



## AGENDA MEMO

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To: City Council

From: Aida Torres, Crime Prevention Specialist

CC: Marilyn Mays, Teen Center Supervisor

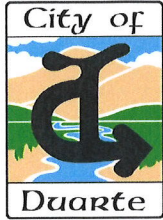
Subject: WIN (Workforce Investment Network) Internship Program

Date: June 27, 2019

The City of Duarte Teen Center and Public Safety Department partnered for the third consecutive year to deliver WIN (Workforce Investment Network) summer internship program. This customized youth development program will meet the employment needs of over 20 youth ages 13-19. Referrals for the program were made by Duarte Unified School District, Public Safety's youth programs, and the Duarte Teen Center. The eight-week program began June 3<sup>rd</sup>, and each youth will volunteer 120 hours by the end of the summer and receive a \$500 stipend.

This program was made possible through a collaborative effort between the Duarte Unified School District and the City of Duarte. Funds directly benefit local youth, businesses, and non-profit organizations in and around Duarte. Special Thank you to the Ten Worksites: *Boys and Girls Club of Foothill, Duarte Chamber of Commerce, Cabrera's Mexican Restaurant, Dickie's Barbecue Pit, Grocery Outlet, Max's Mexican Restaurant, One Veg World, Monrovia Auto body shop, See Jack Play and Simply Devine.*

For more information, please contact Crime Prevention Specialist, Aida Torres (626) 359-5671 ext. 316.



## MEMORANDUM

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**TO:** Mayor and City Council  
**FROM:** Manuel Enriquez, Director of Parks and Recreation  
**DATE:** July 1, 2019  
**SUBJECT:** Proclamation Acknowledging July is Parks Make Life Better Month

### RECOMMENDATION

The Duarte City Council adopt the proclamation acknowledging July is Parks Make Life Better Month.

### BACKGROUND

Since 1985, America has celebrated July as Park and Recreation Month. A program of the National Recreation and Park Association (NRPA) and the California Park and Recreation Society (CPRS), the goal is to raise awareness of the vital impact that parks and recreation has on communities throughout California and across the United States.

Specifically, here in the City of Duarte our thriving Parks and Recreation Department is leading this initiative by providing opportunities for residents of all ages to achieve healthier and active lifestyles, promote and understand nature and conservation as well as bringing the community closer through a variety of programs and services year-round throughout our city.

By the designation of July as Parks Make Life Better Month, the City of Duarte Parks and Recreation Department would like to remind residents to explore the latest edition of City News-summer 2019, as it highlights all our current recreational classes and upcoming special events and there is something for everyone.

Attachment: Proclamation



**Parks  
Make  
Life  
Better!**



## Proclamation

### July 2019 is Parks Make Life Better in Duarte Month

*WHEREAS, parks and recreation programs are an integral part of communities throughout this country, including the City of Duarte; and*

*WHEREAS, our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and*

*WHEREAS, parks and recreation programs build healthy active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and improve the mental and emotional health of all citizens; and*

*WHEREAS, parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and*

*WHEREAS, parks and recreation areas are fundamental to the environmental well-being of our community; and*

*WHEREAS, parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and*

*WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community, and provide a place for children and adults to connect with nature and enjoy the outdoors; 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 2019 as PARKS MAKE LIFE BETTER IN DUARTE MONTH, and urges all our citizens to use and enjoy our parks, trails, open spaces, facilities, and recreation opportunities.*

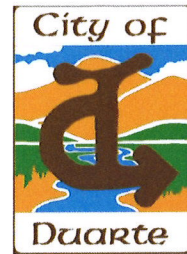
ATTEST:

City Clerk Marla Akana  
Duarte, California

July 9, 2019



Mayor Tzeitel Paras-Caracci



# **AGENDA MEMO**

**TO: DUARTE CITY COUNCIL**  
**FROM: Brian Villalobos, Director of Public Safety**  
**DATE: July 9, 2019**  
**SUBJECT: Recognition of Ham Radio Training Graduates**

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**Summary:** The City of Duarte hosted its first ever HAM Radio Certification Course on June 14th, 15th, and 18th. The first two days of the class consisted of practical skills on how to use an amateur radio. The third day consisted of a mandatory test of the Federal Communication Commission exam. The students who passed the exam received their amateur radio call sign.

Amateur radio plays an important part in the City's Emergency Preparedness Plan that would be able to assist us in the event of a major disaster that may interrupt the phone lines, including cell phones. Amateur radio would be able to pass on information to the City, help City Staff relay vital information from the Emergency Operation Center to inbound support, and provide the capability to call for help for individuals that are unable to get a call out.

The City of Duarte would like to recognize the following Duarte residents who attended the class and passed the Federal Communication Commission exam:

Mark Romejko  
Steve Hernandez Jr.  
Henry Torres  
Daiya Cunnane  
Sonia Silao  
Guillermo Cruz  
Gar Wui Quock  
Donald McAfee  
Robert Finlay  
James Finlay

## 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 25, 2019

|                                                                |                                                                                                                                                                                                                                                                                                                                |
|----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 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 Paras-Caracci called the meeting to order at 7:08 p.m. |
| RECORDATION OF ATTENDANCE                                      | <p>The following were in attendance:</p> <p>PRESENT: Fasana, Finlay, Kang, Lewis,<br/>Reilly, Paras-Caracci</p> <p>ABSENT: Urias</p> <p>ADMINISTRATIVE STAFF PRESENT: City Manager<br/>George, City Attorney Cosgrove</p>                                                                                                      |
| ADOPTION OF AGENDA                                             | Finlay moved, Kang seconded to adopt the Agenda, as amended to also adjourn in memory of Valerie Dawn Bonner Mielke, and carried unanimously.                                                                                                                                                                                  |
| PLEDGE TO THE FLAG                                             | Betty McWilliams led the Pledge of Allegiance to the Flag.                                                                                                                                                                                                                                                                     |
| MOMENT OF REFLECTION                                           | Paras-Caracci provided a moment of reflection.                                                                                                                                                                                                                                                                                 |
| FITNESS/MENTAL WARM-UP                                         | Lewis and Finlay provided the warm-up.                                                                                                                                                                                                                                                                                         |
| SPECIAL ITEMS                                                  | Mayor Paras-Caracci introduced Adam and Lily Knight, Curo Managed Print Production, and presented them with a congratulatory certificate for being selected by Assemblymember Rubio as the 2019 Small Business of the Year.                                                                                                    |
| Recognition – Curo Managed Print Production                    |                                                                                                                                                                                                                                                                                                                                |
| Proclamation – Duarte Library/<br>L.A. County Library System   | Mayor Paras-Caracci read and presented a proclamation to Duarte Librarian Joanna Gee and Friends of the Duarte Library for the L.A. County Library System receiving Library Journal's 2019 Library of the Year award.                                                                                                          |
| Recognition – Foothill Unity Ctr.                              | Mayor Paras-Caracci congratulated Foothill Unity Center and its board members, and presented a certificate in recognition of being named 2019 Non-Profit of the Year by Assemblymember Holden.                                                                                                                                 |
| Presentation–Upper San Gabriel Valley Municipal Water District | Tom Love, General Manager of Upper San Gabriel Valley Municipal Water District, presented the "State of the District," and discussed 2019 strategic plan, source of water supply, imported and local resources, and conservation programs/outreach.                                                                            |
| Presentation–SGV Mosquito and Vector Control District          | Levy Sun, Public Outreach Coordinator for SGV Mosquito & Vector Control District, provided an update on activities and educational programs, and introduced mosquito mascot Aedes.                                                                                                                                             |

Presentation–Independence Day Celebration

Manuel Enriquez presented a PowerPoint overview about the 2019 Independence Day event to be held on July 3, 2019, including schedule, parking, and map.

COMMISSION ITEM  
Parks/Recreation Commission  
Recommendation to rename the Duarte Bike/Multipurpose Trail

Mayor Paras-Caracci suggested the Commission item could be heard out of order if Council wished. Fasana moved, Kang seconded to consider the Commission item next, and carried unanimously by those present.

Enriquez presented the staff report about the application from Paula Watson-Gardner to rename the Duarte Bike/Multipurpose Trail on behalf of her parents, and the Parks and Recreation Commission's recommendation to approve the request as well as funding the costs associated with the installation of new signage estimated at \$3,600.

Steve Hernandez spoke in support of the request, stated this is in line with our history, and is a good thing to do.

There was discussion about the cost for signage, donations, options for design of signs, appreciation for Mr. and Mrs. Watson, wonderful recognition opportunity, and the need for history on the bike trail.

Paras-Caracci moved, Fasana seconded to approve the recommendation from the Parks and Recreation Commission to rename the Duarte Bike/Multipurpose Trail "Donald and Bernice Watson Recreation Trail," and to fund the costs associated with the installation of new signage, estimated at \$3,600, and carried unanimously by those present.

ANNOUNCEMENTS

Sheryl Lefmann, Duarte Chamber, stated new Chamber directories are available, and announced upcoming events, meetings, and mixers.

Joanna Gee, Duarte Library, announced upcoming programs, classes, and events in the Summer months.

Karen Herrera announced upcoming community events, activities, park programs, and Route 66 Parade.

ORAL COMMUNICATIONS

The following spoke on items not on the Agenda.  
Brian Barreto – \$1,000 donation to Ferguson Education Fund.  
Paula Watson-Gardner – Appreciation for renaming trail.  
Steve Hernandez – Watson family.

CONSENT CALENDAR

Kang moved, Fasana seconded to approve the Consent Calendar as follows, and carried unanimously.  
Approve Items B, C, D, G, H, I, J, K, O.  
Receive and File Items E, F.  
Remove Items A, D, L, M, N.

ITEMS REMOVED – Item A  
Minutes

Reilly moved, Fasana seconded to amend the minutes pertaining to the National Recreation Area to read "that a request be made



|                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| ITEM A – APPROVED                                                  | for staff to bring back options” and delete “for the City of Duarte to be included within the boundaries,” and carried unanimously by those present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Item D – Notice of Completion<br>BC Traffic Specialist             | Larry Breceda answered questions from Councilmembers about the item.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| ITEM D – APPROVED                                                  | Reilly moved, Fasana seconded to accept the 2019 No Smoking Sign and Installation Project (BC Traffic Specialist), and authorize the City Clerk to initiate the Notice of Completion, and carried unanimously by those present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Item L – Mountain Vista Plaza<br>Public Safety office lease        | Brian Villalobos answered questions from Councilmembers about the lease. There was discussion about the possibility of moving the Public Safety office to Pops Road/Huntington Drive.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| ITEM L – APPROVED                                                  | Fasana moved, Reilly seconded to authorize the City Manager to execute a five-year lease extension with Mountain Vista Plaza for the Public Safety Department office, effective 7/1/19-6/3/24, and carried unanimously by those present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Item M – L.A. County Municipal<br>Law Enforcement Services Agmt    | There was discussion about the Agreement, public safety being our first duty, and the total cost for all cities contracting with the L.A. County Sheriff’s Department.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| ITEM M – APPROVED                                                  | Fasana moved, Finlay seconded to approve the Los Angeles County Municipal Law Enforcement Services Agreement, effective 7/1/19-6/30/24, and carried with Kang not present on the dais and Urias absent.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Item N – Transportation Services<br>Monrovia School District       | Manuel Enriquez answered questions from Councilmembers pertaining to the item.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| ITEM N – APPROVED                                                  | Reilly moved, Finlay seconded to approve the Transportation Services Agreement with Monrovia Unified School District for supervised park programs, and carried unanimously by those present.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| PUBLIC HEARING<br>Climatec Infrastructure<br>Modernization Program | <p>George announced this was the time and place set for a Public Hearing to consider this item (Climatec Infrastructure Modernization Program–Adoption of findings and award of energy conservation services and associate financing under Government Code Sections 4217.10 – 4217.18), and stated after receiving public input, the hearing will be continued to a future meeting.</p> <p>Notice of the hearing was given, the affidavit is on file, and no written communications were received concerning the item.</p> <p>Mayor Paras-Caracci asked if there was anyone in the audience who wished to speak on the matter.</p> <p>Steve Hernandez stated the City may be declaring a fiscal emergency, we need to cut our costs, our biggest variables are water and power, and he thinks we need to proceed with these things so we can cut costs and stay within budget.</p> |

(Continued to a future meeting)

Fasana moved, Kang seconded to continue the Public Hearing to a future meeting, and carried unanimously by those present.

## RESOLUTIONS

Council Bill 19-R-03

Citywide Governance

(Continued from 3/26/19)

Council Bill 19-R-03 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, RE-ESTABLISHING A CITYWIDE GOVERNANCE BY DISTRICT POLICY (Continued from 3/26/19)

George presented a staff report about the Council Bill. Finlay read excerpts from the proposed resolution.

### RESOLUTION NO. 19-03

Finlay moved, Kang seconded to adopt Resolution No. 19-03, and carried with Urias absent.

Council Bill 19-R-16

Declare Emergency – Submit tax  
to voters – March 3, 2020

Council Bill 19-R-16 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE FINDING AND DECLARING AN EMERGENCY PURSUANT TO ARTICLE XIII C, SECTION 2, SUBDIVISION (B) OF THE CALIFORNIA CONSTITUTION NECESSITATING SUBMISSION OF A GENERAL TRANSACTIONS AND USE TAX TO THE VOTERS AT A SPECIAL ELECTION ON TUESDAY, MARCH 3, 2020

George provided information about the item and fiscal emergency, discussed a special election in March 2020, and elements leading up to this. Karen Herrera presented a detailed staff report including background, schedule, and fiscal impact.

Special Counsel Michael Colantuono introduced himself, and answered questions from Councilmembers pertaining to the resolution of intent, date of election, and other matters.

There was discussion about reserves being depleted, and appropriate time to declare a fiscal emergency.

Fasana moved, Finlay seconded to adopt Resolution No. 19-16.

There was further discussion about when to make decision, Ad Hoc Committee meetings and recommendation, City Council Ad Hoc Subcommittee, review/assess options of efficiency, the need for this, and the results of neighboring cities' elections.

Steve Hernandez discussed the 1990's recession and utility tax, stated if we wait too long, we will not receive the money, that would be a risk, and we have to be a team.

### RESOLUTION NO. 19-16

The motion to adopt Resolution No. 19-16 carried by the following Roll Call vote:

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

NOES: None

ABSENT: Urias

## REPORTS/COMMUNICATIONS FROM COUNCIL/MANAGER/ ATTORNEY

COSGROVE: Provided an update about stormwater litigation.

FASANA: Commented on stormwater litigation, stated our goal is to do the best for our residents, and discussed CalAm's

request to purchase the Bellflower Municipal Water System.

FINLAY: Inquired as to why the post office lobby cannot be accessed at 5:45 p.m., and asked that it be looked into.

KANG: Stated the seniors have said Foothill Line 860 is consistently not on time, the street signs look awesome, some are curved in, the poles may not be erected correctly, and discussed proposed State legislation to eliminate the use of natural gas for commercial and residential.

REILLY: Asked that the citation for possession versus igniting of fireworks be clarified (Villalobos responded), and stated declaring a fiscal emergency was difficult, as it still means taxes go up.

PARAS-CARACCI: Stated there will be a later conversation about a tax measure, noted the majority of sales tax comes from those who live outside our City, and she hopes everyone enjoys their Independence Day celebrations.

#### MEETINGS ATTENDED

In addition to the meetings reported on the Agenda, the following attendance reports were provided:

Finlay – Neighborhood Watch meeting, Ham radio class.

Reilly – Amateur radio class, Neighborhood Watch meeting.

#### ADJOURNMENT

The meeting was adjourned at 10:45 p.m. in memory of Deputy Joseph Solano, Valerie Dawn Bonner Mielke, and Tony Valenzuela.

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Mayor Tzeitel Paras-Caracci

ATTEST:

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City Clerk



City of Duarte

# Council Warrant Register Over \$5000

By Payment Number

Payment Dates 06/26/2019 - 06/30/2019

| Payment Number | Payment Date     | Vendor #                              | Vendor Name                                          | Account Number | Project Account Key             | Payment Amount |
|----------------|------------------|---------------------------------------|------------------------------------------------------|----------------|---------------------------------|----------------|
| Payment Number | Payable Number   | Description                           |                                                      |                |                                 | Item Amount    |
| 204            | 6/27/2019        | 4286                                  | MAXTREME INC                                         |                |                                 | 6,497.72       |
|                | 13415            | Maxhavens 6/2019                      |                                                      | 100-1815-7632  |                                 | 81.28          |
|                | 13415            | G Suite 6/2019                        |                                                      | 100-1815-7632  |                                 | 793.54         |
|                | 13415            | Jamf Renewal 60 (mac OS) 47 (iOS)     |                                                      | 100-1815-7632  |                                 | 2,250.00       |
|                | 13415            | VMware Upgrade ver 11 Software (Se    |                                                      | 100-1815-7632  |                                 | 119.99         |
|                | 13415            | Office 265 License 6/2019             |                                                      | 100-1815-7632  |                                 | 429.00         |
|                | 13415            | Other World Computing RAM Mac Mi      |                                                      | 100-1815-7980  |                                 | 491.54         |
|                | 13415            | Drobo Drives (Amazon)                 |                                                      | 100-1815-7980  |                                 | 1,292.04       |
|                | 13416            | Apple Keyboards,Mice,Adapters,Cha     |                                                      | 100-1815-7980  |                                 | 1,040.33       |
| 212807         | 6/27/2019        | 6066                                  | AZUSA PACIFIC UNIVERSITY-COMMUNITY COUNSELING CENTER |                |                                 | 7,333.00       |
|                | 100 -- 6/19/19   | CalVIP Duarte At-Risk Counseling 4/1  |                                                      | 100-1205-7980  | 201914-Other Expenses-Cal VIP   | 7,333.00       |
| 212808         | 6/27/2019        | 5155                                  | BOYS & GIRLS CLUBS OF THE FOOTHILLS                  |                |                                 | 7,178.12       |
|                | 61219            | CalVIP CBO 5/1/19 - 5/30/19           |                                                      | 100-1205-7980  | 201914-Other Expenses-Cal VIP   | 7,178.12       |
| 212812         | 6/27/2019        | 1102                                  | CDW GOVERNMENT LLC                                   |                |                                 | 7,220.73       |
|                | SHQ9140          | Apple MacBook Pro Touch Bar 13.3"     |                                                      | 100-1815-7980  |                                 | 4,856.70       |
|                | SHQ9140          | Recycling Fee                         |                                                      | 100-1815-7980  |                                 | 10.00          |
|                | SHS4330          | AppleCare+ for MB Pro 13"             |                                                      | 100-1815-7980  |                                 | 423.30         |
|                | SRK4665          | Apple Mac Mini 3.0GHz 6-Core i5 8th   |                                                      | 100-1815-7980  |                                 | 1,930.73       |
| 212814         | 6/27/2019        | 2028                                  | COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS     |                |                                 | 14,545.47      |
|                | REPW-19061005767 | Industrial Waste Inspections 5/2019   |                                                      | 100-1405-7801  |                                 | 2,870.92       |
|                | REPW-19061005844 | Traffic Signal Maintenance 5/2019     |                                                      | 240-2405-7890  |                                 | 235.06         |
|                | REPW-19061005851 | Traffic Signal Maintenance 5/2019     |                                                      | 240-2405-7890  |                                 | 132.23         |
|                | REPW-19061005871 | Traffic Signal Maintenance 5/2019     |                                                      | 240-2405-7890  |                                 | 7,160.96       |
|                | REPW-19061005896 | Traffic Signal Controller Upgrade     |                                                      | 240-2405-7890  |                                 | 117.52         |
|                | REPW-19061006082 | Traffic Signal Maintenance 5/2019     |                                                      | 240-2405-7890  |                                 | 4,028.78       |
| 212817         | 6/27/2019        | 6042                                  | ELECNOR BELCO ELECTRIC INC                           |                |                                 | 82,049.60      |
|                | 14-0318-002      | Battery Backup Project                |                                                      | 220-2225-8100  |                                 | 82,049.60      |
| 212818         | 6/27/2019        | 3192                                  | FOOTHILL TRANSIT                                     |                |                                 | 495,005.88     |
|                | SI006644         | 3rd Installment of Bus Purchase F2800 |                                                      | 440-4405-8013  |                                 | 487,938.52     |
|                | SI006645         | 3rd Installment of 3rd Bus Purchase 6 |                                                      | 440-4405-8013  |                                 | 7,067.36       |
| 212842         | 6/27/2019        | 3661                                  | SUPERIOR CT OF CAL CO OF LOS ANGELES                 |                |                                 | 7,454.50       |
|                | 61819            | Citation Revenue Tax 5/2019           |                                                      | 100-1205-7761  |                                 | 7,454.50       |
| 212854         | 6/27/2019        | 6064                                  | DE LAGE LANDEN FINANCIAL SERVICES INC                |                |                                 | 24,639.24      |
|                | TFV137735        | FY19 Apple Computer Lease (Downpa     |                                                      | 100-1815-7630  |                                 | 24,639.24      |
| 212866         | 6/27/2019        | 0056                                  | LOS ANGELES COUNTY SHERIFF'S DEPARTMENT              |                |                                 | 344,950.03     |
|                | 194005CY         | Sheriff Contract 5/2019               |                                                      | 100-1205-7781  |                                 | 308,427.98     |
|                | 194005CY         | Sheriff Contract 5/2019               |                                                      | 100-1205-7781  | 201914-Sheriff Contract-Cal VIP | 16,522.05      |
|                | 194005CY         | Sheriff Contract 5/2019               |                                                      | 290-2905-7781  |                                 | 20,000.00      |

