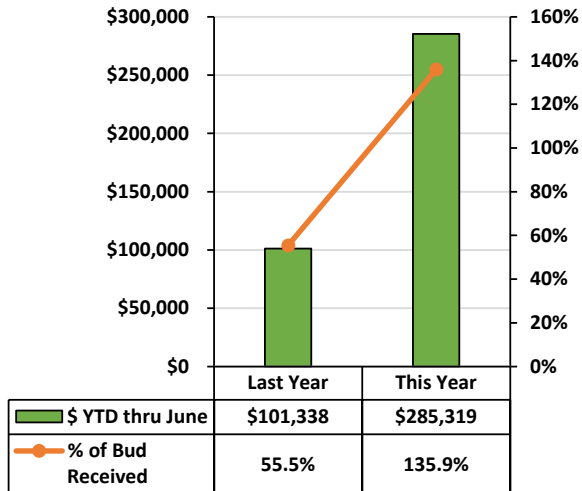


CITY OF DUARTE

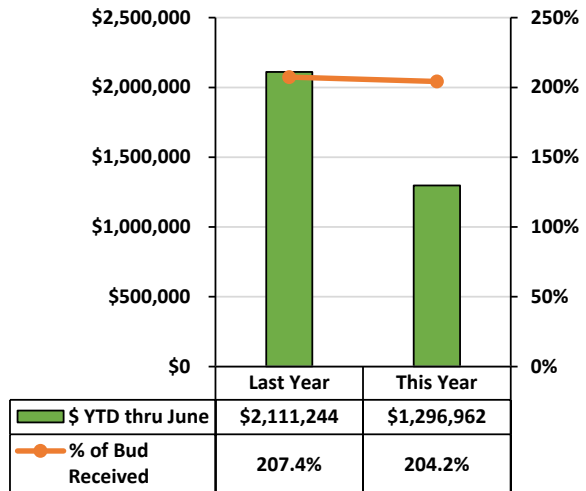
General Fund Revenue by Category & Major Sources

FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***

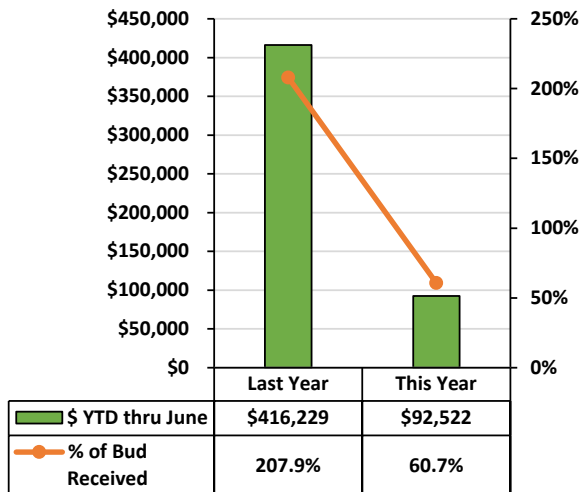
Recreation Fees



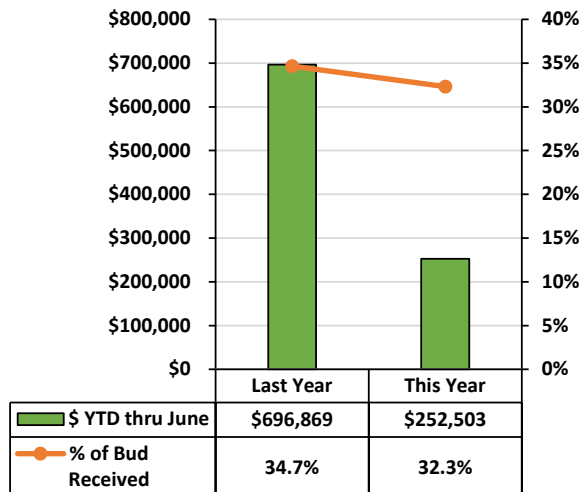
Other Service Charges



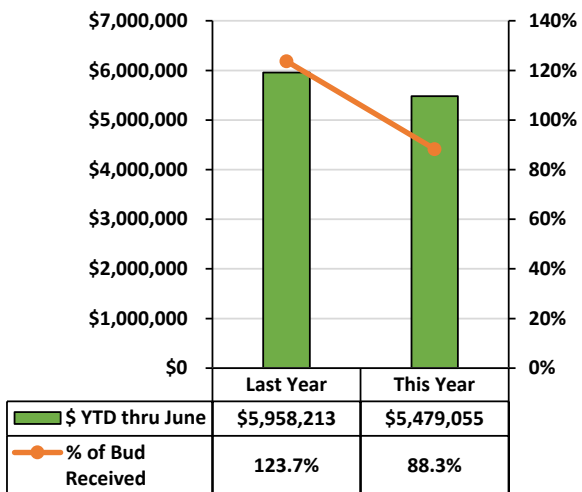
Miscellaneous



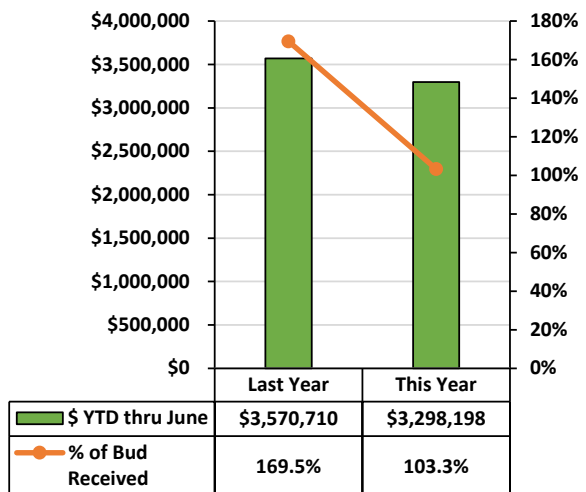
Reimbursements



Sales and Use Tax



Transactions (New Sales) Tax



CITY OF DUARTE

General Fund Revenue by Category & Major Sources

FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

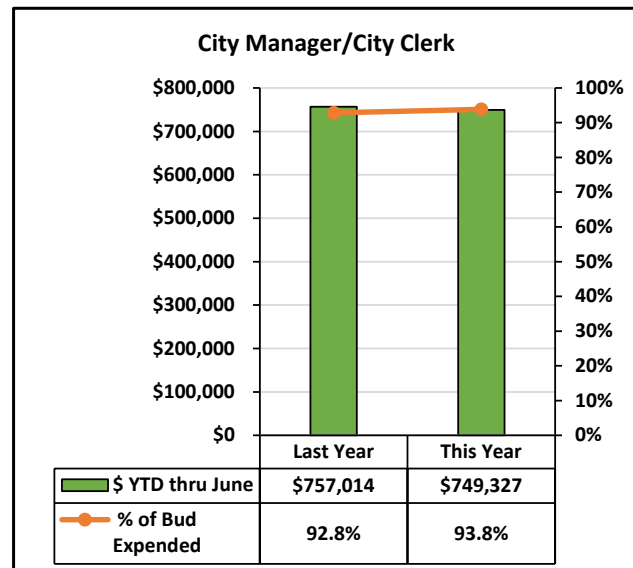
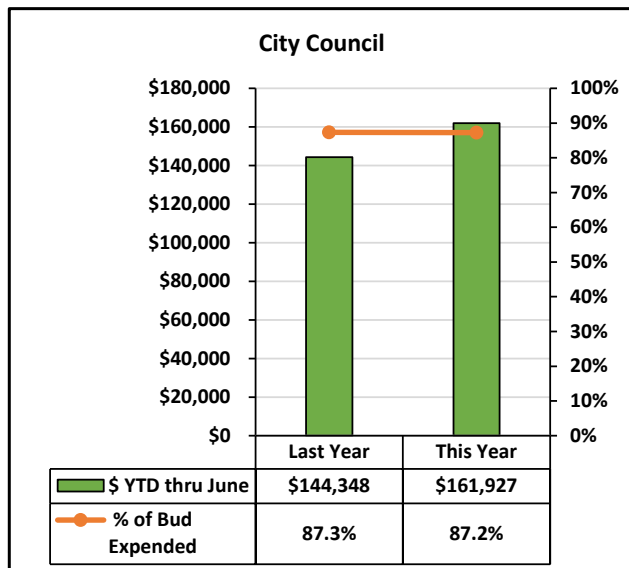
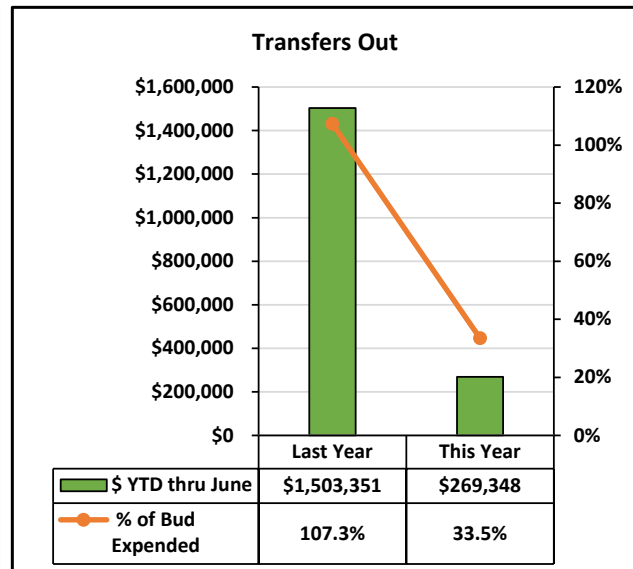
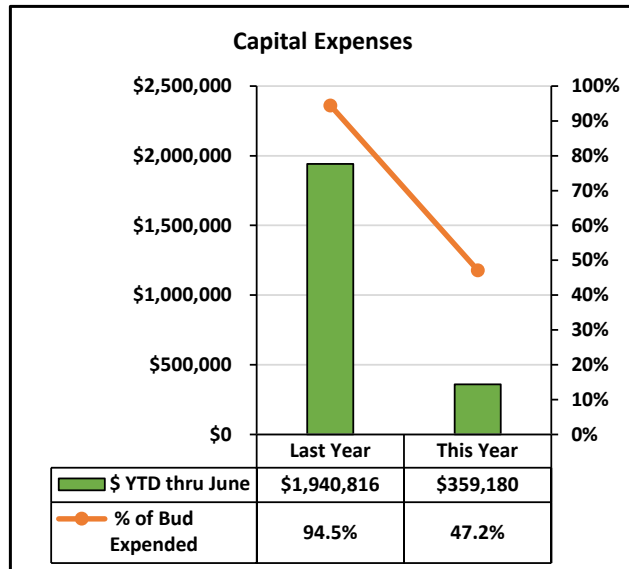
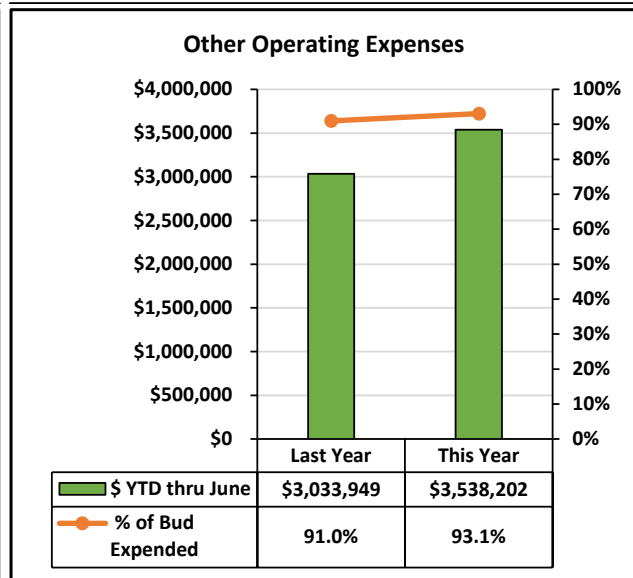
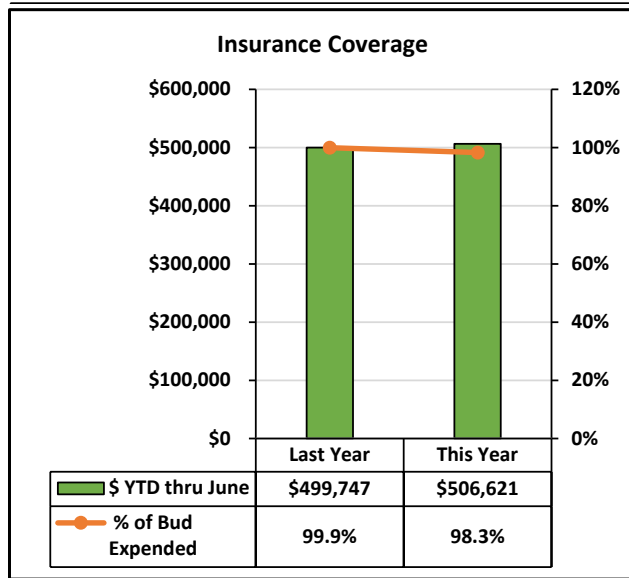
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

