

AGENDA

DUARTE CITY COUNCIL/DUARTE UNIFIED SCHOOL DISTRICT SPECIAL JOINT SESSION – TUESDAY, JUNE 12, 2018 – 5:00 p.m.

Duarte Community Center – 1600 Huntington Drive, Duarte

**(Invited Guests: MAD Town Council: Yvonne Bullock, Dave Hall,
Lucy Nicoloro, Joan Schmidt, Linda Sells, Terrence Williams)**

(At 4:00 p.m., a Farewell Reception will be held in honor of Superintendent Allan Mucerino)

1. CALL TO ORDER
 - A. City Council
 - B. School Board
2. PLEDGE TO THE FLAG
3. ROLL CALL
 - A. City Council
John Fasana, Margaret Finlay, Samuel Kang, Tzeitel Paras-Caracci, Liz Reilly
Darrell George, City Manager
 - B. School Board
Kenneth Bell, Reyna Diaz, Douglas Edwards, Tom Reyes, Irene Murray
Allan Mucerino, Superintendent
4. ADOPTION OF THE AGENDA
 - A. City Council
 - B. School Board
5. INPUT ON AGENDA ITEMS
Anyone wishing to discuss items ON THE AGENDA should come forward to the podium, state name, address, and Agenda item of concern. A 5-minute limit for remarks concerning each item is requested.
6. AGENDA ITEMS
 - A. Public Safety Update/Crossing Guards
 - B. Highlights from the 2017-18 School Year and Prospects for the Immediate Future
 - C. Superintendent Recruitment Process Update
7. ORAL COMMUNICATIONS
Anyone wishing to discuss items NOT ON THE AGENDA may request to speak before the City Council/School Board. A 5-minute limit for remarks is requested.
8. ITEMS FROM CITY COUNCIL/SCHOOL BOARD/TOWN COUNCIL
9. ADJOURNMENT
 - A. City Council – To Regular Meeting, June 12, 2018
 - B. School Board

MEMORANDUM

TO: City Council
FROM: City Manager
DATE: June 7, 2018
SUBJECT: Comments on Agenda Items, Meeting of June 12, 2018

A farewell reception for Superintendent Allan Mucerino will be held at 4:00 p.m.

A Joint City Council/School Board meeting will be held at 5:00 p.m.

ITEM 6.A. The City Council will recognize Erika Sanchez for placing first in the recent National Golden Gloves Championship. On Saturday, May 19th, 20-year old Duarte Boxing Club member Erika Sanchez won first place in the 132-pound Women's Division at the 2018 Golden Gloves National Tournament of Champions in Omaha, Nebraska. Erika has been a Duarte Boxing Club member for the last four years, beginning when she joined the club as a 16-year old Gladstone High School student. Her father, Daniel Sanchez, is one of the Duarte Boxing Club trainers, and together with Head Trainer Victor Valenzuela, she trained hard and molded herself into a champion. In the most demanding boxing tournament in the nation, Erika boxed her way to an undefeated record, and is now classified as #1 in the USA.

ITEM 6.B. A representative from the Mayor's Youth Council will provide an update on their recent activities.

ITEM 10.D (Consent). This is a resolution to establish a salary schedule for the unrepresented regular employees. This compensation resolution serves to establish compensation, benefits, and any procedures, rights, or protections that are of particular interest and/or are not already a part of the existing Personnel Rules & Regulations. The City Council is given the opportunity to consider compensation for unrepresented regular positions on an annual basis. This year's compensation includes a 3.6% base salary increase. This is consistent with the terms of the MOU negotiated with the other City employees.

ITEM 10.E (Consent). This is a resolution which will adopt the Citywide Salary and Pay Schedule. On April 25, 2017, the City Council approved three-year Memorandums of Understanding (MOU) with the represented City employees. The second year of the MOU (FY 2018/19) includes a CPI (3.6%) salary increase. All of these increases have been applied to the Citywide Salary and Pay Schedule that is attached. These increases would go into effect as of July 1, 2018.

ITEM 10.F (Consent). This is a resolution supporting the Duarte Route 66 Parade and agreeing to accept liability and maintenance for detoured traffic from the Mt. Olive off-ramp. The Route 66 Parade Committee will be sponsoring the annual parade on Saturday, September 22, 2018.

ITEM 12.A. This is a Public Hearing to consider a resolution ordering the levy and collection of assessments for fiscal year 2018-19 within the Citywide Landscape and Lighting District. Each year, the City Council is required to hold a Public Hearing to establish property assessments to pay for the Landscape and Lighting District. All properties subject to the Citywide assessment will see a decrease to that assessment because the Senior Center Bond has been paid off. For a single-family home, that will be a reduction of \$5.84 from last year. There are several special benefit zones within the City that are subject to additional assessment for the services provided in each neighborhood. In some neighborhood zones, the assessment is allowed to increase by CPI. This year, the December 31, 2017, CPI was 3.6%.

ITEM 12.B. Presented are three Council Bills associated with the operation and construction of a new meditation temple (Kwan Yin Temple) at 2632 Royal Oaks. Presently, the property does not meet the standards of Duarte Development Code Section 19.60.140. The operation of a meditation temple, as a place of religious assembly, requires approval of a conditional use permit, and the construction requires site plan and design review approval. To allow consideration of the Kwan Yin Temple's request, a Municipal Code Amendment has been initiated by the City and is being processed concurrently with the Kwan Yin Temple's conditional use permit application and site plan and design review application.

In light of this, the City Council will consider resolutions and an ordinance: 1) Approving a Conditional Use Permit for the use and operation; 2) Approving a site plan and design review case for the construction of the Temple; and 3) Approving a code amendment amending a section pertaining to the parcel size and location on which places of religious assembly are located.

ITEM 13. A number of resolutions are being considered by the City Council related to the upcoming November 2018 election, namely resolutions: 1) Approving and establishing a Citywide governance by district election policy; 2) Calling for the holding of a General Municipal Election on November 6, 2018; 3) Requesting the Board of Supervisors to consolidate the Municipal Election with the Duarte Unified School District Election, authorizing election services, and confirming reimbursement of costs; and 4) Adopting regulations for Candidate's Statements.

The resolution calling the election (Council Bill 18-R-18) requires the City to select one of two ways to resolve a tie vote, in the event any two or more persons receive an equal and the highest number of votes in a district. Either special runoff elections would be held for those districts between early January 2019 and early April 2019, or a determination of the winner would be made by lot once election results are certified by the County. Cities that have used the "by lot" method have either tossed a coin or drawn names. In addition to determining the winning candidate, this method maintains a sense of dignity in resolving the tie vote.

ITEM 14.A. The City Council will make appointments to the Mayor's Youth Council. Interviews were held by the City Council on May 22, 2018, supporting these appointments.

ITEM 14.B. The City Council will consider approving the FY 2018-19 budget. This document addresses the financial activities of the City and the Housing Authority. The Council and Authority discussed the budget and certain changes at a workshop held on April 30, 2018. For the first time in many years, the budget for the City and Housing Authority is in a surplus. Total revenues of \$22.5 million are projected to come in, and total expenditures of \$22.1 million are projected to go out. The General Fund budget includes a surplus of \$86,000, and the Other Fund budgets include a total surplus of \$248,900. This means that revenues are expected to exceed expenses by those amounts, and the Council is spending within its means.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Darrell J. George', with a stylized flourish at the end.

Darrell J. George
City Manager

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 – MAY 22, 2018

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 Fasana called the meeting to order at 5:03 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Finlay (arrived during Interviews), Kang (arrived during Interviews), Paras-Caracci, Reilly, Fasana ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Cosgrove
ADOPTION OF AGENDA	Paras-Caracci moved, Reilly seconded to adopt the Agenda, and carried with Finlay and Kang not present.
INTERVIEWS Mayor's Youth Council	At 5:00 p.m., City Council conducted interviews for the Mayor's Youth Council.
WORKSHOP Bus Fare Subsidy Discussion	At 6:00 p.m., a Workshop was held for a discussion about bus fare subsidies. The Workshop concluded at 7:02 p.m. City Council reconvened at 7:13 p.m., with all members present.
PLEDGE TO THE FLAG	Rick Whelan led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	Reilly provided a moment of reflection.
FITNESS/MENTAL WARM-UP	Finlay provided the warm-up.
SPECIAL ITEMS Presentation–Rick Whelan poem “Cyclone Person, Loyd Gibbons”	Rick Whelan read his poem “Cyclone Person, Loyd Gibbons.” Mayor Fasana presented Mr. Whelan with a framed copy of the poem, and thanked him for his presentation.
Recognition/Proclamation– Older American/s Month	Cesar Monsalve introduced Tom Hamilton, Duarte Senior Center's 2018 Outstanding Older American. Mayor Fasana read and presented the Proclamation for Older Americans Month to Mr. Hamilton, and congratulations were extended.
Recognition – Green Home Award winners	Cesar Monsalve described the Green Home Awards Program and selection process, and thanked sponsors, judges, and Recreation Supervisor Lupe Valerio and the Duarte's Promise team. Winners were presented certificates, lawn signs, gift cards, and water conservation kits.
Presentation – Duarte's Merch Store	Iliana Garcia showed a video, displayed merchandise, and provided information about the Duarte Merch Store, which will

Public Safety update/LPRs	become available online on May 30, 2018. Brian Villalobos presented the monthly Public Safety update, introduced Captain Flores and Sgt. Osterman in the audience, and discussed LPRs (License Plate Readers).
ANNOUNCEMENTS	Lois Gaston, Duarte Coordinating Council, invited all to participate in the Duarte Route 66 Parade on September 22, and announced the Grand Marshal is Mike Antonovich, and the Community Grand Marshal is the Duarte CIF Championship Basketball Team. Sheryl Lefmann, Duarte Chamber, announced upcoming Chamber events and availability of Route 66 shirts. Joanna Gee, Duarte Library, stated the library has a new logo and announced programs, story times, classes, and workshops from May through August. Hector Elizalde, from Congressman Napolitano's office, announced Veterans Forum on June 30 in Azusa. Mayor Fasana announced Allied Veterans Council event in Monrovia on Memorial Day. Ilana Garcia announced upcoming community events, fundraisers, and celebrations in May and June.
CONSENT CALENDAR	Finlay moved, Paras-Caracci seconded to approve the Consent Calendar as follows, and carried unanimously. Approve Items A, B, C, D, G. Receive and File Item F. Remove Item E.
Item D – Council Bill 18-R-13 RESOLUTION NO. 18-13 Appropriations Limit 2018-19	Item D – Resolution 18-13 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ESTABLISHING AN APPROPRIATIONS LIMIT PURSUANT TO THE PROVISIONS OF ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION
ITEM REMOVED – Item E Notice of Completion Citywide Wayfinding Project	Amanda Hamilton, Public Works Manager, presented a staff report about the item, and answered questions about asphalt, cost, and lights.
ITEM E – APPROVED	Reilly moved, Kang seconded to accept the Citywide Wayfinding Project (TFN Architectural Signage, Inc.), and to authorize the City Clerk to initiate the Notice of Completion, and carried unanimously.
BUSINESS ITEM Joint Use Lease Agreement with Duarte Unified School District	Kristen Petersen acknowledged the hard work by Cesar Monsalve and Brad Patterson in putting together this document. Cesar Monsalve presented a detailed staff report about the proposed Joint Use Lease Agreement with Duarte Unified School District, discussed the highlights, and answered questions from

Councilmembers.

Reilly moved, Finlay seconded to authorize the City Manager to execute the Joint Use Lease Agreement with Duarte Unified School District, and carried unanimously.

ORAL COMMUNICATIONS
(Continued)

The following spoke on items not on the Agenda.

Brian Tindall – Bears, ocean pollution, polystyrene.

ITEMS FROM CITY COUNCIL/
CITY MANAGER

PETERSEN: Stated 125 attended the employee appreciation event, a number of staff will be working and attending the Taste of Duarte event, and noted a Joint City Council/School District session will be held prior to the next regular City Council meeting.

PARAS-CARACCI: Attended the employee appreciation event and the CS Arts of SG Valley inaugural fundraiser, stated those interviewed for the Mayor's Youth Council feel Duarte is a welcoming community, attended Foothill Unity Center grand opening in Monrovia, she is a member of the Community Education Council and Duarte District Arts Task Force, and congratulated Erika Sanchez from the Duarte Boxing Program for winning her category at the National Golden Gloves Championship held in Omaha.

REILLY: Attended L.A. County Assessor Prang's resource seminar about tax exemptions, congratulated Erika Sanchez, she would like to review the resolution about the Mayor's Youth Council and look at adjusting the terms from July-June to earlier in the year, as the school year has changed, and stated she attended the Contract Cities Municipal Seminar and Share the Culture event at Duarte High School.

FINLAY: Stated she toured the San Manuel tribal nation, attended the Spring Fling, the youth interviewed for the Mayor's Youth Council want to serve the community, and stated they want more arts and singing instruction at the Teen Center.

KANG: Attended the Spring Fling with his children, inquired about lighting of the tennis courts at Encanto Park (Monsalve responded), asked if we can revisit the topic, perhaps asking the neighbors or referring it to the Parks and Recreation Commission, he enjoyed playing soccer with the Recreation Department, and stated he will donate an EMT kit in case of emergencies in the future.

FASANA: Inquired about registering the logo for Merch Store items (Cosgrove responded), inquired about Verizon cell tower item at the Planning Commission meeting being voted down (Cosgrove responded), attended Foothill Unity Center ribbon cutting, California School of the Arts event, and meeting with Foothill Workforce Development Board, stated a number of

Duarte youth attend the Boys and Girls Club in Monrovia, it may be useful to see how complementary it is with services offered at our Teen Center, he and Councilmember Finlay spoke on behalf of SB 1 allocations made by the California Transportation Commission, there was an ordinance on the Pasadena agenda addressing illegal fireworks that would hold the offending party responsible for the cost of disposing of fireworks, and provided copies of the fact sheet to staff.

ADJOURNMENT

Reilly moved, Kang seconded to adjourn the meeting at 9:36 p.m., to the Joint Duarte City Council/Duarte Unified School District Special Joint Session, Tuesday, June 12, 2018, 5:00 p.m., and carried unanimously.

Mayor John Fasana

ATTEST:

City Clerk



City of Duarte

Council Warrant Register by Account

By Fund

Payment Dates 05/23/2018 - 06/12/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 100 - GENERAL FUND					
100-1005-7642	DUARTE ADMINISTRATION PETTY C	M Finlay Vino Libros Allegro Event	210081		25.00
100-1010-7610	KAREN HERRERA	Conference/Meeting Expense Reimb	210092		219.34
100-1010-7610	KAREN HERRERA	CAPIO Conf/Meeting Expense Reimb	210092		302.26
100-1010-7610	U.S. BANK	Karen Herrera Contract Cities Hotel 5/20-5/24/18	80		458.00
100-1010-7610	U.S. BANK	Karen Herrera SGVEP Networking Event 3/26/18	80		100.00
100-1010-7610	U.S. BANK	Iliana Garcia Social Media Training	80		19.95
100-1010-7610	U.S. BANK	Darrell George Lunch w/Brian & Cesar (Old Spaghet	80		45.95
100-1010-7610	DUARTE ADMINISTRATION PETTY C	Karen Herrera CAPIO Conf Expenses	210081		25.00
100-1010-7610	DUARTE ADMINISTRATION PETTY C	Karen Herrera Board Meeting 5/15/18	210081		23.75
100-1010-7610	DUARTE ADMINISTRATION PETTY C	Darrell George Mtg w/Tzeitel Paras	210081		28.00
100-1010-7614	U.S. BANK	iPhone Cord (Target)	80		32.84
100-1010-7614	U.S. BANK	Office Supplies (Amazon)	80		63.81
100-1010-7614	DUARTE ADMINISTRATION PETTY C	Office Supplies	210081		12.50
100-1010-7650	CITY OF MONROVIA	Fuel-City Manager 4/2018	210162		188.10
100-1010-7651	STAPLES ADVANTAGE	Election Supplies	210187		121.87
100-1010-7670	SAN GABRIEL VALLEY NEWSPAPERS	Legal Advertising 4/2018	210176		1,443.00
100-1010-7965	BECKER BOARDS SMALL LLC	Billboard Ads 210 Fwy/605 4/16/18 - 4/29/18	210122		750.00
100-1010-7980	U.S. BANK	Contarct Cities Gift Card (Target)	80		50.00
100-1010-7980	U.S. BANK	Closed Session Snacks (Target)	80		27.44
100-1010-7980	U.S. BANK	Tim Rhambo Funeral Flower Wreath (Botanica)	80		109.50
100-1010-7980	DUARTE PETTY CASH	Budget Workshop Meeting Coffee	210055		20.20
100-1010-7980	DUARTE PETTY CASH	Homeless Workshop Desserts	210055		40.00
100-1010-7980	DUARTE PETTY CASH	Midyear Budget Workshop Dessert	210055		40.80
100-1010-7980	DUARTE PETTY CASH	Midyear Budget Workshop Coffee Traveler	210055		16.95
100-1010-7980	DUARTE PETTY CASH	Closed Session Mtg Food	210055		17.96
100-1010-7980	DUARTE PETTY CASH	Closed Session Mtg Dessert	210055		17.79
100-1010-7980	DUARTE PETTY CASH	City Clerk Appreciation Day	210055		28.34
100-1010-7980	DUARTE ADMINISTRATION PETTY C	Duarte Merchandise Presentation	210081		4.38
100-1015-7680	RUTAN & TUCKER LLP	General City Attorney (Retainer) 3/2018	210174		12,129.17
100-1015-7682	BURKE, WILLIAMS & SORENSEN LL	Labor Legal 4/2018	210127		3,637.50
100-1015-7684	SILVER & WRIGHT LLP	Code Enforcement Legal 4/2018	210180		2,878.12
100-1015-7684	RUTAN & TUCKER LLP	Code Enforcement Legal 3/2018	210174		45.00
100-1015-7686	LOS ANGELES COUNTY DISTRICT AT	DA Case Review 2/1/18 - 2/28/18	210158		166.09
100-1015-7686	RUTAN & TUCKER LLP	City of Hope Legal 3/2018	210174	201406-Legal Fees-City of Hope EIR Reim	8,448.00
100-1020-7712	U.S. BANK	Hootsuite 3/2/2018 - 4/1/2018	80		14.99
100-1020-7712	U.S. BANK	Facebook Ads	80		44.02
100-1020-7715	JULIO RODRIGUEZ	Green Home Photographs	210106		200.00
100-1020-7715	THE SAUCE CREATIVE SERVICES CO	Green Home Lawn Signs	210177		429.20
100-1020-7715	STAPLES ADVANTAGE	Green Home Certificate Covers	210187		62.94
100-1020-7715	DUARTE RECREATION PETTY CASH	Green Home Awards Supplies	210083		15.33
100-1020-7715	SMART & FINAL	Green Home Refreshments	83		84.66
100-1020-7716	KALIMBA LLC	60th Community Celebration	210152		5,000.00
100-1020-7716	U.S. BANK	Earth Day 2018 Supplies (Amazon)	80		108.58
100-1020-7716	U.S. BANK	Earth Day 2018 Gift Cards (Starbucks)	80		75.00
100-1020-7716	U.S. BANK	Earth Day 2018 Project (Home Depot)	80		59.79
100-1020-7716	U.S. BANK	Earth Day 2018 Meal (Tropicana Market)	80		344.93
100-1020-7716	FSP DESIGNS	Duarte Merchandise Store 2018	210146		368.70
100-1020-7716	DUARTE ADMINISTRATION PETTY C	Earth Day Stickers	210081		18.16
100-1020-7716	DUARTE ADMINISTRATION PETTY C	City Tablecloth Dry Cleaning	210081		20.00
100-1020-7716	DUARTE ADMINISTRATION PETTY C	State of the City Water	210081		21.13
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		115.00
100-1020-7980	DUARTE CHAMBER OF COMMERCE	2018 Taste of Duarte Tickets	210137		480.00
100-1020-7980	U.S. BANK	Natural Disasters Books (Amazon)	80		134.10

Council Warrant Register by Account

Payment Dates: 05/23/2018 - 06/12/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1205-7636	TOM'S CLOTHING & UNIFORMS INC	CSO Alioto Uniforms	210194		226.67
100-1205-7636	FSP DESIGNS	PS Staff Uniform (Sydney)	210146		128.57
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 4/2018	210162		669.76
100-1205-7650	HUNTINGTON & DUARTE INC	Vehicle 22 Fuel 5/24/18	210099		85.29
100-1205-7650	HUNTINGTON & DUARTE INC	CSO Vehicle Fuel 5/24/18	210099		48.17
100-1205-7650	HUNTINGTON & DUARTE INC	Vehicle 29 Fuel 5/25/18	210099		65.16
100-1205-7655	THOMSON REUTERS-WEST PUBLIS	Emergency Software 4/1/18 - 4/30/18	210109		144.20
100-1205-7655	GLOBALSTAR USA	Emergency Satellite Phones	210089		1,828.88
100-1205-7760	U.S. BANK	Homeless Workshop 4/19/18 Coffee (Starbucks)	80	201826-Homelss Outreach	33.90
100-1205-7760	U.S. BANK	Homeless Cmty Mtg 4/17/18 (Tropicana Market)	80	201826-Homelss Outreach	94.98
100-1205-7760	U.S. BANK	Homeless Service Providers Mtg Coffee (Starbucks)	80	201826-Homelss Outreach	16.95
100-1205-7760	DUARTE ADMINISTRATION PETTY C	Iliana Garcia Homeless Meeting	210081	201826-Homelss Outreach	15.00
100-1205-7760	DUARTE ADMINISTRATION PETTY C	Homeless Meeting Water	210081	201826-Homelss Outreach	12.68
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS AN	Citation Revenue Tax 4/2018	210191		4,886.25
100-1205-7761	STATE CONTROLLER	FTB Admin Cite State Offset 1/1/17 - 12/31/17	210188		144.64
100-1205-7779	FSP DESIGNS	DART Uniforms	210146		291.96
100-1205-7779	YESENIA CHAVEZ	PS Internship Stipend	210078		100.00
100-1205-7779	JAZMIN QUEZADA	DART Scholarship	210103	201331-PS Youth Programs	150.00
100-1205-7780	COUNTY OF LOS ANGELES - ANIMA	Animal Shelter Srvcs 4/2018	210130		1,157.22
100-1205-7780	D & D SERVICES INC	Deceased Animal Disposal 4/2018	210134		288.00
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 4/2018	210162		5,128.11
100-1205-7781	LOS ANGELES COUNTY SHERIFF'S D	Hayden 5K 3/10/18 Patrol	210159		1,876.15
100-1205-7781	HUNTINGTON & DUARTE INC	Sheriff Dept Fuel 5/2/18	210099		31.02
100-1205-7781	HUNTINGTON & DUARTE INC	Sheriff Dept Fuel 5/2/18	210099		31.75
100-1205-7787	MOUNTAIN VISTA PLAZA	Public Safety Lease	210163		10,808.37
100-1405-7610	DUARTE PETTY CASH	Craig Hensley Chamber Lunch Mtg 2/21/18	210055		11.00
100-1405-7613	STAMP-OUT	CMD Dept Stamps	210186		484.89
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	210187		64.10
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	210187		73.51
100-1405-7650	CITY OF MONROVIA	Fuel-Cmty Development 4/2018	210162		53.31
100-1405-7690	GEORGE K FARRA	Planning Commission Meeting	210143		50.00
100-1405-7690	SHAUNA PIERCE	Planning Commission Meeting	210169		50.00
100-1405-7690	SARA VASQUEZ	Planning Commission Meeting	210196		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	210199		50.00
100-1405-7801	COUNTY OF LOS ANGELES DEPART	Industrial Waste Inspections 4/2018	210132		2,674.87
100-1405-7802	CURO MANAGED PRINT PRODUCTI	NPDES Education Posters	210133		93.08
100-1405-7802	OCEAN BLUE ENVIRONMENTAL SER	Gasoline Spill Cleanup (Mtn/Meridian)	210167		2,924.46
100-1405-7965	LDM ASSOCIATES INC	CDBG Federal Grant Administration 4/2018	210156		300.00
100-1405-7965	PLACEWORKS	City of Hope Specific Plan/EIR 4/2018	210170	201406-Prof Serv-City of Hope EIR Reimb	10,259.59
100-1405-7965	HUNT DESIGN ASSOCIATES INC	Wayfinding Sign Design 4/2018	210150		140.00
100-1405-7965	HUNT DESIGN ASSOCIATES INC	Street Name Signs 4/2018	210150		3,325.00
100-1405-7969	RKA CONSULTING GROUP	Engineering-2018/19 LLD 4/2018	210171		1,522.50
100-1405-7969	RKA CONSULTING GROUP	Contract Engineer 4/2018	210171		3,262.50
100-1405-7975	FEHR PEERS	Emerald Necklace/Duarte Station Connection	210144		4,121.41
100-1405-7975	FEHR PEERS	Duarte Gold Line/Emerald Necklace	210144		946.66
100-1405-8100	PCI	Citywide Street Sweeping Sign Installation	210168		34,928.65
100-1405-8100	SIMON EQUIPMENT RENTALS	Dump Truck Rental-Duarte Rd Landscape Improv	210181		271.46
100-1410-7614	STAPLES ADVANTAGE	Office Supplies	210187		183.62
100-1410-7630	SIMON EQUIPMENT RENTALS	Stump Grinder Rental (Duarte Rd)	210181		113.89
100-1410-7630	SIMON EQUIPMENT RENTALS	DG Compactor Rental	210181		86.58
100-1410-7650	ALEX ROMO AUTO & TRUCK REPAIR	Veh 15 Knock Sensor/Tires/Fuel Pump	210119		2,345.55
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 4/2018	210162		1,175.83
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Inspection 5/2018	210190		145.00
100-1410-7656	SUNWEST ENGINEERING	Underground Fuel Tank Certification	210190		635.00
100-1410-7656	SOUTH COAST AQMD	Emergency Generator Hot Spots 7/17 - 6/18	210183		128.61
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Brisas Sweeping 5/2018	210118		58.00
100-1410-7810	A1 MAINTENANCE SERVICES CA	Las Posadas Sweeping 5/2018	210118		58.00
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		2,130.00
100-1500	MARGARET DIAMOND	Advance-Sr Volunteer Recognition	210079		200.00
100-1605-7002	PAMELA ROMERO	CPR Stipend	210172		76.92

Council Warrant Register by Account

Payment Dates: 05/23/2018 - 06/12/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1605-7614	STAPLES ADVANTAGE	Office Supplies	210187		81.94
100-1605-7614	STAPLES ADVANTAGE	Calculator	210187		9.64
100-1605-7614	DUARTE RECREATION PETTY CASH	CPR Training Snacks	210083		27.00
100-1605-7614	SMART & FINAL	Baggies	83		4.37
100-1605-7636	SHAFFER AWARDS	Staff Name Tags	210178		127.40
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 4/2018	210162		226.48
100-1605-7693	DUARTE PIZZA COMPANY	MYC/TC Dinner	210138		136.80
100-1605-7693	FSP DESIGNS	MYC/TC Sashes	210146		61.21
100-1605-7728	DIANNA PEREZ	AmeriCorps Spring Fling Expenses	210102	201809- Duarte's Promise - America's Pro	149.97
100-1605-7728	LUPE VALERIO	AmeriCorps Mother's Day Tea	210110	201809- Duarte's Promise - America's Pro	78.74
100-1605-7728	DUARTE RECREATION PETTY CASH	AmeriCorps Park Cleanup Snacks	210083	201809- Duarte's Promise - America's Pro	3.98
100-1605-7728	SMART & FINAL	Spring Fling Refreshments	83	201809- Duarte's Promise - America's Pro	192.33
100-1605-7733	LA-DONUT	SC Volunteer Dinner Dessert 6/15/18	210094		500.00
100-1605-7733	WALMART COMMUNITY/RFCSLLC	SC Mother's Day Tea Supplies	210071		42.93
100-1605-7733	KATIE FERRARA	SC Lunch Time Entertainment 6/25/18	210145		150.00
100-1605-7733	THE ABBEY PRESS COMPANIES	Discounts CareNotes-Quantity Discount	210072		-24.00
100-1605-7733	THE ABBEY PRESS COMPANIES	SC Inspirational Literature	210072		224.94
100-1605-7733	SOUTHEAST CONSTRUCTION PROD	SC Softball Field Chalk	210184		17.08
100-1605-7733	J & J SPORTS & TROPHIES	SC Sports Equipment	210151		151.53
100-1605-7733	SMART & FINAL	SC Mother's Day Luncheon Supplies	83		54.08
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Mother's Day Gifts	210083		3.29
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Mother's Day Tea Supplies	210083		16.43
100-1605-7733	DUARTE RECREATION PETTY CASH	SC Volunteer Dinner Supplies	210083		31.83
100-1605-7733	SMART & FINAL	Senior Center Supplies	83		42.96
100-1605-7733	BEN RUSHING	SC Father's Day Entertainment	210173		125.00
100-1605-7733	DISC DOGS IN SOUTHERN CALIFOR	SC Entertainment (Volunteer Appreciation Dinner)	210136		500.00
100-1605-7733	DUARTE PETTY CASH/BINGO PRIZE	SC Bingo Prize Money	210082		100.00
100-1605-7733	THEODORE SIEGEL	SC Mildred Pierce Screening/Presentation	210179		150.00
100-1605-7735	WALMART COMMUNITY/RFCSLLC	TC Office Supplies	210071		8.19
100-1605-7735	DUARTE CHAMBER OF COMMERCE	TC Movie Passes (Special Events)	210137		91.00
100-1605-7735	FSP DESIGNS	TC Dance Sashes	210146		61.21
100-1605-7735	JALEN COLLINS	Youthworks Internship Program	210063		100.00
100-1605-7735	OLGALIVIER GARCIA	Youthworks Internship Program	210066		100.00
100-1605-7735	CASEY CARRILLO	Youthworks Internship Program	210062		100.00
100-1605-7735	JUAN MORENO	Youthworks Internship Program	210067		100.00
100-1605-7735	EDWARD DUARTE	Youthworks Internship Program	210064		100.00
100-1605-7735	JULIANNA BARRAGAN	Youthworks Internship Program	210059		100.00
100-1605-7735	MIGUEL VEGA	TC Summer Kickoff BBQ DJ	210112		75.00
100-1605-7735	SMART & FINAL	TC Summer Kickoff BBQ	83		335.71
100-1605-7735	DUARTE RECREATION PETTY CASH	TC Special Event Supplies	210083		35.99
100-1605-7736	PACIFIC PARK	Nature Camp Trip 6/7/2018	210056		391.00
100-1605-7736	S & S WORLDWIDE	Nature Camp Supplies	210175		83.22
100-1605-7736	S & S WORLDWIDE	Nature Camp Supplies	210175		387.02
100-1605-7736	HOLIDAY GOO INC	Nature Camp Supplies	210149		392.36
100-1605-7736	RAVEN FIERRO	Instructor Fees-Ballet	210085		483.00
100-1605-7736	YOUNG REMBRANDTS	Instructor Fee-Elementary/Cartoon Drawing	210116		201.60
100-1605-7736	RAVEN FIERRO	Instructor Fees-Drama	210085		98.00
100-1605-7736	RAVEN FIERRO	Instructor Fees-Hip Hop	210085		157.50
100-1605-7736	ALEJANDRO FUENTES	Instructor Fee-Circus Gymnastics	210087		504.00
100-1605-7741	WALMART COMMUNITY/RFCSLLC	First Aid Supplies	210071		33.89
100-1605-7741	WALMART COMMUNITY/RFCSLLC	Carry Tub (Staff Shirts)	210071		17.49
100-1605-7741	WALMART COMMUNITY/RFCSLLC	Track Meet Water/Supplies	210071		3.68
100-1605-7741	S & S WORLDWIDE	Parks Supplies	210175		321.10
100-1605-7741	SMART & FINAL	Staff Training	83		1.85
100-1605-7741	SMART & FINAL	Staff Training Supplies	83		20.98
100-1605-7741	SOUTHERN CALIFORNIA MUNICIPA	Youth Basketball Registraton	210185		54.00
100-1605-7741	KITTRICH CORPORATION	Canopies-Rec Programs/Events	210093		370.55
100-1605-7744	ALFREDO ALVARADO	Teen Nutrition Council	210057		100.00
100-1605-7744	ALEXANDRA TAPIA	Teen Nutrition Council	210070		100.00
100-1605-7744	DALYLAH SANDOVAL	Teen Nutrition Council	210069		100.00