Payment Total: 996,874.29



**Report Summary****Fund Summary**

| <b>Fund</b>                                | <b>Payment Amount</b> |
|--------------------------------------------|-----------------------|
| 100 - GENERAL FUND                         | 388,144.26            |
| 220 - GAS TAX FUN                          | 82,049.60             |
| 240 - LIGHTING AND LANDSCAPE DISTRICT FUND | 11,674.55             |
| 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND    | 20,000.00             |
| 440 - PROPOSITION A TRANSIT FUND           | 495,005.88            |
| <b>Grand Total:</b>                        | <b>996,874.29</b>     |

**Account Summary**

| <b>Account Number</b> | <b>Account Name</b>       | <b>Payment Amount</b> |
|-----------------------|---------------------------|-----------------------|
| 100-1205-7761         | Parking Ticket Collect    | 7,454.50              |
| 100-1205-7781         | Contract Law Enforceme    | 324,950.03            |
| 100-1205-7980         | Other Expenses            | 14,511.12             |
| 100-1405-7801         | Industrial Waste Inspecti | 2,870.92              |
| 100-1815-7630         | Equipment Lease           | 24,639.24             |
| 100-1815-7632         | Software Maintenance      | 3,673.81              |
| 100-1815-7980         | Other Expenses            | 10,044.64             |
| 220-2225-8100         | Other Capital Improvem    | 82,049.60             |
| 240-2405-7890         | Repairs-Traffic Signal    | 11,674.55             |
| 290-2905-7781         | Contract Law Enforceme    | 20,000.00             |
| 440-4405-8013         | Vehicles (Capital)        | 495,005.88            |
| <b>Grand Total:</b>   |                           | <b>996,874.29</b>     |

**Project Account Summary**

| <b>Project Account Key</b>      | <b>Payment Amount</b> |
|---------------------------------|-----------------------|
| **None**                        | 965,841.12            |
| 201914-Other Expenses-Cal VIP   | 14,511.12             |
| 201914-Sheriff Contract-Cal VIP | 16,522.05             |
| <b>Grand Total:</b>             | <b>996,874.29</b>     |



City of Duarte

# Council Warrant Register by Account

## By Fund

Payment Dates 06/26/2019 - 06/30/2019

| Account Number                  | Vendor Name                     | Description (Item)                           | Payment No | Project Key                     | Amount     |
|---------------------------------|---------------------------------|----------------------------------------------|------------|---------------------------------|------------|
| <b>Fund: 100 - GENERAL FUND</b> |                                 |                                              |            |                                 |            |
| 100-1005-7649                   | KIWANIS CLUB OF DUARTE          | Bryan Urias Dues 12/2018 - 6/2019            | 212823     |                                 | 200.00     |
| 100-1010-7612                   | MUNICIPAL CODE CORPORATION      | Administrative Support Fee 6/1/19 - 5/31/20  | 212827     |                                 | 350.00     |
| 100-1010-7650                   | EXXONMOBIL                      | Fuel-City Manager 5/2019                     | 212794     |                                 | 47.04      |
| 100-1010-7965                   | SAN GABRIEL VALLEY COUNCIL OF   | Cost Comparison Study                        | 212834     |                                 | 4,950.00   |
| 100-1010-7980                   | BOTANICA FLORIST                | Duarte Library Presentation Bouquet          | 212849     |                                 | 43.80      |
| 100-1020-7715                   | WALMART COMMUNITY/RFCSLLC       | 2019 Green Home Raffle Prizes                | 212802     |                                 | 153.30     |
| 100-1020-7716                   | CURO MANAGED PRINT PRODUCTI     | July 3rd Event Banners                       | 212852     |                                 | 372.30     |
| 100-1020-7716                   | THE SAUCE CREATIVE SERVICES CO  | Independence Day Banners                     | 212872     |                                 | 1,609.82   |
| 100-1020-7716                   | THE SAUCE CREATIVE SERVICES CO  | Independence Day Posters                     | 212872     |                                 | 142.90     |
| 100-1020-7719                   | SMART & FINAL                   | SC Volunteer Dinner Supplies 6/28/19         | 205        |                                 | 111.66     |
| 100-1020-7719                   | SMART & FINAL                   | SC Volunteer Dinner Supplies 6/28/19         | 205        |                                 | 85.34      |
| 100-1020-7719                   | SMART & FINAL                   | SC Volunteer Dinner 6/28/19 Supplies         | 205        |                                 | 185.47     |
| 100-1020-7722                   | SITEIMPROVE INC                 | Contract Cancellation Fee                    | 212838     |                                 | 992.22     |
| 100-1205-7614                   | STAPLES ADVANTAGE               | Office Supplies                              | 212840     |                                 | 81.44      |
| 100-1205-7615                   | TONY HADLOC                     | CERT Ham Class Lunch Supplies                | 212820     |                                 | 87.24      |
| 100-1205-7636                   | TOM'S CLOTHING & UNIFORMS INC   | CSO J Valdiviez Uniforms                     | 212875     |                                 | 78.82      |
| 100-1205-7650                   | S E SMITH & SONS                | Veh 22 Starter/90 Day BIT Inspection         | 212833     |                                 | 1,067.15   |
| 100-1205-7655                   | THOMSON REUTERS-WEST PUBLIS     | Emergency Software 5/1/19 - 5/31/19          | 212843     |                                 | 148.53     |
| 100-1205-7761                   | DATA TICKET INC                 | Admin Citation Processing 5/2019             | 212853     |                                 | 350.19     |
| 100-1205-7761                   | DATA TICKET INC                 | Parking Citation Processing 5/2019           | 212853     |                                 | 1,999.32   |
| 100-1205-7761                   | SUPERIOR CT OF CAL CO OF LOS AN | Citation Revenue Tax 5/2019                  | 212842     |                                 | 7,454.50   |
| 100-1205-7761                   | CITY OF ARCADIA                 | Appeal Hearing                               | 212805     |                                 | 50.00      |
| 100-1205-7779                   | WALMART COMMUNITY/RFCSLLC       | A-Team Event Supplies (Beach Trip 6/13/19)   | 212802     |                                 | 337.12     |
| 100-1205-7779                   | WALMART COMMUNITY/RFCSLLC       | Movie Return                                 | 212877     |                                 | -32.81     |
| 100-1205-7779                   | WALMART COMMUNITY/RFCSLLC       | A-Team Event/DART Relay                      | 212802     |                                 | 109.00     |
| 100-1205-7779                   | WALMART COMMUNITY/RFCSLLC       | A-Team Beach Trip 6/26/19                    | 212877     |                                 | 97.66      |
| 100-1205-7779                   | WALMART COMMUNITY/RFCSLLC       | DART Tobacco Control Meeting                 | 212802     |                                 | 61.94      |
| 100-1205-7779                   | WALMART COMMUNITY/RFCSLLC       | Movie Night Supplies                         | 212877     |                                 | 45.75      |
| 100-1205-7779                   | WALMART COMMUNITY/RFCSLLC       | Duct Tape                                    | 212877     |                                 | 18.11      |
| 100-1205-7779                   | WALMART COMMUNITY/RFCSLLC       | Movie Night Supplies                         | 212877     |                                 | 51.17      |
| 100-1205-7779                   | SMART & FINAL                   | Movie Night Food                             | 205        |                                 | 69.65      |
| 100-1205-7779                   | OLGALIVIER GARCIA               | PS Intern Stipend                            | 212797     |                                 | 100.00     |
| 100-1205-7779                   | SMART & FINAL                   | Movie Night Supplies                         | 205        |                                 | 87.54      |
| 100-1205-7779                   | SMART & FINAL                   | Movie in the Park Drinks                     | 205        |                                 | 103.51     |
| 100-1205-7779                   | DUARTE PUBLIC SAFETY PETTY CAS  | DART Field Trip Parking                      | 212815     |                                 | 5.00       |
| 100-1205-7779                   | DUARTE PUBLIC SAFETY PETTY CAS  | WIN-Livescan/Background Check                | 212815     |                                 | 28.00      |
| 100-1205-7780                   | COUNTY OF LOS ANGELES - ANIMA   | Animal Shelter Services 5/2019               | 212813     |                                 | 2,059.56   |
| 100-1205-7781                   | LOS ANGELES COUNTY SHERIFF'S D  | Sheriff Contract 5/2019                      | 212866     |                                 | 308,427.98 |
| 100-1205-7781                   | LOS ANGELES COUNTY SHERIFF'S D  | Sheriff Contract 5/2019                      | 212866     | 201914-Sheriff Contract-Cal VIP | 16,522.05  |
| 100-1205-7980                   | WALMART COMMUNITY/RFCSLLC       | Citywide Neighborhood Watch Meeting          | 212802     |                                 | 51.22      |
| 100-1205-7980                   | AZUSA PACIFIC UNIVERSITY-COMM   | CalVIP Duarte At-Risk Counseling 4/19 - 6/19 | 212807     | 201914-Other Expenses-Cal VIP   | 7,333.00   |
| 100-1205-7980                   | BOYS & GIRLS CLUBS OF THE FOOT  | CalVIP CBO 5/1/19 - 5/30/19                  | 212808     | 201914-Other Expenses-Cal VIP   | 7,178.12   |
| 100-1205-7980                   | BOYS & GIRLS CLUBS OF THE FOOT  | TLEP Grant CBO 5/1/19 - 5/30/19              | 212809     | 201904-Other Exp-Tobacco Grant  | 3,033.14   |
| 100-1205-7980                   | DUARTE PUBLIC SAFETY PETTY CAS  | CERT Grant Mailing                           | 212815     |                                 | 38.64      |
| 100-1405-7612                   | U.S. BANK                       | Craig Hensley APA Membership                 | 203        |                                 | 759.00     |
| 100-1405-7614                   | STAPLES ADVANTAGE               | Office Supplies                              | 212840     |                                 | 39.63      |
| 100-1405-7614                   | STAPLES ADVANTAGE               | Credit for Invoice # 3416498529              | 212840     |                                 | -39.63     |
| 100-1405-7614                   | STAPLES ADVANTAGE               | Office Supplies                              | 212840     |                                 | 106.50     |
| 100-1405-7614                   | STAPLES ADVANTAGE               | Office Supplies                              | 212840     |                                 | 185.35     |
| 100-1405-7614                   | STAPLES ADVANTAGE               | Office Supplies                              | 212840     |                                 | 38.96      |
| 100-1405-7614                   | STAPLES ADVANTAGE               | Office Supplies                              | 212840     |                                 | 9.02       |
| 100-1405-7650                   | PATRIOT HYUNDAI OF EL MONTE     | Veh 32 Major Service                         | 212830     |                                 | 289.95     |
| 100-1405-7801                   | COUNTY OF LOS ANGELES DEPART    | Industrial Waste Inspections 5/2019          | 212814     |                                 | 2,870.92   |

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| Account Number | Vendor Name                    | Description (Item)                              | Payment No | Project Key | Amount   |
|----------------|--------------------------------|-------------------------------------------------|------------|-------------|----------|
| 100-1405-7802  | U.S. BANK                      | NPDES Carrying Case (Enviroscape)               | 203        |             | 587.96   |
| 100-1405-7965  | LDM ASSOCIATES INC             | FY19 Federal Grant Administration 5/2019        | 212824     |             | 550.00   |
| 100-1405-7975  | MADIA TECH LAUNCH INC          | FY19 Annual Donation Pledge                     | 212826     |             | 300.00   |
| 100-1410-7612  | U.S. BANK                      | Josh Hernandez 2019 PAPA Membership             | 203        |             | 55.00    |
| 100-1410-7621  | AIRGAS USA LLC                 | Welding Cylinder Exchange                       | 212804     |             | 51.65    |
| 100-1410-7630  | SIMON EQUIPMENT RENTALS        | Stump Grinder Rental                            | 212837     |             | 267.35   |
| 100-1410-7636  | GARVEY EQUIPMENT COMPANY       | Safety Uniform Supplies (Field Svcs)            | 212819     |             | 862.20   |
| 100-1410-7656  | SUNWEST ENGINEERING            | Underground Fuel Tank Monitoring Certification  | 212841     |             | 635.00   |
| 100-1410-7656  | SUNWEST ENGINEERING            | Underground Fuel Tank Inspection 5/30/19        | 212841     |             | 145.00   |
| 100-1410-7810  | A1 MAINTENANCE SERVICES CA     | Las Brisas Sweeping 6/2019                      | 212803     |             | 58.00    |
| 100-1410-7810  | A1 MAINTENANCE SERVICES CA     | Las Posadas Sweeping 6/2019                     | 212803     |             | 58.00    |
| 100-1410-7887  | GARVEY EQUIPMENT COMPANY       | Chainsaw Repair & Maintenance                   | 212819     |             | 258.46   |
| 100-1410-7980  | GARVEY EQUIPMENT COMPANY       | Chainsaw Supplies                               | 212819     |             | 550.25   |
| 100-1605-7693  | DUARTE PIZZA COMPANY           | TC MYC Lunch                                    | 212856     |             | 89.97    |
| 100-1605-7729  | WALMART COMMUNITY/RFCSLLC      | Concerts in the Park Sponsor Gifts              | 212877     |             | 112.02   |
| 100-1605-7729  | SMART & FINAL                  | Concerts in the Park Band Refreshments          | 205        |             | 84.75    |
| 100-1605-7730  | DUARTE RECREATION PETTY CASH   | Plastic Tub (DVD Player Storage)                | 212816     |             | 8.21     |
| 100-1605-7733  | WALMART COMMUNITY/RFCSLLC      | Senior Ctr Supplies                             | 212802     |             | 76.34    |
| 100-1605-7733  | DUARTE RECREATION PETTY CASH   | SC Volunteer Recognition Decorations            | 212816     |             | 18.64    |
| 100-1605-7733  | DUARTE RECREATION PETTY CASH   | SC Tissue Paper                                 | 212816     |             | 7.67     |
| 100-1605-7733  | WALMART COMMUNITY/RFCSLLC      | Senior Ctr DVD Player                           | 212802     |             | 54.72    |
| 100-1605-7733  | YESENIA VENEGAS                | Volunteer Dinner 6/28/19 Table Cloths           | 212876     |             | 55.00    |
| 100-1605-7733  | SMART & FINAL                  | SC Volunteer Dinner 6/28/19 Supplies            | 205        |             | 9.84     |
| 100-1605-7735  | WALMART COMMUNITY/RFCSLLC      | TC Amazing Acts Event                           | 212802     |             | 50.23    |
| 100-1605-7735  | DUARTE RECREATION PETTY CASH   | TC Art Supplies                                 | 212816     |             | 121.64   |
| 100-1605-7735  | SMART & FINAL                  | TC Amazing Acts Event Supplies                  | 205        |             | 42.28    |
| 100-1605-7735  | FSP DESIGNS                    | TC Amazing Acts Dance T-Shirts                  | 212858     |             | 107.13   |
| 100-1605-7735  | FSP DESIGNS                    | TC Summer Olympics T-Shirts                     | 212858     |             | 295.25   |
| 100-1605-7736  | WALMART COMMUNITY/RFCSLLC      | Spring Recital Raffle Prizes & Gifts            | 212802     |             | 340.82   |
| 100-1605-7736  | WALMART COMMUNITY/RFCSLLC      | Return-Nature Camp Supplies                     | 212877     |             | -3.96    |
| 100-1605-7736  | WALMART COMMUNITY/RFCSLLC      | Nature Camp Supplies                            | 212802     |             | 70.30    |
| 100-1605-7736  | WALMART COMMUNITY/RFCSLLC      | Nature Camp Supplies                            | 212802     |             | 5.98     |
| 100-1605-7736  | WALMART COMMUNITY/RFCSLLC      | Nature Camp Supplies                            | 212877     |             | 23.93    |
| 100-1605-7736  | WALMART COMMUNITY/RFCSLLC      | Nature Camp Supplies                            | 212802     |             | 71.00    |
| 100-1605-7736  | WALMART COMMUNITY/RFCSLLC      | Nature Camp Supplies                            | 212802     |             | 84.84    |
| 100-1605-7736  | REGINA DUMAS-JOHNSON           | Recreation Class Equipment Fee (Sewing Machine) | 212857     |             | 231.57   |
| 100-1605-7739  | THE SAUCE CREATIVE SERVICES CO | Concert Sponsor Banner (Foothill Transit)       | 212835     |             | 137.60   |
| 100-1605-7741  | WALMART COMMUNITY/RFCSLLC      | Soccer Supplies                                 | 212802     |             | 17.92    |
| 100-1605-7741  | DUARTE RECREATION PETTY CASH   | T-Ball Supplies                                 | 212816     |             | 19.72    |
| 100-1605-7741  | WALMART COMMUNITY/RFCSLLC      | Summer Park Supplies                            | 212877     |             | 37.10    |
| 100-1605-7741  | WALMART COMMUNITY/RFCSLLC      | Summer Day Supplies                             | 212802     |             | 86.92    |
| 100-1605-7741  | SMART & FINAL                  | Ice Cream Social 6/12/19                        | 205        |             | 41.93    |
| 100-1605-7741  | J & J SPORTS & TROPHIES        | Ice Packs                                       | 212862     |             | 224.48   |
| 100-1605-7741  | SMART & FINAL                  | Day @ the Pool Supplies                         | 205        |             | 114.40   |
| 100-1605-7741  | SMART & FINAL                  | Dance Jam Supplies                              | 205        |             | 17.51    |
| 100-1605-7741  | SMART & FINAL                  | Day @ the Pool Supplies                         | 205        |             | 43.78    |
| 100-1605-7741  | S & S WORLDWIDE                | T-Ball Supplies                                 | 212871     |             | 198.12   |
| 100-1605-7744  | DALYLAH SANDOVAL               | Teen Nutrition Council                          | 212801     |             | 100.00   |
| 100-1605-7744  | YVETTE RODRIGUEZ               | Teen Nutrition Council                          | 212800     |             | 100.00   |
| 100-1605-7744  | BRYAN GARCIA                   | Teen Nutrition Council                          | 212795     |             | 100.00   |
| 100-1605-7744  | PEDRO RODRIGUEZ                | Teen Nutrition Council                          | 212832     |             | 100.00   |
| 100-1605-7744  | SAMANTHA MARTINEZ              | Teen Nutrition Council                          | 212798     |             | 100.00   |
| 100-1605-7744  | SARAH DOWIRI                   | Teen Nutrition Council                          | 212793     |             | 100.00   |
| 100-1605-7744  | ELAYSSA AQUINO                 | Teen Nutrition Council                          | 212790     |             | 100.00   |
| 100-1605-7744  | OLGALIVIER GARCIA              | Teen Nutrition Council                          | 212796     |             | 100.00   |
| 100-1605-7745  | DUARTE RECREATION PETTY CASH   | TC Boxing Supplies                              | 212816     |             | 33.43    |
| 100-1605-7745  | SHAFFER AWARDS                 | TC Boxing Golf Tournament                       | 212873     |             | 402.08   |
| 100-1605-7750  | INLAND EMPIRE STAGES LTC       | Eataly Excursion 6/11/19 Transportation         | 212861     |             | 1,018.08 |
| 100-1605-7980  | WALMART COMMUNITY/RFCSLLC      | Parks First Aid Kits                            | 212802     |             | 108.82   |
| 100-1605-7980  | NIKOLETTE STERRIS              | DMV License Fee Reimbursement                   | 212874     |             | 46.00    |