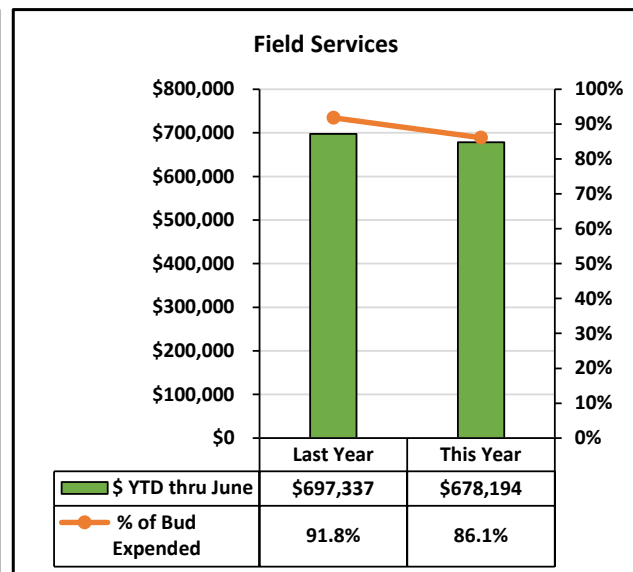
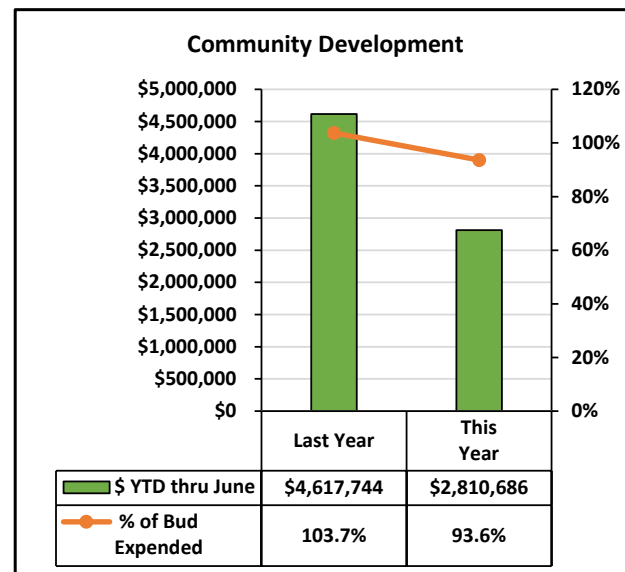
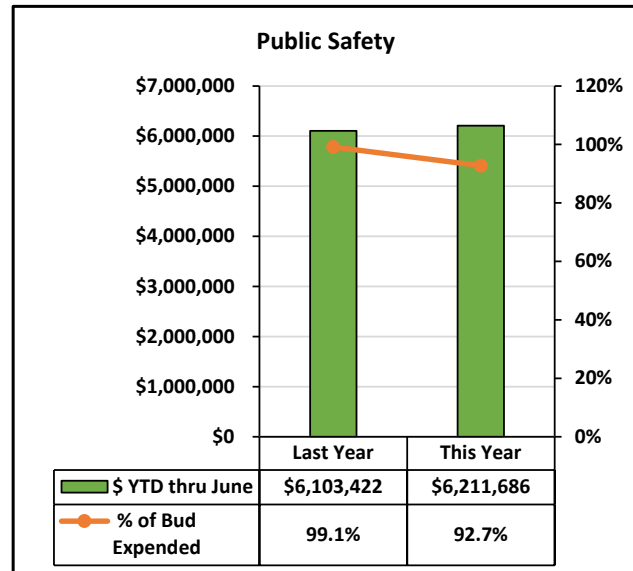
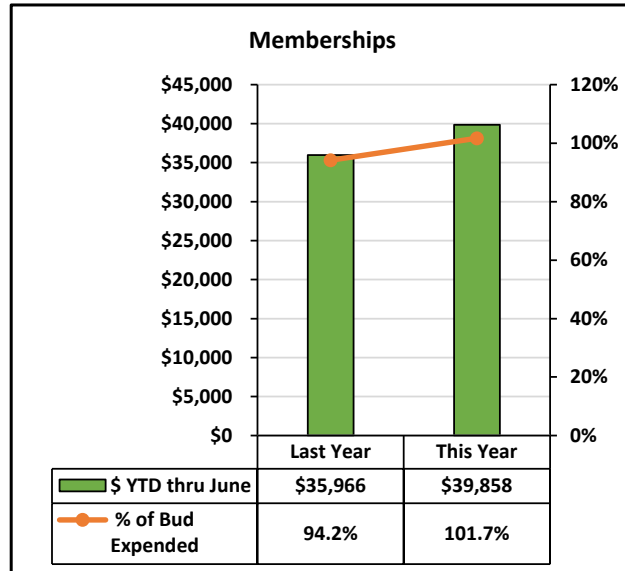
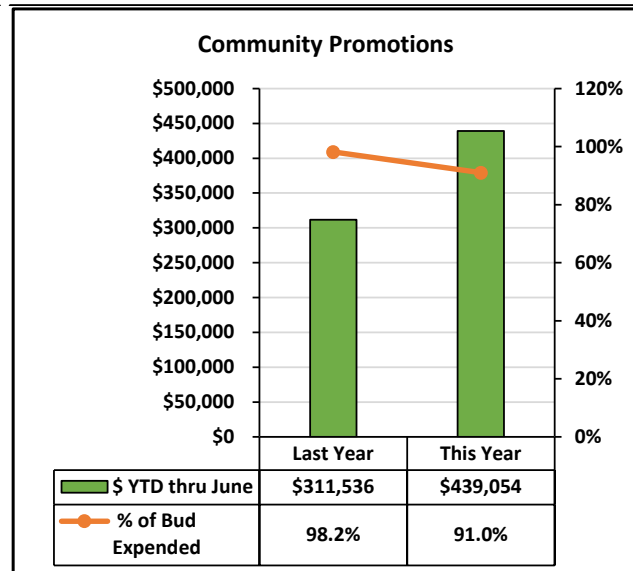
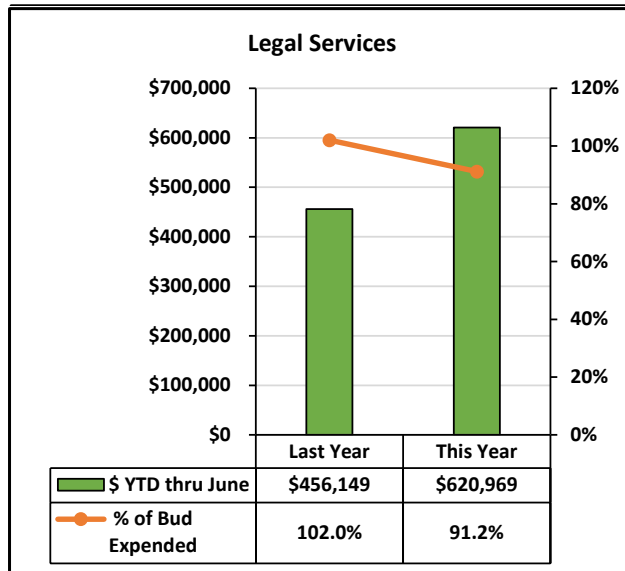
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

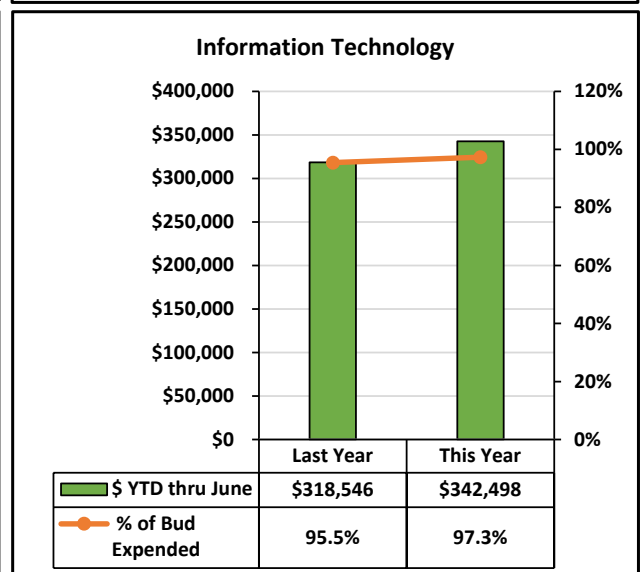
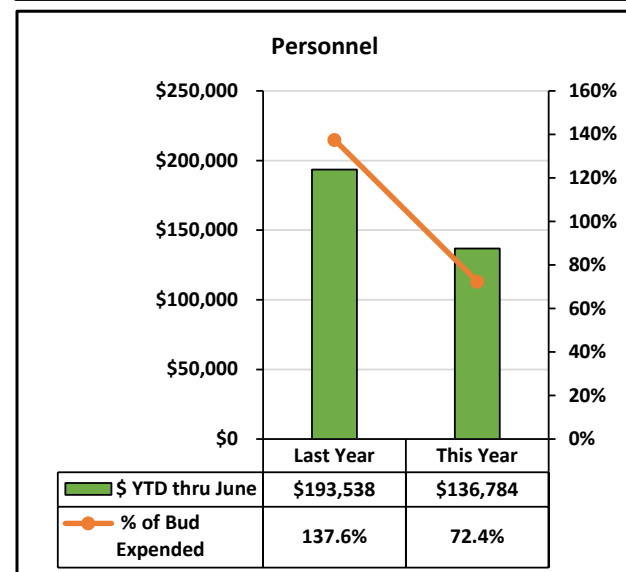
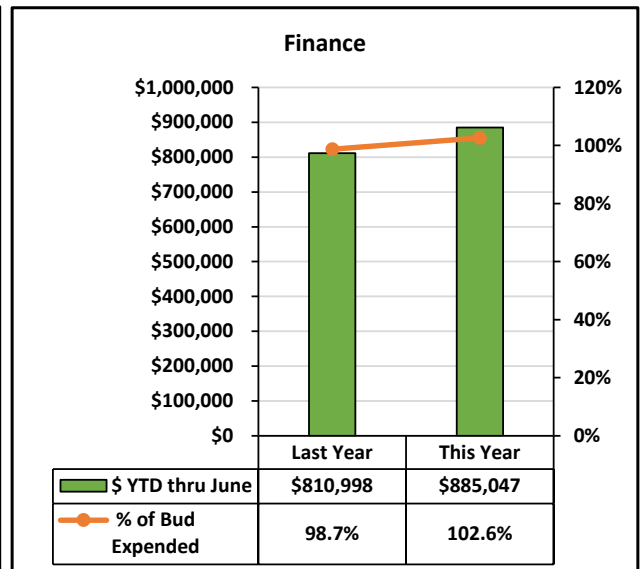
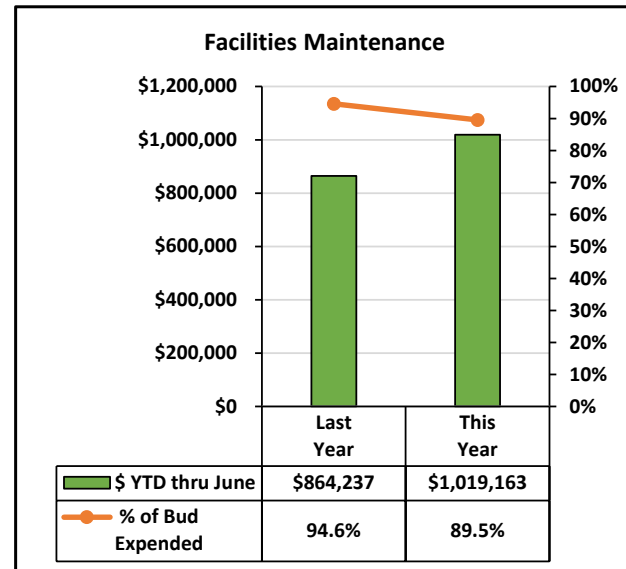
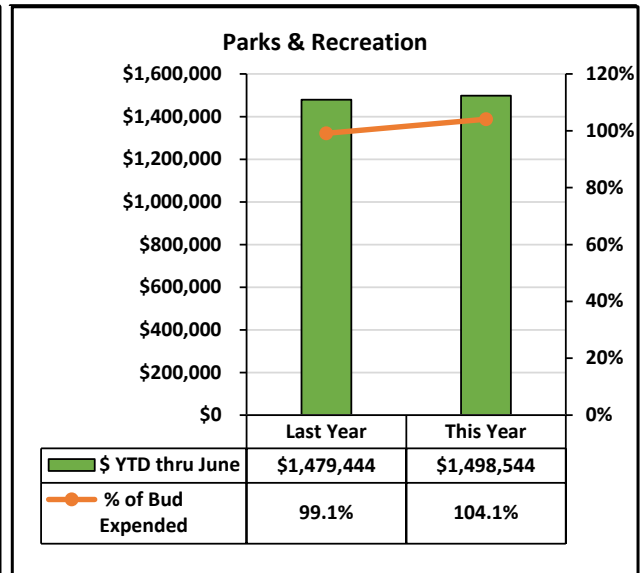
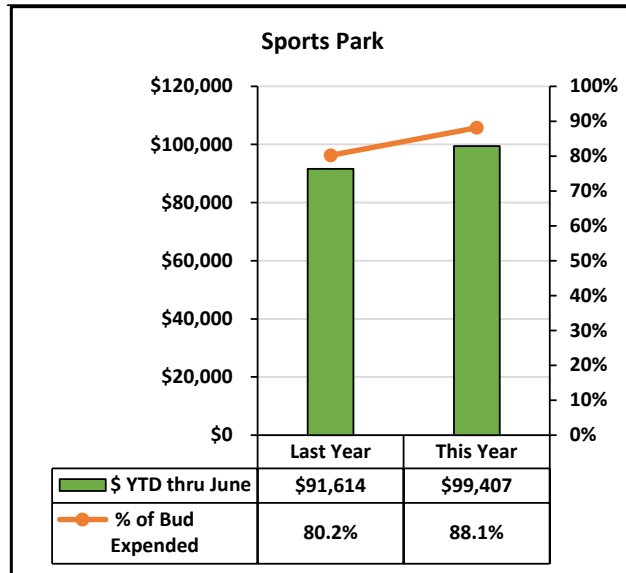
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

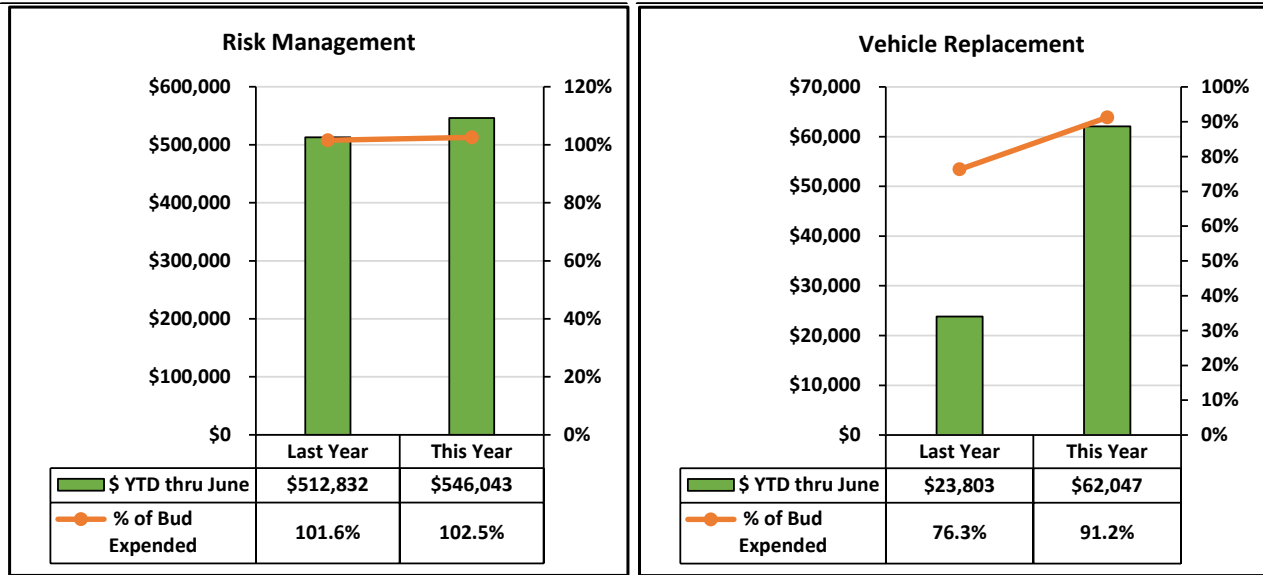
FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



