MEMORANDUM

TO: City Council

FROM: City Manager

DATE: July 7, 2016

SUBJECT: Comments on Agenda Items, Meeting of July 12, 2016

A workshop will be held at 6:00 p.m. to discuss some next steps with regard to the recent San Gabriel Complex Fire.

ITEM 7.A. A representative from the Mayor's Youth Council will provide an update on their activities.

ITEM 7.B. The City's new and improved website will be presented by staff and web consultant Granicus/Civica. Highlights of the new design, along with discussions of the many new features, will be given to the City Council. In addition, the many elements of accessing overall City business and services will be described.

ITEM 7.C. This is an information item to inform the City Council of the City's participation with the City of Hope in the 2017 Rose Parade. During the 2016/17 budget workshop and budget adoption process, the City Council decided to not budget for the Rose Float for next year. However, staff has been able to identify $15,000 in the current year's Economic Development budget to fund the City's portion of the Rose Float. Based upon the existing relationship between the City of Hope and the City of Duarte, along with the positive marketing and public relation benefits of participating in the Rose Parade, this undertaking is an economic development effort that would be valuable to the City. In addition, for the past three years, the City of Duarte and the City of Hope have co-sponsored the Duarte Day volunteer event at the Rosemont Pavilion involving close to 150 volunteers.

ITEM 11.D (Consent). The Parks and Recreation Department will be presenting a proclamation supporting the California Park and Recreation Society's (CPRS) proposal to have local municipalities declare the month of July as "Parks Make Life Better Month." Duarte Parks and Recreation has embraced CPRS's "Parks Make Life Better" slogan as part of the department's goals to provide a wholesome and healthy environment for our residents to enjoy.

ITEM 11.E (Consent). This is a Resolution amending the list of designated positions for filing Statements of Economic Interest and conforming the applicable disclosure categories to requirements of the State of Fair Political Practices Commission. Every two years, the City must review its conflict of interest code, and report to its "code reviewing body" (the City Council) whether the City's conflict of interest code requires any amendment or revisions and, if so, the general nature of the amendment or revisions. The City last undertook this effort in 2014, and it is time to do so again.

ITEM 11.F (Consent). As the Council knows, a local emergency was declared on June 21, 2016, due to the San Gabriel Complex Fire. At this time, it is determined that we continue this declaration.

ITEM 11.G (Consent). This item accepts the "Remove and Replace Asphalt Concrete Pavement – Phase II" project as complete, and authorizes the City Clerk to initiate the Notice of Completion. This project required the contractor to remove and replace structurally failed areas of pavement, and replace them with new asphalt concrete that were damaged by tree roots or other factors throughout various locations within the Phase II project area. This area includes most residential streets south of Royal Oaks Drive, east of Highland Avenue, to the City limits.

ITEM 11.H (Consent). This item accepts the Duarte Sports Park Parking Lot Improvements project as complete, and authorizes the City Clerk to initiate the Notice of Completion. The project consisted of the demolition of the existing asphalt parking lot and construction of new pavement asphalt parking lot with accessible parking stalls to meet Americans with Disabilities Act requirements, new ADA ramp, and new landscaping and irrigation fronting the lot.

ITEM 13. This is an item that the City Council requested be brought back for a general discussion, pertaining to the sale and discharge of "safe and sane" fireworks.

Respectfully submitted,

Darrell J. George
City Manager

Agenda Memo
City Manager's Office

To: Mayor Samuel Kang and Members of the Duarte City Council

From: Karen Herrera, Deputy City Manager

Date: July 12, 2016

Re: Official Re-launch of City of Duarte Website – www.accessduarte.com

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Summary: Per City Council direction, staff collaborated to create a modern City website which leverages new technology, industry best practices, and innovative ideas. The new website features a state-of-the-art look and is unique to the City of Duarte, which will serve the citizenry well for many years to come.

The City Council expressed the need for the following website elements: ability to register and pay online for recreation classes; ability to obtain and pay for permits online, and ability to easily request City services. The new website will meet all of these needs.

The new City website provides residents and the greater online community with an enhanced communication tool that is functional, user friendly, and responsive across all devices. The website features a modern aesthetic look and, most importantly, integrates features based on leading industry best practices, to provide an experience that visitors can easily navigate from any device and locate information based on its new, responsive design.

The City's partner in creating this exciting new information tool is Granicus/Civica Software, a leader in the industry, and has launched more than 300 government website projects across 125 agencies.

Background

In 2001, the City of Duarte first launched its website, www.accessduarte.com. In August of 2009, after a lengthy request for proposal (RFP) process, the City entered into an agreement with Ewing Beland, now known as MadHaus Creative, Inc. The current www.accessduarte.com site is a custom built site tool, and includes over 150 web pages utilizing 920 mgs. Google Custom Search powers site search, and menus are managed by HierMenus. JavaScript drives the latest news and slideshow feature and web.com provides hosting and backup services. The overall website was built on the Joomla content management system. The City's site is running on the 1.5 version and the current Joomla version is 3.3. This much older software creates stability issues for the site and limits system features, upgrade options, and the ability to attain accurate metrics. Thus, the stage was set for the City to undertake a website re-launch process and introduce to the community a new state-of-the-art information tool.

Selection Process

Granicus/Civica Software was selected by City staff utilizing the standard selection process for purposes of the website redesign project. Midway through the contract, Civica Software was acquired by Granicus and there was a marked change in the corporate philosophy of business. While this acquisition posed some logistical challenges, staff was able to work through them with the new Granicus design team. City staff had extensive conversations during the selection process to discuss specific departmental needs and the overall website development process. Granicus/Civica Software has exclusively served local governments and special districts since 1997, and continues to lead the field in the design, development, and support of award winning websites. Granicus/Civica Software designed websites have garnered over 10 awards.

To facilitate the selection process, the City Manager's office conducted extensive research, including a survey of website design firms utilized by other cities in order to create a list of qualified website design firms. An internal City staff committee, comprised of all department heads, was formed to serve as the interview panel. The City invited 10 of the identified firms to submit a proposal and a total of eight firms were interviewed. The City staff interview committee identified three firms to be invited for a second interview based on the following criteria: extensive experience working for municipalities, alignment of scope of services, and identified City website needs. Based upon findings from the second interview, staff conducted reference checks for the finalist firms which consisted of contacting various City personnel, and collecting information related to both overall experience working with the website firm and satisfaction with the completed website. Civica was ultimately the best firm for the job.

Website Development

A Granicus/Civica Software project manager, Ian Nichols, was assigned to the City website redesign project and served as the point of contact for City staff. Throughout the process, staff from all departments participated at various levels. The website redesign process consisted of the following project milestones: discovery and kick-off meetings; concept and design; development and integration; architecture and content migration; end-user training; and quality assurance and technology transfer.

Discovery and Kick-off Meetings: The Granicus/Civica Software project manager held a meeting with staff to review and evaluate the existing City website, and to identify goals, expectations, and specific departmental needs. At the conclusion of this meeting, City staff design and content teams were assembled, which consisted of designated staff from each department.

The design team was tasked with identifying the overall look of the new website including colors, graphics, photos, features, and layout. The design team participated in meetings over the course of several weeks, researched existing city websites to extract applicable ideas, and reviewed several design concepts.

Concept and Design: The Granicus project manager led the staff design team and facilitated meetings in order to select a modern and fresh design. This process included selecting a homepage design and a secondary internal page design, which enhanced graphics, photos, and features. The staff design team reviewed several design concepts to ensure the overall look and feel, and to ensure that the layout was in alignment with the City brand and functions as an effective communication tool. Ultimately, the team successfully selected a design, which embraced and enhanced the City's brand and efficacy to communicate with residents and a greater online audience.

Development and Integration: Once the look was designed, the content team was tasked with reviewing their respective existing department pages on the current website in order to identify existing content and new content to be included in the new website. This included reviewing over hundreds of pages; identifying existing content to be migrated; updating existing content to be migrated; creating fresh content; collaborating with staff to confer on cross-over content shared between departments; and completing a master content matrix which served as the master document to create the navigation website structure. The content team met over the course of several months to complete this extremely time intensive task.

Architecture and Content Migration: The Granicus project manager led the content team to complete a content matrix, which served as the master document to create the content structure for the new website. Simultaneously, the Granicus content migration team conducted a comprehensive analysis of the existing website content (HTM, HTML, and ASPX code). The City staff content team successfully identified content, which supported the goal of effectively communicating with residents and an online audience.

End-User Training and Content Management System: Granicus staff led two end-user training sessions: 1) a content editor training, and 2) a system administrator training. Designated staff from each department participated in the content editor training.

The content editor training was led by a Granicus trainer who reviewed the following information: tools to maintain and update website content; procedures to create and post new content on existing pages; and answered questions as presented. The system administrator training covered the following: setting up user rights and privileges; and tools necessary to maintain and redesign the website, including creating new pages, landing pages, modifications to navigation, and graphic changes to the website.

Quality Assurance and Technology Transfer: Granicus staff will conduct a final check and testing. The beta website has been continually tested throughout the entire duration of development.

This several month-long website development process is typical of a Civica designed website, and the attention to detail has created the environment for a successful launch.

New Website Features

Based on City staff, City Council, and community input gathered over time, the new website includes features based on industry best practices so website visitors can easily access and locate information, as well as receive services and permits online. This online functionality is provided within a visually high definition environment presenting the Duarte lifestyle in a fresh and personal way.

The new website features include but are not limited to:

- Emergency Alert Notification: This feature is integrated within the content management system and may be activated at any time by the website master or administrator. The alert notification prominently appears on the top of all pages, homepage, and interior pages. Additionally, a prominent dialogue box appears as a complimentary notification system to notify website visitors of emergency related information. These notification features appear in red, a traditional color associated with emergency scenarios.

- Responsive across all devices: The website is designed so a visitor can have a seamless experience while using a desktop, iPad, or mobile phone.
- Navigation Menus: The navigation menus are designed utilizing the "mega-menu" structure in order to enable visitors to intuitively search for information and locate information in no more than two clicks. Additionally, information is placed in more than one menu location to improve a visitor's experience while navigating the website.
- Icon Tray: This feature was designed to visually appeal to visitors searching for commonly requested information in one click.
- Professional Photography: A professional photographer with a background in marketing and branding was hired to capture fresh and appealing photos to highlight all of the City's assets. The photographer collaborated with staff to identify key pillars that conveyed the City brand and instilled a sense of place and civic pride. These photos are featured in a rotation on the homepage, and feature residents of our community enjoying life in Duarte.

  Online Forms: Easy to complete online forms, "simple forms," have been designed and integrated within the website. Website visitors may secure a yard sale permit by completing an online form and, upon successful completion, will receive an email with further instructions and information. Additionally, website visitors may request a building inspection by completing an online form and, upon successful completion, will receive an email with further instructions and information. Staff will conduct an analysis of additional online forms to include in the website. Website visitors may also easily complete forms online, as all items have been converted to a refillable PDF format.
- Open Government: This section appears in most current local government websites, and is dedicated to government transparency, allowing visitors to easily access key information. The section contains such information public records request forms, public meeting information, mandatory reports, and filings.
- Website Refresh – Civica will complete a no-cost refresh in year four of the contract.

<u>New Website Features: Phase II Rollout</u>

Additional features will be launched throughout the remainder of the year, including online recreation class registration and online parking permits.

<u>Active Net Online Recreation Class Registration</u>
Prior to Granicus acquiring Civica, it had partnered with Events.com to expand its client services. As a result of this merger and rollout timing, the Parks and Recreation Department researched various software companies, and surveyed neighboring city recreation departments. Based on the survey, Parks and Recreation management selected Active Network, the industry leader in online Recreation software which provides the following services: web based class and activity registration; mobile access to program registration, class, and activity registration management; easy to use facility scheduling and reservation system; point of sale system to easily complete transactions; email marketing to promote programs, classes and activities; and fundraising and donation management.

The Parks and Recreation Department management staff has been working with Active Net for several months to learn how to operate the system that will provide residents with the ability to register for a variety of programs online. Several more staff training sessions are still planned, with the "Go Live" date set for the next program quarterly registration date, **Monday, September 12th.** Information about this new and amazing convenient function for Duarte's residents will be marketed through flyers, the quarterly City News publication, www.accessduarte.com, social media platforms, personal phone calls, banners, enews blasts, and additional promotions. Technology upgrades at the Senior Center, Fitness Center and the Recreation Office will be installed in the coming weeks, including new computers, credit card readers, and cash register boxes. The Finance Department and the City's technology consultant, Maxtreme, have been working hand in hand with Parks and Recreation to help facilitate the transition to this new registration process.

CaleAmerica Online and Kiosk Available Parking Permits

With this website, the City of Duarte will also be addressing a long-standing challenge for our residents needing to purchase temporary parking permits, with the addition of both a phone app and a kiosk location at City Hall. Both options offer 24-hour a day access to temporary parking permits. Both new options will be offered by CaleAmerica. Users/residents will be able to obtain permits via the physical kiosk, or via the "way to park" app. A kiosk will be installed in front of City Hall allowing walk-up access to residents. In addition, the company offers a "way to park" app allowing residents to access a permit from virtually anywhere a "smart" phone can access the web (iOS and Android accessible). The resident or customer will pay for the permit and enter their license plate. Users will NOT be issued a physical permit, as their license plate information will be stored in the system database for use by parking enforcement officers. In conjunction with the launching of these two features in August, the City website will also feature a page explaining both options, with live links to both Android and iOS versions of the phone app.