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| Account Number                 | Vendor Name                    | Description (Item)                                      | Payment No | Project Key                             | Amount     |
|--------------------------------|--------------------------------|---------------------------------------------------------|------------|-----------------------------------------|------------|
| 100-1605-7980                  | SMART & FINAL                  | Recreation Staff Training 6/6/19                        | 205        |                                         | 42.24      |
| 100-1605-7980                  | JAG ENDEAVORS LLC              | Swim Team Shirts                                        | 212863     |                                         | 558.70     |
| 100-1610-7617                  | FULLER ENGINEERING INC         | Pool Chemicals                                          | 212859     |                                         | 480.79     |
| 100-1610-7617                  | POOL & ELECTRICAL PRODUCTS IN  | Pool Chemicals                                          | 212870     |                                         | 116.41     |
| 100-1610-7618                  | SMART & FINAL                  | SC Coffee Supplies                                      | 205        |                                         | 100.23     |
| 100-1610-7618                  | MAINTEX INC                    | Janitorial Supplies                                     | 212867     |                                         | 16.62      |
| 100-1610-7618                  | MAINTEX INC                    | Janitorial Supplies                                     | 212867     |                                         | 23.05      |
| 100-1610-7618                  | MAINTEX INC                    | Janitorial Supplies                                     | 212867     |                                         | 752.61     |
| 100-1610-7618                  | MAINTEX INC                    | Janitorial Supplies                                     | 212867     |                                         | 322.10     |
| 100-1610-7618                  | MAINTEX INC                    | Janitorial Supplies                                     | 212867     |                                         | 93.19      |
| 100-1610-7618                  | MAINTEX INC                    | Janitorial Supplies                                     | 212867     |                                         | 808.71     |
| 100-1610-7618                  | GRAINGER                       | Mounting Tape                                           | 212860     |                                         | 19.42      |
| 100-1610-7618                  | GRAINGER                       | Restroom Signs                                          | 212860     |                                         | 7.98       |
| 100-1610-7636                  | CINTAS CORPORATION #693        | Facility Maintenance Uniforms                           | 212851     |                                         | 35.00      |
| 100-1610-7652                  | MARCUS LEON BANKS SR           | Field A Lighting Timer/Security Box                     | 212848     |                                         | 729.00     |
| 100-1610-7652                  | DIGITAL NETWORKS GROUP INC     | AV Monitor Service Call/Repair                          | 212855     |                                         | 405.00     |
| 100-1610-7652                  | JOE'S JANITORIAL SERVICE       | Teen Ctr Floor Strip & Wax                              | 212865     |                                         | 650.00     |
| 100-1610-7652                  | ALBERTOS PLUMBING              | Encanto Park Restroom Sewer Service                     | 212847     |                                         | 110.00     |
| 100-1610-7652                  | WESTERN EXTERMINATOR COMPA     | SC Pest Control Svcs 5/2019                             | 212878     |                                         | 60.00      |
| 100-1610-7652                  | WESTERN EXTERMINATOR COMPA     | CC Pest Control Svcs 5/2019                             | 212878     |                                         | 60.00      |
| 100-1610-7652                  | WESTERN EXTERMINATOR COMPA     | CH Pest Control Svcs 5/2019                             | 212878     |                                         | 60.00      |
| 100-1610-7652                  | WESTERN EXTERMINATOR COMPA     | FC Pest Control Svcs 5/2019                             | 212878     |                                         | 60.00      |
| 100-1610-7652                  | WESTERN EXTERMINATOR COMPA     | TC Pest Control Svcs 5/2019                             | 212878     |                                         | 60.00      |
| 100-1750                       | AGS STUDIO 116                 | Independence Day Celebration Stage/Audio Rental         | 202        |                                         | 4,985.25   |
| 100-1805-7614                  | STAPLES ADVANTAGE              | Office Supplies                                         | 212840     |                                         | 44.26      |
| 100-1815-7630                  | DE LAGE LANDEN FINANCIAL SERVI | FY19 Apple Computer Lease (Downpayment)                 | 212854     |                                         | 24,639.24  |
| 100-1815-7632                  | MAXTREME INC                   | Maxhavens 6/2019                                        | 204        |                                         | 81.28      |
| 100-1815-7632                  | MAXTREME INC                   | VMware Upgrade ver 11 Software (Server)                 | 204        |                                         | 119.99     |
| 100-1815-7632                  | MAXTREME INC                   | Jamf Renewal 60 (mac OS) 47 (iOS)                       | 204        |                                         | 2,250.00   |
| 100-1815-7632                  | MAXTREME INC                   | G Suite 6/2019                                          | 204        |                                         | 793.54     |
| 100-1815-7632                  | MAXTREME INC                   | Office 265 License 6/2019                               | 204        |                                         | 429.00     |
| 100-1815-7980                  | MAXTREME INC                   | Other World Computing RAM Mac Mini 2018                 | 204        |                                         | 491.54     |
| 100-1815-7980                  | MAXTREME INC                   | Drobo Drives (Amazon)                                   | 204        |                                         | 1,292.04   |
| 100-1815-7980                  | MAXTREME INC                   | Apple Keyboards,Mice,Adapters,Chargers, Etc             | 204        |                                         | 1,040.33   |
| 100-1815-7980                  | CDW GOVERNMENT LLC             | Apple MacBook Pro Touch Bar 13.3" Core i5 2.3GHz        | 212812     |                                         | 4,856.70   |
| 100-1815-7980                  | CDW GOVERNMENT LLC             | Recycling Fee                                           | 212812     |                                         | 10.00      |
| 100-1815-7980                  | CDW GOVERNMENT LLC             | AppleCare+ for MB Pro 13"                               | 212812     |                                         | 423.30     |
| 100-1815-7980                  | CDW GOVERNMENT LLC             | Apple Mac Mini 3.0GHz 6-Core i5 8th Gen                 | 212812     |                                         | 1,930.73   |
| 100-1825-7631                  | CANON SOLUTIONS AMERICA INC    | CH (2) Copier Maint 5/16/19 - 6/15/19                   | 212811     |                                         | 803.46     |
| 100-1825-7631                  | CANON SOLUTIONS AMERICA INC    | SC Copier Maint 5/16/19 - 6/15/19                       | 212811     |                                         | 77.42      |
| 100-1825-7631                  | CANON SOLUTIONS AMERICA INC    | TC Copier Maint 5/16/19 - 6/15/19                       | 212811     |                                         | 48.85      |
| 100-1825-7747                  | LUIS PEREZ                     | Recycling Worker                                        | 212799     | 201803-Beverage Container Recycle Progr | 97.00      |
| 100-1825-7747                  | ARANZASU CABALLERO             | Recycling Worker                                        | 212791     | 201803-Beverage Container Recycle Progr | 97.00      |
| 100-1825-7747                  | STEVEN CHEN                    | Recycling Worker 5/8/19                                 | 212792     | 201803-Beverage Container Recycle Progr | 66.25      |
| 100-1825-7980                  | SHRED-IT USA LLC               | Document Shredding                                      | 212836     |                                         | 191.27     |
| 100-2120                       | NORTHSTAR DEMOLITION AND RE    | Const/Demo Diversion Deposit Refund                     | 212829     |                                         | 3,000.00   |
| 100-2120                       | NICK WANG                      | Const/Demo Diversion Deposit Refund Pmt #2018-157212844 | 212844     |                                         | 5,000.00   |
| 100-2120                       | JOSE MUNOZ                     | CC Rent Deposit Refund                                  | 212869     |                                         | 500.00     |
| 100-2120                       | CARISMA BUENTELLO              | CC Rent Deposit Refund                                  | 212850     |                                         | 500.00     |
| 100-2120                       | TIFFANY MOOMJEAN               | Pool Rent Deposit Refund                                | 212868     |                                         | 200.00     |
| 100-2123                       | CARISMA BUENTELLO              | Special Event Insurance Refund                          | 212850     |                                         | 240.00     |
| 100-2124                       | OLIVIA NAVEDA                  | Gazebo Rent Deposit Refund                              | 212828     |                                         | 50.00      |
| 100-4201                       | CALIFORNIA PERMITS             | Building Permit Refund (2019-014)                       | 212810     |                                         | 223.20     |
| 100-4303                       | NICK & JASMINA ZIGIC           | Administrative Citation Refund                          | 212846     |                                         | 100.00     |
| 100-4402                       | CARISMA BUENTELLO              | 2 Extra Set-Up Hours                                    | 212850     |                                         | -80.00     |
| 100-4404                       | MARIA KIREJIAN                 | Overtime Correction                                     | 212822     |                                         | 40.25      |
| 100-5004                       | NORTHSTAR DEMOLITION AND RE    | Administrative Fee                                      | 212829     |                                         | -150.00    |
| 100-5004                       | NICK WANG                      | Administrative Fee                                      | 212844     |                                         | -150.00    |
| 100-5004                       | CARISMA BUENTELLO              | Rental Application Fee Refund                           | 212850     |                                         | 90.00      |
| Fund 100 - GENERAL FUND Total: |                                |                                                         |            |                                         | 440,133.97 |



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|--------------------------------------|----------------------------|------------------------|------------|-------------|------------------|
| <b>Fund: 220 - GAS TAX FUN</b>       |                            |                        |            |             |                  |
| 220-2210-7813                        | JCL TRAFFIC SERVICES       | Regulatory Signs       | 212821     |             | 785.94           |
| 220-2225-7980                        | JCL TRAFFIC SERVICES       | Street Name Sign       | 212864     |             | 117.09           |
| 220-2225-7980                        | JCL TRAFFIC SERVICES       | Street Parking Signs   | 212821     |             | 2,261.18         |
| 220-2225-7980                        | ROADLINE PRODUCTS INC      | Red Curb Paint         | 212831     |             | 985.50           |
| 220-2225-8100                        | ELECNOR BELCO ELECTRIC INC | Battery Backup Project | 212817     |             | 82,049.60        |
| <b>Fund 220 - GAS TAX FUN Total:</b> |                            |                        |            |             | <b>86,199.31</b> |

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| Account Number                                                | Vendor Name                   | Description (Item)                 | Payment No | Project Key | Amount           |
|---------------------------------------------------------------|-------------------------------|------------------------------------|------------|-------------|------------------|
| <b>Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND</b>       |                               |                                    |            |             |                  |
| 240-2405-7888                                                 | LEE'S BATTERIES & AUTO PARTS  | Valenzuela Park Solar Light Repair | 212825     |             | 306.60           |
| 240-2405-7890                                                 | COUNTY OF LOS ANGELES DEPART  | Traffic Signal Maintenance 5/2019  | 212814     |             | 235.06           |
| 240-2405-7890                                                 | COUNTY OF LOS ANGELES DEPART  | Traffic Signal Maintenance 5/2019  | 212814     |             | 132.23           |
| 240-2405-7890                                                 | COUNTY OF LOS ANGELES DEPART  | Traffic Signal Maintenance 5/2019  | 212814     |             | 7,160.96         |
| 240-2405-7890                                                 | COUNTY OF LOS ANGELES DEPART  | Traffic Signal Controller Upgrade  | 212814     |             | 117.52           |
| 240-2405-7890                                                 | COUNTY OF LOS ANGELES DEPART  | Traffic Signal Maintenance 5/2019  | 212814     |             | 4,028.78         |
| 240-2410-7888                                                 | SITEONE LANDSCAPE SUPPLY HOLD | Royal Oaks Park Irrigation Repairs | 212839     |             | 184.93           |
| 240-2410-7906                                                 | WEST COAST ARBORISTS INC      | Citywide Tree Trimming             | 212845     |             | 3,096.00         |
| 240-2426-7810                                                 | A1 MAINTENANCE SERVICES CA    | Grocery Outlet Ctr Sweeping 6/2019 | 212803     |             | 747.00           |
| <b>Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:</b> |                               |                                    |            |             | <b>16,009.08</b> |

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| Account Number                                             | Vendor Name                    | Description (Item)      | Payment No | Project Key | Amount           |
|------------------------------------------------------------|--------------------------------|-------------------------|------------|-------------|------------------|
| <b>Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND</b>       |                                |                         |            |             |                  |
| 290-2905-7781                                              | LOS ANGELES COUNTY SHERIFF'S D | Sheriff Contract 5/2019 | 212866     |             | 20,000.00        |
| <b>Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:</b> |                                |                         |            |             | <b>20,000.00</b> |

## Council Warrant Register by Account

Payment Dates: 06/26/2019 - 06/30/2019

| Account Number                                      | Vendor Name                    | Description (Item)                                | Payment No | Project Key | Amount            |
|-----------------------------------------------------|--------------------------------|---------------------------------------------------|------------|-------------|-------------------|
| <b>Fund: 440 - PROPOSITION A TRANSIT FUND</b>       |                                |                                                   |            |             |                   |
| 440-4405-7613                                       | THE SAUCE CREATIVE SERVICES CO | Independence Day Bus Signs                        | 212835     |             | 167.90            |
| 440-4405-7650                                       | AUTOZONE                       | Yard Supplies                                     | 212806     |             | 35.02             |
| 440-4405-8013                                       | FOOTHILL TRANSIT               | 3rd Installment of Bus Purchase F2800,F2801-FINAL | 212818     |             | 487,938.52        |
| 440-4405-8013                                       | FOOTHILL TRANSIT               | 3rd Installment of 3rd Bus Purchase 6/2019        | 212818     |             | 7,067.36          |
| <b>Fund 440 - PROPOSITION A TRANSIT FUND Total:</b> |                                |                                                   |            |             | <b>495,208.80</b> |

## Council Warrant Register by Account

Payment Dates: 06/26/2019 - 06/30/2019

| Account Number                                     | Vendor Name                   | Description (Item)                               | Payment No | Project Key | Amount              |
|----------------------------------------------------|-------------------------------|--------------------------------------------------|------------|-------------|---------------------|
| <b>Fund: 470 - MEASURE R LR TRANSIT FUND</b>       |                               |                                                  |            |             |                     |
| 470-4705-8060                                      | SITEONE LANDSCAPE SUPPLY HOLD | Las Lomas Irrigation Supplies (Sidewalk Project) | 212839     |             | 805.07              |
| 470-4705-8060                                      | SITEONE LANDSCAPE SUPPLY HOLD | Las Lomas Sidewalk Project Irrigation Material   | 212839     |             | 78.72               |
| <b>Fund 470 - MEASURE R LR TRANSIT FUND Total:</b> |                               |                                                  |            |             | <b>883.79</b>       |
| <b>Grand Total:</b>                                |                               |                                                  |            |             | <b>1,058,434.95</b> |



## Report Summary

## Fund Summary

| Fund                                       | Payment Amount      |
|--------------------------------------------|---------------------|
| 100 - GENERAL FUND                         | 440,133.97          |
| 220 - GAS TAX FUN                          | 86,199.31           |
| 240 - LIGHTING AND LANDSCAPE DISTRICT FUND | 16,009.08           |
| 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND    | 20,000.00           |
| 440 - PROPOSITION A TRANSIT FUND           | 495,208.80          |
| 470 - MEASURE R LR TRANSIT FUND            | 883.79              |
| <b>Grand Total:</b>                        | <b>1,058,434.95</b> |

## Account Summary

| Account Number | Account Name              | Payment Amount |
|----------------|---------------------------|----------------|
| 100-1005-7649  | Travel & Exp - Urias      | 200.00         |
| 100-1010-7612  | Publications and Dues     | 350.00         |
| 100-1010-7650  | Vehicle Maintenance       | 47.04          |
| 100-1010-7965  | Professional Services     | 4,950.00       |
| 100-1010-7980  | Other Expenses            | 43.80          |
| 100-1020-7715  | Green Home Awards         | 153.30         |
| 100-1020-7716  | Special Community Even    | 2,125.02       |
| 100-1020-7719  | Volunteer Recognition     | 382.47         |
| 100-1020-7722  | City Web Site             | 992.22         |
| 100-1205-7614  | Office Supplies           | 81.44          |
| 100-1205-7615  | Emergency Supplies        | 87.24          |
| 100-1205-7636  | Uniforms                  | 78.82          |
| 100-1205-7650  | Vehicle Maintenance       | 1,067.15       |
| 100-1205-7655  | Emergency Services        | 148.53         |
| 100-1205-7761  | Parking Ticket Collect    | 9,854.01       |
| 100-1205-7779  | Youth Programs            | 1,081.64       |
| 100-1205-7780  | Animal Control            | 2,059.56       |
| 100-1205-7781  | Contract Law Enforceme    | 324,950.03     |
| 100-1205-7980  | Other Expenses            | 17,634.12      |
| 100-1405-7612  | Publications and Dues     | 759.00         |
| 100-1405-7614  | Office Supplies           | 339.83         |
| 100-1405-7650  | Vehicle Maintenance       | 289.95         |
| 100-1405-7801  | Industrial Waste Inspecti | 2,870.92       |
| 100-1405-7802  | NPDES Requirements        | 587.96         |
| 100-1405-7965  | Professional Services     | 550.00         |
| 100-1405-7975  | Economic Development      | 300.00         |
| 100-1410-7612  | Publications and Dues     | 55.00          |
| 100-1410-7621  | Other Supplies            | 51.65          |
| 100-1410-7630  | Equipment Rentals         | 267.35         |
| 100-1410-7636  | Uniforms                  | 862.20         |
| 100-1410-7656  | Emergency Generator       | 780.00         |
| 100-1410-7810  | Street Sweeping           | 116.00         |
| 100-1410-7887  | Repairs & Replacements    | 258.46         |
| 100-1410-7980  | Other Expenses            | 550.25         |
| 100-1605-7693  | Youth Council             | 89.97          |
| 100-1605-7729  | Concerts In The Park      | 196.77         |
| 100-1605-7730  | Special Events            | 8.21           |
| 100-1605-7733  | Senior Center             | 222.21         |
| 100-1605-7735  | Teen Center               | 616.53         |
| 100-1605-7736  | Recreation Classes        | 824.48         |
| 100-1605-7739  | Publicity                 | 137.60         |
| 100-1605-7741  | Sports/Playground Progr   | 801.88         |
| 100-1605-7744  | Nutrition Program Costs   | 800.00         |
| 100-1605-7745  | Boxing Program            | 435.51         |
| 100-1605-7750  | Bus Rentals               | 1,018.08       |
| 100-1605-7980  | Other Expenses            | 755.76         |
| 100-1610-7617  | Pool Chemicals            | 597.20         |