CITY OF DUARTE

General Fund Expenditures by Category & Division

FY 2021-22 Year-to-Date Through June versus Prior Year ***PRELIMINARY***



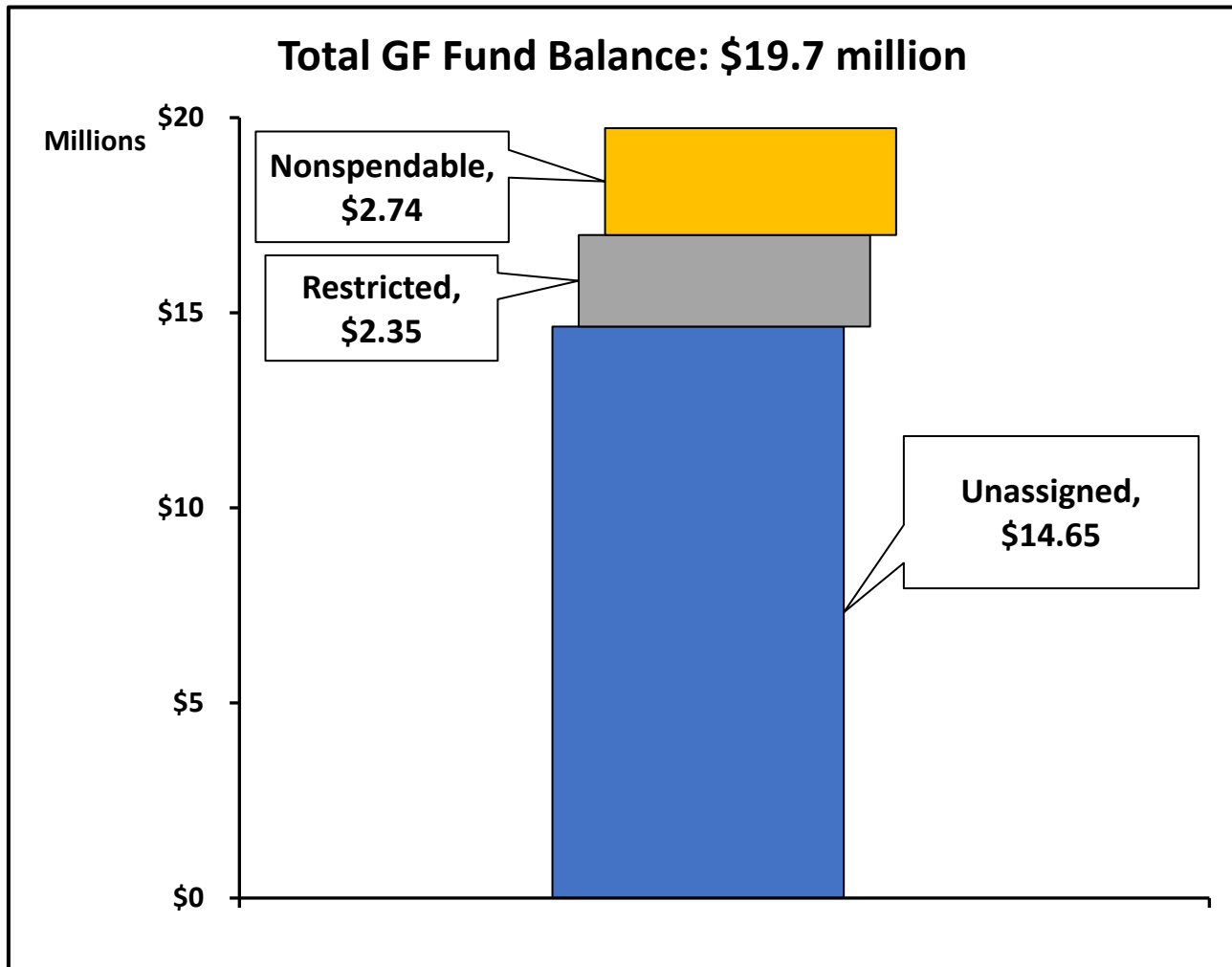
CITY OF DUARTE

Total Revenue, Expenditures, Transfers, and Year-to-Date Surplus/(Deficit) by Fund FY 2021-22 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	19,734,107	25,414,394	252,503	18,390,413	269,348	7,007,137	26,741,244
220	Gas Tax	2,095,465	471,157	0	296,726	58,237	116,194	2,211,659
225	SB1/RMRA	546,342	358,556	0	115,276	23,055	220,224	766,566
240	Lghtng & Lndscpng	105,278	970,552	0	1,107,231	0	(136,679)	(31,401)
260	CDBG	(36)	3,658	0	5,550	0	(1,892)	(1,928)
270	PAEG	36,139	24,322	0	19,818	0	4,505	40,644
290	Supp Law Enfrmnt	0	161,331	0	182,560	0	(21,228)	(21,228)
300	Bike & Ped Safety	0	44,047	0	44,100	0	(53)	(53)
320	Air Quality (AQMD)	130,152	28,143	0	18,210	0	9,933	140,085
400	Park Development	0	0	0	0	0	0	0
420	Quimby	67,533	63	0	0	0	63	67,596
440	Prop A	825,277	586,232	0	427,362	48,800	110,070	935,347
460	Prop C	182,526	454,227	0	346,724	40,000	67,502	250,028
470	Mea R	1,071,493	341,588	0	357,577	71,515	(87,504)	983,990
475	Mea M	339,987	385,690	0	48,500	9,700	327,491	667,478
490	Mea W	50,454	248,467	0	106,857	0	141,610	192,064
520	Town Cntr Debt Serv	262,101	128	0	152,680	0	(152,552)	109,549
521	Infra Mod Debt Srv	1,195	1	220,837	220,837	1,196	(1,195)	(0)
610	Inclusionary Hsng	527,716	491	0	0	0	491	528,207
620	Community Impr	776,404	87,934	48,511	498,479	0	(362,035)	414,369
625	STPL	0	0	0	0	0	0	0
680	Housing Auth	2,019,657	2,113	0	22,899	0	(20,786)	1,998,871
681	Fmr RDA L/M Hsg	4,055,055	2,948	1,200,000	8,578	0	1,194,370	5,249,425
Total - All Funds		32,826,845	29,586,042	1,721,851	22,370,376	521,851	8,415,666	41,242,511

CITY OF DUARTE

Components of Fund Balance in the General Fund as of 7/1/2021



"Nonspendable" Fund Balance: \$2.74 million: "Nonspendable" fund balance consists of assets that are inherently unspendable in their current form. All of Duarte's \$2.74 million in nonspendable assets consist of the book value of land held for resale.

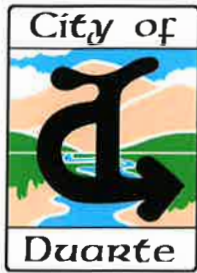
"Restricted" Fund Balance: \$2.35 million: Consists of amounts with externally enforceable legal restrictions on the use of the funds. Of the City's restricted funds, the largest portion - over \$2.1 million - may only be used to enhance economic development within the Town Center Specific Plan area.

"Unassigned" Fund Balance: \$14.65 million: This category of fund balance is generally synonymous with the City's discretionary General Fund reserves. These funds may be used for any legitimate governmental expense.

CITY OF DUARTE

Capital Improvement Program (CIP) Project Budget-to-Actual Status FY 2021-22 Year-to-Date Through June ***PRELIMINARY***

Project Name	21-22 Budget	YTD Expenses	% of Budget Expended
Streets and Roads			
Annual Street Rehabilitation Project (incl PS&E)	661,480	476,756	72%
Mea. M Multi-Year Sbrgnl Plan (1st/Last Mile & Strts)	648,342	66,372	10%
Duarte Road Sidewalk and Pedestrian Lighting	467,300	461,456	99%
Highland and Huntington Traffic Signal Upgrades	360,000	39,500	11%
Buena Vista/Central/Evergreen Traffic Signal Imp	300,000	0	0%
ATP Cycle 4	247,000	137,420	56%
Annual Concrete Repair Project	150,000	0	0%
Towncenter Sidewalk Improvments	125,000	12,310	10%
Annual Striping Project	50,000	0	0%
Annual Trench Repair Project	40,000	0	0%
Huntington Drive PS&E And Traffic Study	40,000	0	0%
Subtotal - Streets and Roads	3,089,122	1,193,814	
NPDES			
CPS/ ARS Catch Basin Unit Installation - LA County	110,000	0	0%
CPS/ ARS Catch Basin Unit Installation - Citywide	80,000	60,277	75%
Coordinated Integrated Monitoring Program	70,989	0	0%
Subtotal - NPDES	260,989	60,277	
Municipal Buildings, Grounds, Parks & Trails			
Duarte City Hall Courtyard Improvement Project	650,000	124,956	19%
South Yard Fencing	262,000	0	0%
Duarte Park Playground Equipment	211,000	0	0%
Civic Center Paint/Fascia Project	120,000	0	0%
Electronic Sign Upgrades	100,000	0	0%
City Hall Interior Counter Tops ADA Compliance	85,000	0	0%
Subtotal - Muni Bldgs, Grounds, Parks & Trails	1,428,000	124,956	
TOTAL - ALL CIP PROJECTS	4,778,111	1,379,047	



AGENDA REPORT

MEETING DATE: July 26, 2022

TO: Mayor and Members of the City Council

FROM: Daniel Jordan, City Manager

BY: Victoria Rocha, Assistant to the City Manager

SUBJECT: Two-Year Professional Services Agreement with R3 Consulting Group, Inc. for Senate Bill 1383 Implementation Support Services

RECOMMENDATION: It is recommended that the City Council: 1) approve a two-year Agreement for Professional Services between City of Duarte and R3 Consulting Group, Inc. for a not-to-exceed amount of \$80,000 (FY 2022-23 - \$40,000 and FY 2023-24 - \$40,000) to provide Senate Bill 1383 Implementation Support Services; and 2) authorize the City Manager to execute the agreement.

FISCAL IMPACT: The FY 2022-23 budget included \$40,000 for Senate Bill 1383 implementation support services in the General Fund (1825-7687). On April 27, 2022, the City of Duarte received a SB 1383 Local Assistance Grant of which \$10,000 will be used to offset the R3 Consulting Group contract, reducing the amount needed from the General Fund in FY 2022-23 to \$30,000.

BACKGROUND

The passage of Senate Bill 1383 (SB 1383) in September 2016 imposed statewide targets to reduce the disposal of organic waste by 75 percent by January 1, 2025 (based on 2014 levels) and recover at least 20 percent of currently disposed edible food for human consumption by 2025. The California Department of Resources Recycling and Recovery (CalRecycle) finalized and adopted SB 1383 guidelines in November 2020 with the approval of the Office of Administrative Law.

CalRecycle guidelines for SB 1383 require cities and counties to conduct education and outreach on organics recycling to all residents, businesses, haulers, solid waste facilities, local food banks, and other food recovery organizations. Jurisdictions are also required to:

- (1) Update ordinances to include Mandatory Organic Waste Disposal Reduction, fulfill CALGreen and MWELo requirements, and provides the City the ability to enforce these measures;
- (2) Revise its Franchise Agreements with Waste Haulers to include Mandatory Organic Waste Disposal Reduction;
- (3) Adopt a Procurement Policy consisting of SB 1383 guidelines; and
- (4) Create and implement an Edible Food Recovery Program

Under the guidelines, these items were required to be implemented by January 1, 2022.

DISCUSSION/ANALYSIS

Given the extensive compliance, education, and reporting requirements imposed by SB 1383, staff hired R3 Consulting Group, Inc. (R3) in February 2022 to assist in the City after reviewing several cost proposals from solid waste and recycling firms.

Since February 2022, R3 has providing the following services:

- Conducted training in each department on SB 1383 requirements and how it affects specific departments
- Analyzed the current status of compliance and provided feedback to further those efforts
- Attended bi-weekly meetings with the City's franchise waste hauler, Burrtec Waste Industries, to discuss commercial and residential organic waste recycling requirements including program design, timeline, and education
- Attended meetings with the San Gabriel Valley Council of Governments Solid Waste and Recycling Working Group; and the Los Angeles Regional Agency – L.A. Sanitation of which Duarte is a member
- Provided feedback on required education materials including the new City website's trash and recycling pages
- Submitted on the City's SB 1383 Organic Waste and Edible Food Capacity Planning data as required by L.A. County and the State of California

R3 has assisted many jurisdictions in monitoring and planning for changes in solid waste programs that will be needed under the new SB 1383 regulations. A list of clients is included in Attachment A. R3 will assist the City in planning for the requirements stipulated in the regulations in the next fiscal year, continue to train staff on the requirements, and assist with implementation of the various tasks.

R3 will provide support services for the City through the 2022-23 and 2023-24 fiscal years for the following tasks:

- Continue analysis of current programs and provide implementation pathways
- Compliance implementation and CalRecycle reporting
- Review proposed SB 1383-related amendments to the City's solid waste and recycling Franchise Agreement
- On-call Assistance

RECOMMENDATION

It is recommended that the City Council: 1) approve a two-year Agreement for Professional Services between City of Duarte and R3 Consulting Group, Inc. for a not-to-exceed amount of \$80,000 (FY 2022-23 - \$40,000 and FY 2023-24 - \$40,000) to provide Senate Bill 1383 Implementation Support Services; and 2) authorize the City Manager to execute the agreement.

FISCAL IMPACT

The FY 2022-23 budget included \$40,000 for Senate Bill 1383 implementation support services in the General Fund (1825-7687). On April 27, 2022, the City of Duarte received a SB 1383 Local

Assistance Grant of which \$10,000 will be used to offset the R3 Consulting Group contract, reducing the amount needed from the General Fund in FY 2022-23 to \$30,000.

ATTACHMENTS

Attachment A – R3 Consulting Group, Inc. SB 1383 Implementation Support Services Proposal

Attachment B – Agreement for Professional Services between City of Duarte and R3 Consulting Group, Inc.

CITY OF DUARTE

SB 1383 Implementation Support Services

January 6, 2022





*In an effort to reduce paper usage, this page has been
left blank for double-sided printing purposes.*

If printing, please consider using 100% recycled paper.

January 6, 2022

Ms. Victoria Rocha, Assistant to the City Manager
City of Duarte
1600 Huntington Drive, Duarte, CA 91010
submitted via email: vrocha@accessduarte.com

SUBJECT: Proposal for Senate Bill 1383 Implementation Support Services

Dear Ms. Rocha,

R3 Consulting Group, Inc. (R3) is pleased to offer our proposal to the City of Duarte (City), for SB 1383 Implementation Support Services. We understand the City is looking for a reliable, engaged consultant to assist in Senate Bill 1383 compliance, and we are confident that we are the right people for the job. We propose a small team of highly qualified and knowledgeable solid waste consultants to meet the City's needs and are confident that you will be impressed by our client references. One of R3's key advantages over competitors is our deep pool of qualified staff, which means that we can swiftly respond to unexpected developments by leveraging our unique and specialized team to get work done fast!

Our team brings a unique level of relevant experience and knowledge of solid waste solutions that can help you deliver the organics programs and policies that your community needs. In the past 3 years alone, R3 has assisted 120+ clients with everything from legislative compliance, policy and ordinance development to stakeholder engagement, agreement negotiations, and rate studies.

Rose Radford will be the Project Manager and the primary point of contact for the City. She will be responsible for all direct activities provided for in our Scope of Work, which may include oversight over other R3 team members in completing specific tasks and deliverables. Rose is the current on-call consultant for the Cities of **Brentwood, Concord, Los Altos, Martinez, Piedmont, Pleasant Hill, and San Benito**, and has provided those City staff as well as many other agencies, including the West Contra Costa Integrated Waste Management Authority, Zero Waste Marin (the JPA that includes all cities and the County of Marin), the County of San Benito and its two regional agency members, and the City and County of San Francisco, extensive support in legislative compliance including municipal code updates, annual reports to CalRecycle, and disposal tonnage tracking and reporting.

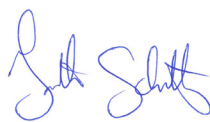
Garth Schultz brings nearly two decades of experience and will serve as Principal-in-Charge. His vertically integrated history (from recycling truck driver to solid waste manager) supports his unique ability to simplify otherwise complicated regulatory frameworks. Garth has the authority to contractually obligate R3 and negotiate contracts on behalf of the organization. **Claire Wilson** and **Sarah Koplowicz** are experienced analysts and talented in understanding regulatory requirements, including the requirements of AB 827, AB 341, AB 1826, and SB 1383, and will provide key analytical support.

We appreciate the opportunity to be of service to the City staff, regional actors, and the Burrtec Waste Industries, Inc. (Burrtec) hauling staff working in Duarte. Should you have any questions regarding our proposal or need any additional information, please don't hesitate to reach out directly.

Sincerely,



Rose Radford | *Project Manager*
R3 Consulting Group, Inc.
415.347.9536 | rradford@r3cgi.com



Garth Schultz | *President, Principal-in-Charge*
R3 Consulting Group, Inc.
510.292.0853 | gschultz@r3cgi.com



*In an effort to reduce paper usage, this page has been
left blank for double-sided printing purposes.
If printing, please consider using 100% recycled paper.*

TABLE OF CONTENTS

Cover Letter

Table of Contents

1. **About R3 Consulting Group**
page 1
2. **Relevant Experience**
page 3
3. **Project Team**
page 9
4. **Project Scope of Work**
page 15
5. **Project Budget & Schedule**
page 19



*In an effort to reduce paper usage, this page has been
left blank for double-sided printing purposes.*

If printing, please consider using 100% recycled paper.

1. ABOUT R3 CONSULTING GROUP, INC.

Incorporated in California in 2002, R3 is a California Certified Small Business headquartered in Roseville, California. We specialize in providing a diverse range of solid waste management consulting services exclusively to public agencies, including rate and financial reviews, competitive procurement and/or extension negotiations of collection, processing and disposal services; development, implementation and monitoring of service contracts and franchise agreements; and legislative compliance.

R3 works exclusively for public agencies, and does not work for any private solid waste management companies, so there are no conflicts of interest. We do, however, have very good professional working relationships with private sector service providers, including the City's solid waste hauler, Burrtec.

Legislative Compliance

R3 provides a full range of planning, design, implementation, monitoring, and administrative services in support of regulatory compliance with AB 1826 (Mandatory Commercial Organics Recycling), SB 1383 (Short-Lived Climate Pollutants), AB 341 (Mandatory Commercial Recycling), AB 1594 (Ban on Green Material ADC Diversion Credit), as well as new legislation, including AB 1669 (Displaced Employees), AB 901 (Solid Waste Reporting Requirements), and AB 876 (Organics Management Infrastructure Planning).