The parking enforcement officers will switch their enforcement from the current "pay and display" method to a new "pay by plate" method. No longer will residents have to display a permit in their windshields. This will also eliminate citations issued in error because the resident failed to properly display the permit, as well as eliminating the ability to produce counterfeit permits.

Listed below are some of the benefits to switching to a "pay by plate" method versus the current "pay and display" method.

- Fewer incorrectly issued citations, resulting in fewer complaints
- Less time spent at each car
- Clearer information as to whether a fine should be issued

Marketing

City staff will utilize all available communication platforms to inform residents of the new website. Information about the new www.accessduarte.com will be marketed to residents and businesses through flyers, the quarterly City News publication, social media platforms, www.accessduarte.com, banners, enews blasts, and more.

MEMORANDUM

TO: Mayor and City Council

FROM: Darrell J. George, City Manager

DATE: July 7, 2016

SUBJECT: Participation with the City of Hope in the 2017 Rose Parade

BACKGROUND

The City of Duarte and City of Hope partnered for many years on the building and showcasing of memorable (and award-winning) floats as part of the New Year's Day Rose Float Parade in Pasadena. With the "Great Recession" of 2008 and the fiscal difficulties that ensued, the City of Duarte was unable to continue this partnership, along with the funding of the City's portion of $15,000. The Rose Float participation has not been budgeted for several years.

DISCUSSION

At the beginning of this year, discussions began with the City of Hope on possibly renewing the Rose Float partnership. The City of Hope proceeded to begin design work with the float designer to incorporate the City logo, and jointly work with the City to establish a theme.

During the 2016/17 budget workshop and budget adoption process, the City Council decided to not budget for the Rose Float for next year. However, staff has been able to identify $15,000 in the current year's Economic Development budget to fund the City's portion of the Rose Float. Based upon the existing relationship between the City of Hope and the City of Duarte, along with the positive marketing and public relation benefits of participating in the Rose Parade, this undertaking is an economic development effort that would be valuable to the City.

The Rose Parade is watched in person by hundreds of thousands of spectators on the Parade route, and seen by millions more on television worldwide, in more than 100 international territories and countries. In addition, the float assembly locally is an opportunity for residents to come together in the spirit of cooperation and unity. For the past three years, the City of Duarte and the City of Hope have co-sponsored the Duarte Day volunteer event at the Rosemont Pavilion involving close to 150 volunteers.

RECOMMENDATION

This item is for information only.

MINUTES

DUARTE CITY COUNCIL/DUARTE UNIFIED SCHOOL DISTRICT SPECIAL JOINT SESSION – TUESDAY, JUNE 28, 2016

CALL TO ORDER	The City Council of the City of Duarte and the Board of Directors of the Duarte Unified School District met in a joint session at the Duarte Community Center, 1600 Huntington Drive, Duarte, California. The meeting was called to order at 5:08 p.m.
PLEDGE TO THE FLAG	Allan Mucerino led the Pledge of Allegiance to the Flag.
ROLL CALL	CITY COUNCIL PRESENT: Fasana, Finlay, Kang, Paras-Caracci, Reilly ABSENT: None STAFF: City Manager Darrell George SCHOOL DISTRICT PRESENT: Bell, Diaz, Taylor ABSENT: Edwards, Reyes STAFF: Superintendent Allan Mucerino The members of the Monrovia-Arcadia-Duarte Town Council in attendance were Hall, Nicoloro, Sells, and Williams.
ADOPTION OF AGENDA	The Agenda was adopted, as amended to consider Item 6.C (Public Safety update) prior to Item 6.B (DUSD Competitive Advantage Plan). Mayor Pro Tem Finlay thanked all who assisted with the recent fire, and presented a cake to City staff for a job well done.
AGENDA ITEMS City Picnic/DUSD participation	Director of Parks and Recreation Cesar Monsalve provided an update about the City Picnic, noted there will not be a parade this year, invited all students at all Duarte schools to attend and participate in the Picnic events, and stated it is hoped the bands would perform, and each school could participate in a rally competition of its choosing.
Public Safety Update	Captain Coronne Jacob and Sergeant Tony Haynes, L.A. County Sheriff, provided a public safety update, including statistics, crime rates, and an update on recent arrests.
DUSD Competitive Advantage	Superintendent Allan Mucerino presented a PowerPoint of the DUSD Competitive Advantage Plan 2016-2021, including background of project, committees, themes, factors, goals, strategies, evaluative conclusions, and desired outcomes. Ralph Opacic and Steve Wagner presented an overview of the Orange County School of the Arts, including mission, core values, arts

programs, opportunities, enrollment growth, and possibility of expansion in Duarte.

ORAL COMMUNICATIONS

The following spoke on items not on the Agenda.
Lino Paras – Seating, communication.
Steve Hernandez – Response to fire.

ITEMS FROM CITY COUNCIL, SCHOOL BOARD, AND TOWN COUNCIL

City Councilmembers expressed appreciation for the joint session, stated there were good discussions, thanked members of the MAD Town Council in attendance, and stated the Competitive Advantage is a great program.

School Board Members stated they enjoyed the opportunity to share in the session, expressed appreciation for the ongoing cooperation, and noted the School District Superintendent and City Manager are in constant communication.

Town Council Members discussed their relationship with the surrounding cities, stated they enjoyed the session, and stated there is a new welcome sign at Myrtle/Live Oak, and a war monument at Arcadia Park.

ADJOURNMENT

The special joint session was adjourned at 7:02 p.m.

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Mayor Samuel Kang

ATTEST:

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City Clerk

MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY/COMMUNITY FACILITIES FINANCING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – JUNE 28, 2016

CALL TO ORDER	The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in a regular meeting in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Kang called the meeting to order at 7:18 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Fasana, Finlay, Paras-Caracci, Reilly, Kang ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Cosgrove
ADOPTION OF AGENDA	Fasana moved, Finlay seconded to adopt the Agenda, as amended to adjourn in memory of Chuck Wittenbrock, and carried unanimously.
PLEDGE TO THE FLAG	Battalion Chief Richard Stillwagon led the Pledge of Allegiance.
MOMENT OF REFLECTION	A moment of reflection was observed.
FITNESS/MENTAL WARM-UP	Paras-Caracci and Finlay provided the warm-up.
SPECIAL ITEM – Update San Gabriel Complex Fire	George presented a brief overview and update of the San Gabriel Complex fire, which began on June 20, 2016, including statistics, cooperation of agencies, and EOC staffing. Public Safety Manager Larry Breceda provided detailed information and data about the emergency response, hours spent, timeline of operations, evacuation of residents, collaboration of agencies, residents' concerns, and EOC operations. Director of Parks and Recreation Cesar Monsalve thanked the Red Cross, and discussed the shelter response, meals, equipment, services, and demobilization. Deputy City Manager/PIO Karen Herrera presented information and data about communications, inquiries received, and electronic responses sent during the emergency. Battalion Chief Richard Stillwagon commended City staff for their exemplary response, actions, and accuracy of information provided to the media and residents, and discussed the successful brush clearance efforts of staff and residents. George stated the next steps include containment, operations, and a debriefing meeting with all agencies, as well as a City Council workshop to discuss debriefing.

The following spoke about the fire:
Lino Paras – Fire department, law enforcement, communication.
Steve Carter – Fire department, response time, Sheriff.
Marian Jacobs – Water in spreading grounds.
Ann Walters – Traffic on Royal Oaks.

ANNOUNCEMENTS

Joanna Gee, Duarte Library, announced story times, programs, and teen/adult events in June and July.

Sheryl Lefmann, Duarte Chamber, thanked all who attended the installation dinner, and announced upcoming events, seminars and grand openings.

Karen Herrera presented community announcements, including rescheduled events due to the fire, and programs in June and July.

ORAL COMMUNICATIONS
(Items not on the Agenda)

The following spoke about fireworks and the upcoming Fourth of July holiday:
Carie Osubrn, Karen Vance, Zoe Osburn, Mark Withers, Lois Gaston, John Baczkowski, Vido Escamilla, Ann Walters, Steve Hernandez, Henry Baltazar, Jim Kelly, Lino Paras.

The following spoke about the street sweeping pilot program:
Samuel Delgado, Kimberly Longoria, Gene Jones (also spoke about pool hours), Brian Lister, Lino Paras.

City Attorney Cosgrove noted the topic of fireworks is not an Agenda item, so City Council discussion must be minimal.

Finlay inquired about the possibility of fireworks not being discharged in the parks in the event the winds increase and because of the drought.

George stated there are strategies for safety within our parks, the Battalion Chief indicated two engines and a patrol car can be deployed every one to two hours on the Fourth of July, and the Sergeant has indicated he will deploy eight deputies, and possibly more.

It was noted that the Duarte Municipal Code provides that the Director of Parks and Recreation has the discretion to designate areas within the parks prohibiting the discharge of fireworks, or to designate that no areas in the parks permit the discharge of fireworks.

Fasana suggested the possibility of voting on the matter of fireworks in the November election, so the people could decide.

George stated with regard to the comments made about street sweeping, staff will work with Burrtec and the residents during the pilot period.

CONSENT CALENDAR

Fasana moved, Reilly seconded to approve the Consent Calendar as follows, and carried unanimously.
Approve Items A, B, C, E, G, H, I.
Receive and File Item F.
Remove Item D.

ITEM E - ORDINANCE NO. 865
Inclusionary Housing Program
(Second Reading)

Council Bill 16-O-05 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING MUNICIPAL CODE AMENDMENT 16-02, WHICH WOULD AMEND CHAPTER 19.30.050 OF THE DEVELOPMENT CODE RELATING TO A TEMPORARY SUSPENSION OF THE CITY OF DUARTE INCLUSIONARY HOUSING PROGRAM (Second Reading)

ITEM G – RESOLUTION 16-15
Confirms Local Emergency
(Ratifies Resolution 16-14)

Council Bill 16-R-15 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, CONFIRMING THE EXISTENCE OF A LOCAL EMERGENCY, AND RATIFYING RESOLUTION NO. 16-14 PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY (Resolution No. 16-14 A RESOLUTION BY THE DIRECTOR OF EMERGENCY SERVICES OF THE CITY OF DUARTE, CALIFORNIA, PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY)

ITEM H – RESOLUTION 16-16
Hourly Rate Schedule
Part-Time Recreation Specialist

Council Bill 16-R-16 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ESTABLISHING AN HOURLY RATE SCHEDULE FOR PART-TIME CLASSIFIED EMPLOYEES (Part-Time Temporary Recreation Specialist)

ITEM REMOVED
Item D – Notice of Completion
Las Lomas Road Rehabilitation

Public Works Manager Rafael Casillas presented a staff report about the item, and answered questions pertaining to cost and bike lanes.

ITEM D – APPROVED

Reilly moved, Paras-Caracci seconded to approve the acceptance of the Las Lomas Road (Royal Oaks Drive to Huntington Drive) Rehabilitation Project No. 16-0 (PALP, Inc. dba Excel Paving Company), and authorize the City Clerk to initiate the Notice of Completion, and carried unanimously.

PUBLIC HEARING
Council Bill 16-R-12
Levy Assessments FY 2016-17
Landscape/Lighting District

Mayor Kang announced this was the time and place set for a Public Hearing to consider Council Bill 16-R-12.

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

George read by title Council Bill 16-R-12:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2016-2017 WITHIN THE LANDSCAPE AND LIGHTING DISTRICT PURSUANT TO THE LAND-SCAPE AND LIGHTING ACT OF 1972

City Engineer Dominic Milano presented a staff report about the item, and answered questions pertaining to zone calculations.

Mayor Kang asked if there was anyone in the audience who wished to be heard on the matter. There were none.

Fasana moved, Finlay seconded to close the Public Hearing, and carried unanimously.

RESOLUTION NO. 16-12

Fasana moved, Reilly seconded to adopt Resolution No. 16-12, and carried unanimously.

BUSINESS ITEMS
Council Bill 16-R-13
Purchase/Sale Agreement
Professional Services Agreement
1634 3rd Street/1101 Oak Street

Council Bill 16-R-13 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING AN AGREEMENT FOR PURCHASE AND SALE OF PROPERTY, PARK LAND EXCHANGE, AND JOINT ESCROW INSTRUCTIONS FOR PROPERTY LOCATED AT 1634 THIRD STREET AND 1101 OAK AVENUE, DUARTE, CALIFORNIA

Hensley presented a staff report about the proposed Purchase and Sale Agreement with Tipping Investment for the City-owned properties at 1634 Third Street and 1101 Oak Street, the proposed Professional Services Agreement with Morse Planning Group for preparation of a mitigated negative declaration, and Council Bill 16-R-13, and answered questions about cost and deeds.

Lino Paras inquired about property ownership and use of funds. George responded.

RESOLUTION NO. 16-13

Fasana moved, Finlay seconded to approve the Purchase and Sale Agreement with Tipping Investment for the City-owned properties at 1634 Third Street and 1101 Oak Street for a sale price of $1.9 million, authorize the City Manager to sign a Professional Services Agreement with Morse Planning Group for preparation of a mitigated negative declaration and related environmental review work related to the general plan amendment and zone change required to rezone the subject property, and to adopt Resolution No. 16-13, and carried unanimously.