**Account Summary**

| Account Number | Account Name              | Payment Amount      |
|----------------|---------------------------|---------------------|
| 100-1610-7618  | Building Supplies         | 2,143.91            |
| 100-1610-7636  | Uniforms                  | 35.00               |
| 100-1610-7652  | Building Maint Services   | 2,194.00            |
| 100-1750       | Prepaid Charges           | 4,985.25            |
| 100-1805-7614  | Office Supplies           | 44.26               |
| 100-1815-7630  | Equipment Lease           | 24,639.24           |
| 100-1815-7632  | Software Maintenance      | 3,673.81            |
| 100-1815-7980  | Other Expenses            | 10,044.64           |
| 100-1825-7631  | Equipment Maintenance     | 929.73              |
| 100-1825-7747  | Beverage Cont Recycling   | 260.25              |
| 100-1825-7980  | Other Expenses            | 191.27              |
| 100-2120       | Refundable Deposits       | 9,200.00            |
| 100-2123       | Special Event Insurance ( | 240.00              |
| 100-2124       | Gazebo Refundable Dep     | 50.00               |
| 100-4201       | Building Permits          | 223.20              |
| 100-4303       | Other Fines               | 100.00              |
| 100-4402       | Community Center Rent     | -80.00              |
| 100-4404       | Other Building Rentals    | 40.25               |
| 100-5004       | Other Revenue             | -210.00             |
| 220-2210-7813  | Regulatory Signs          | 785.94              |
| 220-2225-7980  | Other Expenses            | 3,363.77            |
| 220-2225-8100  | Other Capital Improvem    | 82,049.60           |
| 240-2405-7888  | Repairs-Citywide          | 306.60              |
| 240-2405-7890  | Repairs-Traffic Signal    | 11,674.55           |
| 240-2410-7888  | Repairs-Citywide          | 184.93              |
| 240-2410-7906  | Tree Trim-Citywide        | 3,096.00            |
| 240-2426-7810  | Street Sweeping           | 747.00              |
| 290-2905-7781  | Contract Law Enforceme    | 20,000.00           |
| 440-4405-7613  | Duplications And Photos   | 167.90              |
| 440-4405-7650  | Vehicle Maintenance       | 35.02               |
| 440-4405-8013  | Vehicles (Capital)        | 495,005.88          |
| 470-4705-8060  | Sidewalk/Concrete Repa    | 883.79              |
|                | <b>Grand Total:</b>       | <b>1,058,434.95</b> |

**Project Account Summary**

| Project Account Key                       | Payment Amount      |
|-------------------------------------------|---------------------|
| **None**                                  | 1,024,108.39        |
| 201803-Beverage Container Recycle Program | 260.25              |
| 201904-Other Exp-Tobacco Grant            | 3,033.14            |
| 201914-Other Expenses-Cal VIP             | 14,511.12           |
| 201914-Sheriff Contract-Cal VIP           | 16,522.05           |
| <b>Grand Total:</b>                       | <b>1,058,434.95</b> |



City of Duarte

## Council Warrant Register Over \$5000 By Payment Number

Payment Dates 07/01/2019 - 07/09/2019

| Payment Number | Payment Date<br>Payable Number                                                        | Vendor #<br>Description                                                                                                                                                                                                 | Vendor Name                                 | Account Number                                                                                                      | Project Account Key | Payment Amount<br>Item Amount                                                      |
|----------------|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------------------------------|---------------------|------------------------------------------------------------------------------------|
| 212881         | 7/1/2019<br>PRIM01647<br>PRIM01647                                                    | 0216<br>Liability Program FY20<br>Worker's Comp Program FY20                                                                                                                                                            | CALIFORNIA JOINT POWERS INSURANCE AUTHORITY | 100-1820-7772<br>100-1820-7773                                                                                      |                     | 376,193.00<br>226,421.00<br>149,772.00                                             |
| 212882         | 7/1/2019<br>5152019                                                                   | 0216<br>Property Insurance FY20                                                                                                                                                                                         | CALIFORNIA JOINT POWERS INSURANCE AUTHORITY | 100-1820-7775                                                                                                       |                     | 55,795.00<br>55,795.00                                                             |
| 212891         | 7/1/2019<br>7/3/2019                                                                  | 6032<br>Final Payment Fireworks Show                                                                                                                                                                                    | PYRO SPECTACULARS INC                       | 100-1020-7716                                                                                                       |                     | 11,250.00<br>11,250.00                                                             |
| 212933         | 7/9/2019<br>7010                                                                      | 5328<br>Code/Animal Control System 7/1/19 -                                                                                                                                                                             | COMCATE                                     | 100-1205-7823                                                                                                       |                     | 7,523.39<br>7,523.39                                                               |
| 212934         | 7/9/2019<br>COD2019-1                                                                 | 0074<br>FY20 Operation Contract 7/1/19 - 12/                                                                                                                                                                            | DUARTE CHAMBER OF COMMERCE                  | 100-1020-7710                                                                                                       |                     | 22,550.00<br>22,550.00                                                             |
| 212951         | 7/9/2019<br>1900743<br>1900744<br>1900745<br>1900746<br>1900747<br>1900748<br>1900749 | 0903<br>Fuel-City Manager 5/2019<br>Fuel-Field Services 5/2019<br>Fuel-Parks & Recreation 5/2019<br>Fuel-Public Safety 5/2019<br>Fuel-Cmty Development 5/2019<br>Fuel-Sheriff's Dept 5/2019<br>Fuel-Transit Dept 5/2019 | CITY OF MONROVIA                            | 100-1010-7650<br>100-1410-7650<br>100-1605-7650<br>100-1205-7650<br>100-1405-7650<br>100-1205-7781<br>440-4405-7619 |                     | 9,290.06<br>109.53<br>1,832.65<br>88.05<br>1,090.13<br>48.97<br>5,627.64<br>493.09 |
| 212952         | 7/9/2019<br>7/2019                                                                    | 2461<br>Public Safety Lease                                                                                                                                                                                             | MOUNTAIN VISTA PLAZA                        | 100-1205-7787                                                                                                       |                     | 12,142.00<br>12,142.00                                                             |
| 212958         | 7/9/2019<br>5009                                                                      | 2699<br>FY20 Annual Dues                                                                                                                                                                                                | SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS   | 100-1025-7696                                                                                                       |                     | 13,541.94<br>13,541.94                                                             |
| 212959         | 7/9/2019<br>7-2019D                                                                   | 6088<br>Animal Shelter Services 7/2019                                                                                                                                                                                  | SAN GABRIEL VALLEY HUMANE SOCIETY           | 100-1205-7780                                                                                                       |                     | 5,166.67<br>5,166.67                                                               |
| Payment Total: |                                                                                       |                                                                                                                                                                                                                         |                                             |                                                                                                                     |                     | 513,452.06                                                                         |

**Report Summary****Fund Summary**

| <b>Fund</b>                      | <b>Payment Amount</b> |
|----------------------------------|-----------------------|
| 100 - GENERAL FUND               | 512,958.97            |
| 440 - PROPOSITION A TRANSIT FUND | 493.09                |
| <b>Grand Total:</b>              | <b>513,452.06</b>     |

**Account Summary**

| <b>Account Number</b> | <b>Account Name</b>      | <b>Payment Amount</b> |
|-----------------------|--------------------------|-----------------------|
| 100-1010-7650         | Vehicle Maintenance      | 109.53                |
| 100-1020-7710         | Chamber Of Commerce      | 22,550.00             |
| 100-1020-7716         | Special Community Even   | 11,250.00             |
| 100-1025-7696         | SGV Council Of Governm   | 13,541.94             |
| 100-1205-7650         | Vehicle Maintenance      | 1,090.13              |
| 100-1205-7780         | Animal Control           | 5,166.67              |
| 100-1205-7781         | Contract Law Enforceme   | 5,627.64              |
| 100-1205-7787         | Public Safety Cntr Lease | 12,142.00             |
| 100-1205-7823         | Code/Animal Control Da   | 7,523.39              |
| 100-1405-7650         | Vehicle Maintenance      | 48.97                 |
| 100-1410-7650         | Vehicle Maintenance      | 1,832.65              |
| 100-1605-7650         | Vehicle Maintenance      | 88.05                 |
| 100-1820-7772         | Liability Coverage       | 226,421.00            |
| 100-1820-7773         | Worker's Comp Coverag    | 149,772.00            |
| 100-1820-7775         | Property Coverage        | 55,795.00             |
| 440-4405-7619         | Fuel And Oil             | 493.09                |
| <b>Grand Total:</b>   |                          | <b>513,452.06</b>     |

**Project Account Summary**

| <b>Project Account Key</b> | <b>Payment Amount</b> |
|----------------------------|-----------------------|
| **None**                   | 513,452.06            |
| <b>Grand Total:</b>        | <b>513,452.06</b>     |



City of Duarte

# Council Warrant Register by Account

## By Fund

Payment Dates 07/01/2019 - 07/09/2019

| Account Number                  | Vendor Name                    | Description (Item)                               | Payment No | Project Key                           | Amount    |
|---------------------------------|--------------------------------|--------------------------------------------------|------------|---------------------------------------|-----------|
| <b>Fund: 100 - GENERAL FUND</b> |                                |                                                  |            |                                       |           |
| 100-1005-7642                   | MARGARET FINLAY                | Council Monthly Vehicle Allowance                | 212939     |                                       | 75.00     |
| 100-1005-7646                   | TZEITEL PARAS-CARACCI          | Council Monthly Vehicle Allowance                | 212954     |                                       | 75.00     |
| 100-1005-7649                   | KIWANIS CLUB OF DUARTE         | Bryan Urias Dues 7/2019 - 6/2020                 | 212946     |                                       | 360.00    |
| 100-1005-7649                   | BRYAN URIAS                    | Council Monthly Vehicle Allowance                | 212962     |                                       | 75.00     |
| 100-1010-7612                   | PASADENA STAR NEWS             | 6 Month Subscription (7/6/19 - 1/4/20)           | 212889     |                                       | 433.42    |
| 100-1010-7650                   | CITY OF MONROVIA               | Fuel-City Manager 5/2019                         | 212951     |                                       | 109.53    |
| 100-1010-7685                   | GRANICUS INC                   | Grancius Suite 7/1/19 - 9/30/19                  | 212940     |                                       | 2,777.91  |
| 100-1015-7682                   | BURKE, WILLIAMS & SORENSEN LL  | Labor Legal 5/2019                               | 212930     |                                       | 275.00    |
| 100-1020-7710                   | LUDECKE PROPERTY MANAGEMEN     | Chamber Lease 7/2019                             | 212888     |                                       | 1,600.00  |
| 100-1020-7710                   | DUARTE CHAMBER OF COMMERCE     | FY20 Operation Contract 7/1/19 - 12/31/19        | 212934     |                                       | 22,550.00 |
| 100-1020-7716                   | BALLUSIONIST                   | July 3rd Balloon Arches                          | 212918     |                                       | 550.00    |
| 100-1020-7716                   | AGS STUDIO 116                 | Independence Day Celebration Stage/Audio Rental  | 206        |                                       | 4,985.25  |
| 100-1020-7716                   | PYRO SPECTACULARS INC          | Final Payment Fireworks Show                     | 212891     |                                       | 11,250.00 |
| 100-1020-7716                   | TODD DIEBOLD                   | Independence Day Celebration Entertainment       | 212884     |                                       | 200.00    |
| 100-1025-7696                   | SAN GABRIEL VALLEY COUNCIL OF  | FY20 Annual Dues                                 | 212958     |                                       | 13,541.94 |
| 100-1025-7698                   | SOUTHERN CALIFORNIA ASSOCIATI  | FY20 Annual Dues                                 | 212894     |                                       | 2,336.00  |
| 100-1025-7699                   | LEAGUE OF CALIFORNIA CITIES    | Los Angeles County Division Dues 7/1/19 - 6/3/20 | 212947     |                                       | 1,113.00  |
| 100-1205-7636                   | TOM'S CLOTHING & UNIFORMS INC  | E Mayorga CSO Uniforms                           | 212960     |                                       | 120.43    |
| 100-1205-7636                   | MONOGRAPHS                     | J Oseguera Uniform Embroider                     | 212950     |                                       | 80.00     |
| 100-1205-7650                   | CITY OF MONROVIA               | Fuel-Public Safety 5/2019                        | 212951     |                                       | 1,090.13  |
| 100-1205-7779                   | SMART & FINAL                  | Movie Night Supplies                             | 208        |                                       | 277.16    |
| 100-1205-7779                   | SMART & FINAL                  | Movie Night Supplies                             | 208        |                                       | 57.27     |
| 100-1205-7779                   | SMART & FINAL                  | Movie Night Supplies                             | 208        |                                       | 155.57    |
| 100-1205-7779                   | SMART & FINAL                  | Return                                           | 208        |                                       | -5.69     |
| 100-1205-7779                   | DUARTE PIZZA COMPANY           | Movie Night Volunteer Dinner                     | 212935     |                                       | 86.74     |
| 100-1205-7779                   | FSP DESIGNS                    | WIN Internship Uniforms                          | 212886     |                                       | 217.33    |
| 100-1205-7779                   | AIDA TORRES                    | Youth Beach Trip Expenses/Movie Tickets          | 212961     |                                       | 614.61    |
| 100-1205-7779                   | ELAYSSA AQUINO                 | WIN Internship Stipend                           | 212899     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | ALEXIS ALZAGA                  | WIN Internship Stipend                           | 212896     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | OLGALIVIER GARCIA              | WIN Internship Stipend                           | 212907     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | LUIS PEREZ                     | WIN Internship Stipend                           | 212912     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | ISAAH ANZALDO                  | WIN Internship Stipend                           | 212898     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | CHARLICE ALZAGA                | WIN Internship Stipend                           | 212897     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | ADRIAN FUENTES                 | WIN Internship Stipend                           | 212905     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | DEVIN SANCHEZ                  | WIN Internship Stipend                           | 212914     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | SILVESTRE GONZALEZ             | WIN Internship Stipend                           | 212908     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | ANDREW FUENTES                 | WIN Internship Stipend                           | 212906     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | MARIAH MACMURPHY               | WIN Internship Stipend                           | 212910     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | KAELEE SMITH                   | WIN Internship Stipend                           | 212916     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | JOANNAH SANCHEZ                | WIN Internship Stipend                           | 212915     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | KIMBERLY BECERRA               | WIN Internship Stipend                           | 212900     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | LEEANE SOTO                    | WIN Internship Stipend                           | 212917     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | LESLIE PINTO                   | WIN Internship Stipend                           | 212913     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | EDWARD DUARTE                  | WIN Internship Stipend                           | 212902     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | AMERION EDWARDS                | WIN Internship Stipend                           | 212904     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | STEVEN CHEN                    | WIN Internship Stipend                           | 212901     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | ANDREW MUNOZ                   | WIN Internship Stipend                           | 212911     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | JOSEPH DUARTE                  | WIN Internship Stipend                           | 212903     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7779                   | LUCILLE HERNANDEZ              | WIN Internship Stipend                           | 212909     | 202002-WIN-Summer At Risk Intern Prgr | 250.00    |
| 100-1205-7780                   | DUARTE PUBLIC SAFETY PETTY CAS | Rabies Clinic Supplies                           | 212936     |                                       | 44.45     |
| 100-1205-7780                   | SAN GABRIEL VALLEY HUMANE SOC  | Animal Shelter Services 7/2019                   | 212959     |                                       | 5,166.67  |
| 100-1205-7781                   | CITY OF MONROVIA               | Fuel-Sheriff's Dept 5/2019                       | 212951     |                                       | 5,627.64  |
| 100-1205-7787                   | MOUNTAIN VISTA PLAZA           | Public Safety Lease                              | 212952     |                                       | 12,142.00 |