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Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1605-7744	ALEXANDER L REED	Teen Nutrition Council	210068		100.00
100-1605-7744	ELLIE BROWN	Teen Nutrition Council	210060		100.00
100-1605-7744	ARANZASU CABALLERO	Teen Nutrition Council	210061		100.00
100-1605-7744	ELAYSSA AQUINO	Teen Nutrition Council	210058		100.00
100-1605-7744	DYLAN FELICIANO	Teen Nutrition Council	210065		100.00
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	210147		496.31
100-1610-7618	SMART & FINAL	SC Coffee Supplies	83		188.22
100-1610-7618	SMART & FINAL	CC Kitchen Supplies	83		230.45
100-1610-7618	MAINTEX INC	Janitorial Supplies	210161		132.15
100-1610-7618	MAINTEX INC	Janitorial Supplies	210161		1,805.76
100-1610-7618	MAINTEX INC	Janitorial Supplies	210161		128.73
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	210129		73.64
100-1610-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 4/2018	210162		295.16
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 5/2018	210142		130.00
100-1610-7652	COUNTY OF LOS ANGELES DEPART	FY19 Public Health Permit-FC Pools	210131		887.00
100-1805-7610	LEAGUE OF CALIFORNIA CITIES	Kristen Petersen Countywide City Mgrs Mtg	210157		40.00
100-1805-7654	DEMSEY, FILLIGER & ASSOCIATES LL	GASB 75 Preparation	210135		3,000.00
100-1810-7611	U.S. BANK	Margaret Finlay Sexual Harrassment Training	80		25.00
100-1810-7611	DUARTE PETTY CASH	Fire Extinguisher Training	210055		16.95
100-1810-7614	CANON SOLUTIONS AMERICA INC	HP Printer Toner	210128		220.86
100-1810-7673	BDA MORNEAU SHEPELL	Drug and/or Alcohol Testing 1/2018 - 3/2018	210121		110.00
100-1810-7980	NAVIA BENEFIT SOLUTIONS	FSA Processing Fee 5/2018	210165		85.00
100-1810-7980	JUAN CARLOS ARIAS	Hepatitis A Vaccination	210074		67.47
100-1815-7820	TYLER TECHNOLOGIES INC	Business License Cashier Integration	210195		1,000.00
100-1815-7965	MAXTREME INC	IT Helpdesk 5/2018	82		8,700.00
100-1815-7980	MAXTREME INC	Crash Plan Recovery 5/2018	82		200.00
100-1815-7980	THE TECHNOLOGY DEPOT INC	Network Configuration (Synology)	210193		560.00
100-1825-7613	CANON SOLUTIONS AMERICA INC	Copier Paper	210128		188.89
100-1825-7613	CANON SOLUTIONS AMERICA INC	Copier Paper	210128		62.96
100-1825-7613	CANON SOLUTIONS AMERICA INC	Copier Paper	210128		296.20
100-1825-7613	CANON SOLUTIONS AMERICA INC	Copier Paper	210128		91.99
100-1825-7614	CANON SOLUTIONS AMERICA INC	Copier Staples	210128		370.40
100-1825-7614	STAMP-OUT	A/P Approval Stamp	210186		77.75
100-1825-7614	STAMP-OUT	A/P Approval Stamp	210186		77.75
100-1825-7626	NEOPOST USA INC	Postage Machine Ink	210166		196.01
100-1825-7630	RICOH USA INC	PS Copier Lease 5/19/18 - 6/18/18	210104		779.65
100-1825-7630	CANON FINANCIAL SERVICES INC	Copier Lease-CH (2)/SC/TC 5/1/18 - 5/31/18	210077		869.55
100-1825-7631	CANON SOLUTIONS AMERICA INC	Copier Maint-CH (2) 4/16/18 - 5/15/18	210128		618.01
100-1825-7631	CANON SOLUTIONS AMERICA INC	Copier Maint-SC 4/16/18 - 5/15/18	210128		123.22
100-1825-7631	CANON SOLUTIONS AMERICA INC	Copier Maint-TC 4/16/18 - 5/15/18	210128		52.62
100-1825-7674	GINNY JOYCE BELBA	Health Insurance Reimbursement	210123		218.00
100-1825-7674	CATHERINE BRATTA	Health Insurance Reimbursement	210124		435.00
100-1825-7674	JACQUELINE BURCKHARD	Health Insurance Reimbursement	210126		218.00
100-1825-7674	JIM KIRCHNER	Health Insurance Reimbursement	210154		435.00
100-1825-7674	STEVE ESBENSHADE	Health Insurance Reimbursement	210141		218.00
100-1825-7674	LINDA HENDERSON	Health Insurance Reimbursement	210148		435.00
100-1825-7747	NATALIE VAZQUEZ	Recycling Worker 5/15/18	210111	201713-Beverage Container Recycle Progr	33.00
100-1825-7747	ANTHONY VICENCIO	Recycling Worker 5/15/18	210113	201713-Beverage Container Recycle Progr	33.00
100-1825-7747	DYLAN FELICIANO	Recycling Worker 5/15/18	210084	201713-Beverage Container Recycle Progr	33.00
100-1825-7747	ESMERALD VILLALVAZO	Recycling Worker 5/23/18	210114	201713-Beverage Container Recycle Progr	55.00
100-1825-7747	GEORGINA DIAZ	Recycling Worker 5/23/18	210080	201713-Beverage Container Recycle Progr	55.00
100-1825-7747	YESENIA CHAVEZ	Recycling Worker 5/23/18	210078	201713-Beverage Container Recycle Progr	55.00
100-1825-7747	MYREEANA WADE	Recycling Worker 5/23/18	210115	201713-Beverage Container Recycle Progr	49.50
100-1825-7747	YOSSELIN GONZALEZ	Recycling Worker 5/23/18	210090	201713-Beverage Container Recycle Progr	55.00
100-1825-7747	ALONDRA LOPEZ	Recycling Worker 5/23/18	210095	201713-Beverage Container Recycle Progr	44.00
100-1825-7747	DYLAN RODRIGUEZ	Recycling Worker 5/3/18	210105	201713-Beverage Container Recycle Progr	16.50
100-1825-7747	OLGALIVIER GARCIA	Recycling Worker 5/3/18	210088	201713-Beverage Container Recycle Progr	16.50
100-1825-7747	OLGALIVIER GARCIA	Recycling Worker 5/15/18	210088	201713-Beverage Container Recycle Progr	33.00
100-1825-7747	ANDY MIRANDA	Recycling Worker 5/15/18	210096	201713-Beverage Container Recycle Progr	33.00
100-1825-7747	DYLAN RODRIGUEZ	Recycling Worker 5/15/18	210105	201713-Beverage Container Recycle Progr	33.00

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Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
100-1825-7747	ANDY MIRANDA	Recycling Worker 5/23/18	210096	201713-Beverage Container Recycle Progr	22.00
100-1825-7747	ARANZASU CABALLERO	Recycling Worker 5/23/18	210076	201713-Beverage Container Recycle Progr	49.50
100-1825-7747	ALEXANDRA TAPIA	Recycling Worker 5/3/18	210108	201713-Beverage Container Recycle Progr	16.50
100-1825-7747	ALEXANDRA TAPIA	Recycling Worker 5/15/18	210108	201713-Beverage Container Recycle Progr	33.00
100-1825-7747	ARANZASU CABALLERO	Recycling Worker 5/3/18	210076	201713-Beverage Container Recycle Progr	16.50
100-1825-7747	ELLIE BROWN	Recycling Worker 5/15/18	210075	201713-Beverage Container Recycle Progr	33.00
100-1825-7747	ARANZASU CABALLERO	Recycling Worker 5/15/18	210076	201713-Beverage Container Recycle Progr	33.00
100-1825-7747	ELLIE BROWN	Recycling Worker 5/3/18	210075	201713-Beverage Container Recycle Progr	16.50
100-1825-7747	ANDY MIRANDA	Recycling Worker 5/3/18	210096	201713-Beverage Container Recycle Progr	16.50
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125	990002 - Oper of Acq Prop - Duarte Traile	41.67
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125	250016-Oper of Acq Prop-1229 Pops Roa	41.67
100-2023	DUARTE RECREATION PETTY CASH	City Kitty Cards	210083		2.74
100-2120	LUSARDI CONSTRUCTION	Construction Deposit Refund (1131 Central)	210160		7,000.00
100-2120	LUSARDI CONSTRUCTION	Demolition Deposit Refund (1131 Central)	210160		7,000.00
100-2120	KDC CONSTRUCTION	Construction Deposit Refund (The Habit)	210153		1,000.00
100-2120	JOHN O'DONNELL	CC Rent Deposit Refund	210098		500.00
100-2120	BRANDEE PALACIOS	ROP Bldg Rent Deposit Refund	210101		150.00
100-2120	ROSARIO ACOSTA	CC Rent Deposit Refund	210073		500.00
100-2120	CARL ROYCE	Pool Rent Deposit Refund	210107		200.00
100-2120	LORRAINE NORIEGA	Pool Rent Deposit Refund	210097		200.00
100-2121	LOS ANGELES COUNTY SHERIFF'S D	Deputy Srvc-Moive Shoot 3/14/18	210159		2,032.53
100-2121	THE SAUCE CREATIVE SERVICES CO	Military Banner Overlays	210177		43.80
100-2121	U.S. BANK	Union Membership Mtg 4/19/18 (Tropicana Market)	80		234.95
100-2121	DUARTE PETTY CASH	Starbucks w/Sheriff's 5/17/18	210055		145.30
100-2121	ARMSTRONG & WALKER LANDSCA	WELO Compliance-Plan Ck Review (3rd St/Oak)	210120	201715-Pass Through Pmt-3rd St and Oak	1,460.00
100-4302	NICHOLAS M FRANCO	Citation Overpayment	210086		141.00
100-4302	FERNANDO ORTEGA	Citation Dismissed	210100		60.00
100-4302	FERNANDO ORTEGA	Citation Dismissed	210100		60.00
100-4302	SAARA ZIGIC	Citation Dismissed	210117		60.00
100-4408	DUARTE UNIFIED SCHOOL DISTRICT	Nextel Lease 6/2018	210139	250004 - Property Rent - Nextel Rent (Oti	1,581.82
100-5004	LUSARDI CONSTRUCTION	Administrative Fee	210160		-150.00
100-5004	LUSARDI CONSTRUCTION	Administrative Fee	210160		-150.00
100-5004	KDC CONSTRUCTION	Administrative Fee	210153		-150.00
Fund 100 - GENERAL FUND Total:					196,048.26

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Payment Dates: 05/23/2018 - 06/12/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 220 - GAS TAX FUN					
220-2205-8100	ELIE FARAH INC	2018 Street Rehab Design	210140		15,177.60
220-2210-7812	SUPERIOR PAVEMENT MARKINGS I	Striping/Marking Changes to Speed Limits	210192		7,605.00
220-2210-8070	NATIONAL DATA & SURVEYING SER	Citywide Traffic Counts (74 Locations)	210164		4,070.00
220-2220-7980	AMANDA HAMILTON	Safe Water Program Meeting	210091		33.63
220-2220-7980	DUARTE PETTY CASH	Public Works 6s Phone Cover/Case	210055		26.99
Fund 220 - GAS TAX FUN Total:					26,913.22

Council Warrant Register by Account

Payment Dates: 05/23/2018 - 06/12/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2405-7877	STATE OF CALIFORNIA DEPT OF TRA	Signal Maintenance 1/2018 - 3/2018	210189		206.73
240-2405-7890	COUNTY OF LOS ANGELES DEPART	Traffic Signal Maint/Repairs 1/2018	210132		2,346.39
240-2410-7891	SOUTHEAST CONSTRUCTION PROD	Duarte Rd Landscape Repair	210184		49.32
240-2410-7891	VILLAGE NURSERIES	Duarte Rd Landscape Improvement	210197		6,852.51
240-2410-7891	LANDSCAPE WAREHOUSE INC	Damaged Backflow Repair-Central Ave	210155		51.54
240-2410-7891	SITEONE LANDSCAPE SUPPLY HOLD	Duarte Rd Irrigation Repair	210182		499.79
240-2410-7896	WEST COAST ARBORISTS INC	Plant (1) Pepper Tree @Hunt Dr/Mt Olive	210198		950.00
240-2410-7906	WEST COAST ARBORISTS INC	Citywide Tree Removal	210198		1,356.00
240-2410-7909	WEST COAST ARBORISTS INC	Stump Removal-Bradbury Ave	210198		369.00
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		7,500.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		485.00
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		4,145.00
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		345.16
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		1,300.00
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		480.58
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		900.00
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		550.00
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		400.00
240-2426-7810	A1 MAINTENANCE SERVICES CA	Mikes Ctr Sweeping 5/2018	210118		747.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		180.00
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		630.33
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		800.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		835.00
240-2433-7887	LANDSCAPE WAREHOUSE INC	BV Villas Drain Repair	210155		31.05
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		530.00
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		355.00
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVICES	Landscape Services 5/2018	210125		500.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					33,395.40

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Payment Dates: 05/23/2018 - 06/12/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2605-8061	LDM ASSOCIATES INC	CDBG Administration-ADA Curb Ramps 4/2018	210156	201810-ADA Curb Ramps-CDBG ADA Curb	1,550.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					1,550.00

Council Warrant Register by Account

Payment Dates: 05/23/2018 - 06/12/2018

Account Number	Vendor Name	Description (Item)	Payment No	Project Key	Amount
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7785	LOS ANGELES COUNTY SHERIFF'S D	Damage Operation 3/3/2018	210159		3,526.47
290-2905-7785	LOS ANGELES COUNTY SHERIFF'S D	Burglary Suppression 3/3/2018	210159		329.30
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					3,855.77

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Payment Dates: 05/23/2018 - 06/12/2018

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 4/2018	210162		8,505.40
440-4405-7619	HUNTINGTON & DUARTE INC	Bus 103 Fuel 5/16/18	210099		172.42
440-4405-7619	HUNTINGTON & DUARTE INC	Vehicle 26 Fuel 5/24/18	210099		59.43
440-4425-7965	RKA CONSULTING GROUP	ATP-LA DRT GoldLine Engineering 4/2018	210171	201604-Prof Svcs 440 (ATP)-ATP Design G	476.25
Fund 440 - PROPOSITION A TRANSIT FUND Total:					9,213.50
Grand Total:					270,976.15

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	196,048.26
220 - GAS TAX FUN	26,913.22
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	33,395.40
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDB	1,550.00
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	3,855.77
440 - PROPOSITION A TRANSIT FUND	9,213.50
Grand Total:	270,976.15

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	25.00
100-1010-7610	Travel, Mtgs & Conf	1,222.25
100-1010-7614	Office Supplies	109.15
100-1010-7650	Vehicle Maintenance	188.10
100-1010-7651	Election Services	121.87
100-1010-7670	Legal Notices	1,443.00
100-1010-7965	Professional Services	750.00
100-1010-7980	Other Expenses	373.36
100-1015-7680	City Attorney Legal	12,129.17
100-1015-7682	Labor Counsel Legal	3,637.50
100-1015-7684	Code Enforcement Legal	2,923.12
100-1015-7686	Other Legal Services	8,614.09
100-1020-7712	Community Information	59.01
100-1020-7715	Green Home Awards	792.13
100-1020-7716	Special Community Even	6,016.29
100-1020-7724	Post Office Parking	115.00
100-1020-7980	Other Expenses	614.10
100-1205-7636	Uniforms	355.24
100-1205-7650	Vehicle Maintenance	868.38
100-1205-7655	Emergency Services	1,973.08
100-1205-7760	Homeless Outreach Prog	173.51
100-1205-7761	Parking Ticket Collect	5,030.89
100-1205-7779	Youth Programs	541.96
100-1205-7780	Animal Control	1,445.22
100-1205-7781	Contract Law Enforceme	7,067.03
100-1205-7787	Public Safety Cntr Lease	10,808.37
100-1405-7610	Travel, Mtgs & Conf	11.00
100-1405-7613	Duplications And Photos	484.89
100-1405-7614	Office Supplies	137.61
100-1405-7650	Vehicle Maintenance	53.31
100-1405-7690	Planning Commission	200.00
100-1405-7801	Industrial Waste Inspecti	2,674.87
100-1405-7802	NPDES Requirements	3,017.54
100-1405-7965	Professional Services	14,024.59
100-1405-7969	City Engineer	4,785.00
100-1405-7975	Economic Development	5,068.07
100-1405-8100	Other Capital Improvem	35,200.11
100-1410-7614	Office Supplies	183.62
100-1410-7630	Equipment Rentals	200.47
100-1410-7650	Vehicle Maintenance	3,521.38
100-1410-7656	Emergency Generator	908.61
100-1410-7810	Street Sweeping	116.00
100-1415-7916	Landscape-Sport Park	2,130.00
100-1500	Advances	200.00
100-1605-7002	Regular Salaries	76.92
100-1605-7614	Office Supplies	122.95
100-1605-7636	Uniforms	127.40

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7650	Vehicle Maintenance	226.48
100-1605-7693	Youth Council	198.01
100-1605-7728	Americorp's VIP Progra	425.02
100-1605-7733	Senior Center	2,086.07
100-1605-7735	Teen Center	1,207.10
100-1605-7736	Recreation Classes	2,697.70
100-1605-7741	Sports/Playground Progr	823.54
100-1605-7744	Nutrition Program Costs	800.00
100-1610-7617	Pool Chemicals	496.31
100-1610-7618	Building Supplies	2,485.31
100-1610-7636	Uniforms	73.64
100-1610-7650	Vehicle Maintenance	295.16
100-1610-7652	Building Maint Services	1,017.00
100-1805-7610	Travel, Mtgs & Conf	40.00
100-1805-7654	Audit Services	3,000.00
100-1810-7611	Training	41.95
100-1810-7614	Office Supplies	220.86
100-1810-7673	Physical Exams	110.00
100-1810-7980	Other Expenses	152.47
100-1815-7820	Finance System Support	1,000.00
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	760.00
100-1825-7613	Duplications And Photos	640.04
100-1825-7614	Office Supplies	525.90
100-1825-7626	Postage	196.01
100-1825-7630	Equipment Lease	1,649.20
100-1825-7631	Equipment Maintenance	793.85
100-1825-7674	Retiree Health Insurance	1,959.00
100-1825-7747	Beverage Cont Recycling	781.00
100-1825-7945	Operation Of Acq Prop	83.34
100-2023	EE City Kitty Contributio	2.74
100-2120	Refundable Deposits	16,550.00
100-2121	Pass Through Deposits	3,916.58
100-4302	Parking Citations	321.00
100-4408	Property Rental	1,581.82
100-5004	Other Revenue	-450.00
220-2205-8100	Other Capital Improvem	15,177.60
220-2210-7812	Street Striping & Markin	7,605.00
220-2210-8070	Street Improvements (C	4,070.00
220-2220-7980	Other Expenses	60.62
240-2405-7877	Electric-Traffic Signal	206.73
240-2405-7890	Repairs-Traffic Signal	2,346.39
240-2410-7891	Repairs-Medians	7,453.16
240-2410-7896	Tree Planting-Citywide	950.00
240-2410-7906	Tree Trim-Citywide	1,356.00
240-2410-7909	Tree Trim-Residential	369.00
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7810	Street Sweeping	747.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00

Account Summary

Account Number	Account Name	Payment Amount
240-2432-7914	Landscape Maintenance	835.00
240-2433-7887	Repairs & Replacements	31.05
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
260-2605-8061	ADA Curb Ramps (Capita	1,550.00
290-2905-7785	Special Events Patrol	3,855.77
440-4405-7619	Fuel And Oil	8,737.25
440-4425-7965	Professional Services (AT	476.25
	Grand Total:	270,976.15

Project Account Summary

Project Account Key	Payment Amount
None	245,587.62
201331-PS Youth Programs	150.00
201406-Legal Fees-City of Hope EIR Reimb	8,448.00
201406-Prof Serv-City of Hope EIR Reimb	10,259.59
201604-Prof Svcs 440 (ATP)-ATP Design Goldline	476.25
201713-Beverage Container Recycle Program	781.00
201715-Pass Through Pmt-3rd St and Oak Res	1,460.00
201809- Duarte's Promise - America's Promise Exp	425.02
201810-ADA Curb Ramps-CDBG ADA Curb Ramps	1,550.00
201826-Homelss Outreach	173.51
250004 - Property Rent - Nextel Rent (Otis Gordon)	1,581.82
250016-Oper of Acq Prop-1229 Pops Road	41.67
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	270,976.15



City of Duarte

Council Warrant Register Over \$5000

By Payment Number

Payment Dates 05/23/2018 - 06/12/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
210125	6/12/2018	3889	BRIGHTVIEW LANDSCAPE SERVICES INC			22,264.41
	5739930	Landscape Services 5/2018		100-1020-7724		115.00
	5739930	Landscape Services 5/2018		100-1415-7916		2,130.00
	5739930	Landscape Services 5/2018		100-1825-7945	990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
	5739930	Landscape Services 5/2018		100-1825-7945	250016-Oper of Acq Prop-1229 Pops Road	41.67
	5739930	Landscape Services 5/2018		240-2410-7915		7,500.00
	5739930	Landscape Services 5/2018		240-2410-7917		485.00
	5739930	Landscape Services 5/2018		240-2410-7917		4,145.00
	5739930	Landscape Services 5/2018		240-2420-7914		345.16
	5739930	Landscape Services 5/2018		240-2421-7914		1,300.00
	5739930	Landscape Services 5/2018		240-2422-7914		480.58
	5739930	Landscape Services 5/2018		240-2423-7914		900.00
	5739930	Landscape Services 5/2018		240-2424-7914		550.00
	5739930	Landscape Services 5/2018		240-2425-7914		400.00
	5739930	Landscape Services 5/2018		240-2426-7914		180.00
	5739930	Landscape Services 5/2018		240-2427-7914		630.33
	5739930	Landscape Services 5/2018		240-2431-7914		800.00
	5739930	Landscape Services 5/2018		240-2432-7914		835.00
	5739930	Landscape Services 5/2018		240-2433-7914		530.00
	5739930	Landscape Services 5/2018		240-2434-7914		355.00
	5739930	Landscape Services 5/2018		240-2435-7914		500.00
210132	6/12/2018	2028	COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS			5,021.26
	REPW-18021204947	Traffic Signal Maint/Repairs 1/2018		240-2405-7890		2,346.39
	REPW-18050706398	Industrial Waste Inspections 4/2018		100-1405-7801		2,674.87
210140	6/12/2018	5873	ELIE FARAH INC			15,177.60
	52418	2018 Street Rehab Design		220-2205-8100		15,177.60
210144	6/12/2018	5404	FEHR PEERS			5,068.07
	121846	Emerald Necklace/Duarte Station Con		100-1405-7975		4,121.41
	122461	Duarte Gold Line/Emerald Necklace		100-1405-7975		946.66
210152	6/12/2018	5889	KALIMBA LLC			5,000.00
	100	60th Community Celebration		100-1020-7716		5,000.00
210159	6/12/2018	0056	LOS ANGELES COUNTY SHERIFF'S DEPARTMENT			7,764.45
	183473CY	Damage Operation 3/3/2018		290-2905-7785		3,526.47
	183474CY	Hayden 5K 3/10/18 Patrol		100-1205-7781		1,876.15
	183475CY	Burglary Suppression 3/3/2018		290-2905-7785		329.30
	18376CY	Deputy Srvcs-Moive Shoot 3/14/18		100-2121		2,032.53
210160	6/12/2018	T3858	LUSARDI CONSTRUCTION			13,700.00
	63283	Construction Deposit Refund (1131 C		100-2120		7,000.00
	63283	Administrative Fee		100-5004		-150.00
	63284	Demolition Deposit Refund (1131 Cen		100-2120		7,000.00
	63284	Administrative Fee		100-5004		-150.00
210162	6/12/2018	0903	CITY OF MONROVIA			16,242.15
	1800542	Fuel-City Manager 4/2018		100-1010-7650		188.10
	1800543	Fuel-Field Services 4/2018		100-1410-7650		1,175.83
	1800544	Fuel-Parks & Recreation 4/2018		100-1605-7650		226.48
	1800544	Fuel-Parks & Recreation 4/2018		100-1610-7650		295.16
	1800545	Fuel-Public Safety 4/2018		100-1205-7650		669.76
	1800546	Fuel-Cmty Development 4/2018		100-1405-7650		53.31
	1800547	Fuel-Sheriff's Dept 4/2018		100-1205-7781		5,128.11

Council Warrant Register Over \$500

Payment Dates: 05/23/2018 - 06/12/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
	1800548	Fuel-Transit Dept 4/2018		440-4405-7619		8,505.40
210163	6/12/2018 6/2018	2461 Public Safety Lease	MOUNTAIN VISTA PLAZA	100-1205-7787		10,808.37 10,808.37
210168	6/12/2018 19924Rev	5887 Citywide Street Sweeping Sign Install	PCI	100-1405-8100		34,928.65 34,928.65
210170	6/12/2018 65421	5224 City of Hope Specific Plan/EIR 4/2018	PLACEWORKS	100-1405-7965	201406-Prof Serv-City of Hope EIR Reimb	10,259.59 10,259.59
210171	6/12/2018 27540 27565 27593	0904 Engineering-2018/19 LLD 4/2018 ATP-LA DRT GoldLine Engineering 4/2 Contract Engineer 4/2018	RKA CONSULTING GROUP	100-1405-7969 440-4425-7965 100-1405-7969	201604-Prof Svcs 440 (ATP)-ATP Design Goldline	5,261.25 1,522.50 476.25 3,262.50
210174	6/12/2018 806446 806447 806449	0196 General City Attorney (Retainer) 3/20 Code Enforcement Legal 3/2018 City of Hope Legal 3/2018	RUTAN & TUCKER LLP	100-1015-7680 100-1015-7684 100-1015-7686	201406-Legal Fees-City of Hope EIR Reimb	20,622.17 12,129.17 45.00 8,448.00
210192	6/12/2018 9728	4917 Striping/Marking Changes to Speed Li	SUPERIOR PAVEMENT MARKINGS INC	220-2210-7812		7,605.00 7,605.00
210197	6/12/2018 2002824942	5877 Duarte Rd Landscape Improvement	VILLAGE NURSERIES	240-2410-7891		6,852.51 6,852.51
82	6/12/2018 13345 13345	4286 IT Helpdesk 5/2018 Crash Plan Recovery 5/2018	MAXTREME INC	100-1815-7965 100-1815-7980		8,900.00 8,700.00 200.00
Payment Total:						195,475.48

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	130,720.49
220 - GAS TAX FUN	22,782.60
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	29,134.97
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	3,855.77
440 - PROPOSITION A TRANSIT FUND	8,981.65
Grand Total:	195,475.48

Account Summary

Account Number	Account Name	Payment Amount
100-1010-7650	Vehicle Maintenance	188.10
100-1015-7680	City Attorney Legal	12,129.17
100-1015-7684	Code Enforcement Legal	45.00
100-1015-7686	Other Legal Services	8,448.00
100-1020-7716	Special Community Even	5,000.00
100-1020-7724	Post Office Parking	115.00
100-1205-7650	Vehicle Maintenance	669.76
100-1205-7781	Contract Law Enforceme	7,004.26
100-1205-7787	Public Safety Cntr Lease	10,808.37
100-1405-7650	Vehicle Maintenance	53.31
100-1405-7801	Industrial Waste Inspecti	2,674.87
100-1405-7965	Professional Services	10,259.59
100-1405-7969	City Engineer	4,785.00
100-1405-7975	Economic Development	5,068.07
100-1405-8100	Other Capital Improvem	34,928.65
100-1410-7650	Vehicle Maintenance	1,175.83
100-1415-7916	Landscape-Sport Park	2,130.00
100-1605-7650	Vehicle Maintenance	226.48
100-1610-7650	Vehicle Maintenance	295.16
100-1815-7965	Professional Services	8,700.00
100-1815-7980	Other Expenses	200.00
100-1825-7945	Operation Of Acq Prop	83.34
100-2120	Refundable Deposits	14,000.00
100-2121	Pass Through Deposits	2,032.53
100-5004	Other Revenue	-300.00
220-2205-8100	Other Capital Improvem	15,177.60
220-2210-7812	Street Striping & Markin	7,605.00
240-2405-7890	Repairs-Traffic Signal	2,346.39
240-2410-7891	Repairs-Medians	6,852.51
240-2410-7915	Landscape-Citywide	7,500.00
240-2410-7917	Landscape-Medians	4,630.00
240-2420-7914	Landscape Maintenance	345.16
240-2421-7914	Landscape Maintenance	1,300.00
240-2422-7914	Landscape Maintenance	480.58
240-2423-7914	Landscape Maintenance	900.00
240-2424-7914	Landscape Maintenance	550.00
240-2425-7914	Landscape Maintenance	400.00
240-2426-7914	Landscape Maintenance	180.00
240-2427-7914	Landscape Maintenance	630.33
240-2431-7914	Landscape Maintenance	800.00
240-2432-7914	Landscape Maintenance	835.00
240-2433-7914	Landscape Maintenance	530.00
240-2434-7914	Landscape Maintenance	355.00
240-2435-7914	Landscape Maintenance	500.00
290-2905-7785	Special Events Patrol	3,855.77
440-4405-7619	Fuel And Oil	8,505.40

Account Summary

Account Number	Account Name	Payment Amount
440-4425-7965	Professional Services (AT	476.25
	Grand Total:	<u>195,475.48</u>

Project Account Summary

Project Account Key	Payment Amount
None	176,208.30
201406-Legal Fees-City of Hope EIR Reimb	8,448.00
201406-Prof Serv-City of Hope EIR Reimb	10,259.59
201604-Prof Svcs 440 (ATP)-ATP Design Goldline	476.25
250016-Oper of Acq Prop-1229 Pops Road	41.67
990002 - Oper of Acq Prop - Duarte Trailer Park	41.67
Grand Total:	<u>195,475.48</u>



City of Duarte

Successor Agency Council Warrant Register

By Payment Number

Payment Dates 05/23/2018 - 06/12/2018

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Project Account Key	Payment Amount Item Amount
2053	6/12/2018 06012018	SA5002 Payment 16 of 18 (Best Buy Reductio	CALEDGE INVESTMENTS LLC	690-6905-7971		119,811.60 119,811.60
2054	6/12/2018 803593	SA0196 City as Successor Agency to RDA Lega	RUTAN & TUCKER LLP	690-6905-7312	201301-Legal-SA Legal Costs	66.00 66.00
Payment Total:						119,877.60

Report Summary**Fund Summary**

Fund	Payment Amount
690 - Successor Agency Debt Service	119,877.60
Grand Total:	119,877.60

Account Summary

Account Number	Account Name	Payment Amount
690-6905-7312	SA Legal Counsel	66.00
690-6905-7971	SA Cost Of Land Sold	119,811.60
Grand Total:		119,877.60

Project Account Summary

Project Account Key	Payment Amount
None	119,811.60
201301-Legal-SA Legal Costs	66.00
Grand Total:	119,877.60

MEMORANDUM

TO: Darrell George, City Manager

FROM: Kristen Petersen, Assistant City Manager

DATE: June 12, 2018

**SUBJECT: RESOLUTION ESTABLISHING A SALARY SCHEDULE FOR
UNREPRESENTED REGULAR EMPLOYEES**

Background

The City has five “groups” of employees: the Supervisory and Professional Unit (governed by an MOU), the General Unit (governed by an MOU), the City Manager (governed by a contract), part-time temporary employees (governed by one resolution), and Unrepresented Employees. The Unrepresented Employees are bound by the policies established by the City’s Personnel Rules & Regulations and the Compensation Resolution, which is typically adopted by the Council on an annual basis.