Burrtec Commercial Rate Review
Roll-Off Rate Adjustment

Karen Herrera presented a staff report about the item, and introduced Richard Niño, Burrtec, who provided an overview of the rate review, including background, diversion/recycling compliance, commercial food/waste organics, AB 1826, business compliance, food waste collection/processing, organics program cost impacts, annual rate review, 2016 rate review impacts, disposal/processing rates, recycling, food waste rates/options, and next steps.

Steve Hernandez stated Burrtec is consistent, discussed the renewable energy process, BTU, and methane gas, and stated Burrtec is far ahead of its competitors.

Lino Paras discussed competition.

Finlay moved, Fasana seconded to approve the Burrtec Waste Services commercial and roll-off rates as outlined in the staff report, effective July 1, 2016, and carried unanimously.

ITEMS FROM CITY COUNCIL/ CITY MANAGER

FINLAY: Noted her 40th wedding anniversary is approaching, and stated she would like a Citizen's Academy with the Sheriff's Department.

FASANA: Stated he would like a report about the Brookridge sprinklers including how they work and are tested, with a memo to residents, he would like the fire workshop to include an explanation as to how things can shift from voluntary to involuntary, he would like a report on our plan for assessing the winter risks, stated Metro voted to put a measure for a ½-cent increase on the November ballot, attended City Manager Conference at Kellogg West and a meeting of the Mayors of L.A. County, provided sustainability report to the City Manager, discussed Gold Line schedule, attended the Veterans Forum and Smart & Final grand opening, and inquired if Councilmembers concurred with agendizing an item for discussion at the next meeting about a potential fireworks ballot measure in November. Council concurred.

REILLY: Attended Foothill Unity Golden Plate luncheon where Public Safety Local Harvest received an award, attended Smart & Final ribbon cutting, volunteer recognition at Senior Center, and Chamber installation, and asked that a letter of appreciation be sent to the businesses that provided food to the evacuees.

PARAS-CARACCI: Thanked Council for allowing additional time for Oral Communications, stated uniformed SGV Mosquito Vector inspectors visited during the fire, inquired if Councilmembers responded to an email about the traffic signal (Reilly responded), inquired about the new website (George stated it is scheduled for the next meeting), and asked that the fire workshop include reverse 911 and Connect-CTY service, and that it happen within the next 30 days.

KANG: Asked that Red Cross volunteers and Fire Department personnel be recognized, attended the grand opening of Smart & Final, he visited the burn site by helicopter with the State Treasurer and Congressmember Napolitano, and thanked Public Safety for providing all the information about the fire.

ADJOURNMENT

The meeting was adjourned at 11:28 p.m. in memory of Chuck Wittenbrock.

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Mayor Samuel Kang

ATTEST:

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City Clerk

Council Warrant Register Over $5000

City of Duarte

By Payment Number

Payment Dates 06/29/2016 - 07/12/2016

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Account Key	Payment Amount / Item Amount
205138	**6/30/2016**	**2028**	**COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS**			**5,286.49**
	REPW-16060812507	Public Works Inspections 5/2016		100-1405-7801		4,354.88
	REPW-16060812661	Traffic Signal Electric 5/2016		240-2405-7890		629.38
	REPW-16060812664	Storm Drain CPS/ARS Los Lomas 5/20		100-1405-7802		302.23
205160	**6/30/2016**	**0056**	**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT**			**290,176.20**
	164353NH	Sheriff Contract 5/2016		100-1205-7781	201616-Sheriff Contract-Calgrip FY2016-17	15,291.83
	164353NH	Sheriff Contract 5/2016		100-1205-7781		263,050.37
	164353NH	Sheriff Contract 5/2016		290-2905-7781		11,834.00
205167	**6/30/2016**	**5224**	**PLACEWORKS**			**14,149.51**
	59550	COH Specific Plan/EIR 5/2016		100-1405-7965	201406-Prof Serv-City of Hope EIR Reimb	14,149.51
205171	**6/30/2016**	**0904**	**RKA CONSULTING GROUP**			**13,779.86**
	24936	Public Works Inspections 4/2016		100-1405-7967		6,080.00
	24958	Engineering-FY16/17 LLD 4/2016		100-1405-7969		1,362.50
	24959	Engineering Services 4/2016		100-1405-7969		1,650.00
	24960	Engineering-Metro Gold Line Ext 4/2		100-1405-7969	250000 - City Engineer - Gold Line Project	600.00
	24969	Engineering-2015/16 ATP 5/2016		440-4425-7965	201604-Prof Svcs 440 (ATP)-ATP Design Goldline	1,631.67
	24969	Engineering-2015/16 ATP 5/2016		620-6225-7965	201604-Prof Svcs 620 (ATP)-ATP Design Goldline	2,455.69
205180	**6/30/2016**	**3889**	**VALLEYCREST LANDSCAPE MAINTENANCE**			**21,764.41**
	5059654	Landscape Services 6/2016		100-1020-7724		115.00
	5059654	Landscape Services 6/2016		100-1415-7916		2,130.00
	5059654	Landscape Services 6/2016		100-1825-7945	230007 - Oper Acq Prop - Texaco/Ralph Proj-12	41.67
	5059654	Landscape Services 6/2016		100-1825-7945	990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
	5059654	Landscape Services 6/2016		240-2410-7915		7,500.00
	5059654	Landscape Services 6/2016		240-2410-7917		4,630.00
	5059654	Landscape Services 6/2016		240-2420-7914		345.16
	5059654	Landscape Services 6/2016		240-2421-7914		1,300.00
	5059654	Landscape Services 6/2016		240-2422-7914		480.58
	5059654	Landscape Services 6/2016		240-2423-7914		900.00
	5059654	Landscape Services 6/2016		240-2424-7914		550.00
	5059654	Landscape Services 6/2016		240-2425-7914		400.00
	5059654	Landscape Services 6/2016		240-2426-7914		180.00
	5059654	Landscape Services 6/2016		240-2427-7914		630.33
	5059654	Landscape Services 6/2016		240-2431-7914		800.00
	5059654	Landscape Services 6/2016		240-2432-7914		835.00
	5059654	Landscape Services 6/2016		240-2433-7914		530.00
	5059654	Landscape Services 6/2016		240-2434-7914		355.00
205185	**7/5/2016**	**0216**	**CALIFORNIA JOINT POWERS INSURANCE AUTHORITY**			**396,619.00**
	PRIM01296	Liability Insurance FY2016/17		100-1820-7772		255,946.00
	PRIM01296	Workers Comp Insurance FY2016/17		100-1820-7773		140,673.00
205218	**7/12/2016**	**3655**	**ALL AMERICAN ASPHALT**			**92,223.99**
	170500	R & R AC Paving		470-4705-8070		31,413.28
	170500	R & R AC Paving		625-6255-8070		60,810.71
205227	**7/12/2016**	**0074**	**DUARTE CHAMBER OF COMMERCE**			**22,550.00**
	10265	Partial Contract Pymt 7/1/16 - 12/31/		100-1020-7710		22,550.00
205232	**7/12/2016**	**5554**	**EXCEL PAVING COMPANY**			**44,743.29**
	2	CIP 16-0 Las Lomas Road Rehab		625-6255-8070		44,743.29

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Account Key	Payment Amount / Item Amount
205234	**7/12/2016**	**5142**	**FODDRILL CONSTRUCTION CORP**			**7,320.00**
	FC-6763	Powdered Coat (8) Sets of Poles-Pool		100-1405-8100		7,320.00
205253	**7/12/2016**	**2699**	**SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**			**12,360.12**
	2008	FY 16/17 Annual Dues		100-1025-7696		12,360.12
29	**6/30/2016**	**4286**	**MAXTREME INC**			**20,602.99**
	13203	iPhone Cases & Shields		100-1605-7980		250.61
	13203	Orvac-FC TV Mount		100-1610-7618		64.14
	13206	IT Helpdesk 6/2016		100-1815-7965		8,100.00
	13206	Crash Plan Recovery 6/2016		100-1815-7980		200.00
	13208	Misc Spare IT Parts/Software Cert/Ba		100-1815-7980		3,663.30
	13209	Mobile Device Managment-Initial Su		100-1815-7632		8,100.00
	13210	Lantronix XPrintServer		100-1815-7980		224.94
EFT03088	**6/29/2016**	**5194**	**U.S. BANK PARS ACCOUNT #6746022400**			**315,000.00**
	06302016	Additional ARC Payment for FY16		100-1825-7674		303,000.00
	06302016	Additional ARC Payment for FY16		440-4405-7674		12,000.00

Payment Total: 1,256,575.86

Report Summary

Fund Summary

Fund		Payment Amount
100 - GENERAL FUND		1,071,621.77
240 - LIGHTING AND LANDSCAPE DISTRICT FUND		20,065.45
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND		11,834.00
440 - PROPOSITION A TRANSIT FUND		13,631.67
470 - MEASURE R LR TRANSIT FUND		31,413.28
620 - COMMUNITY IMPROVEMENT FUND		2,455.69
625 - LA Co Metro Fund Exchg (STPL)		105,554.00
	Grand Total:	**1,256,575.86**

Account Summary

Account Number	Account Name	Payment Amount
100-1020-7710	Chamber Of Commerce	22,550.00
100-1020-7724	Post Office Parking	115.00
100-1025-7696	SGV Council Of Govern	12,360.12
100-1205-7781	Contract Law Enforceme	278,342.20
100-1405-7801	Industrial Waste Inspecti	4,354.88
100-1405-7802	NPDES Requirements	302.23
100-1405-7965	Professional Services	14,149.51
100-1405-7967	Public Works Inspection	6,080.00
100-1405-7969	City Engineer	3,612.50
100-1405-8100	Other Capital Improvem	7,320.00
100-1415-7916	Landscape-Sport Park	2,130.00
100-1605-7980	Other Expenses	250.61
100-1610-7618	Building Supplies	64.14
100-1815-7632	Software Maintenance	8,100.00
100-1815-7965	Professional Services	8,100.00
100-1815-7980	Other Expenses	4,088.24
100-1820-7772	Liability Coverage	255,946.00
100-1820-7773	Worker's Comp Coverag	140,673.00
100-1825-7674	Retiree Health Insurance	303,000.00
100-1825-7945	Operation Of Acq Prop	83.34
240-2405-7890	Repairs-Traffic Signal	629.38
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
290-2905-7781	Contract Law Enforceme	11,834.00
440-4405-7674	Retiree Health Insurance	12,000.00
440-4425-7965	Professional Services (A	1,631.67
470-4705-8070	Street Improvements	31,413.28
620-6225-7965	Professional Services (A	2,455.69
625-6255-8070	Street Improvements (S	105,554.00
	Grand Total:	**1,256,575.86**

Project Account Summary

Project Account Key	Payment Amount
None	1,222,363.82
201406-Prof Serv-City of Hope EIR Reimb	14,149.51
201604-Prof Svcs 440 (ATP)-ATP Design Goldline	1,631.67
201604-Prof Svcs 620 (ATP)-ATP Design Goldline	2,455.69
201616-Sheriff Contract-Calgrip FY2016-17	15,291.83
230007 - Oper Acq Prop - Texaco/Ralph Proj-1263 HT	41.67
250000 - City Engineer - Gold Line Project	600.00
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	**1,256,575.86**