## Council Warrant Register by Account

Payment Dates: 07/01/2019 - 07/09/2019

| Account Number                 | Vendor Name                    | Description (Item)                              | Payment No | Project Key | Amount     |
|--------------------------------|--------------------------------|-------------------------------------------------|------------|-------------|------------|
| 100-1205-7823                  | COMCATE                        | Code/Animal Control System 7/1/19 - 6/30/20     | 212933     |             | 7,523.39   |
| 100-1405-7650                  | CITY OF MONROVIA               | Fuel-Cmty Development 5/2019                    | 212951     |             | 48.97      |
| 100-1405-7975                  | U.S. BANK                      | LAEDC Membership 8/1/2019 - 7/31/2020           | 207        |             | 2,500.00   |
| 100-1410-7610                  | U.S. BANK                      | Gerard Batista MSA Conference 9/30/19-10/4/19   | 207        |             | 525.00     |
| 100-1410-7650                  | CITY OF MONROVIA               | Fuel-Field Services 5/2019                      | 212951     |             | 1,832.65   |
| 100-1500                       | VICTOR VALENZUELA              | Advance-Menifee Boxing Tournament               | 212925     |             | 660.00     |
| 100-1500                       | MARILYN MAYS                   | Advance-Menifee Boxing Tournament               | 212922     |             | 120.00     |
| 100-1500                       | GEORGE DANG                    | Advance-Nature Camp Session III                 | 212883     |             | 100.00     |
| 100-1500                       | REJOICE GRIFFIS                | Advance-Adventure Club Expenses                 | 212941     |             | 686.00     |
| 100-1605-7002                  | PAMELA ROMERO                  | CPR Stipend                                     | 212956     |             | 76.92      |
| 100-1605-7650                  | CITY OF MONROVIA               | Fuel-Parks & Recreation 5/2019                  | 212951     |             | 88.05      |
| 100-1605-7728                  | RELATION INSURANCE             | AmeriCorps Insurance 7/2019                     | 212892     |             | 912.75     |
| 100-1605-7729                  | BLUE BREEZE ENTERTAINMENT      | Concerts in the Park Band                       | 212927     |             | 1,300.00   |
| 100-1605-7729                  | LONG BEACH COMMUNITY BAND      | Concerts in the Park Stage                      | 212921     |             | 750.00     |
| 100-1605-7729                  | MARTHA L TREJO LIZARRAGA       | Concerts in the Park Band                       | 212948     |             | 1,200.00   |
| 100-1605-7729                  | LONG BEACH COMMUNITY BAND      | Concerts in the Park Stage                      | 212949     |             | 750.00     |
| 100-1605-7729                  | SOTO ENTERTAINMENT GROUP       | Concerts in the Park Band                       | 212924     |             | 1,200.00   |
| 100-1605-7730                  | SWANK MOTION PICTURES INC      | Movies in the Park 7/26/19 (Up)                 | 212895     |             | 425.88     |
| 100-1605-7733                  | RICKY POWELL                   | SC Lifelong Happiness Presentation 7/16/19      | 212955     |             | 150.00     |
| 100-1605-7733                  | THEODORE SIEGEL                | SC 'Touch of Evil' Screening/Presentation       | 212923     |             | 150.00     |
| 100-1605-7733                  | BEN RUSHING                    | SC Disco Party Entertainment                    | 212957     |             | 125.00     |
| 100-1605-7733                  | DUARTE PETTY CASH/BINGO PRIZE  | SC Bingo Prize Money                            | 212885     |             | 125.00     |
| 100-1605-7733                  | RAVEN FIERRO                   | SC Lunch Time Lounge                            | 212938     |             | 175.00     |
| 100-1605-7733                  | DR BRICE HARRIS JR             | Sc Great Decision-Cyber Conflicts & Geopolitics | 212920     |             | 50.00      |
| 100-1605-7735                  | SMART & FINAL                  | TC Snack Bar Supplies                           | 208        |             | 214.33     |
| 100-1605-7736                  | KNOTT'S BERRY FARM             | Nature Camp Trip 7/9/19                         | 212887     |             | 748.00     |
| 100-1605-7736                  | IMAGEN INC                     | Nature Camp Drawstring Bags                     | 212943     |             | 589.20     |
| 100-1605-7736                  | SMART & FINAL                  | Nature Camp Supplies                            | 208        |             | 21.87      |
| 100-1605-7736                  | BOLSA CHICA CONSERVANCY        | Nature Camp Trip                                | 212919     |             | 100.00     |
| 100-1605-7737                  | THE CHRISTMAS HOUSE INN & GAR  | Afternoon Tea Venue Fee                         | 212931     |             | 300.00     |
| 100-1605-7741                  | SMART & FINAL                  | Dance Jam 2019 Supplies                         | 208        |             | 34.47      |
| 100-1610-7618                  | JON'S FLAGS & POLES INC        | Conference Room Lounge US Flag                  | 212944     |             | 244.69     |
| 100-1610-7636                  | CINTAS CORPORATION #693        | Facility Maint Uniforms                         | 212932     |             | 33.95      |
| 100-1610-7652                  | POST ALARM SYSTEMS             | South Yard Alarm Monitoring 7/1/19 - 7/31/19    | 212890     |             | 43.26      |
| 100-1610-7652                  | CINTAS CORPORATION #693        | CH Logo Mat                                     | 212932     |             | 10.34      |
| 100-1810-7980                  | NAVIA BENEFIT SOLUTIONS        | FSA Processing Fee 6/2019                       | 212953     |             | 65.00      |
| 100-1820-7772                  | CALIFORNIA JOINT POWERS INSUR  | Liability Program FY20                          | 212881     |             | 226,421.00 |
| 100-1820-7773                  | CALIFORNIA JOINT POWERS INSUR  | Worker's Comp Program FY20                      | 212881     |             | 149,772.00 |
| 100-1820-7775                  | CALIFORNIA JOINT POWERS INSUR  | Property Insurance FY20                         | 212882     |             | 55,795.00  |
| 100-1820-7776                  | ALLIANT INSURANCE SERVICES INC | Crime Insurance FY19/20                         | 212879     |             | 980.00     |
| 100-1825-7674                  | CATHERINE BRATTA               | Health Insurance Reimbursement                  | 212928     |             | 435.00     |
| 100-1825-7674                  | GINNY JOYCE BELBA              | Health Insurance Reimbursement                  | 212926     |             | 218.00     |
| 100-1825-7674                  | STEVE ESBENSHADE               | Health Insurance Reimbursement                  | 212937     |             | 218.00     |
| 100-1825-7674                  | LINDA HENDERSON                | Health Insurance Reimbursement                  | 212942     |             | 435.00     |
| 100-1825-7674                  | JACQUELINE BURCKHARD           | Health Insurance Reimbursement                  | 212929     |             | 218.00     |
| 100-1825-7674                  | JIM KIRCHNER                   | Health Insurance Reimbursement                  | 212945     |             | 435.00     |
| 100-2120                       | SC POOL BUILDERS               | Pool Construction Deposit Refund (2018-542)     | 212893     |             | 500.00     |
| 100-2120                       | IVY AMADOR                     | Pool Rent Deposit Refund                        | 212880     |             | 200.00     |
| 100-4403                       | IVY AMADOR                     | 1 Additional Hour Charge                        | 212880     |             | -155.00    |
| Fund 100 - GENERAL FUND Total: |                                |                                                 |            |             | 552,833.08 |



Council Warrant Register by Account

Payment Dates: 07/01/2019 - 07/09/2019

| Account Number                               | Vendor Name      | Description (Item)       | Payment No | Project Key | Amount     |
|----------------------------------------------|------------------|--------------------------|------------|-------------|------------|
| Fund: 440 - PROPOSITION A TRANSIT FUND       |                  |                          |            |             |            |
| 440-4405-7619                                | CITY OF MONROVIA | Fuel-Transit Dept 5/2019 | 212951     |             | 493.09     |
| Fund 440 - PROPOSITION A TRANSIT FUND Total: |                  |                          |            |             | 493.09     |
| Grand Total:                                 |                  |                          |            |             | 553,326.17 |

## Report Summary

## Fund Summary

| Fund                             | Payment Amount    |
|----------------------------------|-------------------|
| 100 - GENERAL FUND               | 552,833.08        |
| 440 - PROPOSITION A TRANSIT FUND | 493.09            |
| <b>Grand Total:</b>              | <b>553,326.17</b> |

## Account Summary

| Account Number      | Account Name             | Payment Amount    |
|---------------------|--------------------------|-------------------|
| 100-1005-7642       | Travel & Exp - Finlay    | 75.00             |
| 100-1005-7646       | Travel & Exp - Paras     | 75.00             |
| 100-1005-7649       | Travel & Exp - Urias     | 435.00            |
| 100-1010-7612       | Publications and Dues    | 433.42            |
| 100-1010-7650       | Vehicle Maintenance      | 109.53            |
| 100-1010-7685       | Content Delivery, Netwo  | 2,777.91          |
| 100-1015-7682       | Labor Counsel Legal      | 275.00            |
| 100-1020-7710       | Chamber Of Commerce      | 24,150.00         |
| 100-1020-7716       | Special Community Even   | 16,985.25         |
| 100-1025-7696       | SGV Council Of Governm   | 13,541.94         |
| 100-1025-7698       | SCAG                     | 2,336.00          |
| 100-1025-7699       | League Of Calif Cities   | 1,113.00          |
| 100-1205-7636       | Uniforms                 | 200.43            |
| 100-1205-7650       | Vehicle Maintenance      | 1,090.13          |
| 100-1205-7779       | Youth Programs           | 6,902.99          |
| 100-1205-7780       | Animal Control           | 5,211.12          |
| 100-1205-7781       | Contract Law Enforceme   | 5,627.64          |
| 100-1205-7787       | Public Safety Cntr Lease | 12,142.00         |
| 100-1205-7823       | Code/Animal Control Da   | 7,523.39          |
| 100-1405-7650       | Vehicle Maintenance      | 48.97             |
| 100-1405-7975       | Economic Development     | 2,500.00          |
| 100-1410-7610       | Travel, Mtgs & Conf      | 525.00            |
| 100-1410-7650       | Vehicle Maintenance      | 1,832.65          |
| 100-1500            | Advances                 | 1,566.00          |
| 100-1605-7002       | Regular Salaries         | 76.92             |
| 100-1605-7650       | Vehicle Maintenance      | 88.05             |
| 100-1605-7728       | Americorp's VIP Progra   | 912.75            |
| 100-1605-7729       | Concerts In The Park     | 5,200.00          |
| 100-1605-7730       | Special Events           | 425.88            |
| 100-1605-7733       | Senior Center            | 775.00            |
| 100-1605-7735       | Teen Center              | 214.33            |
| 100-1605-7736       | Recreation Classes       | 1,459.07          |
| 100-1605-7737       | Adult Excursions         | 300.00            |
| 100-1605-7741       | Sports/Playground Progr  | 34.47             |
| 100-1610-7618       | Building Supplies        | 244.69            |
| 100-1610-7636       | Uniforms                 | 33.95             |
| 100-1610-7652       | Building Maint Services  | 53.60             |
| 100-1810-7980       | Other Expenses           | 65.00             |
| 100-1820-7772       | Liability Coverage       | 226,421.00        |
| 100-1820-7773       | Worker's Comp Coverag    | 149,772.00        |
| 100-1820-7775       | Property Coverage        | 55,795.00         |
| 100-1820-7776       | Faithful Performance Bo  | 980.00            |
| 100-1825-7674       | Retiree Health Insurance | 1,959.00          |
| 100-2120            | Refundable Deposits      | 700.00            |
| 100-4403            | Swimming Pool Rentals    | -155.00           |
| 440-4405-7619       | Fuel And Oil             | 493.09            |
| <b>Grand Total:</b> |                          | <b>553,326.17</b> |

Project Account Summary

| Project Account Key                    | Payment Amount    |
|----------------------------------------|-------------------|
| **None**                               | 547,826.17        |
| 202002-WIN-Summer At Risk Intern Prgrm | 5,500.00          |
| Grand Total:                           | <u>553,326.17</u> |

# Duarte and Duarte Dispatch

Affiliated with SGV Newspaper Group  
605 E. Huntington Dr., Suite 100  
Monrovia, CA 91016  
626-962-8811 ext. 40891

5007700

CITY OF DUARTE  
1600 E. HUNTINGTON DRIVE  
DUARTE, CA 91010

**FILE NO. 19-09**

## PROOF OF PUBLICATION (2015.5 C.C.P.)

### STATE OF CALIFORNIA County of Los Angeles

I am a citizen of the United States, and a resident of the county aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of DUARTEAN and DUARTEAN DISPATCH, a newspaper of general circulation printed and published weekly in the City of Duarte, County of Los Angeles, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Los Angeles, State of California, on the date of July 6, 1948, Case Number POMO C986. The notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

**06/08/2019**

I declare under the penalty of perjury that the foregoing is true and correct.

Executed at Monrovia, LA Co. California  
On this 1st day of July, 2019.



Signature

(Space below for use of County Clerk Only)

Legal No. **0011278739**

#### RESOLUTION NO. 19-09

#### A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2019-2020 WITHIN THE CITYWIDE LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972; AND FIXING A TIME AND PLACE FOR THE PUBLIC HEARING TO HEAR OBJECTIONS THERETO

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

#### DESCRIPTION OF WORK

SECTION 1. That the public interest and convenience requires and it is the intention of the City Council of the City of Duarte, California, to levy and collect assessments within the Citywide Landscape and Lighting Maintenance District for Fiscal Year 2019-2020 within which the following work is to be done:

1. Maintenance and servicing of street landscaping and street trees.
2. Maintenance and servicing of street lighting facilities.
3. Maintenance and servicing of traffic signals.
4. The cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti within street right-of-way.
5. Funding for the construction of the Senior Center.
6. Maintenance and servicing of Parks.
7. Any and all work and materials appurtenant thereto.

#### LOCATION OF WORK

SECTION 2. The foregoing described work is to be located within streets, easements and City-owned property within the City of Duarte particularly described on a map on file in the City Clerk's office entitled "Landscape and Lighting Maintenance District, Assessment Diagram," said district boundary being the same as the City boundary.

#### DESCRIPTION OF ASSESSMENT DISTRICT

SECTION 3. That the contemplated work, in the opinion of said City Council, is of benefit to and the said City Council hereby makes the expense of the said work chargeable upon a district, which said district is assessed to pay the costs and expenses thereof and which district is described as follows:

The City Council has determined that pursuant to Section 22595 of the Streets and Highways Code of the State of California that the public utility property is to be assessed.

All that certain property within the City of Duarte, exclusive of public streets.

#### REPORT OF THE ENGINEER

SECTION 4. The City Council of said City does hereby tentatively approve the report of the Engineer, which indicates the amount of the proposed assessments, the district boundary, assessment zones, detailed description of improvements, and the method of assessment. The report entitled "Engineer's Report, Landscape and Lighting Maintenance District" is on file in the Office of the City Clerk and reference to said report is hereby made for all particulars.

#### ASSESSMENTS

##### SECTION 5.

(a) Pursuant to Section 5 of Article XIIID of the California Constitution an assessment existing on November 5, 1996 imposed exclusively to finance capital costs of maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control is exempt from the procedures and approved process set forth in Section 5 of Article XIIID of the California Constitution.

(b) The proposed assessments relating to Zones 1 through 15 were existing on the effective date of Article XIIID of the California Constitution and were previously imposed and are proposed for fiscal year 2019-2020 to be imposed exclusively to finance the capital costs of maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control.

(c) The proposed assessments relating to Zones 16 through 18 were voted upon and approved by a majority of property owners in accordance with the requirements of Article XIIID of the California Constitution.

(d) The assessments are proposed to increase by 3.0% in Zones 4, 7, and 8 as previously approved by the property owners, and also by 3.0% in Zones 14, 15, 16, 17, and 18 as allowed for in the formation of the zones. This assessment is subject to the notice, protest, and hearing requirements of Section 53753 of the Government Code. Levies will increase in only Zones 7, 8, 15 and 16 as permitted.

#### TIME AND PLACE OF PUBLIC HEARING

SECTION 6. Notice is hereby given that on the 9th day of July 2019, at the hour of 7:00 p.m., in the Council Chambers of City Hall, 1600 Huntington Drive, Duarte, California, any and all persons having any objections to the work or intent of the assessment district may appear and show cause why said work should not be done or carried out, or why said assessments should not be levied in accordance with this Resolution of Intention. The City Council will consider all oral and written protests.

#### LANDSCAPING AND LIGHTING ACT OF 1972

SECTION 7. All work herein proposed shall be done in accordance with the Landscape and Lighting Act of 1972, Division 15 of the Streets and Highways Code of the State of California.

#### NOTICE

SECTION 8. The City Clerk is hereby ordered to give notice in accordance with Section 22626 of the Streets and Highways Code of the State of California.

PASSED, APPROVED and ADOPTED this 28th day of May, 2019.

/s/ Tzeitel Paras-Caracci

Mayor Tzeitel Paras-Caracci

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. 19-09 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 28th day of May, 2019, by the following vote:

AYES: Councilmembers: Fasana, Kang, Reilly, Paras-Caracci  
NOES: Councilmembers: None  
ABSENT: Councilmembers: Finlay, Urias  
(District 7 vacant)

/s/ Marla Akana  
City Clerk Marla Akana  
City of Duarte, California  
Ad#11278739

Publish: May 8, 2019

The Duartean



# MEMORANDUM

**TO:** Mayor and City Council  
**FROM:** Community Development Department *[Signature]*  
**DATE:** July 9, 2019  
**SUBJECT:** Establish property assessments to pay for the Lighting and Landscape Assessment District – Fiscal Year 2019-2020

---

At its May 28<sup>th</sup> meeting, the City Council adopted Resolution 19-09 that declared the City Council's intention to levy and collect assessments for fiscal year 2019-2020; (2) approved the Engineer's Report indicating the amounts of the proposed assessment, district boundaries, assessment zones, descriptions of improvements, and method of assessment; and (3) set this date for the evening's Public Hearing.

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

There are several special benefit zones within the City that are subject to additional assessment for the services provided in each neighborhood (Neighborhood Maintenance Districts). In some districts, the assessment can increase by CPI or up to 3% whichever is less. This year the December 31, 2018 CPI was 3.2%. The actual assessment levy is proposed to increase only in the zones where it is necessary to cover maintenance costs. The attached Engineer's Report provides a detailed description.

Staff recommends that the City Council adopt Resolution 19-R-15 providing for the annual levy for fiscal year 2019-2020.



## **RESOLUTION NO. 19-15**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2019-2020 WITHIN THE LANDSCAPE AND LIGHTING DISTRICT PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972**

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

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

- A. On the 28<sup>th</sup> day of May, 2019, the City Council adopted Resolution No. 19-09 (the "Resolution of Intention") which declared its intent to levy and collect assessments for Fiscal Year 2019-2020 within the District and Zones and set a time and place for a public hearing. The Resolution of Intention was duly and legally published in the time, form and manner as required by law, shown by the Affidavit of Publication of the Resolution of Intention on file in the office of the City Clerk; and
- B. At the time and place for which notice was given, the City Council conducted a public hearing and gave every interested person an opportunity to object to the proposed boundary, work or assessment; and
- C. The City Council, having duly received and considered oral and documentary evidence concerning the jurisdictional facts in this proceeding and concerning the necessity for the contemplated work and benefits to be derived therefrom, has acquired jurisdiction to order the proposed assessment.

**SECTION 2.** That the proposed assessments relating to the District and Zones 1-15 were existing on the effective date of Article XIID of the California Constitution. Zones 16, 17 & 18 were approved per the requirements of Article XIID of the California Constitution. All zones were previously imposed, and for Fiscal Year 2019-2020 Zones 4, 7, 8, 14, 15, 16, 17 and 18 are proposed to increase the maximum assessment by a CPI of 3.0%, all of which are allowed in the formation of the zones or previously voter approved. The levy in Zones 7, 8, 15, and 16, are proposed to increase, and all other zones are contemplated to be imposed without increase. Funds are to be used exclusively to finance the capital costs or maintenance and operation expenses for landscaping sidewalks, streets, sewers, water, flood control, drainage systems or vector control. Pursuant to Section 5 (a) of Article XIID of the California Constitution, the proposed assessments to be levied and collected in the District and Zones 1-18 are,

therefore, exempt from the procedures and approval process set forth in Section 4 of Article XIID of the California Constitution.

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

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

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

**SECTION 6.** The public interest and convenience requires the ordering the levy and collection of assessment for Fiscal Year 2019-2020 and the City Council hereby orders the levy and collection of assessments within the district and the zones, as set forth and described in the Resolution of Intention and in the Engineer's Report.

**SECTION 7.** The adoption of this Resolution constitutes the levy of the assessments as set forth in the Engineer's Report for Fiscal Year 2019-2020.

**SECTION 8.** The City Clerk is authorized and directed to file a certified copy of the diagram and assessment with the County Auditor of the County of Los Angeles no later than the 10<sup>th</sup> day of August 2019.

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

PASSED AND ADOPTED this 9<sup>th</sup> day of July 2019.

---

Mayor  
City of Duarte

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. 19-15 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 9<sup>th</sup> day of July, 2019, by the following vote:

AYES:           Council Members:  
NOES:           Council Members:  
ABSENT:        Council Members:

---

City Clerk Marla Akana  
City of Duarte, California

***ENGINEER'S REPORT***  
***SIDEWALKS, STREETS, SENIOR CENTER PAYMENT,***  
***PARK AND SPECIAL ZONES***  
***OF THE CITY OF DUARTE***  
***LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT***  
***2019-2020 ASSESSMENT LEVY***

***SECTION 1. AUTHORITY FOR REPORT***

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

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

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

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

***SECTION 2. PLANS AND SPECIFICATIONS FOR THE IMPROVEMENTS***

The plans and specifications for the irrigation, landscaping and lighting of streets, traffic signals and easements and authorized improvements within the City are on file in the Department of Community Development. The lighting locations and specifications for Edison-owned lights are on file with Southern California Edison Company. Reference is hereby made to said plans and specifications for the exact location and nature of the landscape and lighting of park improvements. Said plans and specifications by reference are hereby made a part of this report.

### ***SECTION 3. ESTIMATE OF COST OF IMPROVEMENT***

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

### ***SECTION 4. CITYWIDE STREET AND SIDEWALK LANDSCAPING***

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

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

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

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

## ***SECTION 5. CITYWIDE LANDSCAPING AND PARK COSTS***

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

Assessment vote:

### ***Parks***

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

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

## ***SECTION 6. SENIOR CENTER***

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

## ***SECTION 7. LIGHTING MAINTENANCE***

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

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

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

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

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

Each land use evaluation takes into consideration – foot traffic, vehicular traffic, and hours of occupancy. Commercial and industrial properties have been assigned additional units based on the comparative benefits, number of people that would be expected to benefit from the lighting, security and intensity of the lights provided. The average light intensities and energy consumption for commercial areas is greater than that required for residential areas.