The compensation resolution for Unrepresented Employees serves to establish compensation, benefits, and any procedures, rights, or protections that are of particular interest and/or not already a part of the existing Personnel Rules & Regulations. Please note that the three-year MOU terms do not impact, or apply to, unrepresented employees and, as such, another resolution must be approved in order for changes to occur. As a result, the City Council is given the opportunity to consider compensation for unrepresented regular positions on an annual basis.

This year’s compensation includes a 3.6 percent base salary increase. This is consistent with the terms of the MOU negotiated with the other City employees.

Please note that besides the salary increase, the only other change from last year’s resolution is to include language that explains that as of January 1, 2019, the City will increase its contribution to healthcare up to an additional 5%.

Recommendation

It is recommended that the City Council approve Resolution No. 18-21, rescinding Resolution No. 17-30 and establishing a salary schedule and compensation plan for unrepresented regular employees.

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA,
RESCINDING RESOLUTION NO. 17-30 AND ESTABLISHING A
SALARY SCHEDULE AND COMPENSATION PLAN FOR
UNREPRESENTED REGULAR EMPLOYEES**

BE IT RESOLVED by the City Council of the City of Duarte, County of Los Angeles, State of California, as follows:

SECTION 1. DEFINITIONS

Full-Time Regular Employees. A full-time regular employee is one whose position is allocated in the budget and who regularly works a minimum of forty (40) hours per workweek on a continuing basis. Such employees are hired for an indefinite and unspecified duration.

Three-Quarter ($\frac{3}{4}$) Time Regular Employees. A three-quarter ($\frac{3}{4}$) time regular employee is one whose position is allocated in the budget and who regularly works between thirty (30) and thirty-nine (39) hours per workweek on a continuing basis. Such employees are hired for an indefinite and unspecified duration.

The City Manager shall recommend to the City Council the prescribed salary ranges for all classifications contained herein. The following salary ranges are hereby established:

A. Department Heads

		SALARY STEPS						
		A	B	C	D	E	F	G
Assistant City Manager	Mo	\$12,608	\$13,057	\$13,505	\$13,951	\$14,398	\$14,845	\$15,293
	Yr	\$151,296	\$156,684	\$162,060	\$167,412	\$172,776	\$178,140	\$183,516
	Hr	\$72.73	\$75.33	\$77.92	\$80.49	\$83.06	\$85.64	\$88.23

B. Division Managers

		SALARY STEPS						
		A	B	C	D	E	F	G
Human Resources Manager	Mo	\$6,928	\$7,189	\$7,446	\$7,446	\$7,964	\$8,223	\$8,481
	Yr	\$83,136	\$86,268	\$89,352	\$92,460	\$95,568	\$98,676	\$101,772
	Hr	\$39.97	\$41.47	\$42.96	\$44.44	\$45.95	\$47.43	\$48.93

SECTION 2. PERFORMANCE INCENTIVE PAY

The City agrees that the unrepresented regular employees are authorized to develop an appropriate performance incentive program for inclusion in a future compensation resolution.

SECTION 3. BILINGUAL PAY

The City will compensate full and $\frac{3}{4}$ time regular employees at a monthly rate of \$125 to an eligible employee certified as bilingual by the City and who provides bilingual services as required, in addition to his/her base rate of pay, beginning on the first pay period after certification.

SECTION 4. AUTO ALLOWANCE AND/OR MILEAGE REIMBURSEMENT

For employees required or allowed by their department head to use private automobiles for City business, mileage will be reimbursed at the IRS-approved mileage rate. Department Heads will be given an auto allowance of \$350 per month.

SECTION 5. VACATION LEAVE

A. Regular employees will accrue vacation time in accordance with the following schedule:

LENGTH OF SERVICE	FULL TIME EMPLOYEES	$\frac{3}{4}$ TIME EMPLOYEES
Up to 60 Months (5 years of service)	82 hours	61.5 hours
60 months – 120 months (10 years)	120 hours	90.0 hours
120 months – 132 months (11 years)	130 hours	97.5 hours
132 months – 144 months (12 years)	140 hours	105.0 hours
144 months – 156 months (13 years)	150 hours	112.5 hours
156 months – 168 months (14 years)	160 hours	120.0 hours
168 months – 180 months (15 years)	170 hours	127.5 hours
180 months – 192 months (16 years)	180 hours	135.0 hours

Vacation leave shall be credited to the employee per pay period. No employee shall be allowed to accumulate more than a total of 360 hours of earned vacation leave, except with the written authorization of the City Manager. Employees terminating from City employment will be paid in full for unused accrued vacation leave.

- B. Employees of the City will not be permitted, until after six months of continuous employment, to take paid vacation, unless otherwise approved in writing by the appropriate department head and the City Manager. The scheduling of vacation time is subject to the prior approval of the employee's direct supervisor and department head; however, no employee will be permitted to take a vacation in excess of accrued vacation time unless specifically authorized in writing by the City Manager.
- C. Employees with five (5) or more years of continuous service with the City will be allowed to sell accrued vacation leave back to the City at 100% of its full value.

Employees will be given the opportunity to sell accrued vacation leave back to the City annually, on or before July 31st of each fiscal year. The maximum amount of the annual buyback is as follows:

LENGTH OF SERVICE	FULL TIME EMPLOYEES	¾ TIME EMPLOYEES
After the completion of 60 Months (5 years of service)	40 hours	30 hours
After the completion of 132 months (11 or more years)	60 hours	45 hours

SECTION 6. SICK LEAVE

- A. Each full-time regular employee shall be entitled to receive up to ninety-six (96) hours of sick leave per year and each three-quarter time regular employee shall receive up to seventy-two (72) hours of sick leave per year. Employees shall be compensated for sick leave at their regular rate of pay. Sick leave shall be credited to the employee at the rate of 1/26th of an employee's annual sick leave allotment per pay period. There will be no limit to the amount of sick leave an employee may accrue. At the time of separation, employees will not be compensated for unused sick leave. However, upon voluntary retirement the employee may convert 100% of his/her accrued sick leave balance, less any amount used, to retirement service credit.
- B. Upon verbal or written request, sick leave may be used for the following purposes:
 - i. Diagnosis, care, or treatment of an existing health condition of, or preventative care for, an employee or an employee's family member. Family member shall include: a biological, adopted, or foster child, stepchild, legal ward, or a child to whom the employee stands in loco parentis, regardless of the child's age or dependency status; a biological, adoptive, or foster parent, stepparent, or legal guardian of an employee or the employee's spouse or registered domestic partner, or a person who stood in loco parentis when the employee was a minor child; a spouse; a State of California registered domestic partner; a grandparent; a grandchild; and a sibling.
 - ii. For employees who are victims of domestic violence, sexual assault, or stalking, taking time off to obtain or attempt to obtain any relief, including, but not limited to, a temporary restraining order, restraining order, or other injunctive relief, to help ensure the health, safety, or welfare of the victim or his or her child.
 - iii. For employees who are victims of domestic violence, sexual assault, or stalking, taking time off to seek medical attention for injuries caused by the domestic violence, sexual assault, or stalking; to obtain services from a domestic violence shelter, program, or rape crisis center as a result of domestic violence, sexual assault, or stalking; to obtain psychological counseling related to an experience of domestic violence, sexual assault, or stalking; and to participate in safety planning and take other actions to increase safety from future domestic violence, sexual assault, or stalking, including temporary or permanent relocation.

In cases where lost work time due to illness or injury exceeds four days, or when the employee has been frequently absent (more than four cumulative days in a calendar year), the City Manager or designee may require a written physician's confirmation of the nature of the illness or injury. Employees are not responsible for finding other employees to cover shifts due to their use of paid sick leave. Should work time lost due to illness or injury exceed the employee's accrued sick leave balance, then any available vacation, floating holidays, or compensated time off will be used as compensation.

- C. Pursuant to the terms of the City's contract, as amended, with the California Public Employees' Retirement System (CalPERS), upon voluntary retirement the employee may convert one hundred percent of his/her accrued sick leave balance, less any amount used under the provisions to retirement service credit.
- D. When utilizing sick leave, the employee will notify his/her direct supervisor at the earliest possible time as to the general nature and possible duration of the injury or illness. It will be the employee's responsibility to keep his/her supervisor informed on a daily basis of his or her condition as it relates to absence from employment.
- E. Employees may voluntarily donate sick leave to a donation bank, which is maintained for the use of qualified employees who have suffered a catastrophic illness or injury and have exhausted their paid leaves of absence. This program is set forth in an administrative policy.
- F. Up to 30 hours of unused sick leave at separation shall be reinstated upon return to active status with the City occurring within no more than 12 months of separation.
- G. Upon reasonable request, and within 21 calendar days after the request, the City shall afford current and former employees the right to inspect or copy records pertaining to their hours worked and paid sick days accrued and used.

SECTION 7. BEREAVEMENT LEAVE

Each employee will be entitled to bereavement leave in an amount of forty (40) hours per incident. Bereavement leave will be granted only in those cases involving the death of a parent (including step-parents), parent-in-law, children (including step-children), spouse, sibling, grandparent, grandparent-in-law, or registered domestic partner.

SECTION 8. HOLIDAYS

- A. **Holidays Observed.** The City provides regular and probationary employees with the following paid holidays during the calendar year:

<u>Holiday</u>	<u>Date Observed</u>
New Year's Day	January 1 or January 2 if January 1 falls on a Sunday
Martin Luther King Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May

Independence Day	July 4
Labor Day	First Monday in September
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving Day	Fourth Friday in November
Christmas Eve	December 24
Christmas Day	December 25
New Year's Eve	December 31

If a holiday falls on an employee's regularly scheduled day off, the employee will receive a floating holiday, according to the provisions of Section 8.b, below. In such a case, the floating holiday will accrue on the date of the holiday.

- B. **Floating Holidays.** The employee may use all floating holiday time at any time before the end of the fiscal year, as long as the employee has obtained the advance permission of his/her department head for the scheduling of the holiday. Unused floating holidays will be automatically cashed out at the end of the fiscal year. In case an employee terminates employment with the City, he or she will be fully compensated for any accrued, but unused, floating holidays.
- C. **Amount of Holiday Pay.** Employees shall receive holiday pay, including floating holidays, in an amount equal to their regular schedule and rate of pay. For example, an employee who is assigned to a 4/10 schedule shall receive ten (10) hours of holiday pay, and an employee who is assigned to a 5/8 schedule shall receive eight (8) hours of holiday pay.
- D. **Work on Holidays.** An employee who is scheduled and required to work on a date that the City has observed as a holiday shall be compensated at twice (2x) the employee's regular salary for all time actually worked on the date the holiday is observed. The employee shall not be provided with an alternative day off to observe the holiday or with a floating holiday.

SECTION 9. ADMINISTRATIVE LEAVE AND/OR OVERTIME

In recognition of the long hours required to accomplish the requirements of the job, including attendance at numerous meetings outside normal working hours, department heads will be granted sixty (60) hours of administrative leave per fiscal year. The full sixty (60) hours shall be granted on July 1st of each year and shall not be allowed to carry over to the next fiscal year. This leave may be used to take time off, or sold back to the City at 100% of its monetary value. Department heads will not be eligible for overtime compensation.

Division managers shall receive either compensatory time or overtime pay (at the discretion of the department head) at their regular rate of pay ("straight" time) for the number of authorized hours worked over forty (40) per week. Vacation leave, sick leave, holidays, and other time not actually worked will not be counted towards the forty hours. If compensatory time is taken in lieu of paid overtime, no employee shall be permitted to accrue more than sixty (60) hours.

SECTION 10. CALL BACK

Employees may be required to come to work outside of their regular working hours in case of an emergency. In such circumstances, all employees, with the exception of department heads, will be guaranteed at least two hours pay.

SECTION 11. RETIREMENT

The City offers a defined retirement benefit plan through the California Public Employees' Retirement System (CalPERS). An employee may be eligible for one of three (3) benefit tiers pursuant to the City's contract with CalPERS. Information provided here is a summary of the benefits that are fully set forth in the City's contract with CalPERS, and in the case of a conflict, either party may request to reopen Article 20 regarding Retirement to meet and confer over the conflict and/or changes to the retirement. The applicable benefit tier available to an individual employee depends on his/her date of hire and/or status as "new member", which determines the retirement formula, final compensation calculation and employee contribution/cost sharing, as follows:

- A. **Tier 1: Employees Hired Before March 19, 2012.** All full-time and three-quarter-time employees hired before March 19, 2012, including those who have a break in service and then later return to City employment, shall be provided with the CalPERS 2.5% @ 55 benefit formula. Final compensation is calculated as the highest average annual pensionable compensation earned during a period of twelve (12) consecutive months. The City will make all employer contributions required by CalPERS. The employee will be responsible for paying fifty percent (50%) of normal cost (currently eight percent (8%)). In the event employee contribution rates are adjusted by CalPERS during the term of this MOU, the member contribution will be recalculated based upon the updated required member contribution rate established by CalPERS to ensure the employee contributes fifty percent (50%) of normal cost. All employee paid contributions will be deducted from employees' salaries pre-tax.

- B. **Tier 2: Employees Hired On or After March 19, 2012.** All full-time and three-quarter-time employees hired on or after March 19, 2012, including those who have a break in service and then later return to City employment, shall be provided with the PERS 2% @ 60 benefit formula, with final compensation calculated using the average of three (3) highest years of pensionable compensation. The City will make all employer contributions required by CalPERS. The employee will be responsible for contributing fifty percent (50%) of the normal costs (currently seven percent (7%)). In the event employee contribution rates are adjusted by CalPERS during the term of this MOU, the member contribution will be recalculated based upon the updated required member contribution rate established by CalPERS to ensure the employee contributes fifty percent (50%) of normal cost. All employee paid contributions will be deducted from employees' salaries pre-tax.

- C. **Tier 3: Employees Hired On or After January 1, 2013.**
 - i. Full-time and three-quarter-time employees hired on or after January 1, 2013, who, within six (6) months of employment with the City, were either employed by a

public employer that contracted with CalPERS or with another public retirement system with which CalPERS has reciprocity, shall be provided with the CalPERS 2% @ 60 benefit formula, with final compensation calculated using the average of three (3) highest years of pensionable compensation. The City will make all employer contributions required by CalPERS. The employee will be responsible for contributing fifty percent (50%) of the normal costs (currently seven percent (7%)). In the event employee contribution rates are adjusted by CalPERS during the term of this MOU, the member contribution will be recalculated based upon the updated required member contribution rate established by CalPERS to ensure the employee contributes fifty percent (50%) of normal cost. All employee paid contributions will be deducted from employees' salaries pre-tax.

ii. Any other full-time and three-quarter-time employees hired on or after January 1, 2013, who do not meet the criteria set forth in Section 20.c.i, above, shall be provided with the CalPERS 2% @ 62 benefit formula, with final compensation calculated using the average of the highest consecutive 36 months of pensionable compensation. The City will make all employer contributions required by CalPERS. The employee will be responsible for contributing fifty percent (50%) of the normal costs (currently six point five percent (6.5%)). In the event employee contribution rates are adjusted by CalPERS during the term of this MOU, the member contribution will be recalculated based upon the updated required member contribution rate established by CalPERS to ensure the employee contributes fifty percent (50%) of normal cost. All employee paid contributions will be deducted from employees' salaries pre-tax.

- D. **Disability Retirement.** The City may request PERS to retire an employee who becomes physically or mentally unable to perform the duties of his or her position, or may be subject to further injury if employment is continued. The City may make every effort to transfer or reassign the partially disabled employee to another existing position within the classification plan before a request for disability retirement is made.

SECTION 12. HEALTH INSURANCE

- A. The City contracts with the California Public Employees Retirement System (CalPERS) to provide health insurance for all full and $\frac{3}{4}$ time regular employees; employees may choose from HMO and PPO options. The City will contribute toward the cost of any insurance program for employees and dependents. The City agrees to pay the cost of medical insurance premiums up to the following monthly amounts:

	Full Time Employees	$\frac{3}{4}$ Time Employees
Employee Only	100% Kaiser Premium	75% Kaiser Premium
Employee + One	100% Kaiser Premium	75% Kaiser Premium
Employee + Two or More	100% Kaiser Premium	75% Kaiser Premium

Effective January 1, 2019, the City will increase its contribution, up to an additional 5%, based on the Kaiser premium for each group set forth above.

Employees will pay any excess premiums through payroll deduction on a pre-tax basis.

- B. The City will provide taxable cash to employees who waive medical insurance coverage and provide written proof of other medical insurance to the City per the following scale:

	Full Time Employees	$\frac{3}{4}$ Time Employees
Employee Only	\$218	\$163
Employee + One	\$435	\$326
Employee + Two or More	\$566	\$424

Employees who choose a plan where the premiums are lower than the amounts paid by the City listed in the chart above will not receive the difference between their chosen plan and the City's maximum coverage.

- C. The City will provide medical insurance coverage for retirees and their dependents through the PERS system. To be eligible, employees must retire within one hundred and twenty (120) days of their separation from employment from the City of Duarte. The City's contribution to insurance premiums for retirees will be set at the same levels as they are for active employees. The City will provide taxable cash to retirees who waive medical insurance coverage and provide written proof of other medical insurance to the City as noted in Section B above.

SECTION 13. DENTAL INSURANCE

The City will contract for dental insurance for all full and three-quarter ($\frac{3}{4}$) time regular employees. Enrollment in the plan is mandatory and no cash alternative will be provided. The City agrees to pay the full cost of the premium for employees plus any eligible dependents, with no cash-out option.

SECTION 14. VISION INSURANCE

The City will contract for vision insurance for all full and three-quarter ($\frac{3}{4}$) time regular employees. Enrollment in the plan is mandatory and no cash alternative will be provided. The City agrees to pay the full cost of the premium for employees plus any eligible dependents, with no cash-out option.

SECTION 15. LIFE INSURANCE

The City will contract for life insurance for full and three-quarter ($\frac{3}{4}$) time regular employees. For full time employees, the life insurance benefit is the equivalent of employee's annual salary, up to \$200,000. For three-quarter ($\frac{3}{4}$) time employees, the calculation of annual salary will be based on their normal work schedule. The City agrees to pay the full cost of that basic life

insurance premium. Full and three-quarter ($\frac{3}{4}$) time employees will have the option to purchase, at their cost, voluntary supplemental life insurance.

SECTION 16. **SHORT AND LONG TERM DISABILITY INSURANCE**

The City will contract for short and long-term disability insurance for full and three-quarter ($\frac{3}{4}$) time regular employees. The City agrees to pay the full cost of the disability insurance premium.

SECTION 17. **EMPLOYEE ASSISTANCE PROGRAM**

The City will contract for an Employee Assistance Program for full and three-quarter ($\frac{3}{4}$) time regular employees, at no cost to the employee.

SECTION 18. **FITNESS CENTER MEMBERSHIP**

The City will provide a complimentary individual membership to the Duarte Fitness Center for each full and three-quarter ($\frac{3}{4}$) time employee and retiree.

SECTION 19. **FLEXIBLE SPENDING ACCOUNTS**

The City agrees to offer and maintain Health Care and Dependent Care Flexible Spending Accounts for the optional participation of full and three-quarter ($\frac{3}{4}$) time employees.

SECTION 20. **DEFERRED COMPENSATION PROGRAM**

The City will make a Section 457 deferred compensation program available to all full and three-quarter ($\frac{3}{4}$) time regular employees that complies with the rules and regulations established by the Internal Revenue Service. Employees may voluntarily participate in the program through payroll deductions.

SECTION 21. **PROFESSIONAL MEMBERSHIP FEES**

Employees may maintain membership in appropriate professional organizations. The costs for memberships in these organizations are legitimate City expenditures if requested for a regular employee, provided for in the annual City Budget, and approved in advance by the department head and City Manager.

SECTION 22. **TUITION REIMBURSEMENT PROGRAM**

- A. Regular employees are eligible to be reimbursed for 75% of the cost of college accredited academic courses, not to exceed \$3,000 for full-time employees or \$2,300 for three-quarter ($\frac{3}{4}$) time employees, during any fiscal year. Exceptions to these limits may be authorized at the discretion of the City Manager, contingent on the availability of funds.
- B. Courses must relate to the employee's job assignment or be job-oriented, and must be offered by a qualified training institution. In general, qualified training institutions are those colleges or universities that offer accredited course work transferable to other

academic institutions. Courses must be taken on the employee's own time unless otherwise authorized by the department head and the City Manager.

- C. Prior to enrolling in each course, semester, or quarter, an employee must first secure department head approval that the coursework is job-related and then submit to the City Manager a memo request for approval, along with the proposed expenditure estimate. The City Manager, in conjunction with the department head, will provide written approval or rejection of the request.
- D. Within thirty (30) days of receipt of a passing grade, the employee must submit proof of a "C," "pass," or other appropriate notice of successful course completion, along with an expenditure claim and receipts for tuition, books, parking, or other required course materials.

SECTION 23. COMPUTER LOAN PROGRAM

The City will continue its present employee computer loan program. Generally, benefited employees may have two active loans, in a total amount not to exceed three-thousand dollars (\$3,000.00), for the purchase of new computer equipment. Loans will be interest-free and payable over a two-year period. The minimum loan payment will be 1/52 of the amount borrowed, and will be made through payroll deduction. The balances of any outstanding loans become due and payable upon termination, and will be deducted from an employee's final check. Continuation of the program is subject to annual budget appropriations by the City Council, and will be administered according to policies and procedures established by the City Manager.

SECTION 24. SEVERANCE PAY

When a regular full-time employee is laid off, and when that employee's service is deemed to have been satisfactory, that employee will be entitled to receive severance pay as follows:

<u>Length of Service</u>	<u>Amount</u>
Date of hire to 2 years	None
2 years plus one day to 5 years	1 month's salary
5 years plus one day to 10 years	2 month's salary
10 years plus one day to 15 years	3 month's salary
15 years plus one day to 20 years	4 month's salary
20 years plus one day to 25 years	5 month's salary
25 years plus one day or more	6 month's salary

Employees terminated from employment due to physical inability to perform their job and eligible for worker's compensation benefits will not be entitled to severance pay. Any additional years of service purchased by the City towards retirement will be deducted from severance pay.

SECTION 25. SEVERABILITY

All resolutions, or portions thereof, previously adopted by the City Council and found to be in conflict with the provisions of this resolution are hereby repealed.

SECTION 26. EFFECTIVE DATE

The effective date of this resolution shall be July 1, 2018. The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-21 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018 by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

MEMORANDUM

TO: Darrell J. George, City Manager
FROM: Kristen Petersen, Assistant City Manager
DATE: June 12, 2018
**SUBJECT: RESOLUTION ESTABLISHING A CITYWIDE SALARY SCHEDULE
EFFECTIVE JULY 1, 2018**

Background

The City Council approved and adopted one consolidated and comprehensive publicly available pay schedule, containing all established employee positions and pay rates, in accordance with the requirements of California Code of Regulations, Title 2, Section 570. On April 25, 2017, the City Council approved three year Memorandums of Understanding (MOU) with the represented City employees. The second year of the MOU (FY 2018/19) includes a CPI (3.6%) salary increase. On April 24, 2018, the City Council approved a new job description and salary schedule for a Public Safety Outreach Coordinator. The City Manager's current Employment Agreement states that the City Manager is entitled to receive the same annual cost of living increase that is provided to the City employees.

All of these increases have been applied to the Citywide Salary and Pay Schedule that is attached as Exhibit A. These increases would go into effect as of July 1, 2018.

Recommendation

It is recommended that the City Council approve Resolution No.18-R-22, establishing the Citywide Salary and Pay Schedule as of July 1, 2018.

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE,
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADOPTING THE
CITYWIDE SALARY AND PAY SCHEDULE**

BE IT RESOLVED by the City Council of the City of Duarte, County of Los Angeles, State of California, as follows:

Section 1. The City Council of the City approved and adopted one consolidated and comprehensive publicly available pay schedule, containing all established employee positions and pay rates, in accordance with the requirements of California Code of Regulations, Title 2, Section 570.5.

Section 2. On April 25, 2017, the City Council of the City approved Memorandums of Understanding with City employees, which included a salary increase of CPI (3.6%) in fiscal year 2018/19.

Section 3. On April 24, 2018, the City Council of the City approved the job description and salary range for a new position called Public Safety Outreach Coordinator.

Section 4. Section 4(a) of the City Manager Employment Agreement states that the City Manager is entitled to receive such annual cost of living increases, if there be any, provided to other City employees.

Section 5. Thus, all wage ranges and steps are hereby adjusted and reflected on the attached Citywide Salary and Pay Schedule as Exhibit A.

Section 6. All resolutions, or portions thereof, previously adopted by the City Council and found to be in conflict with the provisions of this resolution are hereby repealed.

Section 7. The effective date of this resolution shall be July 1, 2018. The Mayor shall sign this resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED, AND ADOPTED this 12th day of June 2018.