City of Duarte

Council Warrant Register Over $5000

By Payment Number

Payment Dates 06/29/2016 - 07/12/2016

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Account Key	Payment Amount / Item Amount
205138	**6/30/2016**	**2028**	**COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS**			**5,286.49**
	REPW-16060812507	Public Works Inspections 5/2016		100-1405-7801		4,354.88
	REPW-16060812661	Traffic Signal Electric 5/2016		240-2405-7890		629.38
	REPW-16060812664	Storm Drain CPS/ARS Los Lomas 5/20		100-1405-7802		302.23
205160	**6/30/2016**	**0056**	**LOS ANGELES COUNTY SHERIFF'S DEPARTMENT**			**290,176.20**
	164353NH	Sheriff Contract 5/2016		100-1205-7781	201616-Sheriff Contract-Calgrip FY2016-17	15,291.83
	164353NH	Sheriff Contract 5/2016		100-1205-7781		263,050.37
	164353NH	Sheriff Contract 5/2016		290-2905-7781		11,834.00
205167	**6/30/2016**	**5224**	**PLACEWORKS**			**14,149.51**
	59550	COH Specific Plan/EIR 5/2016		100-1405-7965	201406-Prof Serv-City of Hope EIR Reimb	14,149.51
205171	**6/30/2016**	**0904**	**RKA CONSULTING GROUP**			**13,779.86**
	24936	Public Works Inspections 4/2016		100-1405-7967		6,080.00
	24958	Engineering-FY16/17 LLD 4/2016		100-1405-7969		1,362.50
	24959	Engineering Services 4/2016		100-1405-7969		1,650.00
	24960	Engineering-Metro Gold Line Ext 4/2		100-1405-7969	250000 - City Engineer - Gold Line Project	600.00
	24969	Engineering-2015/16 ATP 5/2016		440-4425-7965	201604-Prof Svcs 440 (ATP)-ATP Design Goldline	1,631.67
	24969	Engineering-2015/16 ATP 5/2016		620-6225-7965	201604-Prof Svcs 620 (ATP)-ATP Design Goldline	2,455.69
205180	**6/30/2016**	**3889**	**VALLEYCREST LANDSCAPE MAINTENANCE**			**21,764.41**
	5059654	Landscape Services 6/2016		100-1020-7724		115.00
	5059654	Landscape Services 6/2016		100-1415-7916		2,130.00
	5059654	Landscape Services 6/2016		100-1825-7945	230007 - Oper Acq Prop - Texaco/Ralph Proj-12	41.67
	5059654	Landscape Services 6/2016		100-1825-7945	990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
	5059654	Landscape Services 6/2016		240-2410-7915		7,500.00
	5059654	Landscape Services 6/2016		240-2410-7917		4,630.00
	5059654	Landscape Services 6/2016		240-2420-7914		345.16
	5059654	Landscape Services 6/2016		240-2421-7914		1,300.00
	5059654	Landscape Services 6/2016		240-2422-7914		480.58
	5059654	Landscape Services 6/2016		240-2423-7914		900.00
	5059654	Landscape Services 6/2016		240-2424-7914		550.00
	5059654	Landscape Services 6/2016		240-2425-7914		400.00
	5059654	Landscape Services 6/2016		240-2426-7914		180.00
	5059654	Landscape Services 6/2016		240-2427-7914		630.33
	5059654	Landscape Services 6/2016		240-2431-7914		800.00
	5059654	Landscape Services 6/2016		240-2432-7914		835.00
	5059654	Landscape Services 6/2016		240-2433-7914		530.00
	5059654	Landscape Services 6/2016		240-2434-7914		355.00
205185	**7/5/2016**	**0216**	**CALIFORNIA JOINT POWERS INSURANCE AUTHORITY**			**396,619.00**
	PRIM01296	Liability Insurance FY2016/17		100-1820-7772		255,946.00
	PRIM01296	Workers Comp Insurance FY2016/17		100-1820-7773		140,673.00
205218	**7/12/2016**	**3655**	**ALL AMERICAN ASPHALT**			**92,223.99**
	170500	R & R AC Paving		470-4705-8070		31,413.28
	170500	R & R AC Paving		625-6255-8070		60,810.71
205227	**7/12/2016**	**0074**	**DUARTE CHAMBER OF COMMERCE**			**22,550.00**
	10265	Partial Contract Pymt 7/1/16 - 12/31/		100-1020-7710		22,550.00
205232	**7/12/2016**	**5554**	**EXCEL PAVING COMPANY**			**44,743.29**
	2	CIP 16-0 Las Lomas Road Rehab		625-6255-8070		44,743.29

Payment Number	Payment Date / Payable Number	Vendor # / Description	Vendor Name	Account Number	Project Account Key	Payment Amount / Item Amount
205234	**7/12/2016**	**5142**	**FODDRILL CONSTRUCTION CORP**			**7,320.00**
	FC-6763	Powdered Coat (8) Sets of Poles-Pool		100-1405-8100		7,320.00
205253	**7/12/2016**	**2699**	**SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS**			**12,360.12**
	2008	FY 16/17 Annual Dues		100-1025-7696		12,360.12
29	**6/30/2016**	**4286**	**MAXTREME INC**			**20,602.99**
	13203	iPhone Cases & Shields		100-1605-7980		250.61
	13203	Orvac-FC TV Mount		100-1610-7618		64.14
	13206	IT Helpdesk 6/2016		100-1815-7965		8,100.00
	13206	Crash Plan Recovery 6/2016		100-1815-7980		200.00
	13208	Misc Spare IT Parts/Software Cert/Ba		100-1815-7980		3,663.30
	13209	Mobile Device Managment-Initial Su		100-1815-7632		8,100.00
	13210	Lantronix XPrintServer		100-1815-7980		224.94
EFT03088	**6/29/2016**	**5194**	**U.S. BANK PARS ACCOUNT #6746022400**			**315,000.00**
	06302016	Additional ARC Payment for FY16		100-1825-7674		303,000.00
	06302016	Additional ARC Payment for FY16		440-4405-7674		12,000.00

Payment Total: 1,256,575.86

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,071,621.77
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	20,065.45
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,834.00
440 - PROPOSITION A TRANSIT FUND	13,631.67
470 - MEASURE R LR TRANSIT FUND	31,413.28
620 - COMMUNITY IMPROVEMENT FUND	2,455.69
625 - LA Co Metro Fund Exchg (STPL)	105,554.00
Grand Total:	**1,256,575.86**

Account Summary

Account Number	Account Name	Payment Amount
100-1020-7710	Chamber Of Commerce	22,550.00
100-1020-7724	Post Office Parking	115.00
100-1025-7696	SGV Council Of Govern	12,360.12
100-1205-7781	Contract Law Enforceme	278,342.20
100-1405-7801	Industrial Waste Inspecti	4,354.88
100-1405-7802	NPDES Requirements	302.23
100-1405-7965	Professional Services	14,149.51
100-1405-7967	Public Works Inspection	6,080.00
100-1405-7969	City Engineer	3,612.50
100-1405-8100	Other Capital Improvem	7,320.00
100-1415-7916	Landscape-Sport Park	2,130.00
100-1605-7980	Other Expenses	250.61
100-1610-7618	Building Supplies	64.14
100-1815-7632	Software Maintenance	8,100.00
100-1815-7965	Professional Services	8,100.00
100-1815-7980	Other Expenses	4,088.24
100-1820-7772	Liability Coverage	255,946.00
100-1820-7773	Worker's Comp Coverag	140,673.00
100-1825-7674	Retiree Health Insurance	303,000.00
100-1825-7945	Operation Of Acq Prop	83.34
240-2405-7890	Repairs-Traffic Signal	629.38
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
290-2905-7781	Contract Law Enforceme	11,834.00
440-4405-7674	Retiree Health Insurance	12,000.00
440-4425-7965	Professional Services (A	1,631.67
470-4705-8070	Street Improvements	31,413.28
620-6225-7965	Professional Services (A	2,455.69
625-6255-8070	Street Improvements (S	105,554.00
	Grand Total:	**1,256,575.86**

Project Account Summary

Project Account Key	Payment Amount
None	1,222,363.82
201406-Prof Serv-City of Hope EIR Reimb	14,149.51
201604-Prof Svcs 440 (ATP)-ATP Design Goldline	1,631.67
201604-Prof Svcs 620 (ATP)-ATP Design Goldline	2,455.69
201616-Sheriff Contract-Calgrip FY2016-17	15,291.83
230007 - Oper Acq Prop - Texaco/Ralph Proj-1263 HT	41.67
250000 - City Engineer - Gold Line Project	600.00
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	**1,256,575.86**

Council Warrant Register by Account

City of Duarte

By Fund

Payment Dates 06/29/2016 - 07/12/2016

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7641	LIZ REILLY	Reilly 9/15 Meetings/Conference Exp Reimb	205169		206.81
100-1005-7646	TZEITEL PARAS-CARACCI	Conference/Meeting Expense Reimbursement	205248		834.82
100-1005-7980	DUARTE ADMINISTRATION PETTY C	Coffee w/Liz Reilly	205143		14.95
100-1005-7980	U.S. BANK	Credit (Paper Direct # 3693621)	205213		-11.99
100-1010-7610	DUARTE ADMINISTRATION PETTY C	LARA Meeting Parking	205143		15.00
100-1010-7610	U.S. BANK	Darrell George Hotel ICSC Conf 5/22/16 - 5/25/16	205213		464.49
100-1010-7610	U.S. BANK	Darrell George LAX Parking ICSC Conf 5/25/16	205213		32.24
100-1010-7610	U.S. BANK	Darrell George Lunch ICSC Conf 5/25/16	205213		40.23
100-1010-7610	U.S. BANK	Darrell George Monorail ICSC Conf 5/24/16	205213		5.00
100-1010-7610	U.S. BANK	Darrell George Lunch ICSC Conf 5/24/16	205213		26.23
100-1010-7610	U.S. BANK	Karen Herrera LAX Parking ICSC Conf 5/25/16	205213		41.19
100-1010-7614	DUARTE ADMINISTRATION PETTY C	Department Supplies	205143		15.99
100-1010-7614	DUARTE ADMINISTRATION PETTY C	Batteries	205143		1.64
100-1010-7685	GRANICUS INC	Managed Services 7/1/16 - 9/30/16	205238		2,697.00
100-1015-7682	BURKE, WILLIAMS & SORENSEN LL	Labor Legal 2/2016	205202		409.75
100-1015-7684	SILVER & WRIGHT LLP	Bloomdale Legal 5/2016	205175		1,680.00
100-1020-7710	DUARTE CHAMBER OF COMMERCE	Partial Contract Pymt 7/1/16 - 12/31/16	205227		22,550.00
100-1020-7715	SMART & FINAL	Green Home Awards Refeshments	205176		160.87
100-1020-7715	STAPLES ADVANTAGE	Office Supplies	205258		100.13
100-1020-7716	WALMART COMMUNITY/RFCSLLC	626 Golden Streets Arts & Crafts	205183	201631-Spec Events-Golden Streets 626	217.62
100-1020-7716	U.S. BANK	626 Golden Streets Sports Backpacks	205213	201631-Spec Events-Golden Streets 626	2,380.00
100-1020-7716	CURO MANAGED PRINT PRODUCTI	Golden Streets Staff Shirts	205141	201631-Spec Events-Golden Streets 626	330.39
100-1020-7716	WEBER'S PRINTING	Golden Street Route Notices	205184	201631-Spec Events-Golden Streets 626	107.46
100-1020-7716	THE SAUCE CREATIVE SERVICES	626 Golden Streets Banners	205172	201631-Spec Events-Golden Streets 626	245.25
100-1020-7716	STAPLES ADVANTAGE	Golden Streets Mailing Labels	205177	201631-Spec Events-Golden Streets 626	39.31
100-1020-7724	SOUTHERN CALIFORNIA EDISON	PO Pkg Lot Lease 7/1/16 - 9/30/16	205198		1,874.50
100-1020-7724	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		115.00
100-1020-7980	DUARTE ADMINISTRATION PETTY C	Taste of Duarte City Booth Candy	205143		4.00
100-1025-7696	SAN GABRIEL VALLEY COUNCIL OF	FY 16/17 Annual Dues	205253		12,360.12
100-1025-7698	SOUTHERN CALIFORNIA ASSOCIATI	FY 16/17 Annual Dues	205257		2,165.00
100-1025-7699	LEAGUE OF CALIFORNIA CITIES	LA County Division Dues FY 16/17	205242		1,113.00
100-1025-7701	AREA D CIVIL DEFENSE/DISASTER	FY 2015/6 Anuual Fee	205133		1,070.55
100-1205-7610	BRIAN VILLALOBOS	Hotel-CCCA Conference 5/12/16 - 5/15/16	205182		736.20
100-1205-7614	WALMART COMMUNITY/RFCSLLC	Office Supplies	205183		59.19
100-1205-7614	USI EDUCATION AND GOVERNME	Laminating Film	205179		261.23
100-1205-7614	STAPLES ADVANTAGE	Return (Invoice # 3303446237)	205177		-108.99
100-1205-7615	ECHO COMMUNICATIONS	Emergency Sheriff Radios (4)	205229		997.28
100-1205-7650	ALEX ROMO AUTO & TRUCK REPAI	Veh 24 PM Service/Mount & Bal Tires	205217		684.67
100-1205-7650	ALEX ROMO AUTO & TRUCK REPAI	Veh 35 PM Service/Mount & Bal Tires	205217		511.05
100-1205-7650	AUTOZONE	Veh 34 Windshield Fluid	205219		3.80
100-1205-7650	ROUTE 66 CAR WASH	Vehicle Cleaning 2/23/16 - 6/28/16	205252		90.00
100-1205-7650	GLENDORA DODGE	Dodge Charger Accident Repair	205236		329.18
100-1205-7650	HUNTINGTON & DUARTE INC	Fuel-City Vehicles	205209		20.00
100-1205-7779	WALMART COMMUNITY/RFCSLLC	Event Water	205183		22.08
100-1205-7779	WALMART COMMUNITY/RFCSLLC	DART Retreat Supplies	205183		51.02
100-1205-7779	WALMART COMMUNITY/RFCSLLC	DART Drinks	205183		31.14
100-1205-7779	CURO MANAGED PRINT PRODUCTI	CalGrip Outreach Event Postcards/Posters	205141	201616-Youth Programs-Calgrip FY 2016-	268.07
100-1205-7779	DUARTE PIZZA COMPANY	Beardslee Family Picnic 6/3/16	205144		18.60
100-1205-7779	DUARTE PIZZA COMPANY	Flyer Distribution 6/9/16	205144		10.69
100-1205-7780	COUNTY OF LOS ANGELES - ANIMA	Animal Shelter Services 5/2016	205225		1,955.33
100-1205-7781	LOS ANGELES COUNTY SHERIFF'S D	Sheriff Contract 5/2016	205160		263,050.37
100-1205-7781	LOS ANGELES COUNTY SHERIFF'S D	Sheriff Contract 5/2016	205160	201616-Sheriff Contract-Calgrip FY2016-1	15,291.83
100-1205-7781	HUNTINGTON & DUARTE INC	Fuel-Sheriff's Dept	205209		23.75