California has adopted aggressive legislation to reduce waste sent to the landfill and many jurisdictions are not fully prepared to meet their requirements under SB 1383, AB 341, AB 1594, and AB 1826. Our understanding of these legislative requirements and our hands-on experience assisting our clients with implementing effective SB 1383 programs and preparing for the requirements of AB 1594, AB 1669, SB 1383, and AB 901 has helped us to develop effective compliance strategies and implementation plans that leverage existing franchised hauler resources and contractual requirements.

We help our clients meet and maintain compliance with SB 1383 and California's other solid waste regulatory requirements. We do so by providing a coordinated approach that is logical and cost-effective, and draws upon our operational, public policy, and public education and outreach capabilities.

SB 1383 Planning & Implementation

We are at the forefront of SB 1383 compliance planning and implementation. Our team researched and analyzed the cost impacts of SB 1383 to local jurisdictions under contract with CalRecycle, producing a report titled **SB 1383 Local Services Rates**. CalRecycle released a report titled **Analysis of the Progress Toward the SB 1383 Organic Waste Reduction Goals**, which was developed based on the outcomes of R3's prior report. The final SB 1383 regulations were developed thereafter by CalRecycle, and we have maintained our close working relationships with CalRecycle staff, from the local level to the implementation staff leadership.

The City of Duarte will benefit from extensive research and planning efforts we have already completed on behalf of the other jurisdictions we serve (listed in Section 2 of this proposal), enabling us and the City staff to hit the ground running with effective programmatic implementation starting in 2022.

Food Waste Reduction Planning / Food Recovery

R3 assists clients with the evaluation, development, and implementation of their organics and food waste reduction programs. Our extensive experience has allowed R3 to address a variety of issues that typically confront our municipal clients during the implementation of their programs, including inter-jurisdictional coordination, planning requirements, diversion mandates, regulatory compliance, community outreach, and public education.

We recently conducted a review of California's food recovery infrastructure for CalRecycle. The goal of this project was to recommend opportunities for improving and expanding California's food recovery infrastructure in response to SB 1383. As part of this engagement our team had the opportunity to review and assess a wide range of food-recovery operations, approaches, and technologies, including logistical support technologies and public education efforts.

Our organics-related services include the following:

- Developing and evaluating existing organics programs;
- Analyzing options for program improvement and potential new programs to implement;
- Identifying businesses subject to compliance with SB 1383 and other solid waste requirements;
- Designing and assessing public education and outreach materials and evaluating methods for notifying businesses of their requirements and compliance options;
- Facilitating private sector diversion opportunities, including food donations and recycle/reuse vendors;
- Developing franchised hauler tracking methods for necessary reporting, public education and outreach, and compliance monitoring requirements;
- Organics facility evaluations, processing agreements, comparative analyses, and tonnage flow evaluations;
- Performing optional, as-needed site assessments and hands-on technical assistance to regulated businesses in support of their compliance; and
- Planning for end-use markets for compost product and SB 1383 implementation.

We ensure that regulatory requirements are being met and that our clients are taking the necessary steps to remain in compliance with the law. We assist jurisdictions with meeting these requirements by providing a coordinated approach that is logical and cost-effective, and draws upon our operational, public policy, and public education and outreach capabilities.

Hauler Negotiations & Procurement Services

R3 has successfully provided technical support on the design, development, procurement, evaluation, and negotiation of franchised collection services for over 100 municipal clients throughout California and the western United States. These range from assisting jurisdictions with sole-source negotiations with an existing service provider to managing all aspects of a competitive procurement process for refuse collection, transfer, recycling, processing, and disposal services. Should an amendment to the City's contract with Burrtec be necessary or desired, we are ready to provide support to City staff in negotiating a mutually beneficial amendment.

Our procurement and negotiation services include the following:

- Negotiation, development, and monitoring of agreements with haulers and landfills;
- Assistance with the technical and financial evaluation of proposals;
- Evaluation of commercial collection system service options and structures;
- Development and evaluation of policy and programmatic alternatives that meet the specific needs of the community;
- Compliance monitoring and review;
- Design of performance standards, incentives, and penalties related to contractor performance;
- Development of an annual adjustment mechanism to the contractor compensation and user rates/fees;
- Leadership in community and stakeholder engagement processes, including workshops, focus groups, surveys, interviews, and presentations; and
- Preparation and distribution of Request for Proposals (RFP) packages, including the Agreement and operating contracts.

We help our clients procure services under exclusive and non-exclusive franchise agreements at reasonable rates, and with reporting requirements that provide our clients with the concise information they need to effectively monitor and manage those contracts.

R3 has also drafted dozens of solid waste management contracts and franchise agreements. Our unique perspective on how to best structure those agreements was gained from our experience conducting dozens of operational and performance reviews of private sector service providers for contracting agencies.

2. RELEVANT EXPERIENCE

R3's project team brings a unique level of relevant experience and knowledge of solid waste solutions that can help you deliver the organics programs and policy that your community needs. Our work, with a sampling shown below, covers everything from agreement negotiations, to policy and ordinances development, legislative compliance, and education and outreach.

JURISDICTION	SERVICE PROVIDED						
	Legislative Compliance	Record Keeping & Reporting	Collection Agreement Assistance	Ordinances & Policies	Edible Food Recovery	Education & Outreach	Procurement of Recovered Organic Materials
San Benito Regional Agency	■	■	■	■	■		
City of Brentwood	■	■		■		■	■
City of Citrus Heights	■	■	■	■	■	■	■
City of Concord	■	■	■	■	■	■	■
City of Fairfield	■	■	■	■	■	■	■
City of Folsom	■	■	■	■	■	■	■
City of Los Altos	■	■	■	■	■	■	■
City of Martinez	■	■	■	■	■	■	■
City of Petaluma	■	■	■	■		■	■
City of Rancho Cordova	■	■	■	■	■	■	■
City of Riverside	■	■	■	■		■	
City of Rohnert Park	■	■	■			■	
City of Santa Clara	■	■	■			■	
City of Santa Rosa	■	■	■	■		■	■
City of Vallejo	■	■	■	■	■	■	■
City of Wasco	■	■		■		■	
City of West Sacramento	■	■	■	■	■	■	■
Kings Waste and Recycling Authority	■	■	■	■	■	■	■
RecycleMore	■	■	■	■	■	■	■
Sacramento County / SWA	■	■	■	■		■	■
Town of Windsor	■	■	■	■	■	■	■
Ventura County	■	■	■	■	■	■	■

» Marin Sanitary Service Franchisors | SB 1383 Compliance Planning

R3 has been engaged by the Marin Sanitary Service (MSS) Franchisors (representing the cities and towns of Ross, Fairfax and San Anselmo, Larkspur, San Rafael, and the County of Marin and Las Gallinas Valley Sanitary District) to provide Senate Bill (SB) 1383 planning assistance and initial implementation.

The project has both a coordinated approach with the agencies resulting in greater economies of scale for the MSS Franchisors and it is also specific for each agency for certain tasks (in particular, ordinance revision and procurement policy development). R3's objective is to provide compliance planning for each of the agencies to effectively implement the various aspects of SB 1383 and analysis around key pieces of the legislation including inspection and enforcement, procurement, and more.

R3 is conducting the following main tasks:

- On-going coordination with the agencies internally and as a group;
- On-going coordination with the County, Zero Waste Marin, and food recovery organizations, etc.
- Facilitation of compliance with SB 1383 including collection service, procurement, education and outreach, edible food recovery, inspection and enforcement, and reporting requirements.
- Creation of an SB 1383 preparedness matrix with regulatory text, responsible parties, and timeline for implementation;
- Facilitating the creation of a County-wide edible food recovery program;
- Negotiations and drafting of an amendment to the hauler contracts for each agency; and
- One municipal code update for each agency.

» RecycleMore | SB 1383 Planning Assistance

R3 is currently leading a team to provide initial planning support for RecycleMore and its Member Agencies (the County of Contra Costa and the Cities of Hercules, Pinole, El Cerrito, and San Pablo) in implementing Senate Bill (SB) 1383.

Our scope of work includes:

- Analyze current RecycleMore organics collection programs for all sectors, including processing, and determine adequacy to support compliance with SB 1383 requirements;
- Provide an estimate of additional collection and/or processing capacity needed to achieve the SB 1383 requirements;
- Analyze existing RecycleMore program compliance requirements and new compliance requirements under SB 1383, consider the listed activities under all state mandates;
- Provide recommendations for the most effective implementation of required activities, which include:
 - *Education and Outreach*
 - *Inspection and Enforcement, including the assessment of penalties and contamination monitoring;*
 - *Edible Food Recovery Programs;*
 - *Regulation of Self-Haul Sector;*
 - *Purchasing Policy Changes;*
 - *Municipal Code Updates; and*
 - *Container Color and Labeling Requirements.*
- Provide a recommendation and description for accurate record keeping and monitoring of recommended RecycleMore activities to determine their performance effectiveness and contribution to organics reduction.

Project Benefits:

- » Enhanced compliance with SB 1383; and
- » Improved coordination on legislative compliance between RecycleMore and its Member Agencies.

» City of Pleasant Hill | SB 1383 Compliance Assistance

R3 assisted the City with negotiating an amended and restated Franchise Agreement with Republic Services. In addition to the extension of collection services, R3 has ensured that the City is well-prepared for SB 1383 implementation by incorporating SB 1383 requirements into the new contract and preparing the City staff for implementation by holding regular biweekly check-in meetings.

R3 is also engaged by the City to produce a compliance implementation plan for SB 1383 that describes the actions the City still needs to take to meet the requirements of SB 1383. The City had already planned for the implementation costs of SB 1383 and incorporated that cost into the 2020 update to the Franchise Agreement with Republic, as well as much of the education and outreach responsibilities.

R3 is now assisting the City with a compliance gap analysis and actions that need to be taken, including developing an enforcement plan in cooperation with Republic for organic waste collection and edible food recovery activities. R3 also drafted the City's municipal code update for compliance with SB 1383 and presented the code update to City Council. The code update and franchise agreement extension were both approved unanimously.

» City of Martinez | On-Call Consulting Services

Since 2017, R3 has worked as the City staff supplement for the City of Martinez (City), providing comprehensive on-call solid waste consulting services including assistance with AB 939 compliance and management of the City's sustainability programs.

R3 has worked with the City and its hauler, Republic Services (Republic), to conduct a wide variety of on-call tasks related to improving the City's solid waste, diversion, and sustainability programs, most recently including SB 1383 compliance planning and negotiations for an amendment to incorporate SB 1383 compliance into the City's two contracts with Republic (for garbage and recycling collection, respectively).

Each year, we have helped the City with the following:

- Monitored City disposal and diversion figures;
- Prepared and submitted the CalRecycle Electronic Annual Report (EAR) and Universal Waste and Household Hazardous Waste Report (HHW Report), including Form 303b;
- Reviewed Republic's organics and alternative daily coverage (ADC) tonnages in 2016, 2017, and 2018; and
- Performed annual on-site audits of the City's 5 Certified Used Oil Collection Centers.

» City of Glendale | Solid Waste Hauler Transition Assistance

R3 is currently assisting the City with its solid waste hauler transition. This project involves integrating current transition plans from four hauling companies into a single, unified plan to coordinate efforts and ensure a smooth roll-out of the new system. R3 has facilitated all aspects of the coordination between the four haulers and City to advance the schedule as quickly as possible while maintaining performance standards. This coordination includes two weekly remote Zoom calls as well as as-needed additional calls, weekly call agendas and minutes, and ongoing email coordination for deliverables and action items.

Project Benefits:

- » Managed all hauler expectations, timelines, deliverables, and City's timeline for reviewing items as appropriate and needed; and
- » Smooth transition of services from non-franchised permitted hauling system to a zoned franchise system with four separate haulers, including transfer of many accounts from the City's hauling division to the new franchised haulers.

» City of Concord | Various On-Call Consulting Services

The City of Concord (City) has engaged R3 to conduct ongoing solid waste management and diversion services on behalf of and in partnership with the City since 2014. As part of this ongoing support to the City, R3 has assisted the City with a wide range of tasks regarding the performance and operations of the City's franchised waste hauler in support of increasing diversion.

These tasks include the monitoring and administration of the hauler's compliance with AB 341 and AB 1826, verifying the hauler's annual rate adjustment application, reviewing disposal tonnages reported to the State of California via the Disposal Reporting System (DRS), and supporting the City's goal of achieving a 75% diversion goal. Most recently, R3 has been working directly with the City and hauler staff to revise the City's municipal code, present it to the Infrastructure and Finance Committee, and obtain guidance from electeds about negotiations with the hauler which are currently underway. Simultaneously, we are also conducting a detailed rate review to set the hauler's compensation for the next six years of the contract's length.

» City of Los Altos | SB 1383 Compliance Assistance and On-Call Services

R3 has been working with the City of Los Altos since 2010, when we were originally engaged to provide procurement assistance resulting in the award of the Franchise Agreement with the City's current hauler, Mission Trail Waste Systems (MTWS), that requires 78% diversion of franchised waste. R3 has since worked with the City and MTWS on an ongoing basis to review, identify, and prioritize sectors for additional diversion, including implementation of new programs and services designed to facilitate achievement of MTWS's new diversion requirement. R3 was also engaged to assist the City with contract extension negotiations with MTWS, which includes support for SB 1383 requirements, including universal roll-out of organics service to all businesses in the City.

In service of our ongoing diversion support for the City, R3 has recently:

- Completely revised the City's Solid Waste Ordinance to align with the Agreement with MTWS and meet Senate Bill (SB) 1383 requirements, facilitated complete subscriber compliance with two State of California Assembly Bills (AB), AB 341 (mandatory multi-family and commercial recycling) and AB 1826 (mandatory commercial organics diversion), and facilitated increased diversion of recyclables and organics from commercial, industrial, and multi-family waste generators;
- Provided full-service support in SB 1383 implementation, including a preparedness matrix that provides next steps for each compliance area, coordination with City staff on direct compliance activities, development of outreach collateral for the business community, and ongoing implementation support;
- Reported on the City's behalf to CalRecycle on programs, including preparation for annual site visits, attendance and facilitation of responses to CalRecycle, and preparation of the electronic annual report;
- Assisted the City in identifying enforcement thresholds for mandatory recycling and organics service: drafting enforcement letters which include notification of state law for generators covered under AB 341 and AB 1826, exemption forms, and a self-haul tonnage reporting form; site visits to covered generators to encourage compliance; and managed all responses to those letters (including tabulating exemption forms);
- Reviewed implementation of services in the field, including lid-flip assessments of waste from the top 50 generators in the City, as well as an assessment of MTWS's outreach and education pertaining to increased diversion of recyclables and organics;
- Completed a performance and billing review of the City's franchised hauler to verify compliance with the Agreement's requirements;
- Revised the City's Construction and Demolition (C&D) Debris ordinance in alignment with CALGreen, establishing a system of facility certification;
- Certified facilities and revised the City's mandatory building checklist to include the certified facilities and other approved means of compliance such as deconstruction and purchase of a debris box from the City's franchised hauler;
- Completed the City's Electronic Annual Report to CalRecycle for the reporting years 2016-2019 (currently completing the 2020 report).

» County of San Benito | Various On-Call Consulting Services

R3 is currently assisting the County of San Benito's Regional Solid Waste Agency with comprehensive solid waste support in all aspects of their waste management program. This includes technical support for legislative compliance, hazardous waste program support, solid waste report analysis, franchise agreement oversight, and solid waste management planning over the JPA agreement. Since beginning the contract with San Benito late in 2021, we drafted ordinances and the Memorandum of Understanding for SB 1383 implementation, which we presented to the County Board of Directors and the Cities of Hollister and San Juan Bautista City Councils for adoption. We are currently beginning a comprehensive edible food recovery effort, as we anticipate that the County will qualify for the rural exemption from most requirements of SB 1383. We provide comprehensive on-call assistance to the County staff, which has been pleased with our responsiveness and engagement.