Mayor John Fasana

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. 18-22 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 12th day of June 2018, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

CITY OF DUARTE CITY-WIDE SALARY AND PAY SCHEDULE

Effective July 1, 2018 unless otherwise stated

EXECUTIVE

POSITION	Hourly	Monthly	Annually
City Councilmember (eff. 11/22/2005)		\$ 550.00	\$ 6,600
City Manager	\$ 114.03	\$ 19,766	\$ 237,184

DEPARTMENT HEAD / DIVISION MANAGER - UNREPRESENTED

POSITION	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Assistant City Manager	\$ 72.73	\$ 12,608	\$ 75.33	\$ 13,057	\$ 77.92	\$ 13,505	\$ 80.49	\$ 13,951	\$ 83.06	\$ 14,398	\$ 85.64	\$ 14,845	\$ 88.23	\$ 15,293
Human Resources Manager	\$ 39.97	\$ 6,928	\$ 41.47	\$ 7,189	\$ 42.96	\$ 7,446	\$ 44.44	\$ 7,705	\$ 45.95	\$ 7,964	\$ 47.43	\$ 8,223	\$ 48.93	\$ 8,481

MANAGEMENT & PROFESSIONAL EMPLOYEES - SEIU LOCAL 721

POSITION	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Assistant Civil Engineer	\$ 36.86	\$ 6,390	\$ 38.04	\$ 6,593	\$ 39.20	\$ 6,794	\$ 40.37	\$ 6,997	\$ 41.53	\$ 7,198	\$ 42.71	\$ 7,404	\$ 43.88	\$ 7,606
Assistant to the City Manager	\$ 47.65	\$ 8,260	\$ 49.05	\$ 8,502	\$ 50.44	\$ 8,743	\$ 51.84	\$ 8,986	\$ 53.24	\$ 9,229	\$ 54.65	\$ 9,473	\$ 56.07	\$ 9,719
Associate Civil Engineer	\$ 42.13	\$ 7,302	\$ 43.67	\$ 7,570	\$ 45.21	\$ 7,837	\$ 46.77	\$ 8,106	\$ 48.30	\$ 8,372	\$ 49.85	\$ 8,641	\$ 51.40	\$ 8,909
Associate Planner	\$ 37.74	\$ 6,542	\$ 39.02	\$ 6,763	\$ 40.30	\$ 6,985	\$ 41.58	\$ 7,207	\$ 42.86	\$ 7,429	\$ 44.15	\$ 7,653	\$ 45.44	\$ 7,876
City Clerk	\$ 45.31	\$ 7,854	\$ 46.63	\$ 8,083	\$ 47.94	\$ 8,309	\$ 49.26	\$ 8,538	\$ 50.56	\$ 8,764	\$ 51.88	\$ 8,992	\$ 53.20	\$ 9,222
Deputy City Manager	\$ 52.42	\$ 9,087	\$ 53.96	\$ 9,352	\$ 55.49	\$ 9,618	\$ 57.04	\$ 9,885	\$ 58.57	\$ 10,152	\$ 60.12	\$ 10,421	\$ 61.67	\$ 10,690
Director of Community Development	\$ 67.46	\$ 11,693	\$ 70.07	\$ 12,145	\$ 72.67	\$ 12,596	\$ 75.28	\$ 13,049	\$ 77.89	\$ 13,500	\$ 80.48	\$ 13,951	\$ 83.10	\$ 14,403
Director of Parks & Recreation	\$ 63.93	\$ 11,081	\$ 66.01	\$ 11,443	\$ 68.09	\$ 11,802	\$ 70.17	\$ 12,163	\$ 72.25	\$ 12,524	\$ 74.33	\$ 12,883	\$ 76.41	\$ 13,243
Director of Public Safety Services	\$ 63.93	\$ 11,081	\$ 66.01	\$ 11,443	\$ 68.09	\$ 11,802	\$ 70.17	\$ 12,163	\$ 72.25	\$ 12,524	\$ 74.33	\$ 12,883	\$ 76.41	\$ 13,243
Facilities Maintenance Supervisor	\$ 33.69	\$ 5,840	\$ 34.98	\$ 6,064	\$ 36.28	\$ 6,289	\$ 37.57	\$ 6,512	\$ 38.86	\$ 6,736	\$ 40.16	\$ 6,961	\$ 41.45	\$ 7,184
Field Services Manager	\$ 50.25	\$ 8,710	\$ 51.96	\$ 9,007	\$ 53.66	\$ 9,302	\$ 55.38	\$ 9,598	\$ 57.07	\$ 9,893	\$ 58.79	\$ 10,190	\$ 60.50	\$ 10,485
Financial Services Manager	\$ 44.15	\$ 7,653	\$ 45.69	\$ 7,919	\$ 47.22	\$ 8,185	\$ 48.75	\$ 8,450	\$ 50.28	\$ 8,716	\$ 51.82	\$ 8,983	\$ 53.37	\$ 9,251
Information Technology Manager	\$ 50.25	\$ 8,710	\$ 51.96	\$ 9,007	\$ 53.66	\$ 9,302	\$ 55.38	\$ 9,598	\$ 57.07	\$ 9,892	\$ 58.78	\$ 10,190	\$ 60.49	\$ 10,485
Planning Manager	\$ 53.84	\$ 9,333	\$ 55.56	\$ 9,630	\$ 57.26	\$ 9,925	\$ 58.97	\$ 10,222	\$ 60.69	\$ 10,520	\$ 62.40	\$ 10,816	\$ 64.11	\$ 11,113
Public Safety Manager	\$ 39.80	\$ 6,899	\$ 42.37	\$ 7,345	\$ 43.13	\$ 7,475	\$ 44.79	\$ 7,764	\$ 46.45	\$ 8,051	\$ 48.11	\$ 8,338	\$ 49.76	\$ 8,626
Public Works Manager	\$ 50.86	\$ 8,815	\$ 52.46	\$ 9,093	\$ 54.06	\$ 9,370	\$ 55.67	\$ 9,649	\$ 57.27	\$ 9,928	\$ 58.88	\$ 10,206	\$ 60.49	\$ 10,485
Recreation Superintendent	\$ 44.67	\$ 7,742	\$ 46.24	\$ 8,015	\$ 47.81	\$ 8,287	\$ 49.38	\$ 8,560	\$ 50.96	\$ 8,833	\$ 52.54	\$ 9,106	\$ 54.12	\$ 9,380
Recreation Supervisor	\$ 33.69	\$ 5,840	\$ 34.98	\$ 6,064	\$ 36.28	\$ 6,289	\$ 37.57	\$ 6,512	\$ 38.87	\$ 6,737	\$ 40.16	\$ 6,961	\$ 41.45	\$ 7,186
Senior Planner	\$ 47.08	\$ 8,160	\$ 48.57	\$ 8,418	\$ 50.06	\$ 8,677	\$ 51.55	\$ 8,935	\$ 53.03	\$ 9,192	\$ 54.52	\$ 9,451	\$ 56.02	\$ 9,709
Transit Supervisor	\$ 36.72	\$ 6,364	\$ 38.17	\$ 6,616	\$ 39.65	\$ 6,873	\$ 41.11	\$ 7,125	\$ 42.57	\$ 7,380	\$ 44.05	\$ 7,636	\$ 45.52	\$ 7,889

GENERAL EMPLOYEES - SEIU LOCAL 721

POSITION	Step A		Step B		Step C		Step D		Step E		Step F		Step G	
	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly
Accountant	\$ 31.27	\$ 5,421	\$ 32.42	\$ 5,619	\$ 33.57	\$ 5,819	\$ 34.72	\$ 6,019	\$ 35.89	\$ 6,220	\$ 37.04	\$ 6,421	\$ 38.20	\$ 6,622
Accounting Specialist	\$ 27.48	\$ 4,762	\$ 28.41	\$ 4,926	\$ 29.36	\$ 5,089	\$ 30.31	\$ 5,253	\$ 31.24	\$ 5,416	\$ 32.19	\$ 5,580	\$ 33.13	\$ 5,743
Administrative Assistant - City Manager's Office	\$ 21.57	\$ 3,738	\$ 22.41	\$ 3,884	\$ 23.25	\$ 4,031	\$ 24.11	\$ 4,178	\$ 24.95	\$ 4,324	\$ 25.79	\$ 4,471	\$ 26.63	\$ 4,617
Administrative Secretary	\$ 24.95	\$ 4,323	\$ 25.91	\$ 4,490	\$ 26.87	\$ 4,657	\$ 27.83	\$ 4,822	\$ 28.78	\$ 4,990	\$ 29.73	\$ 5,154	\$ 30.69	\$ 5,320
Assistant Planner	\$ 30.04	\$ 5,208	\$ 31.21	\$ 5,410	\$ 32.39	\$ 5,614	\$ 33.57	\$ 5,817	\$ 34.73	\$ 5,917	\$ 35.90	\$ 6,223	\$ 37.08	\$ 6,427
Bus Driver	\$ 22.89	\$ 3,969	\$ 23.66	\$ 4,099	\$ 24.41	\$ 4,230	\$ 25.16	\$ 4,360	\$ 25.92	\$ 4,493	\$ 26.68	\$ 4,624	\$ 27.44	\$ 4,756
Civil Engineering Technician	\$ 27.04	\$ 4,687	\$ 28.17	\$ 4,882	\$ 29.30	\$ 5,080	\$ 30.42	\$ 5,274	\$ 31.57	\$ 5,471	\$ 32.70	\$ 5,669	\$ 33.83	\$ 5,864
Clerk/Typist Receptionist	\$ 20.57	\$ 3,567	\$ 21.32	\$ 3,696	\$ 22.06	\$ 3,824	\$ 22.80	\$ 3,953	\$ 23.55	\$ 4,082	\$ 24.30	\$ 4,211	\$ 25.06	\$ 4,345
Code Compliance / Animal Control Officer	\$ 29.21	\$ 5,064	\$ 30.44	\$ 5,275	\$ 31.65	\$ 5,485	\$ 32.87	\$ 5,698	\$ 34.09	\$ 5,909	\$ 35.31	\$ 6,121	\$ 36.52	\$ 6,331
Community Development Technician	\$ 24.63	\$ 4,269	\$ 25.51	\$ 4,422	\$ 26.39	\$ 4,575	\$ 27.27	\$ 4,727	\$ 28.15	\$ 4,880	\$ 29.04	\$ 5,032	\$ 29.91	\$ 5,150
Crime Prevention Specialist	\$ 30.27	\$ 5,247	\$ 31.38	\$ 5,440	\$ 32.53	\$ 5,639	\$ 33.69	\$ 5,841	\$ 34.85	\$ 6,041	\$ 36.01	\$ 6,243	\$ 37.17	\$ 6,443
Custodian	\$ 20.66	\$ 3,582	\$ 21.45	\$ 3,718	\$ 22.23	\$ 3,854	\$ 23.04	\$ 3,995	\$ 23.83	\$ 4,130	\$ 24.64	\$ 4,270	\$ 25.42	\$ 4,408
Field Services Supervisor	\$ 32.36	\$ 5,605	\$ 33.97	\$ 5,888	\$ 35.59	\$ 6,169	\$ 37.20	\$ 6,450	\$ 38.82	\$ 6,730	\$ 40.45	\$ 7,011	\$ 42.07	\$ 7,292
Irrigation Control Technician	\$ 24.80	\$ 4,299	\$ 25.75	\$ 4,463	\$ 26.69	\$ 4,627	\$ 27.64	\$ 4,791	\$ 28.60	\$ 4,957	\$ 29.56	\$ 5,123	\$ 30.49	\$ 5,285
Human Resources Specialist	\$ 28.46	\$ 4,933	\$ 29.65	\$ 5,140	\$ 30.84	\$ 5,344	\$ 32.03	\$ 5,551	\$ 33.21	\$ 5,756	\$ 34.40	\$ 5,962	\$ 35.59	\$ 6,169
Lead Driver	\$ 30.18	\$ 5,231	\$ 31.08	\$ 5,388	\$ 32.02	\$ 5,550	\$ 32.98	\$ 5,716	\$ 33.97	\$ 5,888	\$ 34.99	\$ 6,064	\$ 36.04	\$ 6,246
Maintenance Technician	\$ 21.14	\$ 3,664	\$ 22.02	\$ 3,817	\$ 22.90	\$ 3,970	\$ 23.79	\$ 4,122	\$ 24.66	\$ 4,275	\$ 25.55	\$ 4,427	\$ 26.42	\$ 4,581
Outreach Coordinator - Public Safety	\$ 24.41	\$ 4,231	\$ 25.33	\$ 4,390	\$ 26.25	\$ 4,551	\$ 27.18	\$ 4,711	\$ 28.11	\$ 4,872	\$ 29.04	\$ 5,034	\$ 29.97	\$ 5,195
Recreation Coordinator	\$ 24.41	\$ 4,230	\$ 25.33	\$ 4,390	\$ 26.25	\$ 4,551	\$ 27.18	\$ 4,711	\$ 28.11	\$ 4,872	\$ 29.04	\$ 5,034	\$ 29.97	\$ 5,195
Senior Code Compliance / Animal Control Officer	\$ 31.81	\$ 5,513	\$ 33.13	\$ 5,742	\$ 34.44	\$ 5,970	\$ 35.77	\$ 6,201	\$ 37.11	\$ 6,432	\$ 38.44	\$ 6,662	\$ 39.76	\$ 6,892
Senior Custodian	\$ 25.08	\$ 4,348	\$ 26.05	\$ 4,514	\$ 27.02	\$ 4,683	\$ 27.99	\$ 4,851	\$ 28.97	\$ 5,021	\$ 29.94	\$ 5,190	\$ 30.92	\$ 5,361
Senior Maintenance Technician	\$ 24.80	\$ 4,299	\$ 25.75	\$ 4,463	\$ 26.69	\$ 4,627	\$ 27.64	\$ 4,791	\$ 28.60	\$ 4,957	\$ 29.56	\$ 5,123	\$ 30.49	\$ 5,285
Senior Maintenance Technician *Electrician	\$ 26.80	\$ 4,646	\$ 27.61	\$ 4,784	\$ 28.44	\$ 4,929	\$ 29.28	\$ 5,075	\$ 30.17	\$ 5,229	\$ 31.07	\$ 5,385	\$ 32.01	\$ 5,548

PART-TIME HOURLY EMPLOYEES

POSITION	Hourly Pay Rate						
	Step A	Step B	Step C	Step D	Step E	Step F	Step G
Administrative Assistant - City Manager's Office*	\$ 21.57	\$ 22.41	\$ 23.25	\$ 24.11	\$ 24.95	\$ 25.79	\$ 26.63
Aerobics Instructor	\$ 13.49	\$ 15.42	\$ 17.32	\$ 19.23	\$ 21.16	\$ 23.08	\$ 24.97
Animal Control Officer	\$ 16.45	\$ 17.09	\$ 17.72	\$ 18.35	\$ 18.99	\$ 19.62	\$ 20.27
Assistant Boxing Trainer	\$ 12.62	\$ 12.96	\$ 13.47	\$ 13.98	\$ 14.33	\$ 15.00	\$ 15.35
Boxing Trainer	\$ 19.13	\$ 19.73	\$ 20.61	\$ 21.51	\$ 22.09	\$ 23.27	\$ 23.87
Bus Driver	\$ 19.35	\$ 19.99	\$ 20.63	\$ 21.27	\$ 21.91	\$ 22.55	\$ 23.19
Certified Aerobics Instructor	\$ 24.30	\$ 25.76	\$ 27.22	\$ 28.66	\$ 30.12	\$ 31.58	\$ 33.03
Clerk/Typist Receptionist*	\$ 20.59	\$ 21.32	\$ 22.06	\$ 22.80	\$ 23.55	\$ 24.30	\$ 25.06
College Intern (eff. 1/1/2018)	\$ 11.00	\$ 12.51	\$ 14.01	\$ 15.52	\$ 17.02	\$ 18.53	\$ 20.03
Community Services Officer	\$ 16.45	\$ 17.08	\$ 17.72	\$ 18.35	\$ 18.99	\$ 19.62	\$ 20.27
Computer Lab Technician	\$ 14.40	\$ 14.83	\$ 15.25	\$ 15.68	\$ 16.11	\$ 16.53	\$ 16.96
Crossing Guard	\$ 12.10						
Custodian	\$ 17.47	\$ 18.14	\$ 18.81	\$ 19.49	\$ 20.15	\$ 20.83	\$ 21.49
Fee and Charge Instructor	70% of Registration Fees						
Lifeguard	\$ 12.11	\$ 12.59	\$ 13.07	\$ 13.55	\$ 14.02	\$ 14.50	\$ 14.98
Lifeguard/Instructor	\$ 13.93	\$ 14.41	\$ 14.88	\$ 15.36	\$ 15.83	\$ 16.31	\$ 16.78
Pool Manager	\$ 17.94	\$ 18.75	\$ 19.57	\$ 20.38	\$ 21.20	\$ 22.01	\$ 22.84
Recreation Leader (eff. 1/1/2018)	\$ 11.00	\$ 11.50	\$ 12.00	\$ 12.50	\$ 13.00	\$ 13.50	\$ 14.00
Recreation Specialist	\$ 16.32	\$ 16.83	\$ 17.34	\$ 17.85	\$ 18.36	\$ 18.87	\$ 19.38
Senior Custodian*	\$ 25.08	\$ 26.05	\$ 27.02	\$ 27.99	\$ 28.97	\$ 29.94	\$ 30.92
Trail Maintenance Crew (eff. 1/1/2018)	\$ 11.00	\$ 12.23	\$ 13.45	\$ 14.68	\$ 15.91	\$ 17.13	\$ 18.36

*part time position mirrors hourly rate of full time position

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE,
CALIFORNIA, SUPPORTING THE DUARTE ROUTE 66 PARADE AND
AGREEING TO ACCEPT LIABILITY AND MAINTENANCE FOR DETOURED
TRAFFIC FROM THE MOUNT OLIVE OFF-RAMP**

WHEREAS, the Duarte Route 66 Parade Committee will be sponsoring Duarte's Annual Route 66 Parade on Saturday, September 22, 2018; and

WHEREAS, the Parade route will travel along Huntington Drive; and

WHEREAS, to ensure adequate safety for Parade participants and the general public, the Mount Olive off-ramp of the 210/605 Freeways will need to be detoured; and

WHEREAS, the State Department of Transportation (Caltrans) requires the City to accept liability and maintenance for detoured traffic;

NOW, THEREFORE, the City Council of the City of Duarte, California, hereby supports the Duarte Route 66 Parade, and agrees to accept liability and maintenance for detoured traffic from the Mount Olive off-ramp.

PASSED, APPROVED, and ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-23 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

From: Villalobos, Brian C. BCVillal@lasd.org 
Subject: FW: Public Safety Commission
Date: May 24, 2018 at 12:44 PM
To: George, Darrell georged@accessduarte.com, Herrera, Karen herrerakaren@accessduarte.com, Ledesma, Susie SLedesm@lasd.org, Marla Akana akanam@accessduarte.com

From: Cecilia [<mailto:ceciliasala@gmail.com>]
Sent: Thursday, May 24, 2018 12:36 PM
To: Villalobos, Brian C. <BCVillal@lasd.org>
Subject: Re: Public Safety Commission

Dear Brian,

This email will serve as my office letter of resignation as Public Safety Commissioner.

Please let me know if you have any questions.

Regards,

Cecilia Moran

From: **Amanda Hamilton** ahamilton@accessduarte.com
Subject: Fwd: TSC Agenda Packet ~ 6/5/18
Date: June 4, 2018 at 7:42 AM
To: Maria Akana akanam@accessduarte.com

Amanda Hamilton
Public Works Manager
City of Duarte
p - [626.357.7931](tel:626.357.7931)
ahamilton@accessduarte.com

Begin forwarded message:

From: Robert Jole <robertnjole@gmail.com>
Subject: **Re: TSC Agenda Packet ~ 6/5/18**
Date: June 1, 2018 at 8:35:40 PM PDT
To: Nohemi Hernandez <hernandezn@accessduarte.com>
Cc: Amanda Hamilton <ahamilton@accessduarte.com>

Nohemi
Amanda

I have developed a Tuesday conflict that precludes my attending these meetings.

Accordingly, let this email serve as my resignation from the commission.

Thank you

Robert Jole

From: Marla Akana <akanam@accessduarte.com>
Subject: Fwd: Shauna Pierce Resignation
Date: June 4, 2018 at 11:13 AM

Begin forwarded message:

From: Craig Hensley <chensley@accessduarte.com>
Subject: Fwd: Shauna Pierce Resignation
Date: June 4, 2018 at 11:08:18 AM PDT
To: Marla Akana <akanam@accessduarte.com>

Marla

Here is the resignation information.

Craig Hensley, AICP
Community Development Director
City of Duarte
1600 Huntington Drive
Duarte, CA 91010-2592
p - 626.357.7931
f - 626.358.0018
chensley@accessduarte.com

Duarte: LAEDC's Most Business Friendly City

Begin forwarded message:

From: shauna pierce <shaunapierce@hotmail.com>
Subject: RE: PC Meeting Agenda Link ~ MONDAY, MARCH 19, 2018
Date: March 15, 2018 at 7:22:50 PM PDT
To: Nohemi Hernandez <hernandezn@accessduarte.com>
Cc: "Craig Hensley, AICP" <chensley@accessduarte.com>, Jason Golding <goldingj@accessduarte.com>, Alisha Pa <APatterson@rutan.com>

Just wanted to let you know that my husband has accepted a position with his company in St. Louis. We will be relocating there school is out at the end of May. I'm planning on our May meeting to be my last.
I sure have enjoyed working on the commission with all of you over the last several years!



MEMORANDUM

TO: CITY COUNCIL
FROM: COMMISSIONER Brenda Trainor
SUBJECT: NOTICE OF ABSENCE FROM Public Safety COMMISSION MEETING
DATE: 21 May 2018

REASON FOR ABSENCE

____ ACCIDENT
____ SICKNESS
____ DEATH IN FAMILY
____ VACATION
X ____ OTHER *

DATE OF MEETING ABSENCE 17 April 2018

* EXPLANATION OF ABSENCE Unanticipated, last- minute work obligation ;
customer issue

Signature

* * * * *

Absence noted by City Council

Date



Memorandum

To: City Council

From: Traffic Safety Commission

CC: Amanda Hamilton, Public Works Manager 

Date: June 6, 2018

Subject: Commission Reorganization

At the regular meeting of the Traffic Safety Commission held on Tuesday, June 5, 2018 the Commission organized as follows:

- Chairperson – Natalie Y. Ng
- Vice-Chairperson – Shiu Kei Thomas Tsui

MEMORANDUM

TO: Mayor and Councilmembers

FROM: Darrell J. George, City Manager

DATE: June 7, 2018

SUBJECT: Conference Attendance – City Council Meeting of June 12, 2018

Duarte Chamber of Commerce Installation Dinner
Friday, June 15, 2018 – 6:00 p.m.
Westminster Gardens – Packard Hall
1420 Santo Domingo Avenue, Duarte
Cost: \$45 per person

League of California Cities Annual Conference & Expo
September 12-14, 2018
Long Beach Convention Center, Long Beach
Registration: \$525 (through 7/18/18) – \$575 (after 7/18/18)
Hotel: Range \$199 – \$219 per night

Duarte Chamber of Commerce
Incoming Chairman of the Board,
Tina Heany and
the 2018-2019 Board of Directors
Cordially Invite you to Attend
the
97th Installation Dinner,
Community Awards &
Opportunity Drawings!

Friday, June 15
6:00 pm-9:00 pm

Westminster Gardens / Packard Hall
1420 Santo Domingo Ave., Duarte

Cost: \$45 per person-Please RSVP by Thurs., June 7

Dress - Business Casual
Mardi Gras Theme - Wear Purple & don't forget your Beads

[Click Here](#) - to Register
Duarte Chamber 626-357-3333
Email: Diana@duartechamber.com

Sacramento San Diego San Jose Benicia Los Angeles Santa Barbara San Francisco Stockton Marysville Sonoma Oakland Santa Clara Crescent
City Alameda Placer City San Luis Obispo Eureka Nevada City Yreka Arcata Petaluma Temecula Santa Cruz Ventura Healdsburg Redwood
City Santa Rosa Ukiah Vallejo Santa Cruz San Bernardino Trinity Woodland Chico Antioch Cloverdale Fort
Jones Shasta Colusa Napa Hollister San Rafael Visalia Salinas Ukiah Hayward Anaheim St. Helena Red Bluff Martinez
Livermore Etna Dixon Berkeley Riverside Modesto Colusa Willows Santa Ana Pasadena Santa Monica Colton
Los Gatos National City Redding Monrovia South Pasadena Lake Elsinore San Jacinto Lakeport Compton Oceanside
Lompoc Escondido Willits Redlands Paso Robles Merced Pacific Grove Fort Bragg Monterey Lincoln Hanford Ontario
Redondo Beach Vacaville Rocklin Grass Valley Selma Ferndale Sausalito Pointa Palo Alto Pleasanton San Ramon San Juan Bautista Corona
Emeryville Eschschere Long Beach Bakersfield Winters Whittier Azusa Lemoore Susanville Colusa Hercules Alturas Santa Paula
Porterville Sebastopol Mountain View Placerville Biggs Alhambra Arcadia Hamilton Imperial Concord Mount Shasta
Richmond Santa Rosa Gridley Jackson Oroville Fortuna Glendale Coalinga Upland La Verne Huntington
Park Newport Beach Laguna Oaksdale Lodi Hermosa Beach Piedmont Sierra Madre San Jose Los Banos Corning Clovis Yuba City
Hinglewood Turlock Larkspur Brawley Calexico El Centro Kingsburg Burlingame Holtville Fort Verde Ross South San
Francisco Albany Huntington Beach Rosemead Dunsuir Menlo Park Orland Hemet Chino Lindsay Blue Lake Hillsborough
Tracy Taft Ang City Italy City Burbank Arroyo Grande Maricopa San Fernando Glendora Chula Vista Angels
Camp La Mesa City El Cajon El Monte Beaumont Manhattan Beach Sun Valley Banning Sutter Creek Reedley San Gabriel San Marino Avalon
Needles Beverly Hills Fillmore Corcoran Palmdale San Bruno Palmdale Amado City Seal Beach Gustine Monterey Park Corte
Madera Buena Carmel-by-the-Sea El Segundo Plymouth Brea Davis El Cerrito Culbert Ceres Manteca Calipatria Patterson San Joaquin
Williams Montebello Soledad Torrance Lynwood Ojai Parlier Hanford Atwater Riverbank Livingston South Gate Chowchilla
West Covina Atherton Signal Hill Colton Maywood La Habra San Carlos Belmont Placerville Laguna Beach Bell Menlo Park San Clemente
Indio Gardena Fairfax Westmontana Des Plaines Tulelake Shafter Palm Springs Palos Verdes Estates Woodlake Mendota Ripon Wasco Palsson
Pismo Beach Portola Galt Coachella Greenfield Gonzales Live Oak Barstow Millbrae Upland Buena Vista Port Hueneme San
Pablo Capitola Huron Campbell Fontana Carlsbad Los Alamitos Buena Park Ione Costa Mesa Del Rey Oaks Milpitas Lakewood Seaside
Newark Cupertino La Palma Anderson Fremont Baldwin Park Los Altos Hills Cerritos Montclair Stanton Garden Grove Imperial Beach Cypress
La Puente Saratoga Woodside Rolling Hills Paramount Escalon Westminister Monte Sereno Santa Fe Springs Fountain Valley City of Industry
McIntire Bradbury Inglewood Norwalk Bellflower Rolling Hills Estates Pacific Palisades South El Monte Walnut Union City Artesia
Del Mar Half Moon Bay Rosemead Grover Beach City of Commerce Los Alamitos La Habra Temple City San Dimas Farmersville
Cudahy Arvin Weed San Juan Capistrano Bell Gardens Hidden Hills Pleasant Hill Brisbane Villa Park Palmdale Rohnert Park Vista San
Marcos Desert Hot Springs Ridgecrest Clayton Hawaiian Gardens Tiburon Portola Valley Moraga Thousand Oaks Camarillo Norco
Yountville Rio Dell Carpinteria South Lake Tahoe California City Scotts Valley Indian Wells La Brea La Brea Santa Fe Springs Lancaster
Adelanto Frazier Canyon Hughson Rancho Mirage Rancho Palos Verdes Palm Desert La Canada Flintridge Lancaster
Rancho Cucamonga Grand Terrace La Habra Heights Alhambra Paradise Glendale Big Bear Lake Poway Cathedral City Westlake Village
Dublin La Grima Danville Agoura Hills East Palo Alto San Ramon Moorpark Mammoth Lakes West Hollywood Moreno Valley Solvang
Dana Solana Beach Carson City West Sacramento Twentynine Palms Highland San Jose Mission Viejo Hesperia Apple Valley Dana Point Diamond Bar
Lathrop Yucaipa Laguna Niguel Calimesa Canyon Lake Malibu Calabasas Murrieta Yucca Valley Chino Hills Laguna Hills Line Forest American Canyon
Buellton Windsor Truckee Shasta Lake Citrus Heights Laguna Woods Oakley Elk Grove Arroyo Grande Rancho Cordova Wildomar Menifee Eastvale

2018

ANNUAL CONFERENCE & EXPO

Long Beach Convention Center
www.cacities.org/AC

September 12-14, 2018
Early Bird Registration
Deadline: July 18

120 LEAGUE®
YEARS OF CALIFORNIA
1898 - 2018 CITIES

PROGRAM AT A GLANCE

(subject to change)

WEDNESDAY, SEPTEMBER 12

- 8:00 a.m. — 6:00 p.m. Registration Open
- 9:00 — 11:00 a.m. Policy Committees; AB 1234 Ethics Training
- 8:30 a.m. — 1:00 p.m. City Clerks Workshop (additional registration required)
- 11:00 a.m. — 12:00 p.m. Department Business Meetings
- 12:45 — 1:15 p.m. First Time Attendee Orientation
- 1:30 — 3:30 p.m. **Opening General Session**
- 3:45 — 5:00 p.m. Educational Sessions
- 5:00 — 7:00 p.m. Grand Opening Expo Hall & Host City Reception (exhibitor exclusive; no competing events)
- 7:00 — 10:00 p.m. CitiPAC Leadership Reception

THURSDAY, SEPTEMBER 13

- 7:00 a.m. — 4:00 p.m. Registration Open
- 8:15 — 9:30 a.m. Educational Sessions
- 9:00 a.m. — 4:00 p.m. Expo Open
- 9:45 — 11:45 a.m. **General Session**
- 11:30 a.m. — 1:00 p.m. Attendee Lunch in Expo Hall
- 1:00 — 2:15 p.m. General Resolutions Committee
- 1:00 — 5:30 p.m. Educational Sessions
- 2:15 — 2:45 p.m. Caucus Board Meetings
- 4:00 — 5:30 p.m. Board of Directors Meeting
- Evening Caucus Events

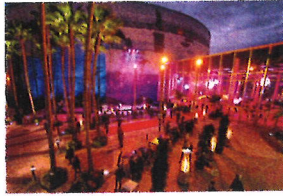
FRIDAY, SEPTEMBER 14

- 7:30 a.m. — 12:00 p.m. Registration Open
- 8:00 a.m. — 12:15 p.m. Educational Sessions
- 12:30 — 2:30 p.m. **Closing Luncheon & General Assembly**

NOTE: Conference Registration is required to attend all conference activities including Department and Division meetings and the General Assembly.