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1205-7781	HUNTINGTON & DUARTE INC	Fuel-Sheriff's Dept	205209		42.37
100-1205-7781	HUNTINGTON & DUARTE INC	Fuel-Sheriff's Dept	205209		31.58
100-1205-7781	ROUTE 66 CAR WASH	Vehicle Cleaning 2/23/16 - 6/28/16	205252		261.00
100-1205-7781	HUNTINGTON & DUARTE INC	Fuel-Sheriff's Dept	205209		35.83
100-1205-7781	HUNTINGTON & DUARTE INC	Fuel-Sheriff's Dept	205209		36.62
100-1205-7781	HUNTINGTON & DUARTE INC	Fuel-Sheriff's Dept	205209		44.34
100-1205-7781	HUNTINGTON & DUARTE INC	Fuel-Sheriff's Dept	205209		18.34
100-1205-7980	SMART & FINAL	Movie Night Supplies	205176		350.18
100-1205-7980	SMART & FINAL	Movie Night Supplies	205176		75.76
100-1205-7980	SMART & FINAL	Movie Night Supplies	205176		46.91
100-1205-7980	SMART & FINAL	Movie Night Supplies	205176		205.77
100-1205-7980	SMART & FINAL	Movie Night Supplies	205176		20.15
100-1205-7980	SMART & FINAL	Return-Movie Night Supplies	205176		-83.72
100-1405-7610	U.S. BANK	Kris Johnston 2016 APA Conf Registration	205214		545.00
100-1405-7610	U.S. BANK	Gold Line to Mtg-Hensley/Golding 5/26/16	205214		14.00
100-1405-7610	U.S. BANK	Craig Hensley 2016 APA Conf Registration	205214		545.00
100-1405-7610	U.S. BANK	Jason Golding 2016 APA Conf Registration	205214		545.00
100-1405-7612	U.S. BANK	Hightail Subscription-Lg Data Format	205214		15.99
100-1405-7613	U.S. BANK	Annual Parking Permits (SmartSigns)	205214		265.00
100-1405-7613	BOOMERANG BLUEPRINT & REPRO	Plan Prints-Grocery Outlet Ctr	205201		16.57
100-1405-7613	BOOMERANG BLUEPRINT & REPRO	Plan Prints-Grocery Outlet Ctr	205201		75.76
100-1405-7613	BOOMERANG BLUEPRINT & REPRO	Plan Prints-Grocery Outlet Ctr	205201		117.12
100-1405-7613	BOOMERANG BLUEPRINT & REPRO	Plan Prints-Grocery Outlet Ctr	205201		24.47
100-1405-7613	BOOMERANG BLUEPRINT & REPRO	Plant Prints-Grocery Outlet Ctr	205201		240.73
100-1405-7614	U.S. BANK	Craig Hensley iPhone Screen Protector	205214		27.24
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	205258		212.02
100-1405-7650	ROUTE 66 CAR WASH	Vehicle Cleaning 2/23/16 - 6/28/16	205252		9.00
100-1405-7801	COUNTY OF LOS ANGELES DEPART	Public Works Inspections 5/2016	205138		4,354.88
100-1405-7802	COUNTY OF LOS ANGELES DEPART	Storm Drain CPS/ARS Los Lomas 5/2016	205138		302.23
100-1405-7802	COUNTY OF LOS ANGELES DEPART	NPDES-Final Catch Basin Cleanout 2015	205139		3,174.00
100-1405-7965	LDM ASSOCIATES INC	CDBG Federal Grant Administration 5/2016	205157	201606-Prof Svcs-2015/16 Fed Grant Ad	382.50
100-1405-7965	PLACEWORKS	COH Specific Plan/EIR 5/2016	205167	201406-Prof Serv-City of Hope EIR Reimb	14,149.51
100-1405-7965	LAWRENCE R MOSS & ASSOCIATES	Starbucks Landscape Review	205156		2,000.00
100-1405-7967	RKA CONSULTING GROUP	Public Works Inspections 4/2016	205171		6,080.00
100-1405-7969	RKA CONSULTING GROUP	Engineering-FY16/17 LLD 4/2016	205171		1,362.50
100-1405-7969	RKA CONSULTING GROUP	Engineering Services 4/2016	205171		1,650.00
100-1405-7969	RKA CONSULTING GROUP	Engineering-Metro Gold Line Ext 4/2016	205171	250000 - City Engineer - Gold Line Project	600.00
100-1405-7975	U.S. BANK	Facebook Ads	205213		31.18
100-1405-7975	SEA WEST ENTERPRISES INC	Construction Estimate-Vista Town Ctr	205173		3,850.00
100-1405-8100	FODDRILL CONSTRUCTION CORP	Powdered Coat (8) Sets of Poles-Pool/CH Pkg	205234		7,320.00
100-1410-7630	SIMON EQUIPMENT RENTALS	Pallet Jack Rental	205195		37.12
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAI	Veh 15 PM Service/Repair	205217		2,264.94
100-1410-7650	SANDER'S AUTO	Chipper Maintenance	205194		400.62
100-1410-7650	AUTOZONE	Truck 5 Oil	205219		19.52
100-1410-7650	AUTOZONE	Heavy Duty Grease-Tractor	205219		12.25
100-1410-7650	AUTOZONE	Heavy Duty Grease-Tractor	205219		24.50
100-1410-7650	COASTLINE EQUIPMENT	Tractor Maintenance	205223		1,054.04
100-1410-7656	SOUTH COAST AQMD	Generator Emissions Fee FY 15/16	205197		127.51
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping	205215		58.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 6/2016	205215		58.00
100-1410-7887	FRONTIER HARDWARE	Tool Supplies	205235		20.36
100-1410-7887	FRONTIER HARDWARE	Yard Irrigation Repair	205235		5.62
100-1410-7887	TRAFFIC MANAGEMENT INC	Asphalt Repair	205259		419.65
100-1410-7980	WEST COAST ARBORISTS INC	Tree Installation-Hacienda Pk	205261	201504-Other Exp- SCE Landscape Mitiga	900.00
100-1410-7980	LANDSCAPE WAREHOUSE INC	Hacienda Park Improv (Irrigation)	205155	201504-Other Exp- SCE Landscape Mitiga	220.87
100-1410-7980	LANDSCAPE WAREHOUSE INC	Hacienda Pk Improv (Irrigation)	205155	201504-Other Exp- SCE Landscape Mitiga	131.92
100-1410-7980	EL NATIVO GROWERS INC	Hacienda Pk Landscape Improvements	205230	201504-Other Exp- SCE Landscape Mitiga	270.05
100-1415-7889	LANDSCAPE WAREHOUSE INC	Otis Gordon Irrigation Repairs	205241		330.40
100-1415-7916	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		2,130.00
100-1500	VICTOR VALENZUELA	Adv-Desert Show Down Boxing Tourn	205260		4,763.11

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1500	MARILYN MAYS	Adv-Desert Show Down Boxing Tourn	205245		283.67
100-1605-7614	STAPLES ADVANTAGE	Duct Tape	205177		15.99
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	205177		74.34
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	205258		42.67
100-1605-7636	SHAFFER AWARDS	Staff Uniform Name Tags	205174		195.11
100-1605-7650	ROUTE 66 CAR WASH	Vehicle Cleaning 2/23/16 - 6/28/16	205252		27.00
100-1605-7650	HUNTINGTON & DUARTE INC	Fuel-City Vehicles	205209		1.09
100-1605-7650	HUNTINGTON & DUARTE INC	Fuel-City Vehicles	205209		37.73
100-1605-7693	DUARTE PIZZA COMPANY	TC/MYC Dinner 6/3/16	205144		86.80
100-1605-7728	CPRS DISTRICT XIII	AmeriCorps VIP Training (4 Reservations)	205140	201605 - Duarte's Promise - America's Pr	60.00
100-1605-7729	OLD TOWN SIGN COMPANY LLC	Concert Banners Update	205164		763.00
100-1605-7729	LONG BEACH COMMUNITY BAND	Concert Stage	205189		680.00
100-1605-7729	BRIAN MORELLI	Summer Concet Band Fee	205192		1,500.00
100-1605-7729	LONG BEACH COMMUNITY BAND	Concert Stage	205243		680.00
100-1605-7729	RANDY SHARP	Summer Concert Band Fee	205256		1,100.00
100-1605-7729	LONG BEACH COMMUNITY BAND	Concert Stage	205190		680.00
100-1605-7729	SMOOTH TOUCH	Summer Concert Band Fee	205196		1,200.00
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.78
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.77
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		33.92
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		5.96
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.78
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		5.96
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.78
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		5.96
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.77
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.78
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.78
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.78
100-1605-7733	THE ABBEY PRESS COMPANIES	Motivational Booklets	205216		16.78
100-1605-7733	U.S. BANK	Volunteer Dinner Napkins (Amazon)	205212		13.98
100-1605-7733	U.S. BANK	Volunteer Dinner Supplies (Oriental Trading)	205212		19.99
100-1605-7733	U.S. BANK	Volunteer Dinner Supplies (Amazon)	205212		46.26
100-1605-7733	M & L ENTERPRISES SPORTS	SC 2nd Half Softball Umpire Fees	205207		293.00
100-1605-7733	SMART & FINAL	Senior Center Supplies	205176		45.12
100-1605-7733	SMART & FINAL	SC Father's Day Supplies	205176		14.98
100-1605-7733	SMART & FINAL	Senior Center Supplies	205176		191.84
100-1605-7733	SMART & FINAL	Senior Center Supplies	205176		36.47
100-1605-7733	THE SAUCE CREATIVE SERVICES	Community Yard Sale Banners	205254		1,313.45
100-1605-7733	DR BRICE HARRIS JR	SC Middle East Alliances Lecture	205206		50.00
100-1605-7733	DUARTE PETTY CASH/BINGO PRIZE	SC Bingo Prize Money	205188		100.00
100-1605-7733	KELLY PAPER	SC Electric Staples	205154		19.31
100-1605-7735	WALMART COMMUNITY/RFCSLLC	TC Event Supplies	205183		103.33
100-1605-7736	U.S. BANK	Nature Camp Supplies	205212		136.53
100-1605-7736	CITY OF LONG BEACH	Nature Camp Trip	205191		154.00
100-1605-7736	DAVEY'S LOCKER	Balance-Nature Camp Trip	205187		180.00
100-1605-7737	JOHN P DAUGHERTY	Excursion to LA Tour Guide	205186		250.00
100-1605-7738	DUARTE RECREATION PETTY CASH	TC Excursion Locker Rental-Raging Waters	205204		12.00
100-1605-7738	DUARTE RECREATION PETTY CASH	TC Excursion Parking-Raging Waters	205204		45.00
100-1605-7739	CURO MANAGED PRINT PRODUCTI	Swim Aquatics Flyers	205141		370.60
100-1605-7745	SHAFFER AWARDS	Boxing Golf Tournament Plaques	205255	201616-Boxing Program-CalgripFY2016-1	95.70
100-1605-7745	U.S. BANK	Boxing Equipment (Title Boxing)	205212		71.96
100-1605-7745	STEVE HARRIMAN	Boxing Golf Tournament Awards	205149		168.00
100-1605-7745	SMART & FINAL	TC Boxing Golf Tournament Supplies	205176		48.62
100-1605-7980	RALPHS GROCERY COMPANY	Employee Reognition Awards	205168		2.00
100-1605-7980	WALMART COMMUNITY/RFCSLLC	Soccer All Stars/Summer Cooking	205183		4.96
100-1605-7980	WALMART COMMUNITY/RFCSLLC	Soccer All Stars/Summer Cooking	205183		67.07
100-1605-7980	RALPHS GROCERY COMPANY	2016 Travel Cooking w/Rita	205168		70.55
100-1605-7980	WALMART COMMUNITY/RFCSLLC	Soccer All Stars/Summer Cooking	205183		35.51
100-1605-7980	WALMART COMMUNITY/RFCSLLC	2016 Youth Special Event-Ice Cream Social	205183		64.56