## ***SECTION 8. GRAFFITI REMOVAL***

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

## ***SECTION 9. TRAFFIC SIGNALS***

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

- \* Mountain Avenue and Huntington Drive.
- \* Mountain Avenue and Central Avenue.
- \* Mountain Avenue and Evergreen Street.
- \* Mountain Avenue and Duarte Road.
- \* Mountain Avenue at Walmart/Home Depot
- \* Mountain Avenue at Best Buy
- \* Buena Vista Street and Huntington Drive.
- \* Buena Vista Street and Central Avenue.
- \* Buena Vista Street and Evergreen Street.
- \* Buena Vista Street and Duarte Road.
- \* Highland Avenue and Huntington Drive.
- \* Mount Olive Drive and Huntington Drive.
- \* Las Lomas Road and Huntington Drive.
- \* Crestfield Road and Huntington Drive
- \* Mountain Vista Plaza at Huntington Drive
- \* Huntington Drive and Pops Road
- \* Royal Oaks Drive at Royal Oaks School

## ***SECTION 10. DIAGRAM FOR THE ASSESSMENT DISTRICT***

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

## ***SECTION 11. ASSESSMENT ZONES***

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

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

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

#### ***Street Lighting***

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

#### ***Citywide Park Maintenance***

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

#### ***Citywide Street Maintenance Cost***

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

### ***Zone 2      Mesa Area Gaslights***

This area is served by gaslights. There are no "electric" street lights on the Mesa. Only the intersection lighting component of the street lighting cost is included in this zone. The cost of gas lighting is assessed equally to all lots. The cost to maintain the Rim Road slope constructed in 2008, which was a general fund expense is no longer included in this report. Reserve in this district is held for future fixture replacements and refurbishments over time. A refurbishment project began last Fiscal Year and is proposed to continue this Fiscal Year. Light fixtures will be repainted. Regulators are to be replaced. Damaged light fixtures will be replaced.

### ***Zone 3      Emblem House Tract 33532***

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

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

Lots 3-17 are assessed a 30% surcharge.

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

Zone 4      Las Lomas Villas Tracts 33964, 34892 & 35709

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The Developer, for the benefit of all lots, installed the landscaping as a special benefit to all lots, within the tract and is assessed equally to all lots. The assessment is based on a voter-approved formula, which provides for an annual C.P.I. increase not to exceed 3%. The C.P.I. for the year ending December 31, 2018 was 3.2%. A 3% C.P.I. would allow for an assessment increase of \$12.03 per parcel to \$418.10 per parcel. No increase in the levy is being proposed for Fiscal Year 2019-20. The levy will remain at last Fiscal Year's levy of \$389.39.

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

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The entrance landscaping on Encanto Parkway was installed by the Developer, as a special benefit to all lots, within the tract and is assessed equally to all lots. Since the extension landscaping along Encanto Parkway is also being considered a Citywide benefit, fifty (50) percent of the cost (\$7,250.00) has been moved to the Citywide Street portion of the Assessment District. An increase in assessment was proposed for Fiscal Year 2010-11. This increase was subject to the requirements of Proposition 218 "the Right to Vote on Taxes Act". The increase was not approved by the property owners. Consequently, the level of maintenance was reduced to balance the expenditures with the assessment.

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

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. A major re-landscaping project is proposed for this Fiscal Year using reserves.

Zone 7      Amberwood Tract 35711

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2018 was 3.2%. A C.P.I. of 3% would allow for an assessment increase of \$13.63 per parcel to a maximum of \$467.73 per parcel. For Fiscal Year 2019-20, the levy is proposed to increase to the maximum in order to maintain a reserve fund for a re-landscaping project.

Zone 8      Village at Windsor Tract 39457

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit of all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2018 was 3.2%. A 3% C.P.I. would allow for an assessment increase of \$10.70 per parcel to a maximum of \$373.01 per parcel. For Fiscal Year 2019-20, the levy is proposed be at the maximum assessment of \$373.01.

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

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

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

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

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

Lots assessed 10% additional benefit:

(2)      Lots 18, 20 (Tract 35139)

(4)      Lots 25-28 (Tract 39932)

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

Zone 11      Tract 42150 (TKI Townhomes)

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

Zone 12      Tract 33704 (Benchmark Homes)

This zone has been eliminated.

Zone 13      Mike's Center

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

Zone 14      Tract 51911 (Las Brisas Development)

This zone was created upon the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed on a per lot basis. This zone was formed in 1995. At the time of the formation of this zone, the assessment was based upon a formula, which recognized the increase of inflation. The C.P.I. for the year ending December 31, 2018 was 3.2%. A maximum of 3% C.P.I. would allow for an assessment increase of \$15.68 per parcel to \$538.48 per parcel. For Fiscal Year 2019-20, a Levy of \$517.07 is required to balance the expenses which is less than the maximum allowed assessment of \$538.48 per parcel.

Zone 15      Tracts 52121 and 52255 (Las Posadas Development)

This zone was created in 1997 upon the request of the developer in lieu of a homeowners association maintaining the landscaping. The landscaping was installed by the developer, for the special benefit to all lots, and is assessed on a per lot basis. At the time of formation of the zone, the assessment was based upon a formula which allows for an assessment increase of up to 3 percent per year. The C.P.I. for the year ending December 31, 2018 was 3.2%. A 3% C.P.I. would allow for an assessment increase of \$14.60 per parcel to \$501.49 per parcel. A C.P.I. increase of 3% is proposed for Fiscal Year 2019-20 with the general fund transferring \$138.00 to balance the budget.

Zone 16      Tract 52337 (Buena Vista Villas)

This zone was created upon the request of the developer and a vote of the property owner in 1998. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. This zone was created in 1998. The assessment is based upon a formula which provides for an assessment increase of up to 3 percent per year. The C.P.I. for the year ending December 31, 2018 was 3.2%. A C.P.I. increase of 3% raises the maximum assessment by \$15.56 per parcel from \$518.77 to \$534.33 per parcel. A landscape improvement project for this fiscal year is planned utilizing reserves. For Fiscal Year 2019-20, the maximum levy of \$534.45 per parcel is required, with the utilization of reserves to balance expenses.

Zone 17      Tract 52704 (Citrus Collection)

This zone was created upon the request of the developer and a vote of the property owner in 2000. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase of up to 3 percent per year. The C.P.I. for the year ending December 31, 2018 was 3.2%. A C.P.I. increase of 3% raises the maximum assessment by \$22.18 per parcel from \$739.29 to \$761.47 per parcel. For Fiscal Year 2019-20, a levy of \$595.45 per parcel is required to balance expenses which is less than the maximum allowed assessment of \$761.47 per parcel.

This zone was created upon the request of the developer and a vote of the property owners in 2011. The developer installed all the landscaping to specially benefit all lots equally and the drainage improvements to benefit the development specifically and the City generally equally. The development share of the drainage improvements benefits all the lots equally. The assessment is levied thus on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase based on the CPI with a maximum of 3% per year. The special assessment was approved on December 13, 2011 per Resolution 11-49. The CPI for the year ending December 31, 2018 was 3.2%. A CPI increase of 3% raises the maximum assessment by \$46.05 per parcel from \$1,534.02 to \$1,580.07. For Fiscal Year 2019-20, a levy of \$800.00 per parcel (same as last fiscal year) is required to balance expenses with the application of reserves which is less than the maximum allowed assessment of 1,580.07. A major brush clearance and replanting project is planned for this fiscal year utilizing the reserve fund.

|                                                                            |
|----------------------------------------------------------------------------|
| <b>2019-20 CITYWIDE DISTRICT<br/>AND SPECIAL BENEFIT ZONE CALCULATIONS</b> |
|----------------------------------------------------------------------------|

**Citywide Parks, Lighting and Street**

|                                                       |                      |                      |
|-------------------------------------------------------|----------------------|----------------------|
| Parks, Lighting, & Street                             | \$1,019,500.00       |                      |
| General Fund Contribution (Deficit)                   | <u>\$ 321,255.00</u> |                      |
| <b><u>Total Citywide Assessment for 2019-2020</u></b> |                      | <b>\$ 698,245.00</b> |

**Parks**

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

**Street Lighting**

|                                     |                        |
|-------------------------------------|------------------------|
| Lighting Maintenance                | \$ 325,000.00          |
| General Fund Contribution (Deficit) | <u>\$ (144,906.00)</u> |
| Total Citywide Lighting Assessments | \$ 180,094.00          |

**Citywide Street**

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

**Special Benefit Zone Maintenance Cost**

|                                    |                       |
|------------------------------------|-----------------------|
| Maintenance Expenses***            | \$ 349,394.00***      |
| Credited Reserves from Zones       | \$ (57,076.00)        |
| General Fund Obligated Expenses ** | <u>\$ (15,179.00)</u> |

|                                                                |                      |
|----------------------------------------------------------------|----------------------|
| <b><u>Total Special District Assessments for 2019-2020</u></b> | <b>\$ 277,139.00</b> |
|----------------------------------------------------------------|----------------------|

|                                                                                          |                      |
|------------------------------------------------------------------------------------------|----------------------|
| <b><u>Grand Total Citywide<br/>and Special Benefit Zones Assessments for 2019-20</u></b> | <b>\$ 975,394.00</b> |
|------------------------------------------------------------------------------------------|----------------------|

- \* This does not include the sports park maintenance costs which cannot be included in the District.
- \*\* Includes \$4,500.00 (Emblem Homes), \$7,250.00 (Encanto Parkway), \$753.00 (Windsor), \$1,538.00 (Kendrick), \$138.00 (Las Pasadas) and \$1,000.00 (Ridgecrest Estates).
- \*\*\* Includes \$354.00 (Zone 7), \$1,133.00 (Zone 13) and \$1,607.00 (Zone 15) transfers to Reserve from Assessment.



**2019-20 CITYWIDE STREET LIGHTING AND  
SENIOR CENTER BOND PAYMENT  
AND SPECIAL BENEFIT ZONE CALCULATIONS**

| <b>ZONE</b> | <b>DISTRICT</b>         | <b>2017-18</b> | <b>2018-19</b> | <b>2019-20</b> |
|-------------|-------------------------|----------------|----------------|----------------|
| 1           | Lighting                | \$30.44        | \$30.44        | \$30.44        |
|             | Street Maintenance      | \$21.58        | \$15.74        | \$15.74        |
|             | Parks                   | \$59.42        | \$59.42        | \$59.42        |
|             | (Average Single Family) |                |                |                |
|             | <b>Sub-Total</b>        | \$111.44       | \$105.60       | \$105.60       |
| 2           | Mesa Area               | \$224.22       | \$218.38       | \$218.38       |
| 3           | Emblem Homes            |                |                |                |
|             | Base Cost               | \$111.44       | \$105.60       | \$105.60       |
|             | Surcharge Lots          | \$111.44       | \$105.60       | \$105.60       |
| 4           | Las Lomas Villas        | \$500.83       | \$495.28       | \$495.28       |
| 5           | Encanto Parkway         | \$173.18       | \$167.34       | \$167.34       |
| 6           | Rancho Verde            | \$329.88       | \$324.10       | \$324.10       |
| 7           | Amberwood               | \$506.30       | \$559.70       | \$573.61       |
| 8           | Windsor                 | \$437.08       | \$467.91       | \$478.61       |
| 9           | Kendrick, Hearthstone   | \$144.39       | \$139.05       | \$139.05       |
| 10          | Hearthstone             |                |                |                |
|             | Base Cost               | \$257.43       | \$251.59       | \$251.59       |
|             | Surcharge Lots          | \$273.65       | \$267.81       | \$267.81       |
| 11          | T.K.I. Townhomes        | \$111.44       | \$105.60       | \$105.60       |
| 12          | Benchmark Homes         | \$111.44       | \$105.60       | \$105.60       |

## SPECIAL DISTRICT ASSESSMENT COMPARISON

| ZONE | DISTRICT           | 2017-18     | 2018-19     | 2019-20     |
|------|--------------------|-------------|-------------|-------------|
| 13   | Mike's Center      |             |             |             |
|      | 8530-018-027       | \$2,249.29  | \$2,249.29  | \$2,249.29  |
|      | 8530-018-028       | \$1,107.02  | \$1,107.02  | \$1,107.02  |
|      | 8530-018-029       | \$1,151.32  | \$1,151.32  | \$1,151.32  |
|      | 8530-018-030       | \$ 525.08   | \$ 525.08   | \$ 525.08   |
|      | 8530-018-031       | \$ 525.08   | \$ 525.08   | \$ 525.08   |
|      | 8530-018-032       | \$ 525.08   | \$ 525.08   | \$ 525.08   |
|      | 8530-018-033       | \$2,318.65  | \$2,318.65  | \$2,318.65  |
|      | 8530-018-034       | \$2,907.77  | \$2,907.77  | \$2,907.77  |
|      | 8530-018-054       | \$1,810.27  | \$1,810.27  | \$1,810.27  |
|      | 8530-018-055       | \$8,813.93  | \$8,813.93  | \$8,813.93  |
|      |                    | \$21,933.49 | \$21,933.49 | \$21,933.49 |
| 14   | Las Brisas         | \$582.17    | \$622.67    | \$622.67    |
| 15   | Las Posadas        | \$584.05    | \$592.39    | \$607.09    |
| 16   | Buena Vista Villas | \$567.69    | \$624.37    | \$640.05    |
| 17   | Citrus Collection  | \$634.17    | \$701.05    | \$701.05    |
| 18   | Ridgecrest Estates | \$811.44    | \$905.60    | \$905.60    |

\*Citywide only within this Special Benefit Zone.

**ZONE 2 – MESA AREA  
(FUND 2430)**

**ESTIMATED EXPENSES 2019-20**

|                                    |                |                    |
|------------------------------------|----------------|--------------------|
| Gas                                | \$ 6,000.00    |                    |
| Repairs                            | \$ 3,000.00    |                    |
| Capital Improvements (Replacement) | \$ 15,000.00   |                    |
| Personnel                          | \$ 3,800.00    |                    |
| Transfer to Reserve                | <u>\$ 0.00</u> |                    |
| <b>Total Expenses</b>              |                | <b>\$27,800.00</b> |

**ESTIMATED REVENUE 2019-20**

|                                 |                |                    |
|---------------------------------|----------------|--------------------|
| Special Zone Assessment 2019-20 | \$12,800.00    |                    |
| Transfer From Reserve           | \$ 15,000.00   |                    |
| Transfer From General Fund      | <u>\$ 0.00</u> |                    |
| <b>Total Revenue</b>            |                | <b>\$27,800.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>           |
|-------------------------------|--------------------------|
| <b>2015</b>                   | <b>\$14,044.00</b>       |
| <b>2016</b>                   | <b>\$18,013.82</b>       |
| <b>2017</b>                   | <b>\$21,675.00</b>       |
| <b>2018</b>                   | <b>\$21,440.25</b>       |
| <b>2019</b>                   | <b>\$20,074.00 (est)</b> |

Zone 2 Information

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

**ZONE 3 – EMBLEM HOMES  
(FUND 2429)**

**ESTIMATED EXPENSES 2019-20**

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

**ESTIMATED REVENUE 2019-20**

|                                 |             |                   |
|---------------------------------|-------------|-------------------|
| Special Zone Assessment 2019-20 | \$ 0.00     |                   |
| Transfer From Reserve           | \$ 0.00     |                   |
| Transfer From General Fund      | \$ 4,500.00 |                   |
| <b>Total Revenue</b>            |             | <b>\$4,500.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b> |
|-------------------------------|----------------|
| <b>2015</b>                   | <b>\$0</b>     |
| <b>2016</b>                   | <b>\$0</b>     |
| <b>2017</b>                   | <b>\$0</b>     |
| <b>2018</b>                   | <b>\$0</b>     |
| <b>2019</b>                   | <b>\$0</b>     |

Zone 3 Information

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

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

**ESTIMATED EXPENSES 2019-20**

|                         |                |                    |
|-------------------------|----------------|--------------------|
| Water                   | \$ 18,000.00   |                    |
| Electric                | \$ 500.00      |                    |
| Repairs and Replacement | \$ 5,000.00    |                    |
| Landscape Maintenance   | \$ 15,600.00   |                    |
| Personnel               | \$ 10,000.00   |                    |
| Transfer to Reserve     | <u>\$ 0.00</u> |                    |
| <b>Total Expenses</b>   |                | <b>\$49,100.00</b> |

**ESTIMATED REVENUE 2019-20**

|                                 |                |                    |
|---------------------------------|----------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 49,100.00   |                    |
| Transfer From Reserve           | \$ 0.00        |                    |
| Transfer From General Fund      | <u>\$ 0.00</u> |                    |
| <b>Total Revenue</b>            |                | <b>\$49,100.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2015</b>                   | <b>(\$3,318.00)</b>     |
| <b>2016</b>                   | <b>\$5,643.66</b>       |
| <b>2017</b>                   | <b>\$13,381.00</b>      |
| <b>2018</b>                   | <b>\$12,404.06</b>      |
| <b>2019</b>                   | <b>\$4,369.00 (est)</b> |

Zone 4 Information

|                                          |                  |
|------------------------------------------|------------------|
| Number of lots to be assessed            | <u>126</u>       |
| Landscape Per Lot                        | \$ 389.68        |
| Street Lighting Cost Per Lot             | \$ 30.44         |
| Citywide Street Maintenance Cost Per Lot | \$ 15.74         |
| Park Assessment Per Lot                  | \$ 59.42         |
| <b>TOTAL COST PER LOT</b>                | <b>\$ 495.28</b> |

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

**ESTIMATED EXPENSES 2019-20**

|                         |                |                    |
|-------------------------|----------------|--------------------|
| Water                   | \$ 2,000.00    |                    |
| Electric                | \$ 1,100.00    |                    |
| Repairs and Replacement | \$ 2,500.00    |                    |
| Landscape Maintenance   | \$ 5,500.00    |                    |
| Personnel               | \$ 3,400.00    |                    |
| Transfer to Reserve     | <u>\$ 0.00</u> |                    |
| <b>Total Expenses</b>   |                | <b>\$14,500.00</b> |

**ESTIMATED REVENUE 2019-20**

|                                 |                    |                    |
|---------------------------------|--------------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 7,250.00        |                    |
| Transfer From Reserve           | \$ 0.00            |                    |
| Transfer From General Fund      | <u>\$ 7,250.00</u> |                    |
| <b>Total Revenue</b>            |                    | <b>\$14,500.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2015</b>                   | <b>\$0</b>              |
| <b>2016</b>                   | <b>\$0</b>              |
| <b>2017</b>                   | <b>\$0</b>              |
| <b>2018</b>                   | <b>\$1,953.79</b>       |
| <b>2019</b>                   | <b>\$4,752.00 (est)</b> |

Zone 4 Information

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

**ZONE 6 – RANCHO VERDE  
(FUND 2427)**

**ESTIMATED EXPENSES 2019-20**

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

**ESTIMATED REVENUE 2019-20**

|                                 |              |                    |
|---------------------------------|--------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 25,346.00 |                    |
| Transfer From Reserve           | \$ 54.00     |                    |
| Transfer From General Fund      | \$ 0.00      |                    |
| <b>Total Revenue</b>            |              | <b>\$25,400.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2015</b>                   | <b>\$17,640.00</b>      |
| <b>2016</b>                   | <b>\$10,447.72</b>      |
| <b>2017</b>                   | <b>(\$1,005.00)</b>     |
| <b>2018</b>                   | <b>(\$2,251.07)</b>     |
| <b>2019</b>                   | <b>(8,092.00) (est)</b> |