REGISTRATION AND HOUSING

CONFERENCE LOCATION



The 2018 Annual Conference & Expo will be held at the Long Beach Convention Center, located downtown at 300 East Ocean Boulevard. All sessions will be held at the convention center unless otherwise noted.

Full Registration Includes:

- ➡ Admission to Expo and education sessions (unless otherwise indicated)
- ➡ Wednesday host city reception; Thursday grab-and-go breakfast; Thursday lunch with exhibitors; Friday closing luncheon
- ➡ Admission to CitiPAC and Diversity Caucus Receptions
- ➡ Electronic access to all program materials

Online Registration (credit card)

Visit www.cacities.org/AC

Mail-in Registration (pay by check)

Contact mdunn@cacities.org to request a registration form.

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

FULL CONFERENCE REGISTRATION FEES

	EARLY BIRD through July 18	After July 18 and onsite
CITY DELEGATE		
Member City	\$ 525	\$ 575
Non-member City	\$ 1525	\$ 1575
PUBLIC OFFICIAL		
County/State	\$ 600	\$ 650
PARTNER/EXHIBITOR/ALL OTHERS		
Company Representative	\$ 700	\$ 750

NOTE: Conference Registration is required to attend all conference activities including Department and Division meetings and the General Assembly.

ONE-DAY REGISTRATION FEES

Early bird rates are not available for one day registration

CITY DELEGATE	
Member City	\$ 300
Non-member City	\$ 1300
PUBLIC OFFICIAL	
County/State	\$ 350
PARTNER/EXHIBITOR/ALL OTHERS	
Company Representative	\$ 400

Hyatt Regency Long Beach

200 S Pine Avenue
\$219.00 single/double*

The Westin Long Beach

333 East Ocean Boulevard
\$215.00 single/double*

Renaissance Long Beach

111 East Ocean Boulevard
\$199.00 single/double*

Hilton Long Beach

701 W. Ocean Boulevard
\$199.00 single/double*

Hyatt Centric The Pike Long Beach

285 Bay Street
\$219.00 single/double*

*Plus occupancy taxes and fees.

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

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:

05/19/2018

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

Executed at West Covina, LA Co. California
On this 23th day of May, 2018.



Signature

(Space below for use of County Clerk Only)

Legal No. 0011119675

NOTICE OF PUBLIC HEARING TO BE HELD BY THE DUARTE CITY COUNCIL

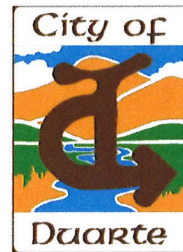
NOTICE IS HEREBY GIVEN that the City Council of the City of Duarte will hold a Public Hearing at 7:00 p.m., on Tuesday, June 12, 2018, in the Council Chambers, 1600 Huntington Drive, Duarte, California, to consider a resolution ordering the levy and collection of assessments for Fiscal Year 2018-19 within the Citywide Landscape and Lighting District pursuant to the Landscape and Lighting Act of 1972. A copy of the Engineer's Report is available in the City Clerk's Office, Duarte City Hall.

Any interested party may appear in person, or by agent, and be heard. 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 Resolution 18-10 (Resolution of Intention), adopted May 8, 2018. The City Council will consider all oral and written protests. If this matter is challenged in Court, there will be a limit to only those issues that were raised at the Public Hearing described in this Notice, or in written correspondence delivered to the City Council at, or prior to, the Public Hearing. Written correspondence may be sent to Duarte City Hall, City Clerk's Office, 1600 Huntington Drive, Duarte, CA 91010-2592.

Further information may be obtained from Craig Hensley, Community Development Director, phone (626) 357-7931.

Marla Akana
City Clerk

PUBLISH: Duartean, Saturday, May 19, 2018
POSTED: Duarte City Hall, Duarte Public Safety Office, Duarte Library
5/9/18 AD#1119675



MEMORANDUM

TO: Mayor and City Council
FROM: Community Development Department 
DATE: June 12, 2018
SUBJECT: Establish property assessments to pay for the Lighting and Landscape Assessment District – Fiscal Year 2018-2019

At its May 8th meeting, the City Council adopted Resolution 18-10 that declared the City Council's intention to levy and collect assessments for fiscal year 2018-2019; (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.

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

All properties subject to the Citywide assessment will see a decrease to that assessment because the Senior Center Bond has been paid off. For a single family home, that reduction will be \$5.84 from last year.

There are several special benefit zones within the City that are subject to additional assessment for the services provided in each neighborhood. In some neighborhood zones, the assessment is allowed to increase by CPI. This year the December 31, 2017 CPI was 3.6%. In the zones where the assessment may be increased, the assessments are allowed to increase up to 3%. 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.

Another change this year, is the reduction of assessment to the Citywide assessment

Staff recommends that the City Council adopt Resolution 18-R-14 providing for the annual levy for fiscal year 2018-2019.

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
ORDERING THE LEVY AND COLLECTION OF ASSESSMENTS
FOR FISCAL YEAR 2018-2019 WITHIN THE LANDSCAPE
AND LIGHTING DISTRICT PURSUANT TO THE
LANDSCAPE AND LIGHTING ACT OF 1972**

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

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

- A. On the 8th day of May, 2018, the City Council adopted Resolution No. 18-10 (the "Resolution of Intention") which declared its intent to levy and collect assessments for Fiscal Year 2018-2019 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 2018-2019 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, 14, 15, 16, 17, and 18 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 2018-2019 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 2018-2019.

SECTION 8. The City Clerk is authorized and directed to file a certified copy of the diagram and assessment with the County Auditor of the County of Los Angeles no later than the 10th day of August 2018.

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

PASSED AND ADOPTED this 12th day of June 2018.

Mayor John Fasana
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. 18-14 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

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
2018-2019 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

The City Council first in Fiscal Year 1991-92 and reconfirmed in Fiscal Year 1992-93 that it is determined to amend and provide for the inclusion of a senior citizen/community center facility as one of the improvements to be financed with the assessments from the Citywide Landscape and Lighting District. Pursuant to Resolution No. 92-25, the City Council determined that the Senior center would be financed from a portion of the proceeds of a Certificate of Participation advanced by the City which would be repaid to the City in whole or in part from the levy of annual assessments within the District. The maximum number of annual assessments (30 years), the fiscal years in which such assessments are

levied, the estimated maximum amount of each annual installment of each assessment, and the total of the assessments was set forth in the resolution. In Fiscal Year 2017/18 the bond issue was paid off, thus there will be no assessment beginning this fiscal year.

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, 2017 was 3.6%. A 3% C.P.I. would allow for an assessment increase of \$11.68 per parcel to \$401.07 per parcel. A 3.0% increase in the levy is being proposed for Fiscal Year 2018-19, but with the assessment remaining approximately at last Fiscal Year's levy of \$389.39. 2018-19 levy will be \$389.68. The re-landscaping project is proposed to continue for this Fiscal Year.

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

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The entrance landscaping on Encanto Parkway was installed by the Developer, as a special benefit to all lots, within the tract and is assessed equally to all lots. Since the extension landscaping along Encanto Parkway is also being considered a Citywide benefit, fifty (50) percent of the 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, 2017 was 3.6%. A C.P.I. of 3% would allow for an assessment increase of \$13.23 per parcel to a maximum of \$454.10 per parcel. For Fiscal Year 2018-19, the levy is proposed to increase to the maximum from the Fiscal Year 2016-17 and 2017-18 levies of \$394.86, in order to maintain a reserve fund for 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, 2017 was 3.6%. A 3% C.P.I. would allow for an assessment increase of \$10.58 per parcel to a maximum of \$362.31 per parcel. For Fiscal Year 2018-19, the levy is proposed be at the maximum assessment of \$362.31.

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 with upgrades to the "D" with landscaping 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, 2017 was 3.6%. A maximum of 3% C.P.I. would allow for an assessment increase of \$15.23 per parcel to \$522.80 per parcel. For Fiscal Year 2018-19, a Levy of \$517.07 is required to balance the expenses which is less than the maximum allowed assessment of \$522.80 per parcel. A major landscape improvement project is planned for this Fiscal Year using reserve funds.

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, 2017 was 3.6%. A 3% C.P.I. would allow for an assessment increase of \$14.18 per parcel to \$486.79 per parcel. A C.P.I. increase of 3% is proposed for Fiscal Year 2018-19.

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, 2017 was 3.6%. A C.P.I. increase of 3% raises the maximum assessment by \$15.11 per parcel from \$503.66 to \$518.77 per parcel. For Fiscal Year 2018-19, the maximum levy of \$518.77 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, 2017 was 3.6%. A C.P.I. increase of 3% raises the maximum assessment by \$21.53 per parcel from \$717.76 to \$739.29 per parcel. For Fiscal Year 2018-19, a levy of \$595.45 per parcel is required to balance expenses which is less than the maximum allowed assessment of \$739.29 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, 2017 was 3.6%. A CPI increase of 3% raises the maximum assessment by \$44.68 per parcel from \$1,489.24 to \$1,534.02. For Fiscal Year 2018-19, a levy of \$800.00 per parcel is required to balance expenses with the application of reserves which is less than the maximum allowed assessment of \$1,534.02 and, while it is an increase from last year, it is significantly less than previous year's levies. While it is necessary to maintain a high reserve in this district to provide for brush clearance and flood control basin clearing costs that fluxuate, the current balance without assessing the maximum parcel increase is adequate. After the fire of 2016, the storms of 2017/18 caused the debris basin to be cleared of debris at a cost of \$8,000.00. The reserves and City funds were used to pay or this debris removal. The cost was less than anticipated.

2018-19 CITYWIDE DISTRICT, SENIOR CENTER BOND PAYMENT AND SPECIAL BENEFIT ZONE CALCULATIONS
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Citywide Parks, Lighting and Street and Senior Center Bond Payment

Parks, Lighting, & Street	\$1,166,500.00	
General Fund Contribution (Deficit)	<u>\$ 468,255.00</u>	
<u>Total Citywide Assessment for 2018-2019</u>		\$ 698,245.00

Parks

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

Street Lighting

Lighting Maintenance	\$ 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)	\$ 432,800.00
General Fund Contribution (Deficit)	<u>\$ (249,659.00)</u>
Total Citywide Street Assessments	\$ 183,141.00

Senior Center Bond Payment

Bond Payment	\$ 0.00
Total Senior Center Bond Payment	\$ 0.00

Special Benefit Zone Maintenance Cost

Maintenance Expenses***	\$ 314,225.00***
Credited Reserves from Zones	\$ (25,088.00)
General Fund Obligated Expenses **	<u>\$ (14,288.00)</u>

<u>Total Special District Assessments for 2018-2019</u>	\$ 274,849.00
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<u>Grand Total Citywide Senior Center Bond Payment and Special Benefit Zones Assessments for 2018-19</u>	\$ 973,094.00
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- * 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), \$1,538.00 (KEHDICK) and \$1,000.00 (Ridgecrest Estates).
- *** Includes \$1,133.00 (Zone 13) and \$792.00 (Zone 15) transfers to Reserve from Assessment

**2018-19 CITYWIDE STREET LIGHTING AND
SENIOR CENTER BOND PAYMENT
AND SPECIAL BENEFIT ZONE CALCULATIONS**

ZONE	DISTRICT	2016-17	2017-18	2018-19
1	Lighting	\$30.44	\$30.44	\$30.44
	Street Maintenance	\$34.96	\$21.58	\$15.74
	Parks	\$59.42	\$59.42	\$59.42
	(Average Single Family)			
	Sub-Total	\$124.82	\$111.44	\$105.60
2	Mesa Area	\$237.60	\$224.22	\$218.58
3	Emblem Homes			
	Base Cost	\$124.82	\$111.44	\$105.60
	Surcharge Lots	\$124.82	\$111.44	\$105.60
4	Las Lomas Villas	\$506.57	\$500.83	\$495.28
5	Encanto Parkway	\$186.56	\$173.18	\$167.34
6	Rancho Verde	\$343.32	\$329.88	\$324.10
7	Amberwood	\$519.68	\$506.30	\$559.70
8	Windsor	\$450.46	\$437.08	\$467.91
9	Kendrick, Hearthstone	\$158.27	\$144.39	\$139.05
10	Hearthstone			
	Base Cost	\$270.81	\$257.43	\$251.59
	Surcharge Lots	\$287.03	\$273.65	\$267.81
11	T.K.I. Townhomes	\$124.82*	\$111.44	\$105.60
12	Benchmark Homes	\$124.82*	\$111.44	\$105.60

SPECIAL DISTRICT ASSESSMENT COMPARISON

ZONE	DISTRICT	2016-17	2017-18	2018-19
13	Mike's Center			
	8530-018-027	\$2,334.91	\$2,249.29	\$2,249.29
	8530-018-028	\$1,151.76	\$1,107.02	\$1,107.02
	8530-018-029	\$1,198.19	\$1,151.32	\$1,151.32
	8530-018-030	\$ 548.67	\$ 525.08	\$ 525.08
	8530-018-031	\$ 548.67	\$ 525.08	\$ 525.08
	8530-018-032	\$ 548.67	\$ 525.08	\$ 525.08
	8530-018-033	\$2,395.96	\$2,318.65	\$2,318.65
	8530-018-034	\$3,013.36	\$2,907.77	\$2,907.77
	8530-018-054	\$1,880.36	\$1,810.27	\$1,810.27
	8530-018-055	\$9,119.66	\$8,813.93	\$8,813.93
		\$22,743.65	\$21,933.49	\$21,933.49
14	Las Brisas	\$595.55	\$582.17	\$622.67
15	Las Posadas	\$588.16	\$584.05	\$592.39
16	Buena Vista Villas	\$581.07	\$567.69	\$624.37
17	Citrus Collection	\$647.55	\$634.17	\$701.05
18	Ridgecrest Estates	\$1,545.99	\$811.44	\$905.60

*Citywide only within this Special Benefit Zone.

**ZONE 2 – MESA AREA
(FUND 2430)**

ESTIMATED EXPENSES 2018-19

Gas	\$ 6,000.00	
Repairs and	\$ 3,000.00	
Capital Improvements (Replacement)	\$ 9,000.00	
Personnel	\$ 3,800.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$21,800.00

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$12,800.00	
Transfer From Reserve	\$ 9,000.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$21,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	\$11,390.00
2015	\$14,044.00
2016	\$18,013.82
2017	\$21,675.00
2018	\$20,000.00 est.

Zone 2 Information

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

**ZONE 3 – EMBLEM HOMES
(FUND 2429)**

ESTIMATED EXPENSES 2018-19

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

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 0.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 4,500.00</u>	
Total Revenue		\$4,500.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	\$0
2015	\$0
2016	\$0
2017	\$0
2018	\$0

Zone 3 Information

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

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

ESTIMATED EXPENSES 2018-19

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	\$ 0.00	
Total Expenses		\$49,100.00

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 49,100.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	\$ 0.00	
Total Revenue		\$49,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	(\$5,102.00)
2015	(\$3,318.00)
2016	\$5,643.66
2017	\$13,381.00
2018	\$16,000.00 est.

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
TOTAL COST PER LOT	\$ 495.28

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

ESTIMATED EXPENSES 2018-19

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	\$ 0.00	
Total Expenses		\$14,500.00

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 7,250.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	\$ 7,250.00	
Total Revenue		\$14,500.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	\$4,247.00
2015	\$0
2016	\$0
2017	\$0
2018	\$2,554.00 est.

Zone 4 Information

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

**ZONE 6 – RANCHO VERDE
(FUND 2427)**

ESTIMATED EXPENSES 2018-19

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

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 25,346.00	
Transfer From Reserve	\$ 54.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$25,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	\$13,102.00
2015	\$17,640.00
2016	\$10,447.72
2017	(\$1,005.00)
2018	(\$2,800.00) est.

Zone 6 Information

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

**ZONE 7 – AMBERWOOD
(FUND 2423)**

ESTIMATED EXPENSES 2018-19

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>\$ 0.00</u>	
Total Expenses		\$23,500.00

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 23,159.00	
Transfer From Reserve	\$ 341.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$23,500.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2013	\$1,177.76
2014	\$2,256.00
2015	\$2,654.00
2016	\$7,213.14
2017	\$8,976.00
2018	\$5,000.00 est.

Zone 7 Information

Number of lots to be assessed	<u>51</u>
Landscape Per Lot	\$ 454.10
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	\$ 559.70

**ZONE 8 – WINDSOR
(FUND 2424)**

ESTIMATED EXPENSES 2018-19

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

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$14,130.00	
Transfer from Reserve	\$ 1,170.00	
Transfer from General Fund	<u>\$ 0.00</u>	
Total Revenue		\$15,300.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	(\$192.00)
2015	\$826.00
2016	\$2,566.97
2017	\$3,249.00
2018	\$1,000.00 est.

Zone 8 Information

Number of lots to be assessed	<u>39</u>
Special Landscape per Lot	\$ 362.31
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance Cost Per Lot	\$ 15.74
Park Assessment Per Lot	\$ 59.42
CITYWIDE ONLY COST PER LOT	\$ 467.91

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

ESTIMATED EXPENSES 2018-19

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>	
Total Expenses		\$9,800.00

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 8,262.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 1,538.00</u>	
Total Revenue		\$9,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	(\$1303.00)
2015	(\$1,637.00)
2016	(\$1,467.08)
2017	(\$1,613.00)
2018	(\$2,600.00) est.

Zone 9 Information

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

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

ESTIMATED EXPENSES 2018-19

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	\$ 5,000.00	
Personnel	\$ 3,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$29,900.00

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 27,576.00	
Transfer From Reserve	\$ 2,324.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$29,900.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	\$13,697.00
2015	\$23,854.00
2016	\$35,847.13
2017	\$41,884.00
2018	\$38,000.00 est.

Zone 10 Information

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

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

TOTAL COST PER LOT

Base Cost	\$ 251.59
Surcharge Lots	\$ 267.81

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

ESTIMATED EXPENSES 2018-19

\$0

ESTIMATED REVENUE 2018-19

(\$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 2018-19

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

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$21,933.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$21,933.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	(\$1,336.00)
2015	(\$952.00)
2016	(\$126.39)
2017	\$13.00
2018	\$200.00 est.

Zone 13 Information

Number of lots to be assessed 10

LANDSCAPE COST PER LOT

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

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

Parcel Number	Square Feet	2018/19 Landscape Assessment	Frontage Feet	2018/19 Citywide Street Maintenance	2018/19 Total Assessment
8530-018-027	22,216	\$2,111.24	89.21	\$138.05	\$2,249.29
8530-018-028	10,890	1,034.90	43.92	72.12	1,107.02
8530-018-029	11,325	1,076.24	46.08	75.08	1,151.32
8530-018-030	5,125	487.04	20.50	38.04	525.08
8530-018-031	5,125	487.04	20.50	38.04	525.08
8530-018-032	5,125	487.04	20.50	38.04	525.08
8530-018-033	23,087	2,194.01	80.00	124.64	2,318.65
8530-018-034	28,750	2,732.18	115.00	175.59	2,907.77
8530-018-054	17,860	1,697.28	72.00	112.99	1,810.27
8530-018-055	<u>87,560</u>	<u>8,321.03</u>	<u>333.00</u>	<u>492.90</u>	<u>8,813.93</u>
	217,063	\$20,628.00	840.71	\$1,305.49	\$21,933.49

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

ESTIMATED EXPENSES 2018-19

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

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 21,200.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$21,200.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	\$2,286.00
2015	\$6,161.00
2016	\$9,244.46
2017	\$12,247.00
2018	\$10,000.00 est.

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
TOTAL COST PER LOT	\$ 622.67

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

ESTIMATED EXPENSES 2018-19

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>\$ 792.00</u>	
Total Expenses		\$22,392.00

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 22,392.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$22,392.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	(\$2,693.00)
2015	(\$2,658.00)
2016	(\$674.62)
2017	(\$2,947.00)
2018	(\$2,700.00) est.

Zone 15 Information

Number of lots to be assessed	<u>46</u>
LANDSCAPE COST PER LOT	\$ 486.79
Street Lighting Cost Per Lot	\$ 30.44
City-wide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 592.39

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

ESTIMATED EXPENSES 2018-2019

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

Estimated Revenue 2018-19

Special Zone Assessment 2017-18	\$ 16,601.00	
Transfer From Revenue	\$ 2,299.00	
Transfer From General Fund	\$ 0.00	
General Revenue		\$18,900.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	\$4,541.00
2015	\$6,522.00
2016	\$10,046.36
2017	\$11,631.00
2018	\$10,000.00 est.

Zone 16 Information

Number of lots to be assessed	<u>32</u>
LANDSCAPE COST PER LOT	\$ 518.77
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 624.37

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

ESTIMATED EXPENSES 2018-19

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

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$ 13,100.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$13,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2014	\$2,413.00
2015	\$2,444.00
2016	\$4,871.51
2017	\$3,848.00
2018	\$1,000.00

Zone 17 Information

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

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

ESTIMATED EXPENSES 2018-19

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	
Personnel	\$ 1,500.00	
Reserve/Contingency (15% max)	\$ 0.00	
Transfer to Reserve	\$ 0.00	
Total Expenses		\$22,900.00

ESTIMATED REVENUE 2018-19

Special Zone Assessment 2018-19	\$12,000.00	
Transfer From Reserve	\$ 9,900.00	
Transfer From General Fund**	\$ 1,000.00	
Total Revenue		\$22,900.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND***

Fiscal Year Ending	Balance
2014	\$22,335.00
2015	\$38,158.00
2016	\$55,017.50
2017	\$59,554.00
2018	\$48,000.00 est.

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
TOTAL COST PER LOT	\$ 905.60

*Previously approved by Resolution 11-49.

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

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

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. Public Hearing - MCA 18-01

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:

06/02/2018

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

Executed at West Covina, LA Co. California
On this 4th day of June, 2018.



Signature

(Space below for use of County Clerk Only)

Legal No. **0011126543**

City of Duarte

Notice is hereby given that the City Council of the City of Duarte will conduct a public hearing on June 12, 2018 at 7:00 p.m., in the City Hall Council Chambers, 1600 Huntington Drive, Duarte, California, to consider the following:

Municipal Code Amendment 18-01: A City-initiated request to amend Section 19.60.140(C)(1) "Parcel size and location" to address parcel size standards for properties on which places of religious assembly were legally established prior to 2010.

Conditional Use Permit 17-04: A request to allow the operation of a place of religious assembly known as the Kwan Yin Meditation Temple, at 2632 Royal Oaks Drive. The temple will provide a place for meditation, religious study, and small gatherings.

ARB Site Plan and Design Review 17-30: A request to construct two (2) single-story structures for the operation of the Kwan Yin Meditation Temple at 2632 Royal Oaks Drive. The project will also include a variety of property improvements, including new landscape and a new parking lot.

The applications listed above were presented to the Planning Commission on May 21, 2018 at a regularly scheduled meeting. The Planning Commission reviewed the information and recommended approval of all three applications to the City Council.

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to exemption in Section 15061(b)(3) and Section 15332, Class 32 of Title 14 of the California Code of Regulations. Therefore, no further environmental review is necessary in accordance with CEQA Guidelines. A Notice of Exemption has been prepared for this project.

Any interested party may appear in person or by agent and be heard. If you challenge this matter in court, you may be limited to raising only the issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the Public Hearing. Written correspondence may be sent to Duarte City Hall, Community Development Department, at 1600 Huntington Drive, Duarte, CA 91010. For further information regarding these applications, please contact David F. Eoff IV, Associate Planner in the Community Development Department, Monday through Thursday at (626) 357-7931, ext. 239, between the hours of 7:30 a.m. and 6:00 p.m.

Marla Akana
City Clerk

MAIL/POST:

May 31, 2018
Duarte City Hall
Duarte Library
Duarte Office of Public Safety
June 2, 2018
"The Duartean"

PUBLISH:

AD#1126543



CITY COUNCIL STAFF REPORT

Date: June 12, 2018

Project: Municipal Code Amendment MCA 18-01
Conditional Use Permit CUP 17-04
Site Plan and Design Review ARB 17-30

Subject: A City-Initiated Request to Amend Section 19.60.140(C)(1) "Parcel Size and Location" to Address Parcel Size Standards for Properties on which Places of Religious Assembly were Legally Established Prior to 2010; and a Request from Kwan Yin Temple to Operate and Construct a new Meditation Temple

Location: City-Wide; 2632 Royal Oaks Drive

Applicant: City of Duarte

SUMMARY

Section 19.60.140 of the Duarte Development Code (DDC) provides locational, operational, and developmental standards for places of religious assembly. Municipal Code Amendment MCA 18-01 will clarify the applicability of these standards for existing sites which places of religious assembly were legally established but do not meet the parcel size standards of Section 19.60.140.

The Kwan Yin Temple has requested approval to operate and construct a new meditation temple at 2632 Royal Oaks. However, the property does not meet the standards of Section 19.60.140 noted above. The operation of a meditation temple, as a place of religious assembly, requires approval of a conditional use permit; the construction requires site plan and design review approval. To allow consideration of the Kwan Yin Temple's request, Municipal Code Amendment MCA 18-01 has been initiated by the City and is being processed concurrently with the Kwan Yin Temple's conditional use permit application (CUP 17-04) and site plan and design review application (ARB 17-30).

Approval of the CUP 17-04 and ARB 17-30 is contingent upon approval of MCA 18-01. On May 21, 2018, the Planning Commission reviewed the requests and recommended approval to the City Council for consideration. Staff recommends the City Council review the information and adopt the following: Ordinance 18-O-05, approving Municipal Code Amendment 18-01; Resolution 18-R-15, approving Conditional Use Permit CUP 17-04; and Resolution 18-R-16, approving Site Plan and Design Review ARB 17-30.

BACKGROUND

In 2016 the Kwan Yin Temple purchased the property with the intention to construct and operate a meditation temple. The prior use on the property was also a place of religious assembly, which has been the case since the property was developed in 1970. In 2010, as part of the comprehensive update to the Duarte Development Code, Section 19.60.140 was added to regulate locational,

developmental, and operation standards for places of religious assembly within the City. As currently written under Subsection 19.60.140(C)(1), standards for parcel size and location are provided as noted below:

- (a) The minimum parcel size for a place religious assembly shall be 40,000 square feet;*
- (b) A place of religious assembly use shall have a frontage on a site with a minimum of two separate access points to secondary or larger roadways, as designated in the General Plan.*

The Code section does not distinguish the applicability of these standards between new sites or existing sites where a place of religious assembly is proposed. The Code section also does not discuss existing sites that are less than 40,000 square feet where a place of religious assembly is currently located. This is the case with the property at 2632 Royal Oaks Drive and two other locations in the City of Duarte.

The property at 2632 Royal Oaks Drive is roughly 20,580 square feet. This property also faces Royal Oaks Drive, which is a minor arterial street as designated by the General Plan. While the property does not contain a minimum parcel size of 40,000 square feet, the parcel is a legally subdivided lot and the current use is a legally established religious assembly. The existing church was constructed in the early 1970's. The property has changed ownership several times, but has always operated as a place of religious assembly. The current property owners submitted applications to construct a new meditation temple on the property. However, the minimum parcel size standard of Section 19.60.140 would prevent consideration of the meditation temple operation, despite remaining under the same previous land use category. The code amendment will clarify the applicability of these standards and allow the consideration of the proposed Duarte Kwan Yin temple.

Kwan-Yin Temple, Inc. has owned and operated a meditation temple in the City of Monrovia since 1997. Their current temple operates in a historic building, which has presented challenges for their elderly members due to inadequate accessibility. The Monrovia temple will continue to operate as the primary location. The proposed temple in the City of Duarte will serve as the secondary (satellite) location that will be more accommodating for elderly members.

The temple will be a place for individual and small group meditations, Buddhism study, and consultations. The temple is a members-only operation that is not open to the public. Hours of operation of the temple will occur between 7:00 AM and 4:00 PM daily. Consultations, which may include assistance with weddings or member relocation, will occur by appointment during the temple hours. The temple will not be used or rented to outside organizations or the public for the use of weddings, private banquets, etc. The Duarte temple will host annual events that coincide with different Buddhist deities and holidays. These events will include celebrations such as the Lunar/Chinese New Year, Buddha's birthday, 4th of July, Labor Day, and celebration of ancestors, among others. The current temple in Monrovia will continue to be used for the large/major events and gatherings while the Duarte temple will be primarily used for small gatherings.

The Kwan Yin temple will consist of two single-story structures – the Meditation Hall and the Dining Hall – designed in a Spanish architectural style. The Meditation Hall is 1,432 square feet and will be

designed as an open space with two small changing rooms. The Dining Hall is 2,355 square feet and will include a kitchen, dining area, office, and monk's room. Both structures will contain a height of 18 feet, however the Meditation hall includes a tower element that will extend to 22 feet. Both structures will be setback 20 feet from the front property line and 20 feet from the rear property line. The combined building area of the temple is roughly 3,787 square feet. The property will also be substantially upgraded with a new parking lot and parking lot lights, new landscaping and decorative walkways throughout the site.

ANALYSIS

Municipal Code Amendment

The proposed Code change is to clarify the applicability of Section 19.60.140(C)(1) and address existing sites that do not meet the minimum parcel size. The City is recommending the following amendment with the insertion of subsection "c" to Section 19.60.140(C)(1):

- (c) Properties on which an existing place of religious assembly has continuously operated, and was legally established prior to 2010 that does not meet the property size standard in subsection (a) above shall be exempt from the requirements in subsection (a) and subsection (b) above.*

The remainder of Section 19.60.140 will not be modified.