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1605-7980	U.S. BANK	Youth Sports Medals & LAS Trophies (Challenger)	205212		1,828.00
100-1605-7980	DUARTE RECREATION PETTY CASH	Summer Mystery Event	205204		93.00
100-1605-7980	DUARTE RECREATION PETTY CASH	Training Snacks	205204		10.00
100-1605-7980	WALMART COMMUNITY/RFCSLLC	2016 Summer Staff Training	205183		55.38
100-1605-7980	CPRS DISTRICT XIII	Rec Leader Training (3 Reservations)	205140		45.00
100-1605-7980	MAXTREME INC	iPhone Cases & Shields	29		250.61
100-1605-7980	SMART & FINAL	Staff Training	205176		5.88
100-1605-7980	SMART & FINAL	Craftroom Supplies	205176		6.53
100-1605-7980	J & J SPORTS & TROPHIES	Ice Packs	205152		178.76
100-1605-7980	ZEENI INC	T-Ball Jerseys	205200		778.26
100-1605-7980	THE SAUCE CREATIVE SERVICES	Easter Banners	205172		389.65
100-1605-7980	THE SAUCE CREATIVE SERVICES	Swim Team Uniforms	205254		577.76
100-1605-7980	RALPHS GROCERY COMPANY	Employee Recognition Awards	205168		60.00
100-1605-7980	THE MARKET GRILL	Touch A Truck Sponsor Lunches	205208		300.00
100-1610-7616	COMMERCIAL AQUATIC SERVICES I	Lifeguard Stand Parts	205224		667.38
100-1610-7616	LINCOLN AQUATICS	Lifeguard Umbrella	205158		124.01
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	205147		668.61
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	205147		555.79
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	205147		555.79
100-1610-7618	SHAFFER AWARDS	Mr Cosgrove Name Plate	205174		16.30
100-1610-7618	U.S. BANK	Outside Pool Shower Mat (Kendall Dri-Dek)	205212		177.74
100-1610-7618	FRONTIER HARDWARE	Cable Ties/Electrical/Drop Cloth	205146		64.35
100-1610-7618	FRONTIER HARDWARE	Organizer/Deep Woods Off	205146		18.51
100-1610-7618	FRONTIER HARDWARE	Facility Maint Supplies	205146		32.20
100-1610-7618	FRONTIER HARDWARE	Wall Repairs/Lightbulbs	205146		24.48
100-1610-7618	FRONTIER HARDWARE	Faciity Maintenance Supplies	205146		60.46
100-1610-7618	FRONTIER HARDWARE	Beardslee Park Repairs	205146		10.76
100-1610-7618	FRONTIER HARDWARE	Beardslee Park Repairs	205146		11.97
100-1610-7618	FRONTIER HARDWARE	Duarte Park Bldg Repairs	205235		3.90
100-1610-7618	FRONTIER HARDWARE	Staples/Cable Ties	205235		20.14
100-1610-7618	FRONTIER HARDWARE	Keys	205235		10.85
100-1610-7618	MAXTREME INC	Orvac-FC TV Mount	29		64.14
100-1610-7618	POOL & ELECTRICAL PRODUCTS IN	Pool Supplies	205250		34.34
100-1610-7618	MONROVIA LOCK SHOP	Facility Keys	205161		56.68
100-1610-7636	HENDERSON'S	Facility Maintenance Uniforms	205150		294.30
100-1610-7652	STAR-BRITE CARPET CARE	CC Carpet Cleaning	205178		520.00
100-1610-7652	MONROVIA LOCK SHOP	SC Door Lock Repair	205161		160.00
100-1610-7652	ALBERTOS PLUMBING	Plumbing Repairs	205131		1,065.00
100-1610-7652	CINTAS CORPORATION #693	ROP Bldg Mats	205137		66.31
100-1610-7652	CINTAS CORPORATION #693	SC/FC/CC Mats	205137		210.96
100-1610-7652	CINTAS CORPORATION #693	Duarte Pk Bldg Mats	205137		32.03
100-1610-7652	CINTAS CORPORATION #693	TC Mats	205137		108.83
100-1610-7652	CINTAS CORPORATION #693	City Hall Mats	205137		56.40
100-1610-7652	CINTAS CORPORATION #693	Public Safety Mats	205137		38.00
100-1610-7652	ARCHITECTURAL DESIGN & SIGNS I	CH Message Board Repair	205132		750.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 6/2016	205145		127.00
100-1610-7652	POST ALARM SYSTEMS	S Yard Alarm Monitoring 7/1/16 - 7/31/16	205193		42.00
100-1610-7652	ONTARIO REFRIGERATION	CH HVAC Control Repairs	205165		421.00
100-1610-7830	THE TECHNOLOGY DEPOT INC	Phone Support 6/24/16 - 7/23/16	205199		422.00
100-1610-8100	COMMERCIAL AQUATIC SERVICES I	Pool Filter Repairs-Pool Project Improvements	205224	201607-Other Cap Impr-Pool Rehab	3,132.16
100-1750	WALMART COMMUNITY/RFCSLLC	Nature Camp Supplies (FY17)	205183		87.30
100-1750	WALMART COMMUNITY/RFCSLLC	Nature Camp Supplies (FY17)	205183		195.52
100-1805-7610	ROXANNE BRECEDA	Strengthing Your People Skills	205135		47.74
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	205177		145.16
100-1805-7614	OFFICE SOLUTIONS INC	Office Supplies	205163		31.02
100-1805-7653	WALMART COMMUNITY/RFCSLLC	Interest Charges	205183		0.03
100-1810-7614	STAPLES ADVANTAGE	Office Supplies	205177		10.67
100-1810-7614	OFFICE SOLUTIONS INC	HR Tempur-Pedic Chair	205163		601.10
100-1810-7614	OFFICE SOLUTIONS INC	HR Printer Toner	205163		156.94
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing 6/2016	205247		65.00

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1815-7632	MAXTREME INC	Mobile Device Managment-Initial Subscription	29		8,100.00
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 7/2016	205199		578.00
100-1815-7965	MAXTREME INC	IT Helpdesk 6/2016	29		8,100.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 6/2016	29		200.00
100-1815-7980	MAXTREME INC	Misc Spare IT Parts/Software Cert/Backup Drive	29		3,663.30
100-1815-7980	MAXTREME INC	Lantronix XPrintServer	29		224.94
100-1820-7772	CALIFORNIA JOINT POWERS INSUR	Liability Insurance FY2016/17	205185		255,946.00
100-1820-7773	CALIFORNIA JOINT POWERS INSUR	Workers Comp Insurance FY2016/17	205185		140,673.00
100-1825-7613	OFFICE SOLUTIONS INC	Copier Paper	205163		170.26
100-1825-7613	OFFICE SOLUTIONS INC	Copier Paper	205163		305.49
100-1825-7630	RICOH USA INC	Copier Lease-CH/TC/SC 7/19/16 - 8/18/16	205210		1,637.07
100-1825-7630	RICOH USA INC	Copier Lease-PS 6/19/16 - 7/18/16	205210		776.11
100-1825-7631	RICOH USA INC	Overage-PS 3/17/16 - 6/18/16	205210		217.07
100-1825-7674	U.S. BANK PARS ACCOUNT #67460	Additional ARC Payment for FY16	EFT03088		303,000.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	205222		217.60
100-1825-7674	GINNY JOYCE BELBA	Health Insurance Reimbursement	205220		217.60
100-1825-7674	PHILLIP REYES	Health Insurance Reimbursement	205251		217.60
100-1825-7674	DOROTHY MONTGOMERY	Health Insurance Reimbursement	205246		217.60
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	205240		435.21
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	205231		565.78
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	205221		435.21
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	205239		435.21
100-1825-7687	CITY OF LOS ANGELES	2016/17 LARA Membership Fee	205244		3,351.61
100-1825-7945	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180	230007 - Oper Acq Prop - Texaco/Ralph P	41.67
100-1825-7945	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180	990002 - Oper of Acq Prop - Duarte Tralle	41.67
100-2120	PETRA REYES	Gazebo Rental Refund (Fire)	205170		50.00
100-2120	JAIMEE DAVID	Gazebo Rental Refund (Fire)	205142		50.00
100-2120	MELISSA FIGUEROA	Gazebo Rent Deposit Refund	205205		50.00
100-2120	NELCI PEREZ MUNOZ	Pool Rental Deposit Refund	205162		200.00
100-2120	BODEGA STUDIOS	Film Permit Deposit Refund-Sonic 6/16/16	205134		500.00
100-2120	JASON PHUONG	Pool Rental Deposit Refund	205166		200.00
100-2121	SOUTHERN CALIFORNIA OVERHEA	Business License Late Fee Refund	205211		30.70
100-4406	PETRA REYES	Gazebo Rental Refund (Fire)	205170		75.00
100-4406	JAIMEE DAVID	Gazebo Rental Refund (Fire)	205142		100.00
100-4408	DUARTE UNIFIED SCHOOL DISTRICT	Nextel Lease 7/2016	205228	250004 - Property Rent - Nextel Rent (Oti	1,462.48
100-4808	YING CHAN	Swim Lesson Full Refund	205203		30.00
100-4808	DARBY VAUGHN	Swim Lesson Refund	205181		30.00
100-4808	MR. JAUWENA	Swim Lesson 1/2 Refund	205153		30.00
100-4808	ABIGAIL LOPEZ	Swim Lesson 1/2 Refund	205159		15.00
100-4808	JULIE GUO	Swim Lesson 1/2 Refund	205148		30.00
				Fund 100 - GENERAL FUND Total:	**1,158,676.22**

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7890	COUNTY OF LOS ANGELES DEPART	Traffic Signal Electric 5/2016	205138		629.38
240-2410-7888	LANDSCAPE WAREHOUSE INC	Duarte Rd Irrigation Repair	205155		103.91
240-2410-7888	LANDSCAPE WAREHOUSE INC	Moore Pk Turf Fertilizer	205155		119.88
240-2410-7888	LANDSCAPE WAREHOUSE INC	Hunt Dr Irrigation Repair	205241		146.57
240-2410-7888	LANDSCAPE WAREHOUSE INC	Beardslee Pk Irrigation Repairs	205241		97.01
240-2410-7906	WEST COAST ARBORISTS INC	Las Lomas/Citywide Tree Trimming	205261		2,500.00
240-2410-7909	WEST COAST ARBORISTS INC	Las Lomas/Residential Tree Trimming	205261		755.00
240-2410-7915	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		7,500.00
240-2410-7917	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		4,630.00
240-2420-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		345.16
240-2421-7887	WEST COAST ARBORISTS INC	Las Lomas/Residential Tree Trimming	205261		700.00
240-2421-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		1,300.00
240-2422-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		480.58
240-2423-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		900.00
240-2424-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		550.00
240-2425-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		400.00
240-2426-7810	A1 MAINTENANCE SERVICES CA	Mikes Ctr Sweeping 6/2016	205215		747.00
240-2426-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		180.00
240-2427-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		630.33
240-2431-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		800.00
240-2432-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		835.00
240-2433-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		530.00
240-2434-7914	VALLEYCREST LANDSCAPE MAINTE	Landscape Services 6/2016	205180		355.00
		Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:			**25,234.82**

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-8061	LDM ASSOCIATES INC	CDBG Administration FY15/16 5/2016	205157	201602-Const-Spts Park Pkg Lot Imprv (60	1,700.00
				Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:	**1,700.00**

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'S D	Sheriff Contract 5/2016	205160		11,834.00
			Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:		**11,834.00**

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7613	OLD TOWN SIGN COMPANY LLC	Bus Sign Updates	205164		32.70
440-4405-7614	OFFICE SOLUTIONS INC	Office Supplies	205163		87.87
440-4405-7620	CANYON TIRE SALES INC	Bus Tires	205136		2,674.93
440-4405-7650	AUTOZONE	Microfiber Towels	205219		21.24
440-4405-7650	GRAINGER	Vehicle Maintenance Supplies	205237		130.00
440-4405-7674	U.S. BANK PARS ACCOUNT #67460	Additional ARC Payment for FY16	EFT03088		12,000.00
440-4405-7887	FLEET SERVICE SPECIALIST LLC	Bus 103 Engine Servc-Belts/Hoses Replacement	205233		1,038.90
440-4405-7887	PERFORMANCE TRUCK REPAIR INC	Bus 102 Road Side Repair	205249		418.17
440-4405-7887	CREATIVE BUS SALES	Bus Exhaust Vapor Switch	205226		482.32
440-4425-7965	RKA CONSULTING GROUP	Engineering-2015/16 ATP 5/2016	205171	201604-Prof Svcs 440 (ATP)-ATP Design G	1,631.67
440-4425-7965	HUNT DESIGN ASSOCIATES INC	2919 ATP Gold Line Citywide Wayfinding 5/16	205151	201604-Prof Svcs 440 (ATP)-ATP Design G	1,089.62
			Fund 440 - PROPOSITION A TRANSIT FUND Total:		**19,607.42**

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-4705-8070	ALL AMERICAN ASPHALT	R & R AC Paving	205218		31,413.28
			Fund 470 - MEASURE R LR TRANSIT FUND Total:		**31,413.28**

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 620 - COMMUNITY IMPROVEMENT FUND					
620-6225-7965	RKA CONSULTING GROUP	Engineering-2015/16 ATP 5/2016	205171	201604-Prof Svcs 620 (ATP)-ATP Design G	2,455.69
620-6225-7965	HUNT DESIGN ASSOCIATES INC	2919 ATP Gold Line Citywide Wayfinding 5/16	205151	201604-Prof Svcs 620 (ATP)-ATP Design G	1,639.88
			Fund 620 - COMMUNITY IMPROVEMENT FUND Total:		**4,095.57**

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 625 - LA Co Metro Fund Exchg (STPL)					
625-6255-8070	ALL AMERICAN ASPHALT	R & R AC Paving	205218		60,810.71
625-6255-8070	EXCEL PAVING COMPANY	CIP 16-0 Las Lomas Road Rehab	205232		44,743.29
			Fund 625 - LA Co Metro Fund Exchg (STPL) Total:		**105,554.00**
				Grand Total:	**1,358,115.31**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	1,158,676.22
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	25,234.82
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	1,700.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,834.00
440 - PROPOSITION A TRANSIT FUND	19,607.42
470 - MEASURE R LR TRANSIT FUND	31,413.28
620 - COMMUNITY IMPROVEMENT FUND	4,095.57
625 - LA Co Metro Fund Exchg (STPL)	105,554.00
Grand Total:	**1,358,115.31**