Zone 6 Information

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



**ZONE 7 – AMBERWOOD  
(FUND 2423)**

**ESTIMATED EXPENSES 2019-20**

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

**ESTIMATED REVENUE 2019-20**

|                                 |                |                    |
|---------------------------------|----------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 23,854.00   |                    |
| Transfer From Reserve           | \$ 00.00       |                    |
| Transfer From General Fund      | <u>\$ 0.00</u> |                    |
| <b>Total Revenue</b>            |                | <b>\$23,854.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2014</b>                   | <b>\$2,256.00</b>       |
| <b>2015</b>                   | <b>\$2,654.00</b>       |
| <b>2016</b>                   | <b>\$7,213.14</b>       |
| <b>2017</b>                   | <b>\$8,976.00</b>       |
| <b>2018</b>                   | <b>\$8,125.02</b>       |
| <b>2019</b>                   | <b>\$8,362.49 (est)</b> |

Zone 7 Information

|                                          |                  |
|------------------------------------------|------------------|
| Number of lots to be assessed            | <u>51</u>        |
| Landscape Per Lot                        | \$ 467.73        |
| Street Lighting Cost Per Lot             | \$ 30.44         |
| Citywide Street Maintenance Cost Per Lot | \$ 15.74         |
| Park Assessment Per Lot                  | \$ 59.42         |
| <b>TOTAL COST PER LOT</b>                | <b>\$ 573.61</b> |

**ZONE 8 – WINDSOR  
(FUND 2424)**

**ESTIMATED EXPENSES 2019-20**

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

**ESTIMATED REVENUE 2019-20**

|                                 |                  |                    |
|---------------------------------|------------------|--------------------|
| Special Zone Assessment 2019-20 | \$14,547.00      |                    |
| Transfer from Reserve           | \$ 00.00         |                    |
| Transfer from General Fund      | <u>\$ 753.00</u> |                    |
| <b>Total Revenue</b>            |                  | <b>\$15,300.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2015</b>                   | <b>\$826.00</b>         |
| <b>2016</b>                   | <b>\$2,566.97</b>       |
| <b>2017</b>                   | <b>\$3,249.00</b>       |
| <b>2018</b>                   | <b>\$1,259.33</b>       |
| <b>2019</b>                   | <b>(\$538.00) (est)</b> |

Zone 8 Information

|                                          |                  |
|------------------------------------------|------------------|
| Number of lots to be assessed            | <u>39</u>        |
| Special Landscape per Lot                | \$ 373.01        |
| Street Lighting Cost Per Lot             | \$ 30.44         |
| Citywide Street Maintenance Cost Per Lot | \$ 15.74         |
| Park Assessment Per Lot                  | \$ 59.42         |
| <b>CITYWIDE ONLY COST PER LOT</b>        | <b>\$ 478.61</b> |

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

**ESTIMATED EXPENSES 2019-20**

|                         |                |                   |
|-------------------------|----------------|-------------------|
| Water                   | \$ 3,000.00    |                   |
| Repairs and Replacement | \$ 500.00      |                   |
| Landscape Maintenance   | \$ 4,100.00    |                   |
| Personnel               | \$ 2,200.00    |                   |
| Transfer to Reserve     | <u>\$ 0.00</u> |                   |
| <b>Total Expenses</b>   |                | <b>\$9,800.00</b> |

**ESTIMATED REVENUE 2019-20**

|                                 |                    |                   |
|---------------------------------|--------------------|-------------------|
| Special Zone Assessment 2019-20 | \$ 8,262.00        |                   |
| Transfer From Reserve           | \$ 0.00            |                   |
| Transfer From General Fund      | <u>\$ 1,538.00</u> |                   |
| <b>Total Revenue</b>            |                    | <b>\$9,800.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>            |
|-------------------------------|---------------------------|
| <b>2015</b>                   | <b>(\$1,637.00)</b>       |
| <b>2016</b>                   | <b>(\$1,467.08)</b>       |
| <b>2017</b>                   | <b>(\$1,613.00)</b>       |
| <b>2018</b>                   | <b>(\$2,146.01)</b>       |
| <b>2019</b>                   | <b>(\$1,055.00) (est)</b> |

Zone 9 Information

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

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

**ESTIMATED EXPENSES 2019-20**

|                                       |             |                    |
|---------------------------------------|-------------|--------------------|
| Other Services                        | \$ 5,300.00 |                    |
| Water                                 | \$ 7,500.00 |                    |
| Electric                              | \$ 3,600.00 |                    |
| Repairs and Replacements              | \$ 500.00   |                    |
| Landscape Maintenance                 | \$ 4,800.00 |                    |
| Brush Clearance & Related Maintenance | \$15,000.00 |                    |
| Personnel                             | \$ 3,200.00 |                    |
| Transfer to Reserve                   | \$ 0.00     |                    |
| <b>Total Expenses</b>                 |             | <b>\$39,900.00</b> |

**ESTIMATED REVENUE 2019-20**

|                                 |              |                    |
|---------------------------------|--------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 27,576.00 |                    |
| Transfer From Reserve           | \$ 12,324.00 |                    |
| Transfer From General Fund      | \$ 0.00      |                    |
| <b>Total Revenue</b>            |              | <b>\$39,900.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>           |
|-------------------------------|--------------------------|
| <b>2015</b>                   | <b>\$23,854.00</b>       |
| <b>2016</b>                   | <b>\$35,847.13</b>       |
| <b>2017</b>                   | <b>\$41,884.00</b>       |
| <b>2018</b>                   | <b>\$27,576.00</b>       |
| <b>2019</b>                   | <b>\$22,067.00 (est)</b> |

Zone 10 Information

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

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

**TOTAL COST PER LOT**

|                       |                  |
|-----------------------|------------------|
| <b>Base Cost</b>      | <b>\$ 251.59</b> |
| <b>Surcharge Lots</b> | <b>\$ 267.81</b> |

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

**ESTIMATED EXPENSES 2019-20** **\$0**

**ESTIMATED REVENUE 2019-20** **(\$0)**

Zone 11 Information

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

**TOTAL COST PER LOT** **\$ 105.60**

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

**ESTIMATED EXPENSES 2019-20**

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

**ESTIMATED REVENUE 2019-20**

|                                 |                |                    |
|---------------------------------|----------------|--------------------|
| Special Zone Assessment 2019-20 | \$21,933.00    |                    |
| Transfer From Reserve           | \$ 0.00        |                    |
| Transfer From General Fund      | <u>\$ 0.00</u> |                    |
| <b>Total Revenue</b>            |                | <b>\$21,933.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2015</b>                   | <b>(\$952.00)</b>       |
| <b>2016</b>                   | <b>(\$126.39)</b>       |
| <b>2017</b>                   | <b>\$13.00</b>          |
| <b>2018</b>                   | <b>\$1,105.58</b>       |
| <b>2019</b>                   | <b>\$3,226.55 (est)</b> |

Zone 13 Information

|                               |                          |
|-------------------------------|--------------------------|
| Number of lots to be assessed | <u>10</u>                |
| LANDSCAPE COST PER LOT        |                          |
| <b>TOTAL COST PER AREA:</b>   | <b>\$0.09503/sq. ft.</b> |



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

| <b>Parcel<br/>Number</b> | <b>Square<br/>Feet</b> | <b>2019/20<br/>Landscape<br/>Assessment</b> | <b>Frontage<br/>Feet</b> | <b>2019/20<br/>Citywide<br/>Street<br/>Maintenance</b> | <b>2019/20<br/>Total<br/>Assessment</b> |
|--------------------------|------------------------|---------------------------------------------|--------------------------|--------------------------------------------------------|-----------------------------------------|
| 8530-018-027             | 22,216                 | \$2,111.24                                  | 89.21                    | \$138.05                                               | \$2,249.29                              |
| 8530-018-028             | 10,890                 | 1,034.90                                    | 43.92                    | 72.12                                                  | 1,107.02                                |
| 8530-018-029             | 11,325                 | 1,076.24                                    | 46.08                    | 75.08                                                  | 1,151.32                                |
| 8530-018-030             | 5,125                  | 487.04                                      | 20.50                    | 38.04                                                  | 525.08                                  |
| 8530-018-031             | 5,125                  | 487.04                                      | 20.50                    | 38.04                                                  | 525.08                                  |
| 8530-018-032             | 5,125                  | 487.04                                      | 20.50                    | 38.04                                                  | 525.08                                  |
| 8530-018-033             | 23,087                 | 2,194.01                                    | 80.00                    | 124.64                                                 | 2,318.65                                |
| 8530-018-034             | 28,750                 | 2,732.18                                    | 115.00                   | 175.59                                                 | 2,907.77                                |
| 8530-018-054             | 17,860                 | 1,697.28                                    | 72.00                    | 112.99                                                 | 1,810.27                                |
| 8530-018-055             | <u>87,560</u>          | <u>8,321.03</u>                             | <u>333.00</u>            | <u>492.90</u>                                          | <u>8,813.93</u>                         |
|                          | <b>217,063</b>         | <b>\$20,628.00</b>                          | <b>840.71</b>            | <b>\$1,305.49</b>                                      | <b>\$21,933.49</b>                      |

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

**ESTIMATED EXPENSES 2019-20**

|                          |             |                    |
|--------------------------|-------------|--------------------|
| Water                    | \$ 5,000.00 |                    |
| Electric                 | \$ 400.00   |                    |
| Repairs and Replacements | \$ 2,700.00 |                    |
| Landscape Maintenance    | \$ 9,600.00 |                    |
| Personnel                | \$ 3,500.00 |                    |
| Transfer to Reserve      | \$ 0.00     |                    |
| <b>Total Expenses</b>    |             | <b>\$21,200.00</b> |

**ESTIMATED REVENUE 2019-20**

|                                 |              |                    |
|---------------------------------|--------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 21,200.00 |                    |
| Transfer From Reserve           | \$ 0.00      |                    |
| Transfer From General Fund      | \$ 0.00      |                    |
| <b>Total Revenue</b>            |              | <b>\$21,200.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2015</b>                   | <b>\$6,161.00</b>       |
| <b>2016</b>                   | <b>\$9,244.46</b>       |
| <b>2017</b>                   | <b>\$12,247.00</b>      |
| <b>2018</b>                   | <b>\$13,901.22</b>      |
| <b>2019</b>                   | <b>\$5,518.00 (est)</b> |

Zone 14 Information

|                               |                  |
|-------------------------------|------------------|
| Number of lots to be assessed | <u>41</u>        |
| Landscape Per Lot             | \$ 517.07        |
| Street Lighting Cost Per Lot  | \$ 30.44         |
| Citywide Street Maintenance   | \$ 15.74         |
| Park Assessment Per Lot       | \$ 59.42         |
| <b>TOTAL COST PER LOT</b>     | <b>\$ 622.67</b> |

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

**ESTIMATED EXPENSES 2019-20**

|                          |                    |                    |
|--------------------------|--------------------|--------------------|
| Water                    | \$ 3,400.00        |                    |
| Electric                 | \$ 300.00          |                    |
| Repairs and Replacements | \$ 1,400.00        |                    |
| Landscape Maintenance    | \$ 10,000.00       |                    |
| Personnel                | \$ 6,500.00        |                    |
| Transfer to Reserve      | <u>\$ 1,607.00</u> |                    |
| <b>Total Expenses</b>    |                    | <b>\$23,207.00</b> |

**ESTIMATED REVENUE 2019-20**

|                                 |                  |                    |
|---------------------------------|------------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 23,069.00     |                    |
| Transfer From Reserve           | \$ 0.00          |                    |
| Transfer From General Fund      | <u>\$ 138.00</u> |                    |
| <b>Total Revenue</b>            |                  | <b>\$23,207.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>            |
|-------------------------------|---------------------------|
| <b>2015</b>                   | <b>(\$2,658.00)</b>       |
| <b>2016</b>                   | <b>(\$674.62)</b>         |
| <b>2017</b>                   | <b>(\$2,947.00)</b>       |
| <b>2018</b>                   | <b>(\$2,010.35)</b>       |
| <b>2019</b>                   | <b>(\$2,024.51) (est)</b> |

Zone 15 Information

|                               |                  |
|-------------------------------|------------------|
| Number of lots to be assessed | <u>46</u>        |
| LANDSCAPE COST PER LOT        | \$ 501.49        |
| Street Lighting Cost Per Lot  | \$ 30.44         |
| City-wide Street Maintenance  | \$ 15.74         |
| Park Assessment Per Lot       | \$ 59.42         |
| <b>TOTAL COST PER LOT</b>     | <b>\$ 607.09</b> |

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

**ESTIMATED EXPENSES 2019-2020**

|                          |                |                    |
|--------------------------|----------------|--------------------|
| Water                    | \$ 7,400.00    |                    |
| Electric                 | \$ 300.00      |                    |
| Repairs and Replacements | \$ 6,100.00    |                    |
| Landscape Maintenance    | \$ 6,400.00    |                    |
| Personnel                | \$ 3,700.00    |                    |
| Transfer to Reserve      | <u>\$ 0.00</u> |                    |
| <b>Total Expenses</b>    |                | <b>\$23,900.00</b> |

**Estimated Revenue 2019-20**

|                                 |                |                    |
|---------------------------------|----------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 17,102.00   |                    |
| Transfer From Reserve           | \$ 6,798.00    |                    |
| Transfer From General Fund      | <u>\$ 0.00</u> |                    |
| <b>General Revenue</b>          |                | <b>\$23,900.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2015</b>                   | <b>\$6,522.00</b>       |
| <b>2016</b>                   | <b>\$10,046.36</b>      |
| <b>2017</b>                   | <b>\$11,631.00</b>      |
| <b>2018</b>                   | <b>\$10,733.19</b>      |
| <b>2019</b>                   | <b>\$7,767.00 (est)</b> |

Zone 16 Information

|                               |                  |
|-------------------------------|------------------|
| Number of lots to be assessed | <u>32</u>        |
| LANDSCAPE COST PER LOT        | \$ 534.45        |
| Street Lighting Cost per Lot  | \$ 30.44         |
| Citywide Street Maintenance   | \$ 15.74         |
| Park Assessment Per Lot       | \$ 59.42         |
| <b>TOTAL COST PER LOT</b>     | <b>\$ 640.05</b> |

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

**ESTIMATED EXPENSES 2019-20**

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

**ESTIMATED REVENUE 2019-20**

|                                 |              |                    |
|---------------------------------|--------------|--------------------|
| Special Zone Assessment 2019-20 | \$ 13,100.00 |                    |
| Transfer From Reserve           | \$ 0.00      |                    |
| Transfer From General Fund      | \$ 0.00      |                    |
| <b>Total Revenue</b>            |              | <b>\$13,100.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND**

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>          |
|-------------------------------|-------------------------|
| <b>2015</b>                   | <b>\$2,444.00</b>       |
| <b>2016</b>                   | <b>\$4,871.51</b>       |
| <b>2017</b>                   | <b>\$3,848.00</b>       |
| <b>2018</b>                   | <b>\$3,298.66</b>       |
| <b>2019</b>                   | <b>\$2,881.00 (est)</b> |

Zone 17 Information

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

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

**ESTIMATED EXPENSES 2019-20**

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

**ESTIMATED REVENUE 2019-20**

|                                 |              |                    |
|---------------------------------|--------------|--------------------|
| Special Zone Assessment 2019-20 | \$12,000.00  |                    |
| Transfer From Reserve           | \$ 22,900.00 |                    |
| Transfer From General Fund**    | \$ 1,000.00  |                    |
| <b>Total Revenue</b>            |              | <b>\$35,900.00</b> |

**5-YEAR CAPITAL LANDSCAPE RESERVE FUND\*\*\***

| <b>Fiscal Year<br/>Ending</b> | <b>Balance</b>           |
|-------------------------------|--------------------------|
| <b>2015</b>                   | <b>\$38,158.00</b>       |
| <b>2016</b>                   | <b>\$55,017.50</b>       |
| <b>2017</b>                   | <b>\$59,554.00</b>       |
| <b>2018</b>                   | <b>\$48,122.41</b>       |
| <b>2019</b>                   | <b>\$48,905.00 (est)</b> |

Zone 18 Information

|                               |                  |
|-------------------------------|------------------|
| Number of lots to be assessed | <u>15</u>        |
| LANDSCAPE COST PER LOT        | \$ 800.00        |
| Street Lighting Cost per Lot  | \$ 30.44         |
| Citywide Street Maintenance   | \$ 15.74         |
| Park Assessment Per Lot       | \$ 59.42         |
| <b>TOTAL COST PER LOT</b>     | <b>\$ 905.60</b> |

\*Previously approved by Resolution 11-49.

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

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

## Agenda Memo City Manager's Office

**To:** Mayor and Members of the Duarte City Council  
**From:** Darrell George, City Manager  
**Date:** July 9, 2019  
**Re:** **Approval of Professional Services Agreement with Cerrell to provide a Multi-faceted Public Education program in Conjunction with the Proposed March 2020 Local Sales Tax Measure**

---

**RECOMMENDATION:** City Staff is recommending that the City Council approve and authorize the City Manager to execute a Professional Services Agreement in the amount of \$7,000 per month with Cerrell, in order to conduct a public education program, in conjunction with a proposed March 2020 Sales Tax Measure. In addition approve the allocation of \$80,000 from General Fund to Account No. 1010-7965 to cover associated costs.

**BACKGROUND:** The City Council has declared a fiscal emergency in Duarte, and is considering adding a revenue measure to the March 2020 ballot. This measure is in the form of an added .75% sales tax to the current 9.50% sales tax in Duarte. A comprehensive "Community Priorities and Budget Survey" was recently conducted by FM3 Research, and presented to the City Council in a workshop held on May 28, 2019. The survey showed that nearly two-thirds of voters would support a measure before hearing any information about it other than the ballot language. The FM3 team felt strongly that the city should undertake a full informational outreach program to educate the public about the City's fiscal condition and outlook, and provide specific messages to communicate what the measure entails.

Staff met with and discussed such a program with three different professional firms who specialize in this kind of work, namely Cerrell, Tripeppi Smith, and TBWB Strategies. Each firm brought expertise and identified specific programs to assist the City in its educational outreach. After careful consideration of background, expertise, experience, and sales tax measure history, staff is recommending that Cerrell be retained to assist with the sales tax measure education.

**DISCUSSION:** Staff's recommendation of Cerrell stems from the Company maintaining as part of their daily operation a ballot measure communications team with community engagement expertise, coupled with the local knowledge needed to successfully run municipal ballot measure public education programs. Because of this feature, the Company can immediately jump in and partner with the City to create and launch a customized, effective, integrated, and multilingual education program to ensure that voters understand all aspects of a revenue measure – why the Council is considering the measure, the City's strengths and

challenges, and most importantly, the effects on current and future residents if the measure is approved or rejected by voters.

Cerrell has worked with municipalities on strategic communications and public education programs for more than 50 years, with a focus on funding measures. They create compelling messages and will use innovative delivery methods to authentically connect with our residents. As mentioned above, they have worked on a number of prior revenue measures, including recent ones for Glendale, Burbank, Culver City, El Monte, Los Angeles County, Westminster, and Anaheim Union High School District, along with communications programs in Claremont, Huntington Beach, Montebello, and Monrovia, among others. These cities can attest to the effectiveness of Cerrell's programs and the ease of integration they had with their teams.

**FISCAL IMPACT:** Cerrell's professional service fee for this program is \$7,000 per month, running from the time of Council approval through March 2020 and includes its 15% discount for City clients. Hard costs such as the print materials, translation services (roughly \$1,000), the cost for purchasing direct mail lists (roughly \$600), or the cost for the design, printing, and distribution of mail pieces (approximately \$12,000 for three rounds of mail to 6,011 households) are not included in the contract, but have been accounted for in the requested allocation.

#### **Attachment – Cerrell Professional Services Agreement**



## **CITY OF DUARTE**

### **AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT FOR PROFESSIONAL SERVICES ("Agreement") is made and effective as of July 9, 2019 ("Effective Date"), by and between the CITY OF DUARTE, a municipal corporation ("City") and Cerrell Associates, ("Consultant"). City and Consultant may sometimes herein be referred to individually as a "party" and collectively as the "parties."