Places of religious assembly are allowed in residential zones with an approved conditional use permit (CUP). DDC Section 19.60.140(C)(1) was intended to address potential locational, developmental, and operational impacts of proposed new places of religious assembly as part of a CUP entitlement. Section 19.60.140(C)(1) addresses two areas: parcel size and location. The required minimum parcel size helps reduce the possibility of establishing a new place of religious assembly on a standard sized lot in the middle of a single-family neighborhood. Requiring a minimum 40,000 square foot lot helps to locate religious facilities on larger parcel sizes where their operational and developmental impacts are minimized and can be contained on their own property. This Section also requires a minimum of two access points to a secondary or larger roadway. This standard is intended to work in tandem with the minimum parcel size requirement. Religious facilities, especially those on larger parcel sizes, can produce intense peak period traffic flows, as congregations and/or assemblies of people enter and leave the facility. The two-access point requirement is designed to alleviate potential traffic impacts, by providing separate driveways that can accommodate higher peak traffic flows.

Section 19.60.140 does not address existing churches that are established on properties less than 40,000 square feet or with less than two access points. It is unlikely an existing site can enlarge the property to meet the minimum size requirements and it is also challenging for a smaller property to provide two access points. Additionally, smaller parcels will have religious facilities with smaller assembly and parking areas, which make the additional access point unnecessary.

There are currently eight existing places of religious assembly in the City of Duarte, three are established on properties that are less than 40,000 square feet. The amendment to Section 19.60.140 will provide clarity with the parcel size and location requirements. By adding subsection "c", those existing churches will be allowed to maintain their operation as a place of religious

assembly. This will only apply to three churches if they maintain their current use as a place of religious assembly. In the event the use changes to something other than place of religious assembly, the exemption provided in subsection “c” will no longer be applicable to that property.

Conditional Use Permit

The Kwan Yin Temple currently has a primary temple established in the City of Monrovia with roughly 250 members. The Monrovia temple operates out of a larger building and property, giving it the ability to provide more services and accommodate the larger population. The Kwan Yin Temple in Duarte will not replace the Monrovia temple or inherit the full member population. The primary purpose of the Duarte temple is to provide a location that is accommodating and convenient for the matured/elder members of the temple. The Duarte temple will serve as a satellite location intended as a place for individual or small group gatherings only. Group gatherings will range in size but will not exceed 30 persons for the Duarte temple. Meditation requires a certain amount of space per member to comfortably carry out the meditation practices. The meditation area at the Duarte temple is roughly 1,344 square feet, which according to the Temple is sufficient for up to 30 members.

The temple operates daily from 7:00 AM to 4:00 PM, consistent with the Monrovia temple. During these hours the temple will be open mostly for consultation services. Consultations usually involve two to three members at a time and occur on an appointment-only basis. This is unlikely to generate much daily activity. The meditation ceremonies and small gatherings occur on a scheduled basis in line with the Buddhist/Lunar calendar. Typically, five to six events or gatherings occur per year. These events do not occur routinely throughout regular business hours. Events that are known to generate a large attendance will occur at the main temple in Monrovia. Occasionally, both temples may be used during an event to alleviate the capacity and accommodate local members. However, the Duarte temple will still limit their attendance to no more than 30.

Monk on-site residency is also typical part of the temple operation. The monks live on site to function as spiritual leaders and caretakers of the temple. The monks will reside on site alone and will not be accompanied by families. The Duarte temple will provide a relatively small break/monk room (174 square feet) that includes an open area and a $\frac{3}{4}$ bathroom. The room is roughly the size of a bedroom that is designed to accommodate one or two monks at the most. Two monks residing in the temple are unlikely to generate activity or impacts greater than the surrounding single-family homes. Although monks typically do not drive, two additional parking spaces have been provided for the resident monks. The additional parking stalls will ensure the parking minimum for the temple use and members is properly maintained. Furthermore, two additional parking stalls is consistent with parking requirements of a single-family home. The residency will be limited to a maximum of two monks only. A condition of approval will be added to ensure the residency does not extend beyond two monks or become detrimental to the community.

A CUP is required for the operation of a place of religious assembly. Uses such as this have the potential to create impacts on the property and surrounding community when established within a residential zone. The existing church was constructed without a conditional use permit in 1972. This is also prior to Section 19.60.140 being incorporated into the Duarte Development Code.

The CUP will provide operational regulations for the meditation temple. The CUP will also include conditions of approval to ensure the temple operation remains compatible with the surrounding

uses. As a satellite location with limitations on the size and frequency of gatherings, the operation appears unlikely to cause impacts to the surrounding community. In an effort to not disturb the surrounding neighborhood or be detrimental to the community, the temple has incorporated self-imposed limitations into the operation that will allow the temple to coexist amongst the single-family residences.

Site Plan and Design Review

The temple makes good use of a Spanish architectural style throughout the entire project. The overall design provides an improvement to the property and is compatible with surrounding structures. The exterior finish sets the tone of the overall design with the use of smooth stucco and a light tan color palette. These are consistent and true to the Spanish-style architecture. Additional accent details such as tile and recessed windows also help reinforce the architectural style. This helps establish a strong street presence along Royal Oaks Drive and throughout the rest of the project; even those areas that are less visible from the street.

Separating the temple into two structures helps control architectural massing. Both structures will incorporate a hipped roof design using concrete Spanish tiles in a complementary color range. Hipped roofs help minimize building massing and keep the structures proportionate to the site and surrounding residential structures. The hipped roof also complements the architectural style. The overall height of 18 feet and the tower height of 22 feet is consistent with development standards allowed within a single family residential zone. There are various pop-out features and varying roof heights that provide good horizontal and vertical articulation, while two covered entries and an architectural tower feature provide focal elements in the design.

The placement of the structures also contributes to the overall design of the project. The structures maintain setbacks of 20 feet along the front and rear property lines. The R-1 zone requires 20 feet along the front, however the minimum along the rear is only 10 feet. The additional 10 feet proposed along the rear will allow greater opportunity for landscape improvements and a create a larger buffer between the adjacent residential properties to the south.

Parking and Circulation

Typically, in Buddhist culture, the amount of vehicle traffic and drivers is relatively low. However, the parking standards remain applicable. The Duarte Development Code requires 23 parking stalls. A total of 25 parking stalls, including two additional stalls for the resident monks, will be provided within the parking lot area. This exceeds the minimum requirements for places of religious assembly and appears suitable for the temple operation.

The parking lot area will incorporate new parking lot lights. The light standards (poles) will be designed to prevent spillover lighting on the adjacent properties to the best extent possible. This will be achieved with adequate optics, a sufficient light standard height, and a photometric study. A condition of approval will be added requiring approval of a photometric study prior to beginning the Building plan check process.

The code amendment is unlikely to have any adverse impacts, nor is it likely to result in any significant change. The amendment will apply to three existing properties where places of religious assembly are already established and have existed in harmony with their predominantly residential

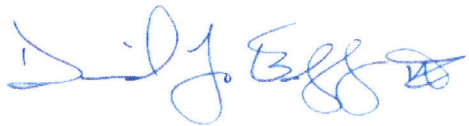
surroundings for several decades without generating complaints or concerns from the City or neighbors. The proposed Kwan Yin temple in Duarte will operate as a satellite location and appears unlikely to cause impacts to the surrounding community. Several conditions of approval have been included with the CUP to ensure the Temple maintains a safe and orderly operation. These conditions have been incorporated by the Temple in their own effort not to disturb the surrounding neighborhood. The Temple is also well designed using a Spanish architectural style that will provide an improvement to the property and surrounding community.

RECOMMENDATION

Staff recommends the City Council adopt:

- Ordinance 18-O-05, approving Municipal Code Amendment MCA 18-01,
- Resolution 18-R-15, approving Conditional Use Permit 17-04, and
- Resolution 18-R-16, approving Site Plan and Design Review 17-30

Respectfully Submitted,



David F. Eoff IV
Associate Planner

ATTACHMENTS

- | | |
|------------|--|
| Exhibit A: | Ordinance 18-O-05 |
| Exhibit B: | Resolution 18-R-15 |
| Exhibit C: | Resolution 18-R-16 |
| Exhibit D: | Duarte Development Code Section 19.60.140 as Amended |
| Exhibit E: | List of Established Places of Religious Assembly |
| Exhibit F: | Colored Rendering, Project Plans, and Sample Building Color Elevations |
| Exhibit G: | Supplemental Zoning and Property Info Sheet |

ORDINANCE NO. 18-O-05

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, APPROVING MUNICIPAL CODE AMENDMENT 18-01 FOR THE AMENDMENT OF SECTION 19.60.140(C)(1) "PARCEL SIZE AND LOCATION" OF THE DUARTE DEVELOPMENT CODE

WHEREAS, Section 19.60.140 of the Duarte Development Code provides standards for places of religious assembly; and

WHEREAS, Section 19.60.140(C)(1) provides locational, developmental, and operational standards, such as: parcel size and location, for places of religious assembly but does not differentiate on the applicability of the standards for new or existing places of religious assembly; and

WHEREAS, Municipal Code Amendment 18-01 proposes to clarify the applicability of the parcel size and location standards for legally established places of religious assembly by including subsection 19.60.140(C)(1)(c); and

WHEREAS, the Planning Commission of the City of Duarte conducted a duly-noticed public hearing on May 21, 2018, pursuant to Development Code Section 19.142.040 to consider Municipal Code Amendment 18-01, a city-initiated request to amend Chapter 19.60.140(C)(1) (Places of Religious Assembly) of the Duarte Development Code and recommended approval to the Duarte City Council for consideration; and

WHEREAS, notice of a public hearing on Municipal Code Amendment 18-01 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the City Council received and considered the analysis and recommendation provided in the staff report for the Municipal Code Amendment 18-01, and all of the information, evidence, and testimony received at the public hearing held on June 12, 2018 at 7:00 p.m. in the City Council Chambers; and

WHEREAS, after careful study and the holding of a duly noticed public hearing, the City Council adopts and approves Municipal Code Amendment 18-01.

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

SECTION 1. RECITALS

All of the facts set forth in the Recitals of this Ordinance are true and correct and incorporated herein by this reference.

SECTION 2. FINDINGS FOR DEVELOPMENT CODE AMENDMENTS

The City Council finds and determines as follows, findings for Development Code Amendments, as set forth in DDC Section 19.142.060:

1. The proposed amendment is consistent with the General Plan and any applicable specific plan

The proposed amendment includes a modification to Section 19.60.140(C)(1), Places of Religious Assembly. The proposed amendment does not involve an amendment to the City's current General Plan, and all current land use designations will remain the same.

2. The proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The proposed amendment clarifies the applicability of the parcel size requirements for legally established places of religious assembly. The amendment will affect only existing religious assemblies, which have maintained an operation prior to the requirements of Section 19.60.140 being incorporated into the Duarte Development Code. Religious assemblies that have not been legally established must comply with the development standards outlined in Section 19.60.140.

3. Additional findings for development code amendments. The proposed amendment is internally consistent with applicable provisions of this Development Code.

The proposed amendment will not impact other provisions of this Development Code. Places of religious assembly require a conditional use permit, which remain applicable for all operations. The code amendment will help clarify the applicability of the parcel size standards for existing uses.

SECTION 3. CEQA DETERMINATION

By adopting this Ordinance 18-O-05 for the proposed amendment to Section 19.60.140(C)(1) of the Duarte Development Code, the City Council finds and determines the project is in compliance with the California Environmental Quality Act (CEQA), and State regulations in Title 14 of the California Code of Regulations, (CEQA Guidelines) because the project is categorically exempt from CEQA pursuant to Title 14 California Code of Regulations Sections 15061(b)(3) and 15378(b)(5).

SECTION 4. RECOMMENDATION

The City Council approves this Ordinance that Chapter 19.60.140(C)(1) of the Duarte Development Code be amended to add Subsection c, to read as follows:

- c. Properties on which an existing place of religious assembly has continuously operated, and was legally established prior to 2010 that does not meet the property

size standard in subsection (a) above shall be exempt from the requirements in subsection (a) and subsection (b) above.

APPROVED, AND ADOPTED by the City Council of the City of Duarte at a public meeting held on the 12th day of June 2018.

Mayor John Fasana
City of Duarte, California

ATTEST:

City Clerk Marla Akana
City of Duarte, California

(CITY SEAL)

APPROVED AS TO FORM:

David B. Cosgrove, City Attorney
City of Duarte, California

RESOLUTION NO. 18-R-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING CONDITIONAL USE PERMIT 17-04, FOR THE USE AND OPERATION OF A MEDITATION TEMPLE, LOCATED AT 2632 ROYAL OAKS DRIVE

WHEREAS, the applicant is requesting approval to operate a meditation temple, also known as a place of religious assembly, at 2632 Royal Oaks Drive; and

WHEREAS, a place of religious assembly is an allowed use in the R-1 zone with an approved conditional use permit; and

WHEREAS, the existing church was constructed in the 1970's and operated without a conditional use permit and prior to Section 19.60.140 being incorporated into the Duarte Development Code; and

WHEREAS, Municipal Code Amendment 18-01 clarifies the applicability of Section 19.60.140(C)(1) as it pertains to parcel size and location standards for places of religious assembly; and

WHEREAS, the proposed temple meets the development standards of the R-1 zone and complies with architectural design guidelines outlined in Chapter 19.44 of the Duarte Development Code; and

WHEREAS the proposed meditation temple will be regulated under the requirements and conditions associated with this Resolution, which grants approval of a conditional use permit; and

WHEREAS, the Planning Commission of the City of Duarte conducted a duly-noticed public hearing on May 21, 2018, pursuant to Development Code Section 19.142.040 to consider Conditional Use Permit 17-04, allowing the use and operation of a meditation temple at 2632 Royal Oaks Drive, and recommended approval to the Duarte City Council for consideration; and

WHEREAS, notice of a public hearing on the Conditional Use Permit 17-04 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the City Council has considered the analysis and recommendation provided in the staff report for Conditional Use Permit application 17-04 and all the information, evidence and public testimony received at the public meeting held on June 12, 2018 at 7:00 p.m. in the City Council Chambers;

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

SECTION 1. RECITALS

All the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

SECTION 2. FINDINGS FOR CONDITIONAL USE PERMITS

The City Council finds and determines as follows, findings for Conditional Use Permits, as set forth in DDC Section 19.114.040(B), as:

1. The proposed use is consistent with the General Plan;

The project conforms to the goals and objectives of the General Plan and the regulations of Chapter 19.10 (Residential Zones), including the intent and purpose, permitted uses, and other development standards. The use is also consistent with the land use goal by providing compatible and harmonious land uses by providing a mix of uses consistent with projected future social, environmental, and economic conditions.

2. The proposed use is allowed within the subject zone and complies with all other applicable provisions of this Development Code and the Municipal Code;

A place of religious assembly is allowed within the R-1 zone with an approved conditional use permit pursuant to Section 19.10.020 of the Duarte Development Code. Section 19.60.140 of the Duarte Development Code provides additional locational and operational criteria for religious facilities; however, Municipal Code Amendment 18-01 addresses the applicability of the Section 19.60.140. As an existing place of religious assembly, the Kwan Yin Temple is exempt from the standards outlined Section 19.60.140(C)(1). Furthermore, the temple has been designed to comply with the development standards of the R-1 zone with respect to lot coverage, setbacks, and height. The proposed lot coverage of roughly 20% is below the maximum allowed in the R-1 zone; a rear setback of 20 feet exceeds the minimum requirement for the R-1 zone, creating a sufficient buffer between the temple and adjacent residential properties to the south; and the overall height of the structure is less than the maximum allowed within the R-1 zone as well as consistent with a typical of height of a single-story or two-story home.

By adoption of this resolution, the temple will be regulated by a conditional use permit and will meet the requirements of Section 19.10.020 and Section 19.60.140 of the Duarte Development Code.

3. The design, location, size and operating characteristics of the proposed use are compatible with the allowed uses in the vicinity;

The project site is located within the R-1 zone and is currently improved with an existing church structure. The site is accessible from Royal Oaks Drive. The property is roughly 20,600 square feet, with a street frontage width of approximately

200 feet. The site is surrounded by single-family residential properties to the south and west. The structure is setback 20 feet from the south property line to create a sufficient buffer between the adjacent properties. The single-family homes to the west are not directly adjacent to the subject site, as they are located on the west side of Park View Court. Additionally, the parking lot area is located generally on the west side of the property, creating a large separation between the homes and the temple. The temple is designed in a Spanish architectural style that has resemblance to a single-family home. The scale and massing is proportionate to the site and surroundings, and is consistent with the development standards allowed for a single-family home in that zone.

The temple operation is low intensity and limited by the size of the temple. The temple does not include large daily or weekly gatherings, as all gatherings occur on a scheduled basis throughout the year. Additionally, all activities will occur inside the temple buildings, keeping the activity and noise levels within a controlled area. Conditions of approval will be added to ensure the temple remains compatible with the surrounding uses.

4. Operation of the use at the location proposed would not be detrimental to the harmonious and orderly growth of the City, or endanger, jeopardize, or otherwise constitute a hazard to the public convenience, health, interest, safety, or general welfare of persons residing or working in the neighborhood of the proposed use;

The general nature of the temple includes a low intense operation that is suitable for the proposed location and will not be detrimental to surrounding neighborhood. All activities will remain indoors, and the gatherings and special events will be limited in size and occurrence. The temple is available to members only and functions as a satellite location that is designed to accommodate elderly members. Daily operations will consist of individual and/or family consultations, or Buddhism studying. Conditions of approval will be imposed to ensure the operation does not create any adverse impacts on the City of surrounding community.

5. The subject site is:
 - a. Physically suitable in terms of design, location, operating characteristics, shape, size, topography, and the provision of public and emergency vehicle (e.g. fire and medical) access and public services and utilities; and
 - b. Served by highways and streets adequate in width and improvement to carry the kind and quantity of traffic the proposed use would likely generate.

The site is approximately 20,600 square feet in size, which is sufficient for the 3,787 square-foot temple and parking lot area. The property is in the R-1 zone along Royal Oaks Drive with one access point for ingress and egress. Onsite circulation is maintained with a two-way drive aisle that provides access to the parking stalls and sufficient turn around for safe exiting. The site is suitable for the temple operation and emergency vehicle access.

SECTION 3. CEQA DETERMINATION

By adoption of this Resolution 18-R-15 for the proposed use and operation of a meditation temple, the City Council finds and determines the project is in compliance with the California Environmental Quality Act (CEQA), and State regulations in Title 14 of the California Code of Regulations, (CEQA Guidelines) because the project is categorically exempt from CEQA pursuant to Title 14 California Code of Regulations Section 15301.

SECTION 4. RECOMMENDATION

The City Council approves Resolution 18-R-15, based on the findings listed in Section 2 and the conditions listed in "Exhibit B-1", approving Conditional Use Permit 17-04 for the use and operation of a meditation temple at 2632 Royal Oaks Drive.

APPROVED, AND ADOPTED by the City Council of the City of Duarte at a regular meeting held on the 12th day of June 2018.

Mayor John Fasana
City of Duarte, California

ATTEST:

City Clerk Marla Akana
City of Duarte, California

(CITY SEAL)

APPROVED AS TO FORM:

David B. Cosgrove, City Attorney
City of Duarte, California

EXHIBIT B-1
Conditions of Approval
Conditional Use Permit 17-04
2362 Royal Oaks Drive

1. This approval is for the operation of the Kwan Yin Meditation temple (place of religious assembly) located at 2632 Royal Oaks Drive, as stated in the staff report and described in the applicant's business proposal statement, on file with the Planning Division.
2. Approval of this Conditional Use Permit (CUP) shall be contingent upon the approval of Municipal Code Amendment MCA 18-01 by the Duarte City Council. In the event MCA 18-01 is not approved, this CUP shall become void.
3. The temple shall be accessible to members only and not intended for general public use.
4. No more than thirty (30) members and two (2) monks shall be on the premise at anytime for daily operations and/or special events/gatherings, unless approved by the Community Development Director.
5. The hours of operation for the temple shall be from 7:00 AM to 4:00 PM daily. The daily hours of operation shall be for incidental services conducted by the temple – consultation, study sessions, etc. and not intended for daily or routine events or large gatherings. Any request to alter these hours shall require approval from the Community Development Director prior to implementing. Such changes may require additional review from the Planning Commission.
6. The Duarte temple shall operate as the secondary/satellite location to the main temple located in Monrovia. In the event the main temple shall cease operation, an updated operation statement for the Duarte temple shall be provided to the Community Development Department for review to ensure the operation does not intensify or create adverse impacts on the surrounding neighborhood. Proper notification of the main temple ceasing operation shall be provided to the Duarte Community Development Department within a reasonable amount of time.
7. Special events and gatherings shall occur on a scheduled basis with a frequency no greater than once per month; no more than 30 members shall be in attendance at any special event or gathering, unless prior written approval is obtained from the Community Development Director. Such events or gatherings that are expected to occur more than once per month or exceed 30 members may require review and approval of a Special Event Permit.
8. All activities, services, gatherings, events, etc. shall remain indoors unless prior written approval from the Planning Division is obtained.

9. No more than two (2) monks shall reside on the property at all times. The monk residency area shall be restricted to the monk room as depicted on the approved floor plan on file with the Planning Division. Any changes to the size, location, or use of the monk room shall require approval from the Community Development Director prior to implementing. Such changes may require additional review from the Planning Commission.
10. The meditation hall and/or dining hall shall not be rented or used by outside organizations or the general public for weddings, private banquets, or similar. The use of the temple is for members only and shall not be considered or used as a venue for non-member social gatherings.
11. Any outdoor storage associated with this use is strictly prohibited.
12. In the event that the applicant (Kwan Yin Temple) vacates the subject property or a change of ownership occurs, the Conditional Use Permit in compliance with the provisions of Chapter 19.114 of the Duarte Development Code shall continue to be valid as it was originally approved, provided the new tenant/successor owner meets the requirements of this Conditional Use Permit for places of a religious assembly. In the event the Conditional Use Permit is not actively exercised for a continuous period of twelve (12) months, the Conditional Use Permit and approval shall become invalid.
13. Any expansion or modification to the approved use as part of this conditional use permit, including but not limited to any substantial changes to the floor plan, additional services, transition from satellite location to main temple, or other changes that may affect or intensify the business operation shall be reviewed by the Planning Division, and may require Planning Commission approval of a new conditional use permit.
14. The project shall comply with all regulations of the R-1 Single-Family Residential Zone, including the intent and purpose, permitted uses, development standards, and any other applicable sections of both the Duarte Development Code and Duarte Municipal Code.
15. The temple activities shall be maintained at reasonable audible levels, not to exceed the City Noise Regulations outlined in Chapter 9.68 of the Duarte Municipal Code. Any substantiated complaints regarding noise, sound or other audible impacts may require submittal of a Noise Study by the Community Development Director to address any noise concerns and propose appropriate measures as needed to comply with the City's noise ordinance. The Noise Study shall be prepared by a qualified consultant, to the satisfaction of the City. Continued concerns or violations may require a public hearing before the Planning Commission.
16. Any required building permits for this project must be issued within one-year from the date of approval from the Planning Commission or the application and approval shall expire.

17. This CUP may be called for review or revocation at any time by City Staff, City Council, or Planning Commission if a violation of the approved conditions is alleged, or if it is alleged that temple operation, or its patrons, are creating a public nuisance, as substantiated by the LA County Sheriff's Department, Public Safety Department, or any other City Department. The applicant and successors shall operate the subject premises in a safe and sanitary manner at all times. Such review of the CUP may include any remedy available to the City that will prevent negative impacts on the property and surrounding developments. Problems or continued/repeated violations of any Municipal Code, conditions of approval or any other governmental regulations may be grounds for initiation of proceedings for the revocation of this CUP before the Planning Commission pursuant to Section 19.152.030 of the Duarte Development Code.
18. This entitlement shall be contingent upon the privileges being utilized within 12 months from the effective approval date.
19. The decision of the Planning Commission may be appealed to the City Council within 15 days of the Planning Commission's decision. Said appeal must be in writing and filed with fees paid to the City Clerk's Office. The written appeal shall include reasons for the appeal.
20. That by acceptance of the approval of the project by the City, the applicant shall defend, indemnify and hold harmless the City of Duarte and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers and employees to challenge, set aside, void or annul the approval of the project or from any other action pertaining to this application or the granting of this conditional use permit which may be brought within the time period provided for such actions or challenges under applicable law.

RESOLUTION NO. 18-R-16

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING SITE PLAN AND DESIGN REVIEW CASE 17-30, FOR THE CONSTRUCTION OF A NEW MEDITATION TEMPLE AND ASSOCIATED SITE IMPROVEMENTS, LOCATED AT 2632 ROYAL OAKS DRIVE

WHEREAS, Kwan Yin Temple is requesting approval to demolish the existing structure and construct two new single-story structures totaling 3,787 square feet along with additional site improvements that include new landscape, and a new parking lot at 2632 Royal Oaks Drive; and

WHEREAS, Table 7-2 listed in Section 19.122.030.B of the Duarte Development Code requires a recommendation from the Architectural Review Board and approval from the Planning Commission for nonresidential construction greater than 2,500 square feet; and

WHEREAS, on March 12, 2018, the Architectural Review Board reviewed the plans for ARB Case 2017-30 and recommended approval to the Planning Commission subject to conditions; and

WHEREAS, the Planning Commission of the City of Duarte conducted a duly-noticed public hearing on May 21, 2018, pursuant to Development Code Section 19.142.040 to consider Site Plan and Design Review Case ARB 17-30, allowing the construction of a 3,787 square foot meditation temple and associated site improvements at 2632 Royal Oaks Drive, and recommended approval to the Duarte City Council for consideration; and

WHEREAS, notice of a public hearing on the Site Plan and Design Review Case ARB 17-30 was given pursuant to Duarte Development Code Chapter 19.146 and in accordance with applicable State law; and

WHEREAS, the City Council has considered the analysis and recommendation provided in the staff report and all of the information, evidence and public testimony received at the public meeting held on June 12, 2018 at 7:00 p.m. in the City Council Chambers;

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

SECTION 1. RECITALS

All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

SECTION 2. FINDINGS FOR SITE PLAN AND DESIGN REVIEW

The City Council finds and determines as follows, findings for Site Plan and Design Review, as set forth in DDC Section 19.122.050 (E), as the proposed development is:

1. Consistent with the General Plan and is in compliance with all applicable provisions

of the Duarte Development Code and all other City ordinances and regulations;

The project conforms to the goals and objectives of the General Plan and the regulations of Chapter 19.10 (Residential Zones), including the intent and purpose, permitted uses, and other development standards. The use is also consistent with the land use goal by maintaining a balanced community.

2. To be constructed on a parcel that is adequate in shape, size, topography, and other circumstances to accommodate the proposed development:

The project will consist of a total of 3,787 square feet of building area constructed on to an existing parcel that is roughly 20,600 square feet. The project will include two structures, 1,432 square feet and 2,355 square feet, both of which can be accommodated on the project site. Furthermore, the new addition meets the development standards of the Duarte Development Code.

3. In compliance with the applicable criteria specified in Subsection 19.122.040(D), and the site is suitable for the proposed development:
 - a. Compatibility. *The project will create an enhancement to the property and surrounding community. The project meets the requirements of the R-1 zone and has been designed to be compatible with design, scale and proportion of the surrounding developments.*
 - b. Architectural Design and Detail. *The project has been designed with unique elements that reflect a Spanish-style architecture. A variety of elements such as: smooth stucco, light tan colors, recessed windows, tile accents, among others, help define the architectural design and create a visual enhancement along Royal Oaks Drive. Furthermore, the project is consistent with the design guidelines outlined in the Duarte Development Code.*
 - c. Landscape, Lighting, Parking, Signs, and Other Design Details.
 - Equipment and Utilities. *All new service and utilities will be installed in a manner that screens them from the public right-of-way. New equipment will be installed within attic area or ground-mounted in rear or side of the property, or underground, and screened from the public right-of-way. Roof-mounted equipment will not be allowed.*
 - Fences/Walls. *The project will include repairs and improvements to the existing perimeter block wall, and the construction of a new block wall along the south and east property line. A block wall plan will be required for review and approval.*
 - Landscaping. *The project includes new landscape improvements throughout the property, around the new structures and the perimeter of the parking lot. All landscape proposals will require separate review and approval to ensure landscape areas have been designed to meet the intent and purpose of Chapter 19.40 (Landscaping) of the Duarte Development Code, and will complement the project by providing a welcoming appeal along Royal Oaks*

Drive.

- *Lighting. The project includes new parking lot lighting and exterior wall-mounted light fixtures. The exterior lighting will require separate review and approval to ensure compliance with the performance standards for outdoor lighting outlined in the Duarte Development Code. The exterior lighting will be required to meet energy efficiency requirements and contain a decorative design that complements the architectural style of the property. A separate review and approval will be required.*
 - *Parking. The project exceeds the minimum parking requirements for places of religious assembly, as outlined in the Duarte Development Code. A total of 25 parking stalls are provided, which includes 2 additional stalls intended for monk residence. The project will improve the on-site parking and circulation with the construction of a new parking lot that includes 90-degree parking and a 26-foot wide two-way drive aisle. The drive aisle will provide access to the parking area and adequate turn-around for safe exiting. There are no foreseeable issues with parking.*
 - *Signs. The project does not include the approval of any signs. All new signs will require separate review to ensure compliance with the Duarte Development Code.*
4. Designed and arranged to provide adequate consideration to ensure the public health, safety, and general welfare, and to prevent adverse effects on neighboring property.

The site is sufficient in size and shape to accommodate the proposed use and operation. The project site is in the R-1 zone surrounded by residential uses. The scale and operation of the temple is consistent with what the R-1 zone would allow. With the conditions of approval imposed on the project it is unlikely to cause any significant impacts to the surrounding uses.