Project Benefits:

- » Ordinances, Memorandum of Understanding, and approved Rural Exemption for County and Regional Agency members; and
- » Comprehensive on-call, responsive support.

» City of Rancho Cucamonga | Franchised Waste Hauler Audit and Rate Adjustment

R3 was engaged in 2019 and again in 2021 to review Burrtec's diversion reporting and billing accuracy, in order to help determine if Burrtec was in compliance with certain terms and conditions of its Agreement with the City. We evaluated and analyzed monthly waste generation and diversion reports, including on-site weight ticket sampling; billing rates; requirements and procedures for Residential, Multi-Family, Commercial School, and Roll-Off customers; and franchise fee amounts due to the City.

We verified the completeness of the hauler's customer account listings and identified discrepancies in jurisdictional assignments of the hauler's customers. We also conducted a rate adjustment review for extraordinary increases in recycling processing and organics processing costs, which resulted in a Proposition 218 notice for solid waste rates.

Project Benefits:

- » Confirmation of the accuracy of tonnage and franchise fee calculations or identification of calculation errors;
- » Confirmation of accuracy of billings to customers; and
- » Confirmation of basis and accuracy of increased costs provided by hauler as a part of an extraordinary rate increase request.

» City of Brentwood | AB 1826 Implementation

R3 has been engaged by the City of Brentwood since 2016 to assist with legislative compliance for its municipal-run organics program, which does not currently include food scraps collection. We have evaluated options for offering organics service to businesses and multi-family generators as part of the City's compliance with the Mandatory Commercial Organics Recycling Bill (AB 1826) and SB 1383. For this engagement, R3 researched and provided the City with options for organics processing (including yard waste and food scraps) collected via curbside commercial and residential routes in the City.

R3 also provided the publicly available costs/pricing for each processor, assessment of the pros and cons of each option and recommendations of the processors most feasible for the City. Additionally, R3 provided advice and recommendations on AB 1826 and SB 1383 program implementation, including organics diversion options, financing, and regulatory compliance matters. Most recently, we provided the City with an update to its municipal code and have compiled the City's non-compliance lists and drafted and mailed non-compliance letters to the City's businesses in alignment with the City's corrective action plan (also drafted by R3). Finally, we attended and provided support on all of the City's calls with CalRecycle regarding legislative compliance.

The City of Burbank engaged R3 to assist with tasks that will help the City achieve SB 1383 compliance. The City collects municipal solid waste in the residential sector, including all single-family and many multi-family residences, as well as some commercial businesses.

The City also oversees a non-exclusive waste collection system for the commercial sector and allows self-hauling. Assessment of compliance with regulatory requirements including AB 341 and AB 1826 is challenging with an open-market collection system.

R3 is working closely with Public Works staff and the City Attorney to facilitate the adoption of policies and implementation of program enhancements according to an aggressive timeline.

R3 is providing the City with the following support:

- Revision of the Burbank Municipal Code to comply with SB 1383 requirements;
- Assessment of non-exclusive hauler programs in comparison to SB 1383 requirements and revision of the City's Private Hauler Contractor Permit terms and conditions;
- Preparation of an application and supporting documentation for the CalRecycle Food Waste Prevention and Rescue Grant Program;
- Preparation of a Notice of Intent to Comply with SB 1383 Regulations per SB 619; and
- Analysis of the City's Construction and Demolition Program and identification of pathways to increase the rate of C&D recycling in the City, thereby enhancing compliance with California Green Building Standards (CALGreen) and aligning with SB 1383's requirement to enforce CALGreen.

The City recently requested an additional scope of work from R3 to assist with an operational review and rate survey to analyze and enhance the municipal collection services and analyze the benefits and trade-offs of implementing an exclusive franchise.

Client References

City of Concord

Mr. Craig Blythe, Administrative Services Manager

1455 Gasoline Alley, Concord, CA 94520
925.671.3141 | craig.blythe@cityofconcord.org

City of Los Altos

Ms. Aida Fairman, Interim Engineering Services Director

1 N. San Antonio Road, Los Altos, CA, 94022
650.947.2603 | afairman@losaltosca.gov

City of Burbank

Ms. Amber Duran, Recycling Coordinator

500 S. Flower Street, Burbank CA 91502
818.238.3902 | aduran@burbankca.gov

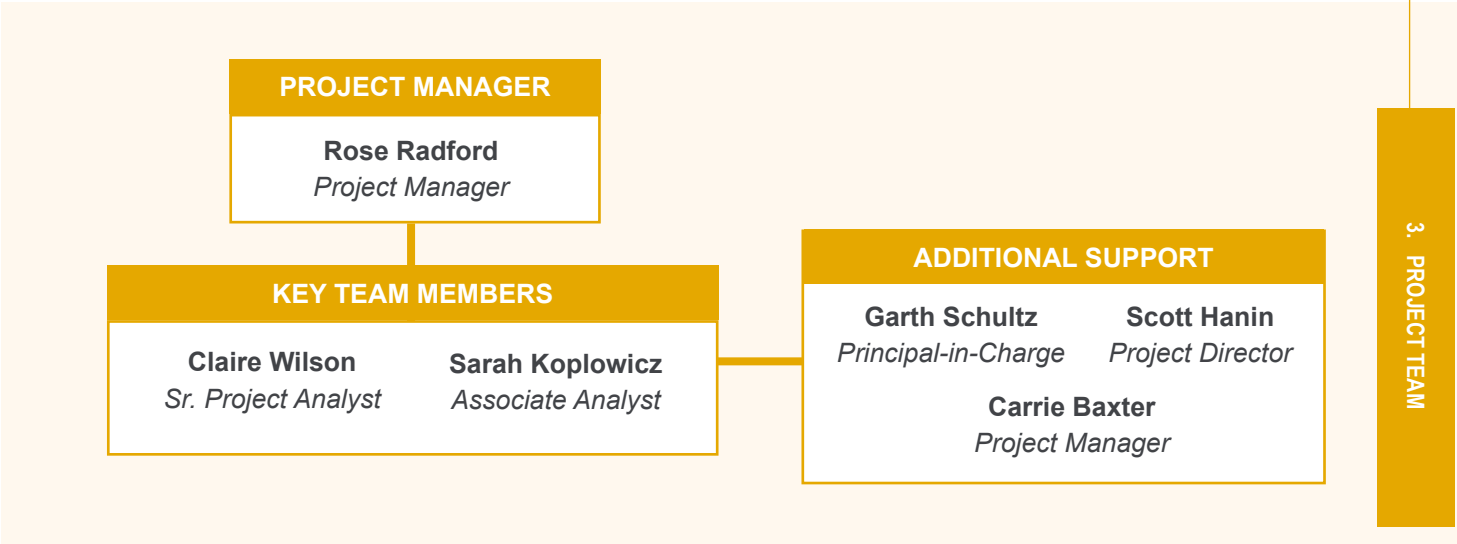
3. PROJECT TEAM

Project Team

We have formed a leading team of specialists with experience implementing ambitious and complex solid waste policy throughout California. Our collective experience working with CalRecycle and our many regional agency clients ensures a breadth of knowledge on compliance with AB 939 diversion mandates, SB 1383 regulations and implementation, and ordinance updates that no other proposer can match.

Organizational Chart

Below is the organization of our project team structure. We have included a Core Project Team, with their resumes on the following pages, who will be the primary, day-to-day staff responsible for this engagement. R3 also has a deep bench to pull from should the need arise, and those team members will be on-call and available to assist as-needed.





Rose Radford

Project Manager



About

Rose Radford has assisted several jurisdictions in planning specifically for SB 1383 requirements and played a primary role in designing the database used to store and analyze rates for CalRecycle in the Statewide SB 1383 (Organics) Rate Survey conducted by R3. She recently evaluated new solid waste program proposals for the City of Concord on SB 1383 compliance, including evaluating additional diversion potential calculations and a SB 1383 goal-setting analysis conducted by the hauler. She has guided clients throughout California on the anticipated effects of changing requirements for organics programs, as well as the implications of the changes in reporting regulations for diversion performance, regulatory compliance, and long-term planning efforts.

She has advised clients such as the West Contra Costa Integrated Waste Management Authority (RecycleMore) and all the jurisdictions in Marin County on SB 1383 implementation, including facilitating the municipal code updates for all the agencies in Marin. She also recently assisted the City of San Francisco in compiling a public comment letter for the formal comment period of the SB 1383 draft regulations.

Education & Certifications

- » Master of Public Administration in Environmental Science and Policy; Columbia University
- » Bachelor of Science in Conservation and Resource Studies; University of California, Berkeley
- » Construction and Demolition (C&D) Facility Evaluator; Recycling Certification Institute

Relevant Experience

- » **On-Call Support Services** | County of San Benito
Project Manager, currently engaged as the County's primary solid waste consultant for all solid waste matters, which includes technical support for legislative compliance, hazardous waste program support, solid waste report analysis, franchise agreement oversight, and solid waste management planning over the JPA agreement. Most recently presented the County's SB 1383 municipal code update and Memorandum of Understanding to the Board of Directors.
- » **SB 1383 Planning and Implementation Assistance** | Marin Sanitary Service Franchisors and the City of West Sacramento
Project Manager and Support, currently engaged by the Franchisors of Marin Sanitary Service (representing the cities and towns of Ross, Fairfax and San Anselmo, Larkspur, San Rafael, and the County of Marin and Las Gallinas Valley Sanitary District) and the City of West Sacramento in comprehensive SB 1383 implementation planning for all aspects of the law. This plan includes outreach and education, route audits for contamination, enforcement schedules and activities, edible food recovery planning in coordination with the County, assistance in adjusting the Cities' purchasing policy, and assistance in negotiations with the City's hauler. Rose is currently developing municipal code updates for each agency.
- » **SB 1383 & AB 1826 Compliance Assistance** | Cities of Brentwood, Concord, Fairfield, Los Altos, Martinez, Piedmont, Pleasant Hill, and San Francisco
Project Manager, currently conducting SB 1383 preparedness planning by working closely with the city staff on all aspects of planning and implementation, from developing and receiving letters and exemption forms, to interviews with parks departments on current procurement of recovered organic materials. Rose developed a simplified checklist to easily track distinct actions to be taken for compliance and will be assisting in development of the cities' municipal code updates and compliance reporting to CalRecycle.
- » **SB 1383 Compliance Plan** | RecycleMore (West Contra Costa Integrated Waste Management Authority)
Project Manager, recently evaluated the JPA and its Member Agencies' preparedness for SB 1383 by engaging with JPA and Member Agency staff as well as hauler representatives, providing specific guidance on areas of particular concern, recommending responsible entities for each requirement and assisting in the first stages of implementation. Currently, Rose is reviewing draft municipal code updates to be provided by RecycleMore to Member Agencies for their consideration.
- » **Franchised Waste Hauler Audit and Rate Adjustment** | City of Rancho Cucamonga
Project Support, currently leading the City's audit of Burrtec's waste and diversion reporting, rates, and financial compliance with the franchise agreement.
- » **On-Call Staff Augmentation** | City of Los Altos
Project Manager, currently providing full-service staff support for all aspects of solid waste planning, including implementation of requirements with for City purchasing, coordination of edible food recovery planning, direct point-of-contact work with the City's hauler as well as CalRecycle, annual reporting and tonnage review, and high diversion planning efforts. Rose has presented many times to the City Council and Environmental Commission on solid waste matters. Rose was the main staff negotiating a 10-year extension to the City's collection agreement with its hauler and has been the City's main client contact for four years.



Garth Schultz

Principal-in-Charge



About

Garth Schultz is the President of R3 and brings 18 years of solid waste management experience in both the private and public sectors. Pulling from his extensive solid waste management experience, in both the private and public sectors, Garth is particularly skilled in designing visionary approaches to solid waste collection systems to meet the needs and interests of R3's clients. He has served as Project Manager on a wide range of projects for the management of solid waste, recycling, green waste, organic waste, and construction and demolition debris.

Garth will provide team oversight, rate analysis, and leadership in reporting and presentation to this project. He will contribute his expertise developing strategies for straightforward legislative compliance and organics planning, as well as developing and revising ordinances and policies. His vertically integrated history (from recycling truck driver to solid waste manager) supports his unique ability to simplify otherwise complicated regulatory frameworks.

Education & Certifications

- » Master of Public Administration and Public Policy Development; California State East Bay
- » Bachelor of Science in Environmental Science and Minor in Public Policy; University of California, Berkeley

Relevant Experience

- » **SB 1383 Compliance Assistance** | City of West Sacramento
Project Manager, currently conducting compliance and funding gap analyses to determine the necessary programs and resources required to reach SB 1383 compliance and drafting an implementation plan that will guide City compliance. Tasks include completing a gap analysis to identify resource and programmatic shortfalls and drafting an implementation plan that will guide City compliance. Garth led the team that completed the initial compliance and resource gap analyses and presented the initial results of the analyses to the City's Environment and Utilities Commission. R3 simultaneously worked with City staff to provide recommended revisions to the City's municipal code, as necessary for compliance with SB 1383.
- » **SB 1383 Organics Waste Reduction and Recycling Program** | Ventura County
Task Lead, currently leading R3's work in Ventura County regarding municipal compliance with SB 1383. To date this has included oversight of a compliance gap analysis and coordination of a County-wide Working Group focused on SB 1383 compliance and implementation needs, involving several County agencies and departments. Via the County-wide Working Group, R3 is helping the County identify agency roles and responsibilities for compliance with the various requirements of SB 1383 as well as identifying pathways and actions necessary for compliance.
- » **SB 1383 Implementation Plan** | City of Modesto
Project Support, currently helping the City identify its pathways for SB 1383 compliance, most importantly including its organics collection system. The City currently has a two-container collection system and is preparing financial analysis as well as operational and compliance considerations relating to maintaining a two-bin collection system or establishing a three-bin collection system for its residential customers. Along with this analysis, R3 is recommending modifications to the City's contracts with its solid waste service providers, evaluating and analyzing needed improvements to the City-owned composting facility, and identifying and quantifying financial impacts.
- » **Zero Waste Strategic Planning and Organizational Assessment** | Zero Waste Marin
Principal, provided an update to the JPA's Zero Waste Plan, presenting at two Board workshops and over ten subcommittee meetings. R3's zero waste plan provides short, medium and long-term strategies to help the County achieve their zero-waste goal and specifically manage the expected increase in organic material flow within the County and includes budget estimates for each of the strategies as well as a pathway toward implementing each strategy. The Plan draws upon our extensive regional knowledge as well as prior work on organics flow and projections, and was developed in coordination with regional actors including the solid waste haulers, the advisory body to the JPA, and other stakeholders, and is expected to be finalized this year.
- » **Zero Waste Plan Development and Adoption** | Cities of Alameda, Menlo Park, Santa Rosa, and Santa Monica
Principal, engaged by several cities to develop a Zero Waste Plan, tailored to the unique disposal and waste reduction trends and goals of the City, executable within and measured by, 5-, 10-, and 20-year milestones. Core components of the Plans included developing Waste Diversion Models and implementation outreach strategy, conducting a stakeholder engagement process, and designing a comprehensive Plan document that includes policy, program, partnership, and facility diversion options.
- » **High Diversion Implementation Plan** | City of Los Altos
Principal, recently led the development of the City's High Diversion Implementation Plan, assisting in developing recommendations for the City's hauler to meet its 78% diversion requirement and AB 1826 legislative requirements, such as advocating mixed-waste processing to remove organics and recyclables from commercial and multi-family waste streams. He assisted in updating the City's Municipal Code to make recycling service mandatory and meet new state legislative requirements under AB 341, AB 1826, AB 1594 and CALGreen mandatory construction and demolition diversion.



Claire Wilson

Sr. Project Analyst



About

Claire Wilson has a strong background in environmental science and community outreach and education that is invaluable to the range of R3's solid waste planning projects. Her expertise is centered around policy development, state law compliance, and negotiation assistance. She is experienced in Zero Waste and high diversion planning and implementation, specializes in community and stakeholder engagement strategies and has worked with jurisdictions to develop innovative methodologies to approach Zero Waste and comply with State legislation including AB 341, AB 1826, and SB 1383.