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7641	Travel & Exp - Fasana	206.81
100-1005-7646	Travel & Exp - Paras	834.82
100-1005-7980	Other Expenses	2.96
100-1010-7610	Travel, Mtgs & Conf	624.38
100-1010-7614	Office Supplies	17.63
100-1010-7685	Content Delivery, Netwo	2,697.00
100-1015-7682	Labor Counsel	409.75
100-1015-7684	Code Enforcement	1,680.00
100-1020-7710	Chamber Of Commerce	22,550.00
100-1020-7715	Green Home Awards FY	261.00
100-1020-7716	Special Community Even	3,320.03
100-1020-7724	Post Office Parking	1,989.50
100-1020-7980	Other Expenses	4.00
100-1025-7696	SGV Council Of Govern	12,360.12
100-1025-7698	SCAG	2,165.00
100-1025-7699	League Of Calif Cities	1,113.00
100-1025-7701	Area D Civil Defense	1,070.55
100-1205-7610	Travel, Mtgs & Conf	736.20
100-1205-7614	Office Supplies	211.43
100-1205-7615	Emergency Supplies	997.28
100-1205-7650	Vehicle Maintenance	1,638.70
100-1205-7779	Youth Programs	401.60
100-1205-7780	Animal Control	1,955.33
100-1205-7781	Contract Law Enforceme	278,836.03
100-1205-7980	Other Expenses	615.05
100-1405-7610	Travel, Mtgs & Conf	1,649.00
100-1405-7612	Publications and Dues	15.99
100-1405-7613	Duplications And Photos	739.65
100-1405-7614	Office Supplies	239.26
100-1405-7650	Vehicle Maintenance	9.00
100-1405-7801	Industrial Waste Inspecti	4,354.88
100-1405-7802	NPDES Requirements	3,476.23
100-1405-7965	Professional Services	16,532.01
100-1405-7967	Public Works Inspection	6,080.00
100-1405-7969	City Engineer	3,612.50
100-1405-7975	Economic Development	3,881.18
100-1405-8100	Other Capital Improvem	7,320.00
100-1410-7630	Equipment Rentals	37.12
100-1410-7650	Vehicle Maintenance	3,775.87
100-1410-7656	Emergency Generator	127.51
100-1410-7810	Street Sweeping	116.00
100-1410-7887	Repairs & Replacements	445.63
100-1410-7980	Other Expenses	1,522.84
100-1415-7889	Repairs-Sports Park	330.40
100-1415-7916	Landscape-Sport Park	2,130.00

Account Summary

Account Number	Account Name	Payment Amount
100-1500	Advances	5,046.78
100-1605-7614	Office Supplies	133.00
100-1605-7636	Uniforms	195.11
100-1605-7650	Vehicle Maintenance	65.82
100-1605-7693	Youth Council	86.80
100-1605-7728	Americorp's VIP Progra	60.00
100-1605-7729	Concerts In The Park	6,603.00
100-1605-7733	Senior Center	2,347.20
100-1605-7735	Teen Center	103.33
100-1605-7736	Recreation Classes	470.53
100-1605-7737	Adult Excursions	250.00
100-1605-7738	Teen Excursions	57.00
100-1605-7739	Publicity	370.60
100-1605-7745	Boxing Program	384.28
100-1605-7980	Other Expenses	4,823.48
100-1610-7616	Pool Supplies	791.39
100-1610-7617	Pool Chemicals	1,780.19
100-1610-7618	Building Supplies	606.82
100-1610-7636	Uniforms	294.30
100-1610-7652	Building Maint Services	3,597.53
100-1610-7830	Telephones	422.00
100-1610-8100	Other Capital Improvem	3,132.16
100-1750	Prepaid Charges	282.82
100-1805-7610	Travel, Mtgs & Conf	47.74
100-1805-7614	Office Supplies	176.18
100-1805-7653	Bank Charges	0.03
100-1810-7614	Office Supplies	768.71
100-1810-7980	Other Expenses	65.00
100-1815-7632	Software Maintenance	8,100.00
100-1815-7821	Personal Computer Sup	578.00
100-1815-7965	Professional Services	8,100.00
100-1815-7980	Other Expenses	4,088.24
100-1820-7772	Liability Coverage	255,946.00
100-1820-7773	Worker's Comp Coverag	140,673.00
100-1825-7613	Duplications And Photos	475.75
100-1825-7630	Equipment Lease	2,413.18
100-1825-7631	Equipment Maintenance	217.07
100-1825-7674	Retiree Health Insurance	305,741.81
100-1825-7687	Waste Mgmt Services	3,351.61
100-1825-7945	Operation Of Acq Prop	83.34
100-2120	Refundable Deposits	1,050.00
100-2121	Pass Through Deposits	30.70
100-4406	Restroom & Gazebo Ren	175.00
100-4408	Property Rental	1,462.48
100-4808	Swim Lesson Fees	135.00
240-2405-7890	Repairs-Traffic Signal	629.38
240-2410-7888	Repairs-Citywide	467.37
240-2410-7906	Tree Trim-Citywide	2,500.00
240-2410-7909	Tree Trim-Residential	755.00
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7887	Repairs & Replacements	700.00
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00

Account Summary

Account Number	Account Name	Payment Amount
240-2426-7810	Street Sweeping	747.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
260-2605-8061	ADA Curb Ramps	1,700.00
290-2905-7781	Contract Law Enforceme	11,834.00
440-4405-7613	Duplications And Photos	32.70
440-4405-7614	Office Supplies	87.87
440-4405-7620	Tires	2,674.93
440-4405-7650	Vehicle Maintenance	151.24
440-4405-7674	Retiree Health Insurance	12,000.00
440-4405-7887	Repairs & Replacements	1,939.39
440-4425-7965	Professional Services (A	2,721.29
470-4705-8070	Street Improvements	31,413.28
620-6225-7965	Professional Services (A	4,095.57
625-6255-8070	Street Improvements (S	105,554.00
	Grand Total:	**1,358,115.31**

Project Account Summary

Project Account Key	Payment Amount
None	1,309,229.99
201406-Prof Serv-City of Hope EIR Reimb	14,149.51
201504-Other Exp- SCE Landscape Mitigation	1,522.84
201602-Const-Spts Park Pkg Lot Imprv (601724-15)	1,700.00
201604-Prof Svcs 440 (ATP)-ATP Design Goldline	2,721.29
201604-Prof Svcs 620 (ATP)-ATP Design Goldline	4,095.57
201605 - Duarte's Promise - America's Promise Exp	60.00
201606-Prof Svcs-2015/16 Fed Grant Admin	382.50
201607-Other Cap Impr-Pool Rehab	3,132.16
201616-Boxing Program-CalgripFY2016-17	95.70
201616-Sheriff Contract-Calgrip FY2016-17	15,291.83
201616-Youth Programs-Calgrip FY 2016-17	268.07
201631-Spec Events-Golden Streets 626	3,320.03
230007 - Oper Acq Prop - Texaco/Ralph Proj-1263 HT	41.67
250000 - City Engineer - Gold Line Project	600.00
250004 - Property Rent - Nextel Rent (Otis Gordon)	1,462.48
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	**1,358,115.31**

MEMORANDUM

TO: MAYOR AND CITY COUNCIL

FROM: CESAR MONSALVE, PARKS AND RECREATION DIRECTOR

SUBJECT: PARKS MAKE LIFE BETTER IN DUARTE MONTH PROCLAMATION

DATE: 7/6/16

The Duarte Parks and Recreation Department is proud to support the California Park and Recreation Society's (CPRS) proposal to have local municipalities declare the month of July as "Parks Make Life Better" month. Duarte Parks and Recreation has been a partner and fellow advocate with CPRS for all causes relating to making parks available to all and in encouraging residents and non-residents to visit and enjoy Duarte's beautiful parks. Duarte Parks and Recreation has embraced CPRS's "Parks Make Life Better" slogan as part of the department's goals to provide a wholesome and healthy environment for our residents to enjoy and, as the month of July is celebrated across the nation as Parks and Recreation Month, the Duarte Parks and Recreation Department requests that the City Council proclaim the month of July as Parks Makes Life Better in Duarte Month. A proclamation is attached.

Proclamation

July 2016 is Parks Make Life Better in Duarte Month

WHEREAS, *Parks and Recreation makes lives and communities better now and in the future; and*

WHEREAS, *it is established through statewide public opinion research, 98% of California households visit a local park at least once a year; two in three households visit a park once a month; 50% of households participate in an organized recreation program; and most park use is with family and friends; and*

WHEREAS, *residents value recreation as it provides positive alternatives for children and youth to reduce crime and mischief especially during non-school hours; it promotes the arts, it increases social connections, aids in therapy, and promotes lifelong learning; and*

WHEREAS, *residents value their parks for access to outdoor spaces for children and adults to play, be active, exercise, and participate in group sports; and*

WHEREAS, *parks provide access to the serenity and the inspiration of nature and outdoor spaces as well as preserve and protect the historic, natural, and cultural resources in our community; and*

WHEREAS, *the residents of the City of Duarte including children, teens, families, adults, seniors, businesses, community organizations, and visitors benefit from the wide range of parks, trails, open space, sports fields, tennis courts, facilities, and programs provided by the Duarte Parks and Recreation Department; and*

WHEREAS, *the City of Duarte urges all its residents to recognize that parks and recreation enriches the lives of its residents and visitors, as well as adding value to the community's homes and neighborhoods; and*

WHEREAS, *July is celebrated across the nation as Parks and Recreation Month;*

NOW THEREFORE BE IT RESOLVED, *that the City of Duarte hereby proclaims July 2016 as PARKS MAKE LIFE BETTER IN DUARTE MONTH, and in doing so, urges all its citizens to use and enjoy its parks, trails, open space, facilities, and recreation opportunities.*

Mayor Samuel Kang

ATTEST:

City Clerk Marla Akana
Duarte, California

July 12, 2016

MEMORANDUM

To: Honorable Mayor and Members of the City Council

From: David B. Cosgrove, City Attorney

Date: July 12, 2016

Subject: Proposed Resolution 16-R-17; Update to Local Conflict of Interest Code

RECOMMENDED ACTION

Recommend to the City Council passage of Resolution 16-R-17, amending and updating the City's list of "Designated Filers" under its local Conflict of Interest Code, and receive and file the "2016 Local Agency Biennial Notice" (the "2016 Notice").

BACKGROUND

Every two years the City must review its conflict of interest code, and report to its "code reviewing body"(the City Council) whether the City's conflict of interest code requires any amendment or revisions and, if so, the general nature of the amendment or revisions. (Government Code §87306(b).) The City last undertook this effort in 2014, and it is time to do so again.

The Fair Political Practices Commission ("FPPC") has provided a form called "2016 Local Agency Biennial Notice" (the "2016 Notice"), for that purpose. The 2016 Notice is to be completed and submitted to the City Council by October 3, 2016.

The City's current conflict of interest code is the FPPC's "model conflict of interest code." It incorporates by reference all of the state law requirements. Pursuant to FPPC regulations, it also: (a) lists those "designated positions" in the City the holders of which are required to file the annual disclosure forms, and (b) lists the categories of disclosure each position must report. (The City traditionally requires all filers disclose as to all categories, and proposes to continue doing so).

Working with the City Clerk's office, I have reviewed the city's conflict of interest code. While the regulatory provisions of the code itself need not be amended, there have been changes in the "designated positions" of filers, which are set periodically by resolution of the City Council. Due to structural staffing changes at the City, the previously designated filers of "Economic Development/Redevelopment Manager" and "Engineering Division Manager" have been eliminated, and should be stricken from the list of filers. The position of Financial Services Manager has been added.

Staff therefore recommends passage of Resolution No. 16-R-17, updating the list of filers. The proposed resolution sets this revised list as new the local conflict of interest code "Appendix" required under FPPC Regs. § 18703(b)(2).

This is the only required amendment. A copy of the 2016 Notice reflecting the amendment is attached, and is submitted to the City Council to "receive and file." The form will then be retained by the City; it is not returned to the FPPC.

2016 Local Agency Biennial Notice

Name of Agency: City of Duarte

Mailing Address: 1600 Huntington Drive, Duarte, CA 91010

Contact Person: Marla Akana, City Clerk Phone No. 626-357-7931 ex. 223

Email: akanam@accessduarte.com Alternate Email:

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

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

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

(Check all that apply.)

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

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

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

Verification **(to be completed if no amendment is required)**

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

____________________ __________

Signature of Chief Executive Officer *Date*

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2016**, or by the date specified by your agency, if earlier, to:

(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)

1600 Huntington Drive, Duarte, CA 91010

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

16-R-17

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING THE LIST OF DESIGNATED POSITIONS FOR FILING STATEMENTS OF ECONOMIC INTEREST AND CONFORMING THE APPLICABLE DISCLOSURE CATEGORIES TO REQUIREMENTS OF THE STATE OF CALIFORNIA FAIR POLITICAL PRACTICES COMMISSION

WHEREAS, Section 2.44.030 of Chapter 2.44 of the Duarte Municipal Code specifies that the City Council shall adopt a resolution designating positions, the holders of which are required to file statements of economic interests, and the disclosure categories applicable to each position; and

WHEREAS, the City Council adopted Resolution No. 05-02 on January 25, 2005, Resolution No. 06-6 on February 14, 2006, and Resolution No. 08-05 on May 13, 2008, designating positions and the applicable disclosure categories; and

WHEREAS, it is necessary to update the list of designated positions.