#### **AGREEMENT:**

In consideration of the mutual covenants and conditions set forth herein the foregoing Recitals which are incorporated herein and made a part hereof, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties agree as follows:

#### **1. TERM**

This Agreement shall commence on the Effective Date and shall remain and continue in effect until March 30, 2020 year unless sooner terminated pursuant to the provisions of this Agreement. The term may be extended upon execution of a written amendment between the parties.

#### **2. SERVICES AND PERFORMANCE**

A. In compliance with all terms and conditions of this Agreement, the Consultant shall provide those services set forth in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by this reference, which services may be referred to herein as the "services" or "work" hereunder.

B. As a material inducement to the City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first class work and services and Consultant is experienced in performing the work and services contemplated herein and, in light of such status and experience, Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder.

C. The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for City to enter into this Agreement. Therefore, without the prior written approval of City, which may be given or withheld at City's sole and absolute discretion, Consultant shall not (i) contract with any other entity to perform in whole or in part the services required hereunder, or (ii) transfer, assign, convey, or encumber (voluntarily or by operation of law) this Agreement.

D. Consultant shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement.

E. Consultant shall provide all services rendered hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency having jurisdiction in effect at the time service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

### **3. MANAGEMENT**

A. The City Manager shall represent City in all matters pursuant to the administration of this Agreement, review and approval of the services performed by Consultant. The City Manager, subject to the limitations set forth in Section 4, shall have the authority to enlarge the Scope of Services or increase the compensation due to Consultant.

B. Consultant communications with the City shall be routed through the Deputy City Manager.

### **4. COMPENSATION**

A. City agrees to pay Consultant, in accordance with the payment rates and terms set forth in Exhibit "B" and incorporated herein by this reference; provided, however, that in the event of any inconsistency between the terms of Exhibit "B" and the main text of this Agreement, the main text of this Agreement shall apply. Subject to the City Manager's authority set forth in subparagraph (B) below, the total compensation paid to Consultant hereunder shall not exceed FIFTY SIX THOUSAND DOLLARS (\$56,000) for the services specified in Exhibit "A" hereto. ; ( "Total Compensation") for the total term of this Agreement, which shall be payable in eight (8) monthly installments as set forth in Paragraph 4.B below. Consultant's Total Compensation shall be based on the Scope of Work Provided in Exhibit A and shall not include out-of-pocket expenses necessary for the performance of the services, . Consultant shall perform all services in a given month as assigned by City.

B. Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement, which are in addition to those set forth herein, unless such additional services are authorized in writing in advance by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's authorization is given. The City Manager may approve additional work up to but not exceeding twenty percent (20%) of the amount of this Agreement .

C. Consultant shall be paid in Monthly (8) installments based on work completed totaling an amount not to exceed \$7,000, provided that Consultant submits monthly invoices , and submits Project Activity reports to City showing actual services performed. Consultant shall be paid on the next regular council warrant after all required paperwork is submitted and the invoice is approved. If the City disputes whether Consultant has earned its fee or any portion, City shall give written notice to Consultant within thirty (30) days of receipt of Consultant's monthly report stating the basis for such dispute.

### **5. SUSPENSION OR TERMINATION OF AGREEMENT**

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

notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this subparagraph (a), Consultant shall submit a final report to the City pursuant to Section 4, and Consultant shall be entitled to the pro rata portion of the fee earned to the date of termination. Contractor's remedy in such event shall be limited to the pro rata portion of the fee earned to the date of termination, and City shall not be responsible to Consultant or any party claiming by or through Consultant for any consequential or other damages. In the City's sole and absolute discretion, prior to effecting a suspension or termination pursuant to this subparagraph (a), the City may first serve upon the Consultant a written notice of the default specifying the default and the amount of time that Consultant shall have to cure, correct, or remedy the default. In the event that the Consultant fails to cure the default within the specified period of time, the City shall have the right to immediately terminate this Agreement pursuant to subparagraph (a). Notwithstanding any other provision of this Agreement to the contrary, City's termination of this Agreement pursuant to this subparagraph (a) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

B. Consultant may terminate this Agreement upon not less than sixty (60) days' prior written notice to the City.

## **6. RECORDS AND OWNERSHIP OF DOCUMENTS**

A. Consultant shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to produce an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to examine and audit such books and records; shall permit City to make transcripts therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of six (6) years after receipt of final payment.

B. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. Consultant shall provide such items to City promptly upon completion of the Agreement. Any use of such documents for other projects by the City shall be without liability to Consultant.

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

## **7. INDEMNIFICATION**

Consultant shall defend, indemnify and hold harmless the City from and against all damages and liability caused by the negligent actions or willful misconduct of the Consultant or its employees, agents, or representatives. Consultant shall not be responsible for any damages or

liability to the extent caused by the negligence or willful misconduct of the City or any of its employees, agents, or representatives acting in an official capacity.

## **8. INSURANCE**

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

A. Commercial General Liability insurance written on a per occurrence basis in an amount not less than \$1,000,000 per occurrence.

B. Business Auto Coverage written on a per accident basis in an amount not less than \$1,000,000 per accident. If Consultant or Consultant's employees use personal autos in connection with the performance of work under this Agreement, Consultant shall provide evidence of personal auto liability coverage for each such person.

C. If applicable, Worker's Compensation insurance providing statutory benefits as required by California law.

D. All of the insurance policies required hereunder, except the worker's compensation insurance, shall comply with the following requirements:

- (i) All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Best's rating of B++ or better and a minimum financial size VII.
- (ii) The policies shall be endorsed to name the City and its officers, officials, employees, agents, and volunteers as additional insureds.
- (iii) All of Consultant's insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of the Consultant's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance except for professional liability; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit Consultant from waiving the right of subrogation prior to a loss except for professional liability; and (vi) shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured.
- (iv) The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change.

E. Consultant shall renew the required coverage annually as long as City or its employees or agents face an exposure from the Consultant's operations pursuant to this Agreement. This obligation shall survive the termination or expiration of this Agreement and shall not be effective until City executes a written statement to that effect.

F. No work or services under this Agreement shall commence until the Consultant has provided the City with Certificates of Insurance evidencing the above insurance coverages and said Certificates of Insurance are reasonably approved by the City. Certificates are to reflect that the insurer will provide 30 days written notice to City of any cancellation of coverage. In the event any of said policies of insurance are reduced in limits or cancelled for any reason, the Consultant shall, prior to the cancellation date, submit new evidence of insurance, in conformance with this Paragraph 8.

G. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials and agents.

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

## **9. INDEPENDENT CONSULTANT**

A. Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

B. No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

## **10. NO UNDUE INFLUENCE**

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

## **11. NO BENEFIT TO ARISE TO LOCAL EMPLOYEES**

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to the Agreement during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or



sub-agreement, or the proceeds thereof, for work to be performed in connection with the services performed under this Agreement.

## **12. COVENANT AGAINST DISCRIMINATION**

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

## **13. NONLIABILITY OF CITY OFFICERS AND EMPLOYEES**

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

## **14. NOTICES**

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

|             |                                                                                      |
|-------------|--------------------------------------------------------------------------------------|
| If to City: | City of Duarte<br>City Manager's Office<br>1600 Huntington Drive<br>Duarte, CA 91010 |
|-------------|--------------------------------------------------------------------------------------|

|                   |                                                                                                                                                                                                                 |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| If to Consultant: | March Mitchell, Vice President<br>Cerrell<br>320 North Larchmont Boulevard<br>Los Angeles, California 90004<br>Phone: 323-466-3445<br>Fax: 323-466-8653<br><a href="http://www.cerrell.com">www.cerrell.com</a> |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall Consultant be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing party shall be entitled to recover all reasonable costs incurred, including staff time, court costs, attorney fees, expert witness fees,

costs for deposition or hearing transcripts, preparation, databasing, or or photocopying of exhibits or other documents, fees arising from any ADR or dispute resolution proceedings, and other similarexpenses. The Superior Court of the County of Los Angeles shall have exclusive original jurisdiction over any litigation between the parties hereto concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

#### **16. RIGHTS AND REMEDIES ARE CUMULATIVE; AND WAIVER**

A. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

B. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

#### **17. SEVERABILITY**

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

#### **18. INTERPRETATION; ENTIRE AGREEMENT**

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

#### **19. EXECUTION OF CONTRACT**

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

#### **20. EFFECTIVE DATE**

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

[end –signature page follows]



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

|                                                                                       |                                            |
|---------------------------------------------------------------------------------------|--------------------------------------------|
| <b>CITY OF DUARTE</b>                                                                 | <b>CONSULTANT:</b><br><b>Cerrell</b>       |
| By: _____<br>Darrell George, City Manager                                             | By: _____<br>Marc Mitchell, Vice President |
| Date: _____                                                                           | Date: _____                                |
| ATTEST:<br>_____<br>Marla Akana, City Clerk                                           |                                            |
| APPROVED AS TO FORM:<br>RUTAN & TUCKER, LLP<br>_____<br>David Cosgrove, City Attorney |                                            |

## EXHIBIT "A"

### SCOPE OF SERVICES

- STRATEGIC COUNSEL:
- MESSAGE AND THEME DEVELOPMENT: DEVELOP THE THEMES AND MESSAGES THAT WILL SERVE AS THE CORNERSTONE FOR ALL PUBLIC OUTREACH AND EXTERNAL COMMUNICATION ACTIVITIES. THESE MESSAGES WILL RELY HEAVILY ON THOSE TESTED IN THE SURVEY RESEARCH, AND WILL INCORPORATE EXISTING MESSAGES THE CITY USES TO COMMUNICATE WITH ITS CONSTITUENTS. CREATE KEY MESSAGES/TALKING POINTS DOCUMENT FROM WHICH ALL WRITTEN AND VERBAL COMMUNICATIONS WILL BE BASED.
- MATERIALS DEVELOPMENT: DEVELOP A SET OF BILINGUAL COLLATERAL MATERIALS TO COMMUNICATE WITH RESIDENTS. THESE MATERIALS WOULD HAVE THE LOOK AND FEEL OF OTHER CITY MATERIALS AND WOULD BE THE PRIMARY TOOL TO DISSEMINATE MESSAGES TO EXTERNAL AUDIENCES. MATERIALS COULD INCLUDE, BUT ARE NOT LIMITED TO THE FOLLOWING:
  - O FACT SHEET
  - O FREQUENTLY ASKED QUESTIONS (FAQ) SHEET
  - O POWERPOINT PRESENTATION
- MESSAGE DISSEMINATION: WORK WITH THE CITY TO DISSEMINATE EDUCATIONAL MESSAGES THROUGH ITS EXISTING ELECTRONIC AND PRINTED NEWSLETTERS TO REACH A BROADER AUDIENCE AND ENHANCE EDUCATIONAL EFFORTS. ADDITIONALLY, MATERIALS WILL BE PLACED IN ALL CITY FACILITIES AND EXPLORE UTILIZING OTHER CITY COMMUNICATIONS PLATFORMS TO DISTRIBUTE MESSAGES/MATERIALS.
- CITY STAFF PRESENTATION: CERRELL ORGANIZE AND CONDUCT A PRESENTATION FOR CITY STAFF TO GIVE AN OVERVIEW OF OUTREACH EFFORTS AND STRATEGY, BRIEF THEM ON OUR MESSAGING, SHARE OUR COLLATERAL MATERIALS, AND TRAIN STAFF ON BEST PRACTICES FOR CONDUCTING COMMUNITY ENGAGEMENT; INCLUDING TACTICS FOR SPEAKING DIRECTLY WITH CONSTITUENTS AND STAYING ON MESSAGE.
- MEDIA RELATIONS: TO PREVENT ANY MISUNDERSTANDING, SUPPORT THE CITY AND ITS TEAM IN ENGAGING WITH KEY REPORTERS AND EDITORS, MAINLY FROM THE SAN GABRIEL VALLEY TRIBUNE AND LOCAL PUBLICATIONS. THESE EFFORTS WILL HELP FRAME THE PUBLIC DIALOGUE.
- ONLINE/SOCIAL MEDIA: COMPLEMENT OUR TRADITIONAL OUTREACH METHODS WITH A ROBUST ONLINE PRESENCE TO REACH THE BROADEST AUDIENCE OF DUARTE'S RESIDENTS. THE CITY'S EXISTING CHANNELS ALREADY HAVE ESTABLISHED AUDIENCES AMONG RESIDENTS AND BUSINESS OWNERS, AND DISTRIBUTING MESSAGES THROUGH THESE TRUSTED CHANNELS WILL ENSURE A GREATER ACCEPTANCE OF THE MESSAGES AND WIDER DISTRIBUTION.

SOCIAL MEDIA: A VITAL AVENUE TO FURTHER EDUCATE THE PUBLIC AND SHARE LINKS TO OUTREACH MATERIALS AND OTHER RESOURCES, CERRELL WILL CREATE A SOCIAL MEDIA CALENDAR AND CONTENT FOR THE CITY'S EXISTING SOCIAL MEDIA CHANNELS. ENSURING THAT SOCIAL MEDIA CONTENT IS VISUALLY INTERESTING, INCORPORATING GRAPHIC ELEMENTS AND MULTIMEDIA CONTENT.

- WEBSITE: POPULATE ITS EXISTING WEBSITE WITH APPROVED MESSAGES AND INFORMATION INCLUDING DEVELOPMENT OF A SIMPLE LANDING PAGE TO HOST COLLATERAL MATERIALS AND TO SERVE AS A CLEARINGHOUSE OF INFORMATION AND MESSAGING.
- • COMMUNITY/STAKEHOLDER OUTREACH: WORKING CLOSELY WITH THE CITY, IDENTIFY STAKEHOLDERS IN THE COMMUNITY TO ENGAGE, AND WORK WITH CITY TO AUGMENT THIS NETWORK WITH ORGANIZATIONS SUCH AS:
  - O HOMEOWNERS ASSOCIATIONS
  - O CIVIC ASSOCIATIONS
  - O BUSINESS GROUPS
  - O ECUMENICAL ENTITIES
  - O LARGE BUSINESSES
- • MAIL: DISTRIBUTING AT LEAST THREE BILINGUAL EDUCATIONAL PIECES –ONE BEFORE THE COUNCIL’S VOTE TO BUILD AWARENESS ABOUT WHY THE COUNCIL IS CONSIDERING A REVENUE MEASURE, AND TWO AFTER THE COUNCIL VOTE IN ADVANCE OF ELECTION DAY.
- • COMMUNITY TOWN HALL/COUNCIL MEETINGS: TO FURTHER ENGAGE THE BROADER COMMUNITY, ASSIST THE CITY HOST A COMMUNITY FORUM PRIOR TO ELECTION DAY. THIS MEETING, IN PARTNERSHIP WITH KEY COMMUNITY ORGANIZATIONS, WILL BE LED BY CITY PERSONNEL, WITH CERRELL ASSISTING IN THE DEVELOPMENT OF THE MEETING’S PROGRAM AND LOGISTICS MANAGEMENT.
- • INFORMATION BOOTHS: WORK WITH CITY STAFF TO IDENTIFY HIGHLY ATTENDED COMMUNITY EVENTS AND MEETINGS IN DUARTE, AND CREATE A CALENDAR OF EVENTS TO HAVE A PRESENCE. .
- VIDEO SERIES: DEVELOP AND PRODUCE A SERIES OF SHORT VIDEOS THAT SHARE INFORMATION ABOUT THE CITY’S PATH TO FISCAL SUSTAINABILITY AND THE IMPORTANCE OF A POSSIBLE LOCAL SALES TAX BALLOT MEASURE. EACH VIDEO WILL BE SHORT – ABOUT 15-30 SECONDS – AND WILL FEATURE TEXT OVERLAYS IN EVERY SHOT SO THAT IT COULD BE VIEWED ON A MOBILE DEVICE, EVEN WITH THE SOUND TURNED OFF.

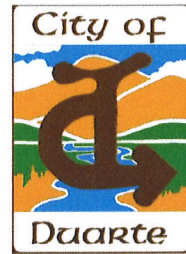
**EXHIBIT B**

**PAYMENT RATE & TERMS**

The City of Duarte shall pay Cerrell on a monthly basis for the designated contract term.

Cerrell's fee for this program is \$7,000 per month, running from the time of Council's approval to March 30, 2020.

[End of Exhibit B]



# **AGENDA MEMO**

**TO: DUARTE CITY COUNCIL**  
**FROM: Brian Villalobos, Director of Public Safety**  
**DATE: July 9, 2019**  
**SUBJECT: Consideration of Public Safety Commission Recommendation to Adopt an Overnight RV Permit Fee and Direction for Staff**

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**SUMMARY:** The Duarte City Council, at its meeting of May 14, 2019, adopted Ordinance No. 891 as follows: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADDING A NEW CHAPTER 11.15 TO THE DUARTE MUNICIPAL CODE RELATING TO PERMIT AND LICENSE REQUIREMENTS FOR OVERNIGHT PARKING OF RECREATIONAL VEHICLES ON CITY RIGHT OF WAY.

As part of the action adopting the Ordinance, City Council directed that a discussion regarding the fee for the permit be sent back to the Public Safety Commission for consideration.

The Public Safety Commission at its regularly scheduled June 18, 2019, meeting discussed the fee for an overnight RV permit. One resident (Jim Dunn) was in attendance and provided public input. The Public Safety Commission took into account the fact that a lot of RV owners are senior citizens and that the fee for the permit is not intended to be punitive but to ensure that RV owners are not storing their RV's on City Right of Way.

**RECOMMENDATION:** The Public Safety Commission unanimously recommended to City Council the following:

Senior Citizens (60 years of age or older) – free up to 3 days a month  
0% Cost Recovery

Resident - \$5 per day up to 6 days a month  
38% Cost Recovery

Guest - \$10 per day up to 6 days a month  
77% Cost Recovery

**FISCAL IMPACT:** Minimal to None. The Public Safety Department expects to issue very few permits and the fees accepted will partially off-set staff time. Additionally, RV owners in violation of Ordinance No. 891 will be issued a parking citation at \$60 for each violation.

**Duarte City Councilmember Meeting Attendance Report**

Per Government Code Section 53232.3 (d): Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

City Council Agenda dated July 9, 2019

| COUNCILMEMBER NAME    | EVENT DESCRIPTION                | DATE OF EVENT | PURPOSE/VALUE |
|-----------------------|----------------------------------|---------------|---------------|
| Tzeitel Paras-Caracci | None reported as of July 3, 2019 |               |               |
| Sam Kang              | None reported as of July 3, 2019 |               |               |
| John Fasana           | None reported as of July 3, 2019 |               |               |
| Liz Reilly            | None reported as of July 3, 2019 |               |               |
| Margaret Finlay       | None reported as of July 3, 2019 |               |               |
| Bryan Urias           | None reported as of July 3, 2019 |               |               |
| Toney Lewis           | None reported as of July 3, 2019 |               |               |

Meetings attended that did not require financial support from the City.

| COUNCILMEMBER NAME    | EVENT DESCRIPTION                | DATE OF<br>EVENT | PURPOSE/VALUE |
|-----------------------|----------------------------------|------------------|---------------|
| Tzeitel Paras-Caracci | None reported as of July 3, 2019 |                  |               |
| Sam Kang              | None reported as of July 3, 2019 |                  |               |
| John Fasana           | None reported as of July 3, 2019 |                  |               |
| Liz Reilly            | None reported as of July 3, 2019 |                  |               |
| Margaret Finlay       | None reported as of July 3, 2019 |                  |               |
| Bryan Urias           | None reported as of July 3, 2019 |                  |               |
| Toney Lewis           | None reported as of July 3, 2019 |                  |               |