Claire has also drafted municipal ordinances to update and clearly define diversion goals and state requirements as well as codify such requirements in solid waste franchise agreements. Her work has assisted over 75 jurisdictions in waste related issues.

Education & Certifications

- » Bachelor of Science in Environmental Studies - UC, Santa Barbara
- » Zero Waste Community Associate Certification - Zero Waste USA
- » 2019 Young Professionals Scholarship Recipient - California Resource Recovery Association

Relevant Experience

- » **SB 1383 Organics Waste Reduction and Recycling Program | Ventura County**
Lead Analyst, currently evaluating the County's franchise agreements, determining compliance with State Laws including SB 1383, analyzing and making recommendations around the Compost Materials Handling Facility Agreement, revising and drafting a compliant SB 1383 solid waste ordinance, and working to facilitate the County's Working Group.
- » **SB 1383 Implementation Plan | City of Modesto**
Project Manager, currently leading planning and implementation efforts for SB 1383 including advising the City on municipal code update, identifying gaps in compliance, and providing resources and recommendations for achieving compliance. Along with this analysis, R3 is recommending modifications to the City's contracts with its solid waste service providers, evaluating and analyzing needed improvements to the City-owned composting facility, and identifying and quantifying financial impacts.
- » **SB 1383 Compliance Planning | Mill Valley Refuse Service Agencies**
Project Manager, currently engaged by the Mill Valley Refuse Service agencies (representing the cities, town, and districts of Mill Valley, Corte Madera, Tiburon, Belvedere, Alto, Almonte, Strawberry, and Homestead, and County of Marin) to develop recommendations for a successful and compliant SB 1383 program for each of the agencies including an edible food recovery program within the County. Ms. Wilson is a part of a parallel project with the Marin Franchisors' Group (representing the cities and towns of Ross, Fairfax and San Anselmo, Larkspur, San Rafael, and the County of Marin and Las Gallinas Valley Sanitary District) as well.
- » **Solid Waste Organic Program Review | City of Riverside**
Project Analyst, recommended modifications and updates to the City's existing program in support of state requirements for recycling and organics diversion, such as AB 341, AB 1826, SB 1383 and AB 1594. Also developed an AB 1826 compliance plan for submission to CalRecycle.
- » **SB 1383 Compliance Plan | City of Vallejo**
Project Analyst, developed a corrective action plan to achieve AB 1826 compliance, including exemption forms, compliance letters, tracking sheets, and scripts; and a clear action plan that identified responsible entities and actions to be taken, and Municipal Code updates for mandatory organics collection.
- » **Food Recovery Program Strategic Plan | Alameda County Community Food Bank**
Project Analyst, developed a strategic plan for increasing food recovery and distribution efficiencies as well as funding strategies to meet the requirements of SB 1383. Identified food generators and modeled the amount of food that must be recovered to meet the State's goal.
- » **Legislative Compliance Assistance | RecycleMore (West Contra Costa Integrated Waste Management Authority)**
Project Support, authored the Inspection and Enforcement analysis for RecycleMore as a part of our SB 1383 planning effort, and attended meetings with agency staff to identify implementation steps for SB 1383 compliance. She conducted outreach and community engagement by notifying covered and non-compliant customers under AB 1826 and AB 341. Contacted over 200 customers and conducted site visits to educate business owners and determine next steps.
- » **Planning Assistance in Response to SB 1383 Organic Waste Reduction Mandates | RecycleMore**
Project Analyst, provided initial planning support for RecycleMore and its Member Agencies in implementing SB 1383. Project tasks included the following: analyzed current RecycleMore organics collection programs for all sectors, including processing, and determine adequacy to support compliance with SB 1383 requirements; and provided an estimate of additional collection and/or processing capacity needed to achieve the SB 1383 requirements.



Sarah Koplowicz

Associate Analyst



About

Sarah Koplowicz has been working in the waste management industry for 15 years, with a focus on Zero Waste programs and policies. She helped establish the UC Davis Zero Waste system campus-wide, which was used as a pilot for the other UC campuses to adopt Zero Waste programs by 2020. Sarah spent more than ten years working in event production providing Zero Waste management to millions of people throughout the state of California.

She is experienced with performing waste audits of commercial facilities, waste characterization studies, and Zero Waste training for employees, volunteers, and the public as needed. Sarah has also worked on source reduction projects, such as developing a reusable dish program to help reduce the amount of single use disposables produced at special events as well as ongoing business operations. Sarah contributes her extensive hands-on experience working in the field with a wide variety of community members and stakeholders. She excels at assessing systems and providing analyses that lead to widespread improvements in cost and efficiency.

Education & Achievements

- » Bachelor of Arts, University of California, Davis
- » Master of Science in Environmental Management, University of San Francisco
- » Certified Manager of Zero Waste - Solid Waste Association of North America

Relevant Experience

- » **On-Call Support Services** | County of San Benito
Associate Analyst, worked with the County to update the JPA to comply with current regulatory requirements, including SB 1383, AB 341, and AB 1826. Developed a report for the County summarizing current green waste systems in place and future projections for tonnage and applications of organic waste.
- » **SB 1383 Compliance Services** | Siskiyou County Regional Integrated Waste Management Authority
Associate Analyst, supported the Authority in developing a SB 1383 Implementation Record-Based Compliance Plan and Inspection Enforcement Program records and final report.
- » **On-Call, SB 1383, and Disposal Agreement Negotiations** | City of Los Altos
Associate Analyst, providing multiple support services to the City, including updated rates of service for solid waste for 2022, writing an Environmentally Preferable Purchasing policy for compliance with SB 1383 requirements including procurement of recycled content paper products and recovered organic waste materials, preparing a Franchise Agreement negotiations review, and conducting a C&D tipping fee survey for the greater Bay Area and South Bay regions.
- » **Legislative Compliance** | City of San Ramon
Associate Analyst, responsible for updates to the City's Green Spend Guidelines / Environmentally Preferable Purchasing Policy with requirements for SB 1383 compliance, including incorporating procurement requirements for recycled content paper products and recovered organic waste materials, and updating requirements for CalGreen and MWEL.
- » **SB 1383 Implementation Support** | City of El Cerrito
Associate Analyst, prepared updates to the City's purchasing policy to include environmentally preferable purchasing for compliance with SB 1383, including incorporating procurement requirements for recycled content paper products and recovered organic waste materials as well as record-keeping systems.
- » **Organic Market Analysis** | First Sentier Investors
Associate Analyst, conducted organic market research for Southern California focused on market potential for recovered organic waste materials such as electricity and renewable natural gas generation. She also worked with First Sentier to provide a franchise agreements rate review for Southern California organics processing facilities.
- » **SB 1383 Compliance Support** | City of Dixon
Associate Analyst, responsible for developing updates to the City's purchasing policy to include environmentally preferable purchasing for compliance with SB 1383, including incorporating procurement requirements for recycled content paper products and recovered organic waste materials as well as record-keeping protocols.
- » **SB 1383 Planning Assistance** | Marin Sanitary Service Franchisors
Associate Analyst, prepared Municipal Code updates, as required by SB 1383, to require mandatory organics collection service, edible food recovery, inspections, contamination monitoring and enforcement. She also developed comprehensive definitions matrix for all jurisdictions to maintain consistency of language used throughout all ordinances.
- » **SB 1383 Ordinance** | City of Atascadero
Associate Analyst, responsible for writing an update to the City's municipal code for solid waste, recycling, and organic waste management to be compliant with SB 1383 requirements. Adapted the County's template for SB 1383 compliant ordinances combined with the City's previous municipal code for waste management, and further incorporated additional changes related to collections, container storage, and enforcement as requested by the City.



*In an effort to reduce paper usage, this page has been
left blank for double-sided printing purposes.*

If printing, please consider using 100% recycled paper.

4. PROJECT SCOPE OF WORK

Project Understanding

The City is seeking a qualified solid waste consultant to manage tasks and ensure timely compliance with the new state law, Senate Bill 1383 (SB 1383). We understand that the City is already well-situated for SB 1383 compliance, with an active and engaged partner in Burrtec Waste Industries, Inc. (Burrtec), informed electeds, a compliant ordinance, and plans for participation in a regional edible food recovery program.

The City is a part of a regional agency, the Los Angeles Regional Authority (LARA), and as such most reporting responsibilities will be managed by Los Angeles County (County). R3 is well-situated to provide the City with assurance that all required compliance items are completed on time and in alignment with the regulations, as we will be assisting many other cities in the same activities in the next few years.

The following proposal assumes a contract length of two and a half years beginning in early 2022 and ending in July 2024.

Scope of Work

Task 1 Analysis of Current Programs and Implementation Pathways

R3 has been following SB 1383 regulations closely on behalf of many clients and has developed a user-friendly SB 1383 action plan that we will customize according to the City's needs. SB 1383 touches upon many aspects of solid waste management, many of which are currently the responsibility of Burrtec via the franchise agreement, while others are jurisdictional responsibilities, and some may already be the responsibility of the County and the associated regional agency.

R3 will assess SB 1383 preparedness by beginning with our action plan template and identifying gaps in compliance and opportunities for program improvements.

Pathways to compliance used by other jurisdictions include the following:

- Implementing universal roll-out by providing organic waste collection services (including food waste) to all residents and businesses, which is covered in the contract amendment;
- Establishing a food recovery program in coordination with the County and/or other agencies as appropriate;
- Providing enhanced education and outreach to the community, which involves potential changes to content and frequency of mailers and on-site outreach as appropriate, which is covered in the contract amendment;
- Hiring a dedicated officer for enforcement of the law's requirements;
- Procuring more recyclable and recovered organic products;
- Gathering a significant amount of information for reporting to CalRecycle, both during the initial planning and reporting process, and on an ongoing basis as a part of Electronic Annual Reports to CalRecycle (this is covered under the contract amendment); and
- Monitoring and enforcing compliance through municipal code updates.

Task 1.1 Inspection and Enforcement

Inspection and enforcement requirements included in SB 1383 represent a departure from the AB 1826 requirements in that penalties are required to be assessed on businesses not in compliance with the recycling requirements, including signing up, participating, placing containers for recycling and organics in the front- and back-of-house, and self/back-hauling in compliance with the state's requirements.

In summary, SB 1383 introduces:

- Penalties for non-compliant businesses (under the organics recycling requirements, the requirement to right-size containers, and the requirements to provide educational material as well as the edible food recovery requirements described in Task 2.3) in alignment with the SB 1383 penalty structure introduced in the regulations;
- Penalties for haulers, including franchised haulers and the self-haul sector for not diverting organic material according to the requirements;
- Penalties for regulated entities for not providing adequate reporting (this includes edible food recovery organizations);
- Investigation of complaints of non-compliance by members of the public or other entities;
- Contamination monitoring via periodic (current regulations require annual) route audits for every route and a representative portion of customers; or via monitoring at post-collection facilities;
- A defined “waiver” system, like the exemption system for AB 1826, except organics generation thresholds are lower (10 gallons or less for customers below 2 cubic yards of solid waste service, and 20 gallons or less for customers at or above 2 cubic yards); inspection of businesses subject to waiver and adequate documentation is required, and re-inspection on a prescribed basis (now every 5 years). Note that physical space limitations are included as a possible waiver rationale. R3 generally recommends that exemption/waiver authority resides in jurisdiction or authority staff and not the hauler; and
- Required reporting to CalRecycle on all site visits, penalties, waivers.

While the inspections required by the regulations can reasonably be performed by the hauler, others (such as the edible food recovery enforcement and the front-of-house container placement) are not appropriate to include in hauler responsibilities. Moreover, the regulations clearly state that authority for enforcement cannot be delegated to a private entity. R3 will lead engagement with code enforcement and Burrtec staff to facilitate compliance with the enforcement requirements of the law.

Task 1.2 Edible Food Recovery Programs

Establishing and implementing food recovery programs can be challenging, but the City is already well-positioned for compliance as a member of LARA.

The County is responsible for a number of the key aspects of planning for SB 1383, including:

- Inspection of all food-serving businesses via Environmental Health for enforcement of state minimum standards; and
- Planning for edible food capacity in the County, including identification of edible food recovery organizations and assessment of those organizations' capacity, as well as any need for additional capacity in the County.

As such, R3 proposes to initially engage the County and LARA to request available information about the County's current edible food recovery planning efforts, as well as current activities conducted by County Environmental Health inspectors and collateral already developed by the County. We will engage the County and LARA to the extent needed to understand the program and the City's role and will conduct the necessary activities for compliance as requested by the City.

Task 1.3 Purchasing Policy Changes

SB 1383 requires changes to each agency's purchasing policies, including procurement of recycled-content paper, compost and/or mulch product from post-collection facilities, use of natural gas from post-collection facilities, and use of electricity from qualifying post-collection sources. R3 is already exploring potential avenues for purchasing this material in the region and will work with County and LARA staff to create a purchasing program that complies with the law.

Task 2 Compliance Implementation and CalRecycle Reporting

Based upon the results of Task 1, R3 will create a GANTT chart showing key implementation deadlines and deliverables. We will complete each required deliverable with oversight and engagement from City staff, which we anticipate will be minimal.

We anticipate the following general activities under this task:

- Reporting as requested and needed to LARA for CalRecycle reporting;
- Continuous engagement with LARA for the edible food recovery program;
- Continuous engagement with Burrtec on implementation and roll-out of the organics program, including reviewing work plans, educational collateral, and reports from Burrtec;
- Engagement with City purchasing staff for electricity, natural gas, and recycled content paper procurement;
- Engagement with City Parks and Recreation staff for procurement of compost & mulch;
- Engagement with City Planning & Building Departments for plan check processes on enclosure space and Construction and Demolition Debris Recycling in compliance with CALGreen; and
- Other tasks to be identified.

Task 3 Burrtec Franchise Agreement Compliance

We will familiarize ourselves with the Franchise Agreement with Burrtec and provide oversight over Burrtec's activities, including virtual meetings as needed.

Should the City and/or Burrtec desire to amend the franchise agreement, R3 will assist the City by completing the following general activities:

- Review Burrtec's proposals as provided to the City (and supplied by the City to R3) to assess reasonableness, compare to general industry trends and best practices, and provide recommendations based upon our firm's experience and our individual expertise.
- Provide analysis, findings, and recommendations to the City regarding Burrtec's proposals.

If the City desires full-service negotiations assistance, we can provide a separate proposal for such assistance.

Task 4 On-Call Assistance

R3 will be available to assist the City on an on-call basis on all solid waste matters up to our annual contract limit.



*In an effort to reduce paper usage, this page has been
left blank for double-sided printing purposes.*

If printing, please consider using 100% recycled paper.

5. PROJECT SCHEDULE & BUDGET

Project Schedule

TASK	START DATE	END DATE
1. Analysis of Current Programs and Implementation Pathways	February 2022	July 2022
2. Compliance Implementation and CalRecycle Reporting	February 2022	July 2024
3. Burrtec Franchise Agreement Compliance	February 2022	July 2024
4. On-Call Assistance	February 2022	July 2024

Project Budget

R3 proposes to complete our scope of work, Tasks 1-4, on a time-and-materials basis for a total, not-to-exceed budget of **\$100,000**. We expect the annual budget to be \$20,000 for FY 2021-22, \$40,000 for FY 2022-2023, and \$40,00 for FY 2023-2024.

TASK	COST
1. Analysis of Current Programs and Implementation Pathways	\$ 15,000
2. Compliance Implementation and CalRecycle Reporting	\$ 45,000
3. Burrtec Franchise Agreement Compliance	\$ 20,000
4. On-Call Assistance	\$ 20,000
TOTAL	\$ 100,000

Hourly Billing Rates

In the table below, we have provided our hourly billing rates for the R3 Project Team that may be involved in providing solid waste consultant services. These hourly rates are effective November 1, 2022 and are subject to periodic adjustments based on CPI.