NOW, THEREFORE, the City Council of the City of Duarte resolves as follows:

Section 1. Pursuant to Section 2.44.030 of the Duarte Municipal Code, the following are the designated positions, the holders of which shall be required to file statements of economic interest as provided in Chapter 2.44 of the Duarte Municipal Code:

City Council members
Planning Commissioners
Public Safety Commission Members
Parks and Recreation Commission Members
Economic Development Commission Members
Traffic Safety Commission Members
Public Services Commission Members
City Manager
Assistant City Manager
Deputy City Manager
Finance Director
Financial Services Manager
City Attorney
Assistant City Attorney
Director of Community Development
City Planner
Senior Planner
Assistant Planner
Director of Parks and Recreation

Human Resources Manager
Director of Public Safety Services
Public Safety Manager
Code Compliance Manager
Senior Code Compliance/Animal Control Officer
Code Compliance/Animal Control Officer
City Engineer
Public Works Manager
Associate Planner
Assistant Civil Engineer
Field Services Manager
Field Services Supervisor

Section 2. The City Council finds and determines that the persons holding the positions set forth in Section 1 make or participate in the making of decisions which may foreseeably have a material effect on their financial interests.

Section 3. Each person holding a designated position shall report in every disclosure category set forth in the Statement of Economic Interests promulgated by the Fair Political Practices Commission, to the extent such category is applicable to such person pursuant to the rules and regulations of the Fair Political Practices Commission. The following disclosure categories are identified on California Form 700 promulgated by the Fair Political Practices Commission as of the date of this Resolution:

1. Schedule A-1, Investments (less than 10% ownership)
2. Schedule A-2, Investments (10% or greater ownership)
3. Schedule B, Real Property
4. Schedule C, Income, Loans, & Business Positions (other than Gifts and Travel Payments)
5. Schedule D, Income —Gifts
6. Schedule E, Income—Travel Payments, Advances, & Reimbursements

Section 4. Sections 1 and 3 of this Resolution constitute the Appendix referred to in subdivision (b)(2) of Section 18730 of Title 2 of the California Code of Regulations.

Section 5. Nothing in this Resolution supersedes the independent applicability of Government Code Section 87200.

Section 6. This Resolution supersedes Resolutions No. 05-02, No. 06-6, and No. 08-05 in their entirety.

PASSED, APPROVED, AND ADOPTED this 12th day of July, 2016.

____
Mayor Samuel Kang

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 16-17 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 12th day of July, 2016, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

MEMORANDUM

To: City Council

From: Teresa Renteria, Assistant Civil Engineer

Date: July 5, 2016

Subject: City Council Acceptance for Remove and Replace Asphalt Concrete Pavement – Phase II Project

RECOMMENDED ACTION

Staff recommends that the City Council accept the project "Remove and Replace Asphalt Concrete Pavement - Phase II" and authorize the City Clerk to initiate the Notice of Completion.

BACKGROUND

On April 5, 2016 the City Clerk's Office publicly opened bids for the above project. This project required the contractor to remove and replace structurally failed areas of pavement and replace them with new asphalt concrete that were damaged by tree roots or other factors throughout various locations within the Phase II project area. This area includes most residential streets south of Royal Oaks Drive, east of Highland Avenue to city limits.

All American Asphalt Corporation, 400 E. Sixth Street, Corona CA 92879 has satisfactorily completed the above project. The final project cost is $97,077.88. The project is funded through a Metro Local Return Program for Measure R and a Surface Transportation Program (STP-L).

DISTRIBUTION: Community Development Director
City Clerk
Staff

MEMORANDUM

To: City Council

From: Teresa Renteria, Assistant Civil Engineer

Date: July 5, 2016

Subject: City Council Acceptance for the Duarte Sports Park Parking Lot Improvements Project

RECOMMENDED ACTION

Staff recommends that the City Council accept the project "Duarte Sports Park Parking Lot Improvements" and authorize the City Clerk to initiate the Notice of Completion.

BACKGROUND

On March 1, 2016 the City Clerk's Office publicly opened bids for the above project. The project consisted of the demolition of the existing asphalt parking lot and construction of new pavement asphalt parking lot with accessible parking stalls to meet Americans with Disabilities Act, new ADA ramp, and new landscaping and irrigation fronting the lot.

The contractor, PK Construction 2362 Windsor Ave, Altadena, CA 91001 has satisfactorily completed the above project. The final project cost is $110,199.33. The funding source for this project consists of Community Development Block Grant (CDBG) funds from the City of Duarte.

DISTRIBUTION: Community Development Director
City Clerk
Staff

MEMORANDUM

TO: Mayor and Councilmembers

FROM: Darrell J. George, City Manager

DATE: July 7, 2016

SUBJECT: Conference Attendance – City Council Meeting of July 12, 2016

League of California Cities
2016 Annual Conference & Expo
October 5-7, 2016
Long Beach Convention Center, Long Beach
Registration: $525 before 8/10/16 – $575 after 8/10/16
Hotel: $159 - $209/night

League of California Cities
Riverside County Division General Meeting
July 11, 2016
Eastvale Community Center, Eastvale
Cost: $25 per person

LEAGUE® OF CALIFORNIA CITIES

2016 Annual Conference & Expo

In LONG BEACH CALIFORNIA

OCTOBER 5–7

Early Bird Registration Deadline: August 10

www.cacities.org/AC

2016 ANNUAL CONFERENCE & EXPO
LEAGUE OF CALIFORNIA CITIES
LONG BEACH OCTOBER 5 - OCTOBER 7

Registration

Registration Includes:

- Admission to educational sessions as well as networking events
- Wednesday host city reception and Expo; Thursday lunch with exhibitors; Friday closing luncheon

Online Registration *(credit card)* – www.cacities.org/AC

Mail-in Registration *(pay by check)* – contact mdunn@cacities.org to request a registration form.

After your registration for the conference is received and processed, a confirmation email will be sent containing the links for housing reservations.

Full Conference Registration Fees

	EARLY BIRD Before August 10	After August 10 and onsite
City Delegate		
Member City	$ 525	$ 575
Nonmember City	$ 1525	$ 1575
Public Official		
County/State	$ 600	$ 650
Partner/Exhibitor/All Others		
Company Representative	$ 700	$ 750

NOTE: *Conference registration is required to attend department business meetings, Annual Conference general assembly and/or to be a voting delegate*

One-Day Registration

Early bird rates are not available for one day registrations

City Delegate	
Member City	$ 300
Nonmember City	$ 1300
Public Official	
County/State	$ 350
Partner/Exhibitor/All Others	
Company Representative	$ 400

Optional Registration Add-ons *(non-refundable)*

City Clerks Workshop - $150 member cities,
$300 non-member cities

Guest Registration - $125

Guest rate is restricted to those who are not city/public officials, are not related to any Partner/Expo company, and would have no professional reason to attend for learning or business. Rate includes admission to the Expo and receptions only. Session seats are reserved for conference registrants. There is no refund for the cancellation of a guest registration. It is not advisable to use city funds to register a guest.

Onsite Badge Pick Up

2016 Annual Conference badges will be available at the registration desk in the Long Beach Convention Center.

REGISTRATION HOURS:

Wednesday, October 5 – 8:00 a.m. - 6:00 p.m.

Thursday, October 6 – 7:00 a.m. - 4:00 p.m.

Friday, October 7 – 7:30 - 10:00 a.m.

Refund Policy

Advance registrants unable to attend will receive a refund of rate paid, **minus a $75 processing charge**, only when a written request is submitted to the League of California Cities®, Conference Registration, 1400 K Street, Sacramento, CA, 95814 or mdunn@cacities.org and received before **5:00 p.m. on Friday, September 2**. Refunds will not be available after this date. If you are unable to attend, you may substitute a colleague for your entire registration. Please note sharing of registration is prohibited.

Questions or special needs? Contact our conference registrar at mdunn@cacities.org before Friday, September 2.

Reduced room rates are available for registered attendees/exhibitors at the 2016 Annual Conference Reserve your hotel nights while space is available. Phone reservations will not be available. The discounted hotel rate cut-off is **Friday, September 2** and the hotels are subject to sell out prior to the reservation deadline – reserve early.

STEP ONE: Register for the conference

STEP TWO: Book hotel room

After your registration for the conference is received and processed, a confirmation email will be sent containing the links for housing reservations.

Predatory Housing Warning

Beware of unauthorized housing and hotel reservation services that may solicit your business. All legitimate communications regarding housing will come directly from the League of California Cities®. If you receive a suspicious email or phone call asking to book your hotel room for the conference, please let us know immediately.

Hotel Changes or Hotel Cancellations

Hotel reservation changes, date modifications, early check-out, or cancellations made prior to Friday, September 2 must be done through the online reservation link you received when registering for the conference. Use your confirmation/acknowledgment number to access your reservation and make any necessary changes. Once the September 2 deadline has passed, please contact the hotel directly with any changes or cancellations. Please note that after the housing deadline has passed, you may incur a financial penalty and minimum one-night room charge or attrition fees.

PLEASE NOTE: *The information you provide to the League when registering for a League conference or meeting may be shared with the conference or meeting hotel(s). The hotel(s) will also share with the League the information you provide to the hotel(s) when you make your hotel reservation for the conference or meeting. The information shared between the League and the hotel(s) will be limited to your first name, last name and dates/length of stay in the hotel.*

Hyatt Regency Long Beach
200 South Pine Street
$209.00 single/double*

Hyatt Centric The Pike Long Beach
285 Bay Street
$209.00 single/double*

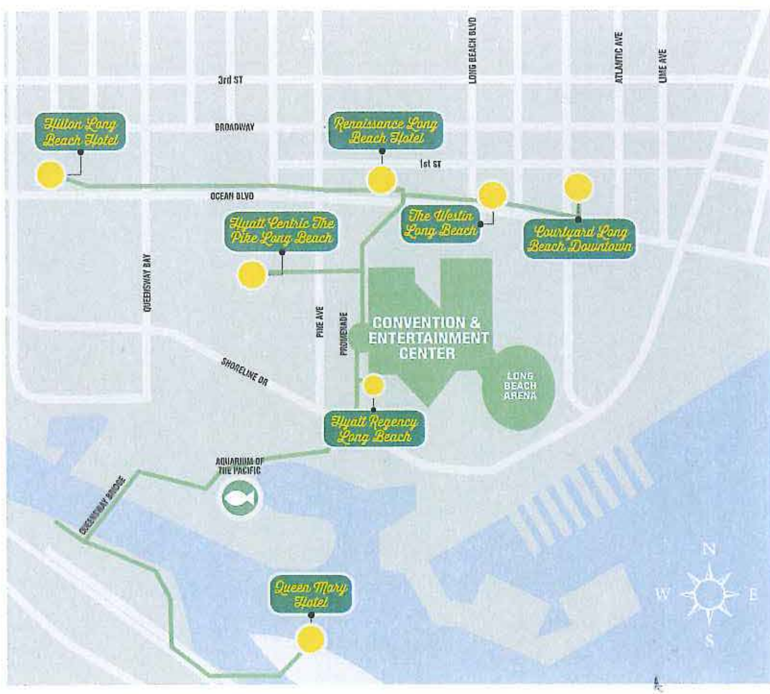
Renaissance Long Beach Hotel
111 East Ocean Boulevard
$199.00 single/double*

The Westin Long Beach
333 East Ocean Boulevard
$199.00 single/double*

Courtyard Long Beach Downtown
500 East First Street
$179.00 single/double*

Hilton Long Beach Hotel
700 West Ocean Boulevard
$189.00 single/double*

Queen Mary Hotel
1126 Queens Highway
$159.00 single/double*



**Plus occupancy taxes and fees. All hotels are within walking distance of the convention center or on the free Passport Shuttle route with the exception of the Courtyard Long Beach Downtown which is .2 miles from the Center.*

CAUTION! *Do not make a hotel reservation unless you are sure it is needed. Your city/company will be financially responsible for all cancellation/attrition fees. If you are making hotel reservations for others, please confirm with each individual, in advance, that they actually need hotel accommodations and intend to use them on the dates you are reserving.*

LEAGUE® OF CALIFORNIA CITIES

RIVERSIDE COUNTY DIVISION GENERAL MEETING

Moderator: **Jay Orr, Chief Executive Officer, County of Riverside**
Topic: **Innovative ways to improve health in your communities**

Monday, July 11th 2016

Location: **Eastvale Community Center**
Pinnacle Room
13820 Schleisman Road, Eastvale
(corner of Schleisman Road
and Harrison Avenue)

Cost: **$25 per person**

Schedule:

4:00 p.m.	City Manager's Meeting
5:30 p.m.	Check-In Reception
6:00 p.m.	Plated Dinner

Please RSVP by July 1, 2016

City of Eastvale
Daniella McClister:
(951) 703-4415 or
dmcclister@eastvaleca.gov
Please indicate dining choice:
Chicken, Mahi Mahi, or Vegetarian

Make check payable to:
League of California Cities
12523 Limonite Avenue, Suite 400-161
Eastvale, CA 91752

CITY OF EASTVALE

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