CLASSIFICATION	HOURLY RATE
Principal	\$ 285
Senior Project Director	\$ 285
Project Director	\$ 240
Senior Project Manager	\$ 220
Project Manager	\$ 200
Senior Project Analyst	\$ 190
Senior Administrative Support	\$ 170
Project Analyst	\$ 170
Associate Analyst	\$ 155
Administrative Support	\$ 125
REIMBURSABLE COSTS	
Consultants/Subcontractors	Cost plus 10%
Lodging and meals	Direct cost
Travel — <i>Private or company car</i>	At Current Federal Rate
Travel — <i>Other</i>	Direct cost
Delivery and other expenses	Direct cost

Payments

Unless otherwise agreed in writing, fees for work completed will be billed monthly at the first of each month for the preceding month and will be payable within 30 days of the invoice date.

CITY OF DUARTE
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is made and effective as of _____ ("Effective Date"), by and between the **CITY OF DUARTE**, ("City") and **R3 CONSULTING GROUP, INC.**, a California corporation ("Consultant"). City and Consultant may sometimes herein be referred to individually as a "party" and collectively as the "parties." In consideration of the mutual covenants and conditions set forth herein, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties agree as follows:

1. TERM

This Agreement shall commence on the Effective Date and shall remain and continue in effect until June 30, 2024, or until the tasks listed in the Scope of Work are completed, unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the parties.

2. SERVICES AND PERFORMANCE

- A. In compliance with all terms and conditions of this Agreement, the Consultant shall provide analysis of City's current solid waste management and procurement protocols affected by State of California Senate Bill 1383, compliance implementation and reporting assistance to CalRecycle, support with updating the City's waste hauler franchise agreement including document review and recommendations to the City (not including attendance at meetings with Burrtec to negotiate the agreement terms or drafting language), and on-call assistance, which services may be referred to herein as the "services" or "work" hereunder. The Scope of Service may also include additional tasks described in Consultant's letter attached hereto as Exhibit "A." In the event of any inconsistency between the terms of Consultant's letter and this Agreement, the terms of this Agreement shall govern.
- B. As a material inducement to the City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first-class work and services and Consultant is experienced in performing the work and services contemplated herein. The minimum standard of care for all professional services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality.
- C. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City's sole and absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or in part the services required hereunder, or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) this Agreement.

- D. Consultant shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement.
- E. Consultant shall provide all services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction in effect at the time service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

3. MANAGEMENT

The City's Assistant to the City Manager/Public Information Officer shall represent City in all matters pursuant to the administration of this Agreement, review and approval of the services performed by Consultant, and the City Manager shall have the authority, subject to the limitations set forth in Section 4, to enlarge the Scope of Services or increase the compensation due to Consultant. Consultant's official representative in the administration of this Agreement shall be Garth Schultz, Principal, who shall have the authority to make all decisions for Consultant and bind Consultant to the terms of this Agreement.

4. COMPENSATION

- A. City agrees to pay Consultant an amount not to exceed \$80,000, based on the scope of services set forth in Consultant's letter attached hereto as Exhibit A.
- B. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given.
- C. Consultant shall be paid on a monthly basis and shall submit monthly invoices/reports to City, within ten (10) days following the end of each month, showing actual services performed. Consultant shall be paid on the next regular council warrant after all required paperwork is submitted. If the City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly report stating the basis for such dispute.

5. SUSPENSION OR TERMINATION OF AGREEMENT

- A. City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving written notice upon Consultant. Upon receipt of said notice, Consultant shall immediately cease all work under this

Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this subparagraph (a), Consultant shall submit a final report to the City pursuant to Section 4, and City shall be entitled to receive a return of the fee paid to Consultant, or portion thereof, if the reason for the termination is failure by Consultant to have timely performed the services set forth in Exhibit "A." In City's sole and absolute discretion, prior to effecting a suspension or termination pursuant to this subparagraph (a), the City may first serve upon the Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct, or remedy the default. In the event that the Consultant fails to cure the default within the specified period of time, the City shall have the right to immediately terminate this Agreement pursuant to subparagraph (a). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (a) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

- B. Consultant may terminate this Agreement only due to a material breach by City, and only upon not less than thirty (30) days' prior written notice to the City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy of such default.

6. RECORDS AND OWNERSHIP OF DOCUMENTS

- A. Consultant shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to produce an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment
- B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement ("work product") shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. Consultant shall provide such items to City promptly upon completion of the Agreement. City acknowledges that such work product is not intended or represented to be suitable for use unless completed by Consultant, or for use or reuse by City or others on extensions of the services or work under this Agreement, or for any other use

or purpose, without written verification or adaptation by Consultant. Any such use or reuse, or any modification of the work product, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to Consultant or to its officers, directors, members, partners, agents, employees, and consultants.

- C. Any information gained by Consultant in the performance of this Agreement shall be considered confidential and such information and the reports, records, documents and other materials prepared by Consultant in the performance of services under this Agreement shall not be released publicly or to any other client of Consultant without the prior written approval of the City Manager.

7. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall indemnify and hold harmless the City from and against all damages and liability caused by the negligent actions or willful misconduct of the Consultant or its employees, agents, or representatives. Consultant shall not be responsible for any damages or liability to the extent caused by the negligence or willful misconduct of the City or any of its employees, agents, or representatives acting in an official capacity. In no event shall either party indemnify the other party for the other party's recklessness, sole negligence, or willful misconduct. To the extent Consultant's services are subject to California Civil Code Section 2782.8, the limitations of that statute on Consultant's duty to defend shall apply hereunder.

8. INSURANCE

Without limiting Consultant's indemnification obligations as set forth in this Agreement, the Consultant shall procure and maintain, at its sole cost and expense, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

- A. Commercial General Liability insurance written on a per occurrence basis in an amount not less than \$1,000,000 per occurrence.
- B. Business Auto Coverage written on a per accident basis in an amount not less than \$1,000,000 per accident. If Consultant or Consultant's employees use personal autos in connection with the performance of work under this Agreement, Consultant shall provide evidence of personal auto liability coverage for each such person.
- C. Worker's Compensation providing statutory benefits as required by California law.
- D. Professional Liability or Errors and Omissions Insurance designed to protect against acts, errors or omissions of the Consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate.

- E. All of the insurance policies required hereunder, except the worker's compensation insurance, shall comply with the following requirements:
- (1) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Bests rating of B++ or better and a minimum financial size VII.
 - (2) The policies shall be endorsed to name the City and its officers, officials, employees, agents, and volunteers as additional insureds.
 - (3) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of the Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability; and (vi) shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured.
 - (4) The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change.
- F. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from the Consultant's operations pursuant to this Agreement. Termination of this obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.
- G. No work or services under this Agreement shall commence until the Consultant has provided the City with Certificates of Insurance evidencing the above insurance coverages and said Certificates of Insurance are reasonably approved by the City. Certificates are to reflect that the insurer will provide 30 days written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or cancelled for any reason, the Consultant shall, prior to the cancellation date, submit new evidence of insurance, in conformance with this Paragraph 8.
- H. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials and agents.
- I. Consultant agrees to provide immediate notice to City of any claim or loss against

Consultant arising out of the work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

9. INDEPENDENT CONSULTANT

- A. Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.
- B. No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

10. NO UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City shall receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement.

11. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to the Agreement during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the services performed under this Agreement.

12. COVENANT AGAINST DISCRIMINATION

Consultant covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, marital status, sexual

orientation, national origin, or ancestry.

13. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES

No officer, official, employee, agent, representative, or volunteer of the City shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

14. NOTICES

Any notices which either party may desire to give or may be required to give to the other party under this Agreement must be in writing and may be given either by (a) personal service, or (b) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (c) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

If to City: City of Duarte
Attn: Victoria Rocha, Assistant to the City Manager/PIO
1600 Huntington Drive
Duarte, California 91010

If to Consultant: R3 Consulting Group, Inc.
Attn: Rose Radford, Project Manager
1512 Eureka Road, Suite 220
Roseville, CA 95661

15. GOVERNING LAW; ATTORNEY'S FEES; LITIGATION MATTERS

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing party shall be entitled to recover all reasonable costs incurred, including staff time, court costs, attorney fees, expert witness fees, and other related expenses. The Municipal and Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the parties hereto concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

16. RIGHTS AND REMEDIES ARE CUMULATIVE; AND WAIVER

- A. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.
- B. No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

17. SEVERABILITY

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

18. INTERPRETATION; ENTIRE AGREEMENT

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect.

19. EXECUTION OF CONTRACT

The persons executing this Agreement on behalf of each of the parties hereto represent and warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

20. EFFECTIVE DATE

The Effective Date of this Agreement shall be the date set next to the signature of the City Manager below, which date shall be inserted into the preamble of this Agreement.

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

CITY OF DUARTE

CONSULTANT

By _____
Daniel Jordan, City Manager

By _____
Garth Schultz, Principal

Date: _____

Date: _____

EXHIBIT “A”

CONSULTANT’S LETTER

[SEE FOLLOWING PAGES]

4. PROJECT SCOPE OF WORK

Project Understanding

The City is seeking a qualified solid waste consultant to manage tasks and ensure timely compliance with the new state law, Senate Bill 1383 (SB 1383). We understand that the City is already well-situated for SB 1383 compliance, with an active and engaged partner in Burrtec Waste Industries, Inc. (Burrtec), informed electeds, a compliant ordinance, and plans for participation in a regional edible food recovery program.

The City is a part of a regional agency, the Los Angeles Regional Authority (LARA), and as such most reporting responsibilities will be managed by Los Angeles County (County). R3 is well-situated to provide the City with assurance that all required compliance items are completed on time and in alignment with the regulations, as we will be assisting many other cities in the same activities in the next few years.

The following proposal assumes a contract length of two and a half years beginning in early 2022 and ending in July 2024.

Scope of Work

Task 1 Analysis of Current Programs and Implementation Pathways

R3 has been following SB 1383 regulations closely on behalf of many clients and has developed a user-friendly SB 1383 action plan that we will customize according to the City's needs. SB 1383 touches upon many aspects of solid waste management, many of which are currently the responsibility of Burrtec via the franchise agreement, while others are jurisdictional responsibilities, and some may already be the responsibility of the County and the associated regional agency.

R3 will assess SB 1383 preparedness by beginning with our action plan template and identifying gaps in compliance and opportunities for program improvements.

Pathways to compliance used by other jurisdictions include the following:

- Implementing universal roll-out by providing organic waste collection services (including food waste) to all residents and businesses, which is covered in the contract amendment;
- Establishing a food recovery program in coordination with the County and/or other agencies as appropriate;
- Providing enhanced education and outreach to the community, which involves potential changes to content and frequency of mailers and on-site outreach as appropriate, which is covered in the contract amendment;
- Hiring a dedicated officer for enforcement of the law's requirements;
- Procuring more recyclable and recovered organic products;
- Gathering a significant amount of information for reporting to CalRecycle, both during the initial planning and reporting process, and on an ongoing basis as a part of Electronic Annual Reports to CalRecycle (this is covered under the contract amendment); and
- Monitoring and enforcing compliance through municipal code updates.

Task 1.1 Inspection and Enforcement

Inspection and enforcement requirements included in SB 1383 represent a departure from the AB 1826 requirements in that penalties are required to be assessed on businesses not in compliance with the recycling requirements, including signing up, participating, placing containers for recycling and organics in the front- and back-of-house, and self/back-hauling in compliance with the state's requirements.

In summary, SB 1383 introduces:

- Penalties for non-compliant businesses (under the organics recycling requirements, the requirement to right-size containers, and the requirements to provide educational material as well as the edible food recovery requirements described in Task 2.3) in alignment with the SB 1383 penalty structure introduced in the regulations;
- Penalties for haulers, including franchised haulers and the self-haul sector for not diverting organic material according to the requirements;
- Penalties for regulated entities for not providing adequate reporting (this includes edible food recovery organizations);
- Investigation of complaints of non-compliance by members of the public or other entities;
- Contamination monitoring via periodic (current regulations require annual) route audits for every route and a representative portion of customers; or via monitoring at post-collection facilities;
- A defined “waiver” system, like the exemption system for AB 1826, except organics generation thresholds are lower (10 gallons or less for customers below 2 cubic yards of solid waste service, and 20 gallons or less for customers at or above 2 cubic yards); inspection of businesses subject to waiver and adequate documentation is required, and re-inspection on a prescribed basis (now every 5 years). Note that physical space limitations are included as a possible waiver rationale. R3 generally recommends that exemption/waiver authority resides in jurisdiction or authority staff and not the hauler; and
- Required reporting to CalRecycle on all site visits, penalties, waivers.

While the inspections required by the regulations can reasonably be performed by the hauler, others (such as the edible food recovery enforcement and the front-of-house container placement) are not appropriate to include in hauler responsibilities. Moreover, the regulations clearly state that authority for enforcement cannot be delegated to a private entity. R3 will lead engagement with code enforcement and Burrtec staff to facilitate compliance with the enforcement requirements of the law.

Task 1.2 Edible Food Recovery Programs

Establishing and implementing food recovery programs can be challenging, but the City is already well-positioned for compliance as a member of LARA.

The County is responsible for a number of the key aspects of planning for SB 1383, including:

- Inspection of all food-serving businesses via Environmental Health for enforcement of state minimum standards; and
- Planning for edible food capacity in the County, including identification of edible food recovery organizations and assessment of those organizations' capacity, as well as any need for additional capacity in the County.

As such, R3 proposes to initially engage the County and LARA to request available information about the County's current edible food recovery planning efforts, as well as current activities conducted by County Environmental Health inspectors and collateral already developed by the County. We will engage the County and LARA to the extent needed to understand the program and the City's role and will conduct the necessary activities for compliance as requested by the City.

Task 1.3 Purchasing Policy Changes

SB 1383 requires changes to each agency's purchasing policies, including procurement of recycled-content paper, compost and/or mulch product from post-collection facilities, use of natural gas from post-collection facilities, and use of electricity from qualifying post-collection sources. R3 is already exploring potential avenues for purchasing this material in the region and will work with County and LARA staff to create a purchasing program that complies with the law.

Task 2 Compliance Implementation and CalRecycle Reporting

Based upon the results of Task 1, R3 will create a GANTT chart showing key implementation deadlines and deliverables. We will complete each required deliverable with oversight and engagement from City staff, which we anticipate will be minimal.

We anticipate the following general activities under this task:

- Reporting as requested and needed to LARA for CalRecycle reporting;
- Continuous engagement with LARA for the edible food recovery program;
- Continuous engagement with Burrtec on implementation and roll-out of the organics program, including reviewing work plans, educational collateral, and reports from Burrtec;
- Engagement with City purchasing staff for electricity, natural gas, and recycled content paper procurement;
- Engagement with City Parks and Recreation staff for procurement of compost & mulch;
- Engagement with City Planning & Building Departments for plan check processes on enclosure space and Construction and Demolition Debris Recycling in compliance with CALGreen; and
- Other tasks to be identified.

Task 3 Burrtec Franchise Agreement Compliance

We will familiarize ourselves with the Franchise Agreement with Burrtec and provide oversight over Burrtec's activities, including virtual meetings as needed.

Should the City and/or Burrtec desire to amend the franchise agreement, R3 will assist the City by completing the following general activities:

- Review Burrtec's proposals as provided to the City (and supplied by the City to R3) to assess reasonableness, compare to general industry trends and best practices, and provide recommendations based upon our firm's experience and our individual expertise.
- Provide analysis, findings, and recommendations to the City regarding Burrtec's proposals.

If the City desires full-service negotiations assistance, we can provide a separate proposal for such assistance.

Task 4 On-Call Assistance

R3 will be available to assist the City on an on-call basis on all solid waste matters up to our annual contract limit.

5. PROJECT SCHEDULE & BUDGET

Project Schedule

TASK	START DATE	END DATE
1. Analysis of Current Programs and Implementation Pathways	February 2022	July 2022
2. Compliance Implementation and CalRecycle Reporting	February 2022	July 2024
3. Burrtec Franchise Agreement Compliance	February 2022	July 2024
4. On-Call Assistance	February 2022	July 2024

Project Budget

R3 proposes to complete our scope of work, Tasks 1-4, on a time-and-materials basis for a total, not-to-exceed budget of **\$100,000**. We expect the annual budget to be \$20,000 for FY 2021-22, \$40,000 for FY 2022-2023, and \$40,00 for FY 2023-2024.

TASK	COST
1. Analysis of Current Programs and Implementation Pathways	\$ 15,000
2. Compliance Implementation and CalRecycle Reporting	\$ 45,000
3. Burrtec Franchise Agreement Compliance	\$ 20,000
4. On-Call Assistance	\$ 20,000
TOTAL	\$ 100,000

Hourly Billing Rates

In the table below, we have provided our hourly billing rates for the R3 Project Team that may be involved in providing solid waste consultant services. These hourly rates are effective November 1, 2022 and are subject to periodic adjustments based on CPI.



CLASSIFICATION	HOURLY RATE
Principal	\$ 285
Senior Project Director	\$ 285
Project Director	\$ 240
Senior Project Manager	\$ 220
Project Manager	\$ 200
Senior Project Analyst	\$ 190
Senior Administrative Support	\$ 170
Project Analyst	\$ 170
Associate Analyst	\$ 155
Administrative Support	\$ 125
REIMBURSABLE COSTS	
Consultants/Subcontractors	Cost plus 10%
Lodging and meals	Direct cost
Travel — <i>Private or company car</i>	At Current Federal Rate
Travel — <i>Other</i>	Direct cost
Delivery and other expenses	Direct cost

Payments

Unless otherwise agreed in writing, fees for work completed will be billed monthly at the first of each month for the preceding month and will be payable within 30 days of the invoice date.



AGENDA REPORT

MEETING DATE: July 26, 2022

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

SUBJECT: Levy and collection of assessments within the Lighting and Landscape Assessment District – Fiscal Year 2022-23

RECOMMENDATION: It is recommended that the City Council adopt Resolution 22-30 providing for the annual levy and collection of assessments for Fiscal Year 2022-23 within the Landscape and Lighting District

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 \$292,709 for maintenance in the city's various neighborhood zones

BACKGROUND

Annually, the City Council is required to hold a Public Hearing to establish property assessments to pay for the Lighting and Landscape Assessment District. At its meeting on June 14th, the City Council adopted Resolution 22-17 that: (1) declared the City Council's intention to levy and collect assessments for Fiscal Year 2022-23; (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.

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 the annual increase in the Consumer Price Index (CPI). This year the December 31, 2020 2022 CPI was 6.6%. In the zones where the assessment may be increased, the assessments will increase to the maximum allowable rate of 3.0%. 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

It is recommended that the City Council adopt Resolution 22-30 providing for the annual levy and collection of assessments for Fiscal Year 2022-23 within the Landscape and Lighting District.

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 \$292,709 for maintenance in the city's various neighborhood zones.

ATTACHMENTS

Attachment A: Resolution 22-30 with Engineer's Report

RESOLUTION NO. 22-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2022-2023 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 14th day of June, 2022, the City Council adopted Resolution No. 22-17 (the "Resolution of Intention") which declared its intent to levy and collect assessments for Fiscal Year 2022-2023 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 2022-2023 the zones where the assessment may be increased, the assessments will increase to the maximum allowable rate of 3.0%. 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 XIID 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 XIID 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 XIID 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 2022-2023 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 2022-2023.

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 2022.

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

PASSED, APPROVED and ADOPTED this 26th day of July 2022.

Margaret Finlay
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 22-30 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of July 2022, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Annette Juarez
City Clerk

ENGINEER'S REPORT
SIDEWALKS, STREETS, SENIOR CENTER PAYMENT,
PARK AND SPECIAL ZONES
OF THE CITY OF DUARTE
LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT
2022-2023 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. Orange Blossom 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. A capital improvement project resulting in the replacement of all the gas lighting fixtures was completed in FY 20-21 which utilized available reserves.

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, 2021 was 6.6%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$13.11 per parcel to \$450.21 per parcel. The levy is proposed to increase to \$433.34 to balance the budget. The levy is still below the maximum assessment of \$450.21.

Zone 5 Kaufman and Broad Development Phase I – 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, a portion of the budget has been moved to the Citywide Street portion of the Assessment District. The resulting contribution to the zone amounts to \$7,532.00, an equal portion of the total zone assessment levied on the respective parcels.

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. For this Fiscal Year, reserves will be held to fund future improvements focusing on enhancing water efficacy.

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, 2021 was 6.6%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$14.67 per parcel to a maximum of \$503.66 per parcel. For Fiscal Year 2022-23, the levy is proposed be at the maximum assessment of \$503.66.

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, 2021 was 6.6%. A maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$11.70 per parcel to a maximum of \$401.66 per parcel. For Fiscal Year 2022-23, the levy is proposed be at the maximum assessment of \$401.66.

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 contributing to the annual budget exceeding revenue from assessments. The water billing and the "system" is being reevaluated.

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, 2021 was 6.6%. A 3% C.P.I. would allow for an assessment increase of \$16.89 per parcel to \$579.84 per parcel. For Fiscal Year 2022-23, a levy of \$579.84 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% per year. The C.P.I. for the year ending December 31, 2021 was 6.6%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$15.73 per parcel to \$540.01 per parcel. A C.P.I. increase of 3% is proposed for Fiscal Year 2022-23 with \$3,240.00 being transferred to the reserve.

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% per year. The C.P.I. for the year ending December 31, 2021 was 6.6%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$16.76 per parcel from \$558.62 to \$575.38 per parcel. For Fiscal Year 2022-23, the maximum levy of \$575.38 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% per year. The C.P.I. for the year ending December 31, 2021 was 6.6%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$23.88 per parcel from \$796.07 to \$819.95 per parcel. For Fiscal Year 2022-23, a levy of \$595.45 per parcel is required to balance expenses which is less than the maximum allowed assessment of \$819.95 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, 2021 was 6.6%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$49.56 per parcel from \$1,651.88 to \$1,701.44. For Fiscal Year 2022-23, a levy of \$960.00 per parcel is required to balance expenses with the application of reserves which is less than the maximum allowed assessment of \$1,701.44. A general benefit contribution from the City in the amount of \$1,000.00 is applied to cover half of the annual maintenance cost for the debris basin and storm drain system in this Zone. A major brush clearance and replanting project will occur again in Fiscal Year 2022/23 utilizing the reserve fund.

2022-23 CITYWIDE DISTRICT AND SPECIAL BENEFIT ZONE CALCULATIONS
--

Citywide Parks, Lighting and Street

Parks, Lighting, & Street	\$1,197,000.00
General Fund Contribution (Deficit)	<u>\$ (498,755.00)</u>
<u>Total Citywide Assessment for 2022-2023</u>	\$ 698,245.00

Parks

Park Maintenance*	\$ 531,000.00
General Fund Contribution (Deficit)	<u>\$ (195,990.00)</u>
Total Parks Assessment	\$ 335,010.00

Street Lighting

Lighting Maintenance	\$ 371,900.00
General Fund Contribution (Deficit)	<u>\$ (191,806.00)</u>
Total Citywide Lighting Assessments	\$ 180,094.00

Citywide Street

Street Maintenance Cost	\$ 294,100.00
General Fund Contribution (Deficit)	<u>\$ (110,959.00)</u>
Total Citywide Street Assessments	\$ 183,141.00

Special Benefit Zone Maintenance Cost

Maintenance Expenses & Transfers to Reserve Funds	\$ 355,744.00
Transfers From Reserves ***	\$ (48,786.00)
Transfers from General Fund	\$ (0.00)
General Fund Obligated Expenses **	<u>\$ (13,032.00)</u>
<u>Total Special District Assessments for 2022-2023</u>	\$ 293,926.00

<u>Grand Total Citywide and Special Benefit Zones Assessments for 2022-23</u>	\$ 992,171.00
--	----------------------

- * 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), \$10,538 (Zone 9), \$12,824 (Zone 10), \$488 (Zone 16), and \$20,500 (Zone 18). In instances where a zone balance is in a deficit, reserves applied to the annual budget will be an obligation of the respective zone unless otherwise approved by the City.

2022-23 CITYWIDE STREET LIGHTING AND SPECIAL BENEFIT ZONE CALCULATIONS

ZONE	DISTRICT	2020-21	2021-22	2022-23
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	\$534.97	\$538.94
5	Encanto Parkway	\$167.34	\$167.34	\$167.34
6	Rancho Verde	\$324.10	\$324.10	\$324.10
7	Amberwood	\$573.61	\$573.61	\$609.26
8	Windsor	\$478.61	\$495.56	\$507.25
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

2022-23 CITYWIDE STREET AND SPECIAL DISTRICT ASSESSMENT COMPARISON

ZONE	DISTRICT	2020-21	2021-22	2022-23
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	\$668.55	\$684.44
15	Las Posadas	\$607.09	\$629.88	\$645.60
16	Buena Vista Villas	\$640.05	\$664.22	\$680.97
17	Citrus Collection	\$701.05	\$701.05	\$701.05
18	Ridgecrest Estates	\$905.60	\$1,005.60	\$1,065.60

*Citywide only within this Special Benefit Zone.

**ZONE 2 – MESA AREA
(FUND 2430)**

ESTIMATED EXPENSES 2022-23

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 2022-23

Special Zone Assessment 2022-23	\$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
2018	\$21,440.25
2019	\$20,074.00
2020	\$22,298.00
2021	(\$2,678.50)
2022	(\$3,578.00) (Estimated)

*Estimated Year End Balance

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 2022-23

Water	\$ 2,100.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,000.00	
Personnel	\$ 1,100.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$4,500.00

ESTIMATED REVENUE 2022-23

Special Zone Assessment 2022-23	\$ 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
2022	\$0

Zone 3 Information

Number of lots to be assessed 121

LANDSCAPE COST PER LOT

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 2022-23

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>\$ 500.00</u>	
Total Expenses		\$54,600.00

ESTIMATED REVENUE 2022-23

Special Zone Assessment 2022-23	\$ 54,600.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$54,600.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2018	\$12,404.06
2019	\$4,369.00
2020	\$14,296.00
2021	\$11,607.25
2022	\$20,766.00 (Estimated)

Zone 4 Information

Number of lots to be assessed	<u>126</u>
Landscape Per Lot	\$ 433.34
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	\$ 538.94

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

ESTIMATED EXPENSES 2022-23

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 2022-23

Special Zone Assessment 2022-23	\$ 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
2018	\$1,953.79
2019	\$4,752.00
2020	\$14,483.00
2021	\$7,884.18
2022	\$7,148.00 (Estimated)

Zone 5 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 2022-23

Water	\$ 9,000.00	
Electric	\$ 540.00	
Repairs and Replacement	\$ 1,300.00	
Landscape Maintenance	\$ 8,600.00	
Personnel	\$ 5,900.00	
Transfer to Reserve	<u>\$ 6.00</u>	
Total Expenses		\$25,346.00

ESTIMATED REVENUE 2022-23

Special Zone Assessment 2022-23	\$ 25,346.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$25,346.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2018	(\$2,251.07)
2019	(\$8,092.00)
2020	(\$9,439.00)
2021	(\$15,052.13)
2022	(\$23,006.00) (Estimated)

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 2022-23

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>\$ 2,187.00</u>	
Total Expenses		\$25,687.00

ESTIMATED REVENUE 2022-23

Special Zone Assessment 2022-23	\$ 25,687.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$25,687.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2018	\$8,125.02
2019	\$8,362.49
2020	\$17,906.00
2021	\$19,037.84
2022	\$20,862.00 (Estimated)

Zone 7 Information

Number of lots to be assessed	<u>51</u>
Landscape Per Lot	\$ 503.66
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	\$ 609.26

**ZONE 8 – WINDSOR
(FUND 2424)**

ESTIMATED EXPENSES 2022-23

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>\$ 365.00</u>	
Total Expenses		\$15,665.00

ESTIMATED REVENUE 2022-23

Special Zone Assessment 2022-23	\$15,665.00	
Transfer from Reserve	\$ 0.00	
Transfer from General Fund	<u>\$ 0.00</u>	
Total Revenue		\$15,665.00

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
2022	\$4,713.00 (Estimated)

Zone 8 Information

Number of lots to be assessed	<u>39</u>
Special Landscape per Lot	\$ 401.66
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	\$ 507.26

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

ESTIMATED EXPENSES 2022-23

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 2022-23

Special Zone Assessment 2022-23	\$ 8,262.00	
Transfer From Reserve	\$10,538.00	
Transfer From General Fund	\$ 0.00	
Total Revenue		\$18,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2018	(\$2,146.01)
2019	(\$1,055.00)
2020	(\$472.00)
2021	(\$12,778.28)
2022	(\$13,778.00) (Estimated)

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 2022-23

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 2022-23

Special Zone Assessment 2022-23	\$ 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
2018	\$27,576.00
2019	\$22,067.00
2020	\$20,569.00
2021	\$18,022.97
2022	\$5,198.00 (Estimated)

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 2022-23	\$0
-----------------------------------	------------

ESTIMATED REVENUE 2022-23	(\$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 2022-23

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 2022-23

Special Zone Assessment 2022-23	\$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
2018	\$1,105.58
2019	\$3,226.55
2020	\$7,974.00
2021	\$10,627.32
2022	\$13,767.00 (Estimated)

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	2022/23 Landscape Assessment	Frontage Feet	2022/23 Citywide Street Maintenance	2022/23 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 2022-23

Water	\$ 6,000.00	
Electric	\$ 400.00	
Repairs and Replacements	\$ 2,700.00	
Landscape Maintenance	\$ 9,600.00	
Personnel	\$ 3,500.00	
Transfer to Reserve	<u>\$ 1,573.00</u>	
Total Expenses		\$23,773.00

ESTIMATED REVENUE 2022-23

Special Zone Assessment 2022-23	\$ 23,773.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$23,773.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2018	\$13,901.22
2019	\$5,518.00
2020	\$11,685.00
2021	\$3,327.77
2022	\$5,154.00 (Estimated)

Zone 14 Information

Number of lots to be assessed	<u>41</u>
Landscape Per Lot	\$ 579.84
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 685.44

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

ESTIMATED EXPENSES 2022-23

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>\$ 3,240.00</u>	
Total Expenses		\$24,840.00

ESTIMATED REVENUE 2022-23

Special Zone Assessment 2022-23	\$ 24,840.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$24,840.00

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)
2022	(\$3,778.00) (Estimated)

Zone 15 Information

Number of lots to be assessed	<u>46</u>
LANDSCAPE COST PER LOT	\$ 540.01
Street Lighting Cost Per Lot	\$ 30.44
City-wide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 645.61

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

ESTIMATED EXPENSES 2022-2023

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 2022-23

Special Zone Assessment 2022-23	\$ 18,412.00	
Transfer From Reserve	\$ 488.00	
Transfer From General Fund	<u>\$ 0.00</u>	
General Revenue		\$18,900.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2018	\$10,733.19
2019	\$7,767.00
2020	\$12,229.00
2021	\$3,131.48
2022	\$1,382.00 (Estimated)

Zone 16 Information

Number of lots to be assessed	<u>32</u>
LANDSCAPE COST PER LOT	\$ 575.38
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 680.98

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

ESTIMATED EXPENSES 2022-23

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 2022-23

Special Zone Assessment 2022-23	\$ 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
2022	\$6,200.00 (Estimated)

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 2022-23

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 2022-23

Special Zone Assessment 2022-23	\$14,400.00	
Transfer From Reserve	\$20,500.00	
Transfer From General Fund**	<u>\$ 1,000.00</u>	
Total Revenue		\$35,900.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND***

Fiscal Year Ending	Balance
2018	\$48,122.41
2019	\$48,905.00
2020	\$34,147.00
2021	\$18,360.00
2022	\$5,460.00 (Estimated)

Zone 18 Information

Number of lots to be assessed	<u>15</u>
LANDSCAPE COST PER LOT	\$ 960.00
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 1,065.60

*Previously approved by Resolution 11-49.

** City general fund contributing one half of estimated cost for the purpose of addressing the General benefit.

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