SECTION 3. CEQA DETERMINATION

By adoption of this Resolution 18-R-16 for the proposed construction of a meditation temple, the City Council finds and determines the project is in compliance with the California Environmental Quality Act (CEQA), and State regulations in Title 14 of the California Code of Regulations, (CEQA Guidelines) because the project is categorically exempt from CEQA pursuant to Title 14 California Code of Regulations Section 15332.

SECTION 4. RECOMMENDATION

The City Council approves Resolution 18-R-16, based on the findings listed in Section 2 and the conditions listed in "Exhibit C-1", approving Site Plan and Design Review Case ARB 17-30, for the construction of a meditation temple and associated site improvements at 2632 Royal Oaks Drive.

APPROVED, AND ADOPTED by the City Council of the City of Duarte at a regular meeting held on the 12th day of June 2018.

Mayor John Fasana
City of Duarte, California

ATTEST:

City Clerk Marla Akana
City of Duarte, California

(CITY SEAL)

APPROVED AS TO FORM:

David B. Cosgrove, City Attorney
City of Duarte, California

EXHIBIT C-1
Conditions of Approval
Site Plan & Design Review Case 17-30
Construction of a New Meditation Temple at 2632 Royal Oaks Drive
(Kwan Yin Temple)

1. This approval is for the construction of a new meditation temple and associated site improvements, as noted on the approved plans on file with the Community Development Department. The construction shall be in substantial compliance with all components of the approved plans.
2. The land use and other operational characteristics of the meditation temple are not included with this approval. This Site Plan and Design Review application shall become effective contingent upon approval of the associated conditional use permit application. In the event the conditional use permit application for the use and operation of the meditation temple is not approved, this site plan and design review approval shall become void.
3. The final tile selection shall be subject to the approval of the Community Development Director prior to installation. The tile shall be designed to accentuate the overall project with a contrasting color in a glazed finish. The size of the tile shall be suitable/proportionate with the approved locations. A precast trim cap shall be included with the tile accent in a complementary or matching color. Details, samples, and plans as necessary shall be provided to the Community Development Department for review.
4. The recessed window depth shall be no less than ten inches on the two pop-out features on the north elevation of the Dining Hall. The final design of all windows, including the depth, style, trim, colors, among others, shall be subject to the approval of the Community Development Director prior to installation. A window plan and schedule with all the necessary details, cut-sections, etc., shall be provided to the Community Development Department for review.
5. Exterior lighting, including freestanding and wall-mounted, shall require final approval from the Planning Division prior to issuance of building permits. Lighting fixtures shall be of high quality and decorative form and shall be designed to prevent offsite glare. A lighting plan with a photometric analysis prepared by licensed engineer or approved equivalent shall be provided to the Planning Division for review and. The lighting plan shall include cut-section drawings, manufacture brochure, illumination levels/lighting distribution, and any additional information as needed. Separate review fees may apply.
6. All elevations of both buildings shall be reviewed and approved by the Planning Division prior to permit issuance. Final review shall include approval of the color palette, placement of colors, and all finished building materials, including but not limited to the type, color, and/or placement of all stucco, trims, cornices, tile, among others. All finished building materials incorporated into the building design shall be of high quality and high durability, and shall take into consideration locations that

may be more vulnerable to damage or potential maintenance concerns.

7. Landscape improvements are not included with this approval. All landscape and irrigation improvements shall require separate review and approval prior to installation to ensure compliance with the landscape and water conservation guidelines outlined in Chapter 19.40 of the Duarte Development Code. Separate review fees may apply.
8. All signs shall require separate approval from Planning Division prior to installation. A detailed sign package with cut sheets shall be provided for review. All signs shall be in compliance with the sign regulations outlined in the Duarte Development Code. Contact the Planning Division for more information.
9. A fence and wall plan shall be submitted to the Planning Division for review prior to installation. Fences/gates shall contain a decorative design using a high-quality material such as wrought-iron. All walls shall be constructed to provide security and separation between adjacent properties. Final approval of the location, height, design etc. of all fences and walls shall be required by the Planning Division.
10. The parking lot shall be constructed in substantial compliance with the approved plans and the requirements of the Duarte Development Code, including parking stall width and depth, aisle depth, and adequate turn-around areas for efficient circulation. A separate parking lot plan shall be submitted to the Public Works Division and Planning Division for review.
11. A separate permit shall be required for closing the driveway approach along Royal Oaks Drive prior to beginning any work. The driveway approach shall be replaced with sidewalk, curb, gutter, in compliance with the City standard to the satisfaction of the Public Works Division. Additional offsite improvements, including but not limited to, sidewalk replacement, curb and gutter repairs, etc. may be included as part of the project scope of work. Separate review fees may apply. Contact the Public Works Division for more information.
12. Prior to the issuance of a permits, the applicant shall submit a Low Impact Development (LID) plan to the Community Development Director for review. The LID plan shall be prepared by a California registered civil engineer, architect, or landscape architect knowledgeable about storm-water management issues, and shall comply with Section 6.15.140 of the Duarte Municipal Code. All LID work must be completed prior to occupancy.
13. A drainage plan and grading plan shall be submitted to the Public Works Division for review prior to beginning any drainage and/or grading activity. The grading plan shall address all grading issues and required improvements on the property. Contact the Public Works Division for more information.
14. Follow the list of Best Management Practices (BMP's) of the National Pollution Discharge Elimination System (NPDES), including recommendations from the City grading inspector.

15. The project shall comply with all the regulations of the R-1 Single Family Residential zone, including the intent and purpose, permitted uses, development standards, and any other applicable sections from the Duarte Development Code and Duarte Municipal Code.
16. The project is considered a level one (1) project, according to Chapter 19.52 (Sustainable Development Practices) of the Duarte Development Code. The project will be reviewed for minimum compliance with the requirements outlined in this chapter, including but not limited to: solar access protection, energy efficient outdoor lighting, landscaping efficiency, etc.
17. This project is subject to the requirements of Chapter 6.10 of the Duarte Municipal Code, Diversion and Demolition Waste. Prior to the issuance of any permits, the applicant shall submit a Construction and Demolition Diversion Plan and required security deposit. Contact the Planning Division for more information.
18. Any revisions to the site plan, elevations, colors, and materials in addition to those listed as conditions of approval, shall be reviewed and approved by the Planning Division prior to installation; such changes may require review and approval from the Architectural Review Board.
19. Mechanical equipment and related ducts, vents and other apparatus, including HVAC, shall be screened from public view. Vents, pipes, caps, hoods, and other roof penetrations that must be installed on the roof shall be painted or finished to match the roof color. Ground mounted equipment shall be shielded from public view by landscaping and/or screen walls, subject to approval from the Planning Division.
20. All utilities for direct service to the project shall be installed underground and concealed from view.
21. Plans and all required plan check fees shall be submitted to the Community Development Department for Building & Safety plan check prior to construction. Approval from Building & Safety shall be obtained prior to the issuance of permits. Construction drawings, including the site plan, elevations, and colors shall be consistent and in substantial compliance with the conceptual approval and any required conditions of the Planning Commission.
22. Prior to issuing permits, any required school fees shall be paid directly to Duarte Unified School District and proof of payment provided to the City. Contact Duarte Unified School District at (626) 599-5000 for more information.
23. Any and all correction notice(s) generated through the plan check and/or inspection process is/are hereby incorporated by reference as conditions of approval and shall be fully complied with by the owner, applicant, and all agents thereof.
24. Building permits for this project must be issued within one-year from the date of final approval and may be extended in compliance with Section 19.130.070 of the Duarte Development Code.

25. The property owner, contractor, and all representatives shall comply with applicable City noise ordinances. Construction activities, deliveries and haul-off will only be permitted from 7:00 a.m. to 7:00 p.m., Monday through Saturday. No construction related idling of engines or other disturbances shall occur outside of noted work hours.
26. A final inspection shall be made by the Planning Division prior to final sign-off of any building permits to ensure that all conditions have been met.
27. The decision of the Planning Commission may be appealed to the City Council within 15 days from the date of approval. Said appeal must be in writing and filed with the Community Development Department (DDC 19.144). The written appeal shall include reasons for the appeal and the applicable fee.
28. That by acceptance of the approval of the project by the City, the applicant shall defend, indemnify and hold harmless the City of Duarte and its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers and employees to challenge, set aside, void or annul the approval of the project or from any other action pertaining to this application or the granting of approval which may be brought within the time period provided for such actions or challenges under applicable law.

Exhibit D
Duarte Development Code Section 19.60.140(C)(1) Amended with Subsection “c”

19.60.140 - Places of religious assembly.

- A. *Purpose.* This Section provides locational, developmental, and operational standards for places of religious assembly.
- B. *Applicability.* The provisions in this Section shall apply to places of religious assembly as defined in Article 9 and where allowed in compliance with Article 2 (Zones, Allowable Uses, and Development Standards) and the following standards.
- C. *City locational, developmental, and operational standards.* Except as specified in this Section, the premises on which a place of religious assembly use is located shall comply with the regulations and restrictions applicable to the zone in which it is located.
 - 1. *Parcel size and location.*
 - a. The minimum parcel size for a place of religious assembly shall be 40,000 square feet.
 - b. A place of religious assembly use shall have frontage on a site with a minimum of two separate access points to secondary or larger roadways, as designated in the General Plan.
 - c. Properties on which an existing place of religious assembly has continuously operated, and was legally established prior to 2010 that does not meet the property size standard in subsection (a) above shall be exempt from the requirements in subsection (a) and (b) above.
 - 2. *Overconcentration.* A place of religious assembly use shall not be located within a 300-foot radius of another existing place of religious assembly use, disregarding the corporate boundary of the City, unless the applicable review authority grants an exception. The review authority, in granting an exception, shall first find that the proposed concentration will not be detrimental to the health, safety, peace, morals, comfort, or general welfare of persons residing or working in the neighborhood of the proposed place of religious assembly use.

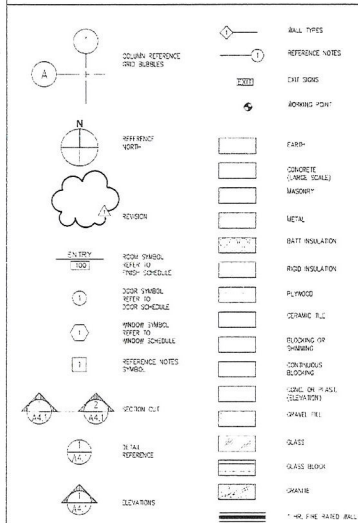
Exhibit E
List of Established Places of Religious Assembly

1. Grace Fellowship Church
1551 Highland Avenue
Property Size: 50,094 square feet; 1.15 acres
2. Chinese Alliance Bible Church
1108 Highland Avenue
Property Size: 42,627 square feet; 0.97 acres
3. Church of the Foothills
1014 Highland Avenue
Property Size: 83,632 square feet; 1.92 acres
4. New Life Assembly-God Church
822 Bradbourne Avenue
Property Size: 107,157 square feet; 2.46 acres
5. The Church of Jesus Christ of Latter-Day Saints
1452 Royal Oaks Drive
Property Size: 82,764 square feet; 1.90 acres
6. Church of Christ
1330 Highland Avenue
Property Size: 38,546 square feet; 0.88 acres
Established 1953
7. First Baptist Church of Duarte
2200 Huntington Drive
Property Size: 9,866 square feet; 0.23 acres
Established 1961
8. Kwan Yin Temple (Formerly Duarte Christian Church)
2632 Royal Oaks Drive
Property Size: 20,600 square feet; 0.47 acres
Established 1970

ABBREVIATIONS

[illegible]

LEGEND



DRAWING INDEX

ARCHITECTURE

A1.1	PROJECT DATA
T-1	EXISTING SURVEY
A2.1	FLOOR & ROOF PLANS
A3.1	EXTERIOR ELEVATIONS
A3.2	EXTERIOR ELEVATIONS
E1.1	PHOTOMETRIC SITE PLANS

L-1	LANDSCAPE PLAN
L-1A	LANDSCAPE PLANTS

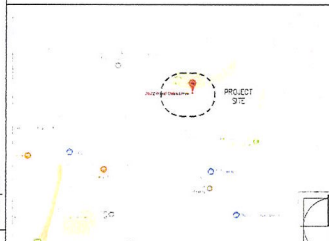
PROJECT DATA

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APPLICABLE CODES:

2016 CALIFORNIA BUILDING CODE
2016 CALIFORNIA ELECTRICAL CODE
2016 CALIFORNIA MECHANICAL CODE
2016 CALIFORNIA PLUMBING CODE
2016 CALIFORNIA GREEN BUILDING CODE
2016 CALIFORNIA ENERGY CODE
2016 CALIFORNIA FIRE CODE

VICINITY MAP



B&K
B&K HOME, INC.
inspired flavor...inspired
residential
commercial
restaurant
355 Commercial Ave. Suite C.
San Gabriel, CA 91776
626 202-9574
www.brikhomeinc@gmail.com

Project:
KWAN YIN
MEDITATION
TEMPLE
2632 ROYAL PARK DR.
DUBLIN, CA 94568

PROJECT DATA

date _____	
name _____	no. _____
class _____	
	
drawn by _____	
checked by _____	

A1.1

Project:
**KWAN YIN
MEDITATION
TEMPLE**

2142 TOTAL TEMPLE
FOOTPRINT AREA

10,595
KWAN YIN MEDITATION
TEMPLE

1,319 TOTAL LANDSCAPE
FOOTPRINT AREA

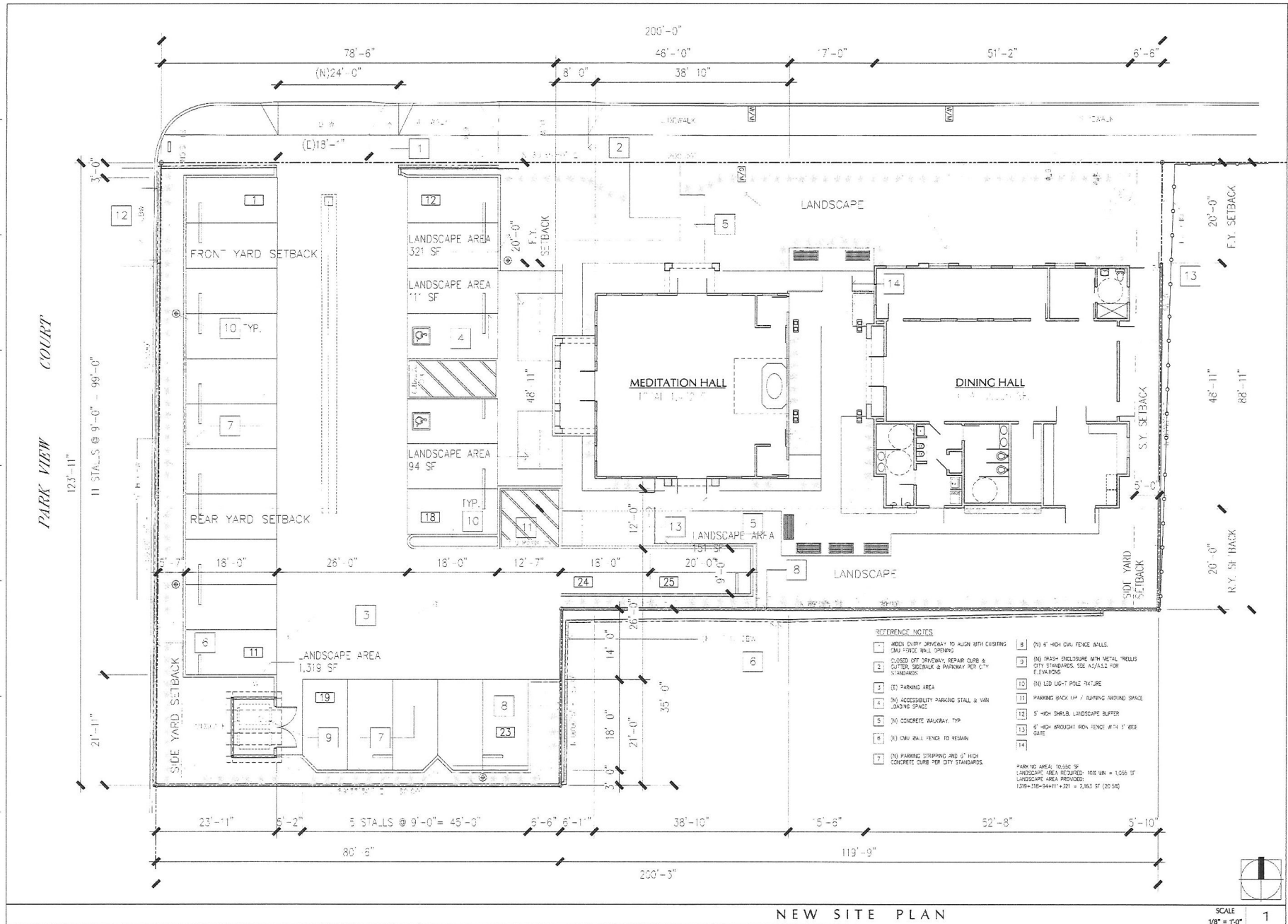
07/20/2019

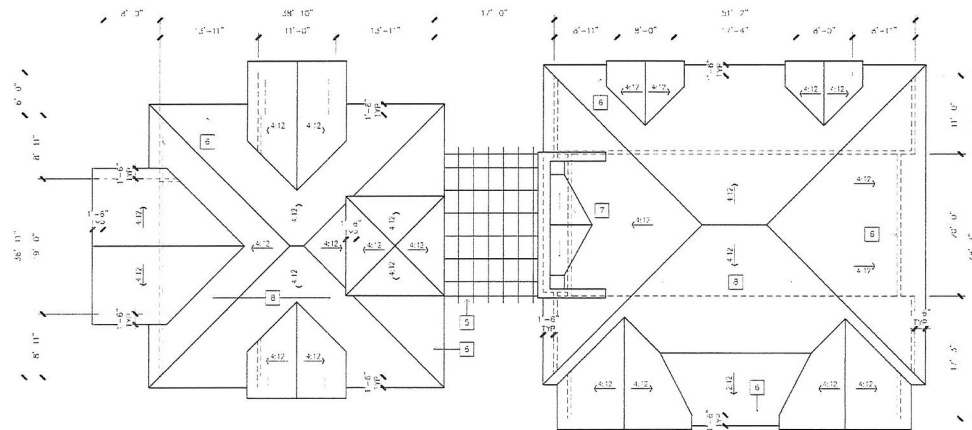
**PROJECT
DATA**

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Author: B&K Home, Inc.
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Drawn by:
Checked by:
Project:

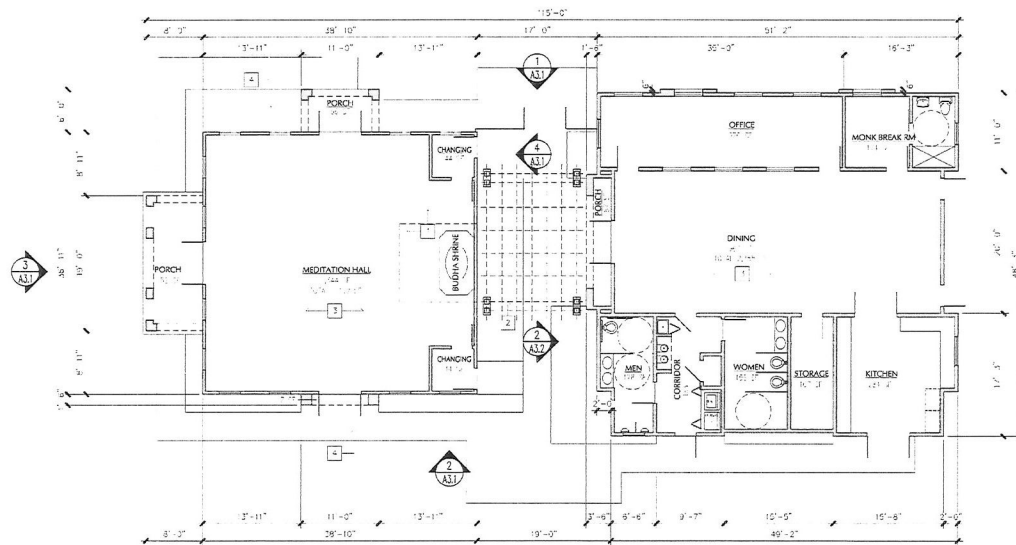
A1.1A





ROOF PLAN

SCALE
1/8" = 1'-0" 1



FLOOR PLAN

SCALE
1/8" = 1'-0" 2

- REFERENCE NOTES
- 1 LINE OF CLOSETORY ABOVE
 - 2 TRELLIS ABOVE
 - 3 CONCRETE SLAB ON GRADE TYP
 - 4 CONCRETE WALKWAY TYP
 - 5 WOOD TRELLIS
 - 6 LINE OF WALL BELOW TYP
 - 7 ROOF DRAIN
 - 8 CONCRETE TILE ROOFING
 - 9 EAGLE ROOFING, CAPSTRAND - 3844-SAN PABLO BLVD

B&K
B&K HOME INC.
residential
commercial
restaurant

Project:
**KWAN YIN
MEDITATION
TEMPLE**

155 COMMERCIAL AVE. SUITE C
SAN GABRIEL, CA 91776
(951) 422-9574
b&khomeinc@gmail.com

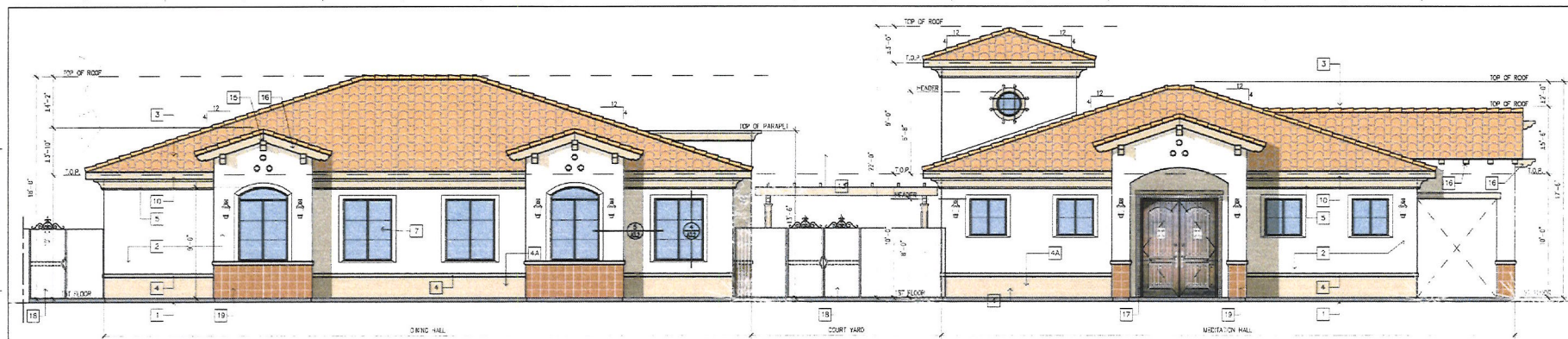
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DRAWN BY: [Signature]
CHECKED BY: [Signature]

DATE: 2/14/2018
DRAWN BY: [Signature]
CHECKED BY: [Signature]

FLOOR PLAN
&
ROOF PLAN

DATE: 2/14/2018
DRAWN BY: [Signature]
CHECKED BY: [Signature]

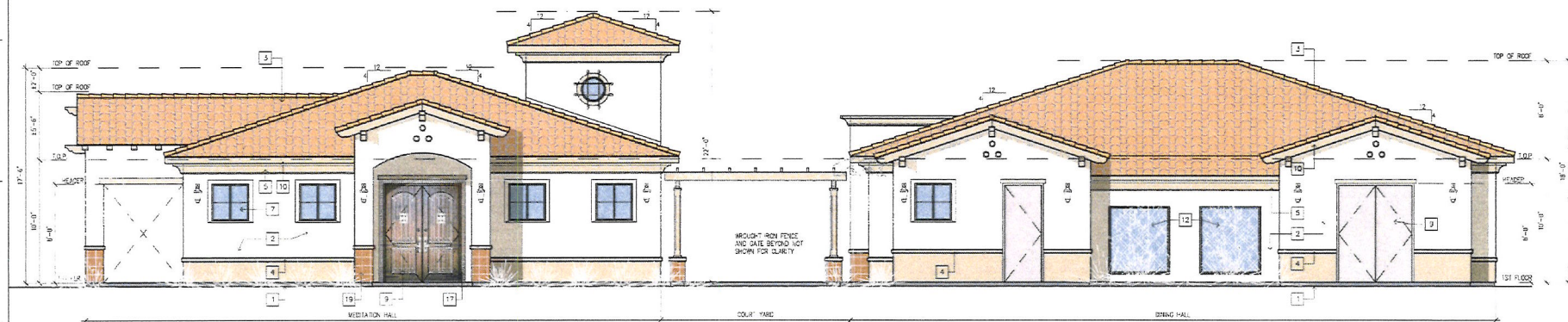
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FRONT / NORTH ELEVATION

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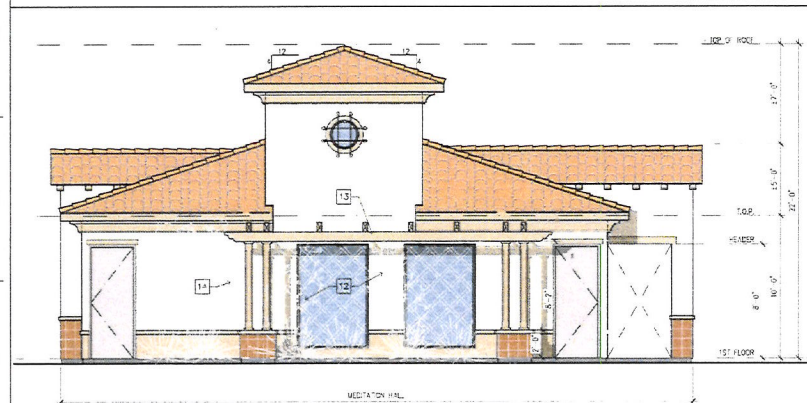
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SOUTH ELEVATION

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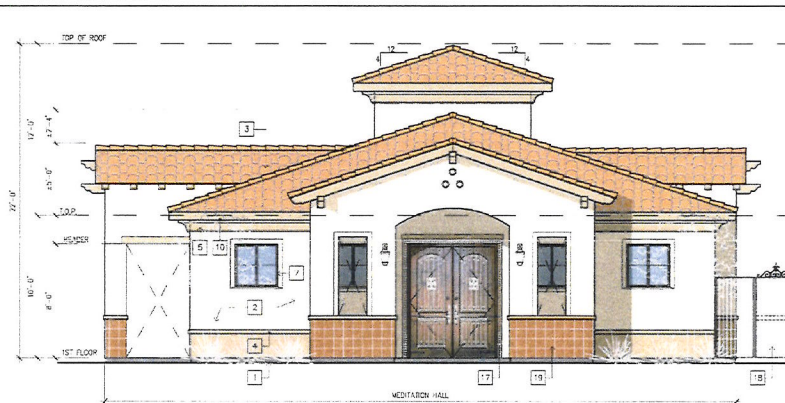
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MEDITATION HALL EAST ELEVATION

SCALE
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4



MEDITATION HALL WEST ELEVATION

SCALE
1/4" = 1'-0"

3

REFERENCE NOTES

1. FINISH GRADE
2. EXTERIOR STUCCO, SMOOTH FINISH - LA HABRA STUCCO, COLOR # 88 SANDSTONE
3. CONCRETE TILE ROOFING
TILE ROOFING - CAPESTRANO - 3846-SAN
PAUL-BLOND
4. PRECAST WALL FROM 8400
5. STUCCO COVERED FOAM DORMICE
6. EXTERIOR LIGHT FIXTURES
7. VINYL WINDOW BY MELGARD, "GLAZIER" SERIES
COLOR: ESPRESSO
8. WOOD ENTRY DOOR
9. WOOD DOOR
10. 2X8 WOOD FASCIA
11. PRECAST DOOR TRIM
12. METAL LATH
13. WOOD TRUSS
14. WOOD POST
15. 6X10 WOOD OUTDOORS
16. 4X8 RAFTER TAIL, SEE DET 8/10/22
17. NOT USE
18. 5" WROUGHT IRON HIGH SATE & FENCE
19. 8MM REBAR/OTTA FIBER BARS

B&K
B&K HOLDINGS, INC.
Residential, Commercial, Engineer
residential
commercial
restaurant
4555 Commercial Ave. Suite C
San Gabriel, CA 91775
(916) 220-0074
info@bkbk.com

Project:
**KWAN YIN
MEDITATION
TEMPLE**

3670 ROMAL CANYON DR
CLARKE, CA 95010

Drawn by:
KWAN YIN MEDITATION
TEMPLE

3670 ROMAL CANYON DR
CLARKE, CA 95010

EXTERIOR
ELEVATIONS

DATE: 10/10/22
DRAWN BY: B&K
CHECKED BY: B&K
APPROVED BY: B&K

A3.1

Project:

**KWAN YIN
MEDITATION
TEMPLE**

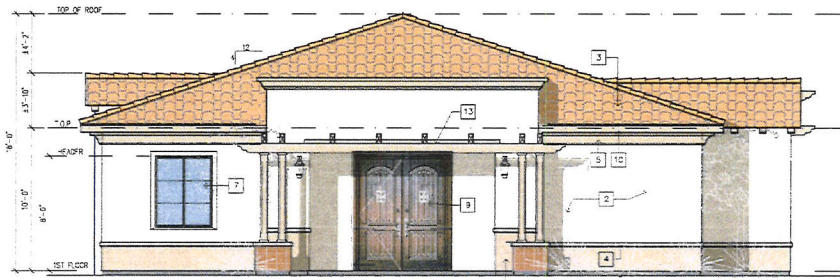
7612 ROYAL OAKS DR
DUARTE, CA 91010

Owner:
KWAN YIN MEDITATION
TEMPLE

7612 ROYAL OAKS DR
DUARTE, CA 91010

Contents:

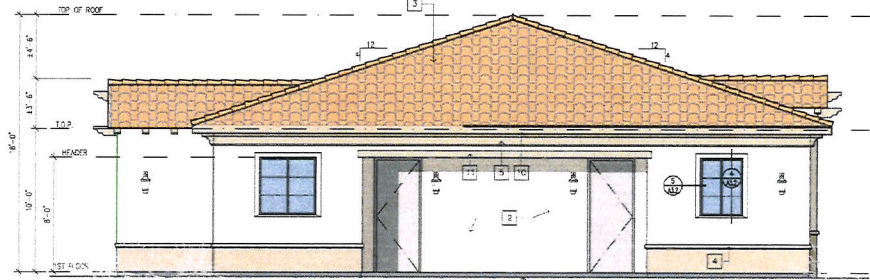
**EXTERIOR
ELEVATIONS**



DINING HALL EAST ELEVATION

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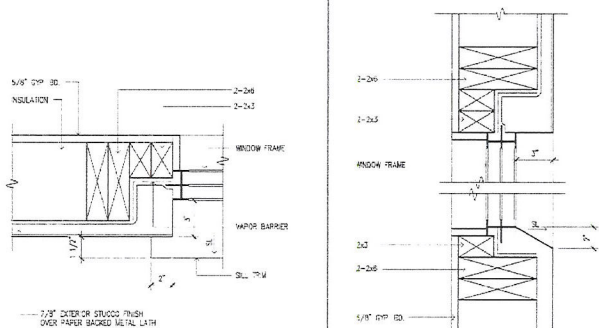
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DINING HALL WEST ELEVATION

SCALE
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1



WINDOW JAMB

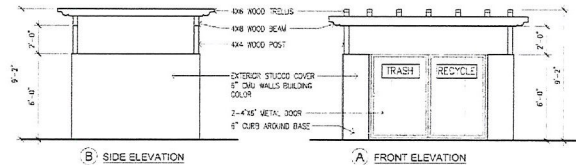
SCALE
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5

WINDOW HEADER / SILL

SCALE
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4



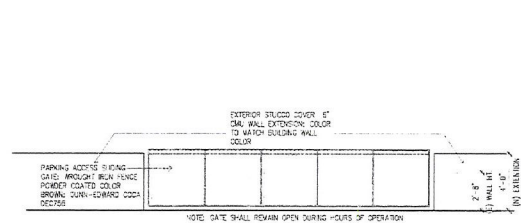
TRASH ENCLOSURE ELEVATION

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3

REFERENCE NOTES

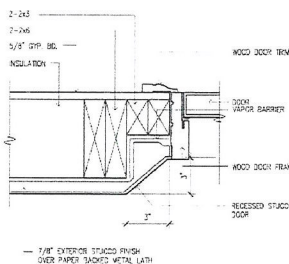
- 1 FRESH GRADE
- 2 EXTERIOR STUCCO, DAMOON FINISH, LA HABRA STUCCO, COLOR # 88 SANDSTONE
- 3 CONCRETE FILL ROOFING SLOPE ROOFING - CAMERIANO - 3814-SAN PABLO BLEND
- 4 PRECAST WALL TRIM BAND
- 5 STUCCO COVERED FOAM CORNER
- 6 EXTERIOR LIGHT FIXTURES
- 7 VINYL WINDOW BY WILGARD, TUGARY SERIES COLOR - SPARKED
- 8 WOOD ENTRY DOOR
- 9 WOOD DOOR
- 10 2X6 WOOD FASCIA
- 11 PRECAST DOOR TRIM
- 12 METAL LATH
- 13 WOOD TRUSSES
- 14 WOOD POST
- 15 2X6 WOOD OUTRIGERS
- 16 4X8 RAFTER TAILS, SEE DET 5/ALL2
- 17 NOT USE
- 18 6" WROUGHT IRON HIGH GATE & FENCE
- 19 1X6 TERRAZZOTA FLES (S&B)



PARKING ACCESS GATE

SCALE
1/4" = 1'-0"

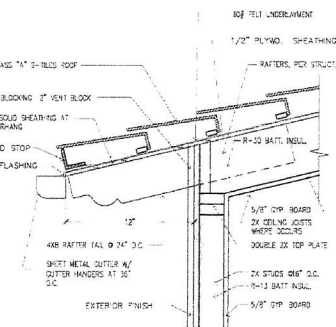
8



DOOR JAMB

SCALE
3/4" = 1'-0"

7





KWAN YIN MEDITATION TEMPLE
2632 ROYAL OAKS DR., DUARTE, CA 91010

Exhibit G
General Property Information
Conditional Use Permit 17-04
Site Plan and Design Review 17-30
2632 Royal Oaks Drive

PROPERTY CHARACTERISTICS

Property Address: 2632 Royal Oaks Drive

APN: 8604-008-029

Owner: Kwan Yin Meditation Temple, Inc.

Lot Area: **Project Site:** Approx. 20,600 square feet (0.47 acres)

Public Notice: A public hearing notice was published in the "*The Duartean*" and posted at Duarte City Hall, Public Safety Office, and Public Library on April 5, 2018. One hundred and ninety-two (192) public hearing notices were also sent to property owners within 600' of the subject property on April 7, 2018.

Environmental: This project is exempt from the California Environmental Quality Act (CEQA) pursuant to exemption in Section 15332, Class 32 of Title 14 of the California Code of Regulations. Therefore, no further environmental review is necessary in accordance with CEQA Guidelines and a Notice of Exemption has been prepared for this project.

General Plan: Low Density Residential

Zoning: R-1 Single-Family Residential

SURROUNDING ZONES & LAND USE

LOCATION	GENERAL PLAN	ZONING	LAND USE
North	Open Space; Park	Open Space	City Park
South	Low Density Residential	R-1 Single-Family Residential	Residential
East	Low Density Residential	R-1 Single-Family Residential	Water Company Utility Building
West	R-1 Single-Family Residential	R-1 Single-Family Residential	Residential

MEMORANDUM

TO: City Manager
FROM: City Clerk's Office
DATE: June 7, 2018
SUBJECT: Election Resolutions – November 6, 2018, General Municipal Election

The following resolutions are attached for City Council consideration/approval:

Council Bill 18-R-17: This resolution expresses the City Council's intention to continue its practice of governing with a Citywide perspective following the shift to elections of Councilmembers by Council Districts.

During the Public Hearing process regarding the shift to District Elections, public meetings were held to receive input from residents and City Councilmembers. As stated in the approved minutes from those meetings, the Duarte City Council expressed its preference for at-large elections, stating Councilmembers have worked hard to accomplish goals, the goal is to serve the entire City, it is important to have stability and to have a good cohesive team, they do not want to lost the synergy, they respect people wherever they live in the community, the desire and intent is that the seven districts are representative of the entire community, we are all one City, Councilmembers will continue to represent everyone, and they reserve the option to change back to at-large elections should the State law change and if the Council so desires. The resolution includes those statements, taken directly from the minutes.

Council Bill 18-R-18: This resolution calls for the holding of the November election, and recites necessary legal statements. Section 8 allows for either a special runoff election in the event of a tie vote (any two or more persons receiving an equal and the highest number of votes in each District), or a determination by lot. One or the other statement must be made in this section. In at-large elections, a tie vote would result in one special runoff election. With five contests occurring in November, there is a possibility of having five special runoff elections, which would need to be conducted between early January 2019 and early April 2019.

Cities that have used the "by lot" method have either tossed a coin or drawn names. In addition to determining the winning candidate, this method maintains a sense of dignity in resolving the tie vote.

An example of how a coin toss has been done includes selection of a coin, having candidates examine it, determine who would toss the coin, determine who would call the coin, determine which candidate is "heads" and which is "tails," having witnesses view the toss, and having witnesses verify the results. Some cities have used coins with a special meaning, and have selected special residents to either toss or call the coin.

An example of how drawing names has been done includes writing names on index cards, folding the cards, and placing them in a container. Again, it would need to be determined who would draw the names from the box. Some cities have used special containers unique to the City to hold the names, and have chosen a special resident to draw the name.

If the "by lot" method is used, the Resolution declaring election results will include a paragraph reciting the facts of how the tie vote was resolved.

Council Bill 18-R-19: This resolution requests that the County Board of Supervisors consolidate our November election with the School District election, authorize the County Registrar-Recorder/ County Clerk to perform election services, and confirms that the City will reimburse the costs to the County for these services.

Council Bill 18-R-20: This resolution adopts regulations for those candidates wishing to prepare a Candidate Statement to be included in the voter's pamphlet. Although Candidate Statements are optional, the City is required to adopt a resolution outlining the County's rules and regulations for printing of statements, and is required to provide a copy of the resolution to all candidates.

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE,
CALIFORNIA, APPROVING AND ESTABLISHING A CITYWIDE
GOVERNANCE BY DISTRICT ELECTION POLICY**

WHEREAS, the Duarte City Council adopted Ordinance 877 on December 12, 2017, establishing seven districts in the City of Duarte, and establishing that future City Council elections will be held by district for City Councilmembers; and

WHEREAS, November 2018 is the first election of City Councilmembers by district, with five Councilmembers to be elected by district (one for a two-year term); and November 2020 is the first election when the other two districts, and the Councilmember elected for a two-year term in 2018, will be elected by district; and

WHEREAS, the City Council understands and appreciates the value of at-large governance regardless of the method from which City Councilmembers are elected, and wishes to have input from each Councilmember, with issues decided by Council majority; and

WHEREAS, governing at-large allows for the continuation of accessible customer service, the most effective use of taxpayer resources, and consistency in City services; and

WHEREAS, the City of Duarte has always focused on customer service, and that focus should remain regardless of how a Councilmember is elected; and

WHEREAS, the City of Duarte has been successful because it operates as a single entity serving the population as a whole;

WHEREAS, during the Public Hearing process for by district elections, the Duarte City Council expressed its preference for at-large elections, stating Councilmembers have worked hard to accomplish goals, the goal is to serve the entire City, it is important to have stability and to have a good cohesive team, they do not want to lose the synergy, they respect people wherever they live in the community, the desire and intent is that the seven districts are representative of the entire community, we are all one City, Councilmembers will continue to represent everyone, and they reserve the option to change back to at-large elections should the State law change and if the Council so desires; and

WHEREAS, all members of the Duarte City Council will continue to serve all of the residents of the City of Duarte;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Duarte as follows:

1. The City Council will govern on an at-large basis, considering the needs and interests of the entire community. The City Council wishes to remain united in its service to the community. Should there be issues between districts, there are not

different sets of rules or approaches between the districts. Councilmembers will discuss the issues as is currently done, and decide the matter by Council majority.

2. Any member of the City Council will help anyone in the community who calls or contacts them. Customer service is the priority.
3. Professional management in a strong City Manager form of government will continue, with all of the best management practices that the City Council expects now. Resources will be allocated based on the highest and best need as measured Citywide, with a community-wide approach based on professional best practices in management, focusing on needs, services, and resources.
4. Current practices regarding invitations to members of the City Council to events and activities, and appointments to committees and various bodies will remain in effect.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-17 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 6, 2018, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES**

WHEREAS, under the provisions of the laws relating to General Law cities in the State of California, a General Municipal Election shall be held on November 6, 2018, for the election of Municipal Officers;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of the laws of the State of California relating to General Law cities, there is called and ordered to be held in the City of Duarte, California, on Tuesday, November 6, 2018, a General Municipal Election for the purpose of electing one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020).

Section 2. That the ballots to be used at the election shall be in form and content as required by law.

Section 3. That the City Clerk is authorized, instructed, and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

Section 4. That candidates have the option of preparing a candidate's statement, and if he or she chooses to do so, specific regulations adopted by City of Duarte Resolution No. 18-20 shall apply, including, but not limited to, a 400-word limitation, and advance estimated pro rata payment.

Section 5. That the polls for the election shall be open at seven o'clock a.m. of the day of the election, and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Elections Code § 10242, except as provided in § 14401 of the Elections Code of the State of California.

Section 6. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 7. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner as required by law.

Section 8. That in the event of a tie vote, pursuant to § 15651(b) of the Elections Code of the State of California, if any two or more persons receive an equal and the highest number of votes for each separate office to be voted for within the City, as certified by the County of Los Angeles Registrar-Recorder/County Clerk, there shall be held within the City a Special Runoff Election to

resolve the tie vote. A Special Runoff Election shall be called and held on a Tuesday not less than 40 days nor more than 125 days after the administrative or judicial certification of the election which resulted in a tie vote.

OR

Section 8. That in the event of a tie vote, pursuant to § 15651(a) of the Elections Code of the State of California, if any two or more persons receive an equal and the highest number of votes for each separate office to be voted for within the City, as certified by the County of Los Angeles Registrar-Recorder/County Clerk, the City Council shall set a date and time and place, and summon the candidates who have received the tie votes to appear, and will determine the tie by lot.

Section 9. That the City of Duarte has requested the Board of Supervisors of the County of Los Angeles to consolidate this election with the Duarte Unified School District, and that the City of Duarte recognizes that additional costs will be incurred by the County by reason of this consolidation, and agrees to reimburse the County for any costs incurred.

Section 10. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-18 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 6, 2018, WITH THE DUARTE UNIFIED SCHOOL DISTRICT ELECTION TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE**

WHEREAS, the City Council of the City of Duarte called a General Municipal Election to be held on November 6, 2018, for the purpose of the election of one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020); and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Duarte Unified School District Election to be held on the same date and that within the City the precincts, polling places, and election officers of the two elections be the same, and that the County Election Department of the County of Los Angeles canvass the returns of the General Municipal Election, and that the election be held in all respects as if there were only one election;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of § 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Duarte Unified School District Election on Tuesday, November 6, 2018, for the purpose of the election of one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020).

Section 2. That the County Election Department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

Section 3. That the Board of Supervisors is requested to issue instructions to the County Election Department to take any and all steps necessary for the holding of the consolidated election.

Section 4. That the City of Duarte recognizes that additional costs will be incurred by the County by reason of this consolidation, and agrees to reimburse the County for any costs incurred.

Section 5. That the City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the County Election Department of the County of Los Angeles.

Section 6. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-19 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATE'S STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 6, 2018**

WHEREAS, § 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. **GENERAL PROVISIONS.** Pursuant to § 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an election to be held in the City of Duarte on November 6, 2018, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age, and occupation of the candidate, and a brief description of no more than 400 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers, and until 5:00 p.m. of the next working day after the close of the nomination period.

Section 2. **FOREIGN LANGUAGE POLICY.** Pursuant to the Federal Voting Rights Act, candidate's statements will be translated into all languages required by the County of Los Angeles. The County of Los Angeles will make the voter information guides and candidate's statements in the required languages available at the polling place locations and on the County's website www.lavote.net. The City Clerk shall have translated and printed in the voter's pamphlet only the candidate's statements of those candidates who request and prepay a deposit for translating and printing.

Section 3. **FORMAT AND STYLE.** Statement must be neatly typed. The Los Angeles County interpretation for formatting, capitalization, underscoring, and bolding of words shall be used, as follows: Entire statements in all capital letters, or with indentations, circles, stars, dots, italics, and/or bullets are not acceptable. Words to be printed in boldface type, underscored, or in capital letters are to be clearly indicated, and shall not exceed 25 words per 200-word statement, or 50 words per 400-word statement.

Section 4. **ADDITIONAL MATERIALS.** No candidate will be permitted to include additional materials in the voter information guide.

Section 5. **PAYMENT.** The City Clerk shall estimate the total cost of printing, handling, translating into foreign languages for printing, and mailing of the candidate's statements filed pursuant to this section, and require each candidate filing a statement to pay in advance to the City

his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. The City Clerk is not bound by the estimate, as it is just an approximation of the actual cost to be determined by the County, and, if necessary, shall bill each candidate for any cost in excess of the deposit, or shall refund within 30 days of the election any unused portion of the deposit.

Section 6. The City Clerk shall provide each candidate or the candidate's representative with a copy of this Resolution at the time nominating petitions are issued.

Section 7. All previous Resolutions establishing City Council policy on payment for candidate's statements are repealed.

Section 8. This Resolution shall apply only to the election to be held on November 6, 2018.

Section 9. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-20 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE,
CALIFORNIA, APPROVING AND ESTABLISHING A CITYWIDE
GOVERNANCE BY DISTRICT ELECTION POLICY**

WHEREAS, the Duarte City Council adopted Ordinance 877 on December 12, 2017, establishing seven districts in the City of Duarte, and establishing that future City Council elections will be held by district for City Councilmembers; and

WHEREAS, November 2018 is the first election of City Councilmembers by district, with five Councilmembers to be elected by district (one for a two-year term); and November 2020 is the first election when the other two districts, and the Councilmember elected for a two-year term in 2018, will be elected by district; and

WHEREAS, the City Council understands and appreciates the value of at-large governance regardless of the method from which City Councilmembers are elected, and wishes to have input from each Councilmember, with issues decided by Council majority; and

WHEREAS, governing at-large allows for the continuation of accessible customer service, the most effective use of taxpayer resources, and consistency in City services; and

WHEREAS, the City of Duarte has always focused on customer service, and that focus should remain regardless of how a Councilmember is elected; and

WHEREAS, the City of Duarte has been successful because it operates as a single entity serving the population as a whole;

WHEREAS, during the Public Hearing process for by district elections, the Duarte City Council expressed its preference for at-large elections, stating Councilmembers have worked hard to accomplish goals, the goal is to serve the entire City, it is important to have stability and to have a good cohesive team, they do not want to lose the synergy, they respect people wherever they live in the community, the desire and intent is that the seven districts are representative of the entire community, we are all one City, Councilmembers will continue to represent everyone, and they reserve the option to change back to at-large elections should the State law change and if the Council so desires; and

WHEREAS, all members of the Duarte City Council will continue to serve all of the residents of the City of Duarte;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Duarte as follows:

1. The City Council will govern on an at-large basis, considering the needs and interests of the entire community. The City Council wishes to remain united in its service to the community. Should there be issues between districts, there are not

different sets of rules or approaches between the districts. Councilmembers will discuss the issues as is currently done, and decide the matter by Council majority.

2. Any member of the City Council will help anyone in the community who calls or contacts them. Customer service is the priority.
3. Professional management in a strong City Manager form of government will continue, with all of the best management practices that the City Council expects now. Resources will be allocated based on the highest and best need as measured Citywide, with a community-wide approach based on professional best practices in management, focusing on needs, services, and resources.
4. Current practices regarding invitations to members of the City Council to events and activities, and appointments to committees and various bodies will remain in effect.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-17 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 6, 2018, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES**

WHEREAS, under the provisions of the laws relating to General Law cities in the State of California, a General Municipal Election shall be held on November 6, 2018, for the election of Municipal Officers;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of the laws of the State of California relating to General Law cities, there is called and ordered to be held in the City of Duarte, California, on Tuesday, November 6, 2018, a General Municipal Election for the purpose of electing one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020).

Section 2. That the ballots to be used at the election shall be in form and content as required by law.

Section 3. That the City Clerk is authorized, instructed, and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

Section 4. That candidates have the option of preparing a candidate's statement, and if he or she chooses to do so, specific regulations adopted by City of Duarte Resolution No. 18-20 shall apply, including, but not limited to, a 400-word limitation, and advance estimated pro rata payment.

Section 5. That the polls for the election shall be open at seven o'clock a.m. of the day of the election, and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Elections Code § 10242, except as provided in § 14401 of the Elections Code of the State of California.

Section 6. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 7. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner as required by law.

Section 8. That in the event of a tie vote, pursuant to § 15651(b) of the Elections Code of the State of California, if any two or more persons receive an equal and the highest number of votes for each separate office to be voted for within the City, as certified by the County of Los Angeles Registrar-Recorder/County Clerk, there shall be held within the City a Special Runoff Election to

resolve the tie vote. A Special Runoff Election shall be called and held on a Tuesday not less than 40 days nor more than 125 days after the administrative or judicial certification of the election which resulted in a tie vote.

OR

Section 8. That in the event of a tie vote, pursuant to § 15651(a) of the Elections Code of the State of California, if any two or more persons receive an equal and the highest number of votes for each separate office to be voted for within the City, as certified by the County of Los Angeles Registrar-Recorder/County Clerk, the City Council shall set a date and time and place, and summon the candidates who have received the tie votes to appear, and will determine the tie by lot.

Section 9. That the City of Duarte has requested the Board of Supervisors of the County of Los Angeles to consolidate this election with the Duarte Unified School District, and that the City of Duarte recognizes that additional costs will be incurred by the County by reason of this consolidation, and agrees to reimburse the County for any costs incurred.

Section 10. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-18 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 6, 2018, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES**

WHEREAS, under the provisions of the laws relating to General Law cities in the State of California, a General Municipal Election shall be held on November 6, 2018, for the election of Municipal Officers;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of the laws of the State of California relating to General Law cities, there is called and ordered to be held in the City of Duarte, California, on Tuesday, November 6, 2018, a General Municipal Election for the purpose of electing one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020).

Section 2. That the ballots to be used at the election shall be in form and content as required by law.

Section 3. That the City Clerk is authorized, instructed, and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

Section 4. That candidates have the option of preparing a candidate's statement, and if he or she chooses to do so, specific regulations adopted by City of Duarte Resolution No. 18-20 shall apply, including, but not limited to, a 400-word limitation, and advance estimated pro rata payment.

Section 5. That the polls for the election shall be open at seven o'clock a.m. of the day of the election, and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Elections Code § 10242, except as provided in § 14401 of the Elections Code of the State of California.

Section 6. That in all particulars not recited in this Resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 7. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner as required by law.

Section 8. That in the event of a tie vote, pursuant to § 15651(b) of the Elections Code of the State of California, if any two or more persons receive an equal and the highest number of votes for each separate office to be voted for within the City, as certified by the County of Los Angeles Registrar-Recorder/County Clerk, there shall be held within the City a Special Runoff Election to

resolve the tie vote. A Special Runoff Election shall be called and held on a Tuesday not less than 40 days nor more than 125 days after the administrative or judicial certification of the election which resulted in a tie vote.

OR

Section 8. That in the event of a tie vote, pursuant to § 15651(a) of the Elections Code of the State of California, if any two or more persons receive an equal and the highest number of votes for each separate office to be voted for within the City, as certified by the County of Los Angeles Registrar-Recorder/County Clerk, the City Council shall set a date and time and place, and summon the candidates who have received the tie votes to appear, and will determine the tie by lot.

Section 9. That the City of Duarte has requested the Board of Supervisors of the County of Los Angeles to consolidate this election with the Duarte Unified School District, and that the City of Duarte recognizes that additional costs will be incurred by the County by reason of this consolidation, and agrees to reimburse the County for any costs incurred.

Section 10. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-18 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 6, 2018, WITH THE DUARTE UNIFIED SCHOOL DISTRICT ELECTION TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE**

WHEREAS, the City Council of the City of Duarte called a General Municipal Election to be held on November 6, 2018, for the purpose of the election of one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020); and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Duarte Unified School District Election to be held on the same date and that within the City the precincts, polling places, and election officers of the two elections be the same, and that the County Election Department of the County of Los Angeles canvass the returns of the General Municipal Election, and that the election be held in all respects as if there were only one election;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of § 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Duarte Unified School District Election on Tuesday, November 6, 2018, for the purpose of the election of one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020).

Section 2. That the County Election Department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

Section 3. That the Board of Supervisors is requested to issue instructions to the County Election Department to take any and all steps necessary for the holding of the consolidated election.

Section 4. That the City of Duarte recognizes that additional costs will be incurred by the County by reason of this consolidation, and agrees to reimburse the County for any costs incurred.

Section 5. That the City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the County Election Department of the County of Los Angeles.

Section 6. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-19 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATE'S STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 6, 2018**

WHEREAS, § 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. **GENERAL PROVISIONS.** Pursuant to § 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an election to be held in the City of Duarte on November 6, 2018, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age, and occupation of the candidate, and a brief description of no more than 400 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers, and until 5:00 p.m. of the next working day after the close of the nomination period.

Section 2. **FOREIGN LANGUAGE POLICY.** Pursuant to the Federal Voting Rights Act, candidate's statements will be translated into all languages required by the County of Los Angeles. The County of Los Angeles will make the voter information guides and candidate's statements in the required languages available at the polling place locations and on the County's website www.lavote.net. The City Clerk shall have translated and printed in the voter's pamphlet only the candidate's statements of those candidates who request and prepay a deposit for translating and printing.

Section 3. **FORMAT AND STYLE.** Statement must be neatly typed. The Los Angeles County interpretation for formatting, capitalization, underscoring, and bolding of words shall be used, as follows: Entire statements in all capital letters, or with indentations, circles, stars, dots, italics, and/or bullets are not acceptable. Words to be printed in boldface type, underscored, or in capital letters are to be clearly indicated, and shall not exceed 25 words per 200-word statement, or 50 words per 400-word statement.

Section 4. **ADDITIONAL MATERIALS.** No candidate will be permitted to include additional materials in the voter information guide.

Section 5. **PAYMENT.** The City Clerk shall estimate the total cost of printing, handling, translating into foreign languages for printing, and mailing of the candidate's statements filed pursuant to this section, and require each candidate filing a statement to pay in advance to the City

his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. The City Clerk is not bound by the estimate, as it is just an approximation of the actual cost to be determined by the County, and, if necessary, shall bill each candidate for any cost in excess of the deposit, or shall refund within 30 days of the election any unused portion of the deposit.

Section 6. The City Clerk shall provide each candidate or the candidate's representative with a copy of this Resolution at the time nominating petitions are issued.

Section 7. All previous Resolutions establishing City Council policy on payment for candidate's statements are repealed.

Section 8. This Resolution shall apply only to the election to be held on November 6, 2018.

Section 9. The City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-20 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 6, 2018, WITH THE DUARTE UNIFIED SCHOOL DISTRICT ELECTION TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE**

WHEREAS, the City Council of the City of Duarte called a General Municipal Election to be held on November 6, 2018, for the purpose of the election of one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020); and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Duarte Unified School District Election to be held on the same date and that within the City the precincts, polling places, and election officers of the two elections be the same, and that the County Election Department of the County of Los Angeles canvass the returns of the General Municipal Election, and that the election be held in all respects as if there were only one election;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

Section 1. That pursuant to the requirements of § 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Duarte Unified School District Election on Tuesday, November 6, 2018, for the purpose of the election of one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020).

Section 2. That the County Election Department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

Section 3. That the Board of Supervisors is requested to issue instructions to the County Election Department to take any and all steps necessary for the holding of the consolidated election.

Section 4. That the City of Duarte recognizes that additional costs will be incurred by the County by reason of this consolidation, and agrees to reimburse the County for any costs incurred.

Section 5. That the City Clerk is hereby directed to file a certified copy of this Resolution with the Board of Supervisors and the County Election Department of the County of Los Angeles.

Section 6. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

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Mayor John Fasana

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. 18-19 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 6, 2018, WITH THE DUARTE UNIFIED SCHOOL DISTRICT ELECTION TO BE HELD ON THE DATE PURSUANT TO § 10403 OF THE ELECTIONS CODE**

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WHEREAS, it is desirable that the General Municipal Election be consolidated with the Duarte Unified School District Election to be held on the same date and that within the City the precincts, polling places, and election officers of the two elections be the same, and that the County Election Department of the County of Los Angeles canvass the returns of the General Municipal Election, and that the election be held in all respects as if there were only one election;

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Section 1. That pursuant to the requirements of § 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Duarte Unified School District Election on Tuesday, November 6, 2018, for the purpose of the election of one Member of the City Council in each District 1, 4, 5, and 6 for the full term of four years, and one Member of the City Council in District 7 for a term of two years (ending December 8, 2020).

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Section 6. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED, AND ADOPTED this 12th day of June, 2018.

Mayor John Fasana

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. 18-19 was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 12th day of June, 2018, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

Mayor's Youth Council Interviews
May 22nd, 2018

5:00pm Ryan Schneider
 Ariel Gonzalez
 Serene Dowiri

5:15pm Sarah Dowiri
 Sargis Bederian
 Samantha Martinez

5:30pm Jalen Griffin
 Faith Peoples
 Hugh Alexander

5:45pm Alexandra Tapia
 Carlos Mejia

June 12, 2018

To the Honorable Mayor, City Council, and Housing Authority Board of the City of Duarte

Ladies and Gentlemen:

**FISCAL YEAR 2018/19 OPERATING BUDGET
AND CAPITAL IMPROVEMENT PROGRAM**

It is my pleasure to present to you the City of Duarte's operating budget and capital improvement program for fiscal year 2018/19. This document addresses the financial activities of the City and the Housing Authority. The Council and Authority discussed the budget and certain changes at a workshop held on April 30, 2018. The following amounts reflect the total authorized expenses of the City and the Housing Authority based on the workshop and updated information provided since that time.

<u>City of Duarte:</u>	<u>Prior Year Amended Budget</u>	<u>FY 2018/19 Budget</u>
General Fund:		
City Council	\$ 112,500	\$ 144,800
City Manager/City Clerk	1,033,300	1,161,000
Legal Services	625,000	267,000
Promotions & Memberships	323,500	296,400
Public Safety	5,397,800	5,670,200
Community Development	3,669,000	3,135,500
Parks and Recreation	3,139,400	3,002,900
Administrative Services	2,520,200	2,570,700
Transfers Out	<u>605,800</u>	<u>849,100</u>
Total General Fund	\$ 17,426,500	\$ 17,097,600
Special Revenue Funds	\$ 3,822,500	\$ 4,500,800
LA Co Metro (STPL exchange)	0	389,400
Debt Service Funds	<u>152,600</u>	<u>152,900</u>
Total Other City	\$ 3,652,100	\$ 5,043,100
<u>Duarte Housing Authority:</u>		
Total Housing Authority	\$ 38,600	\$ 0
Total Authorized Expenditures	<u>\$ 21,440,200</u>	<u>\$22,140,700</u>

BUDGET PREPARATION

The process used for the preparation of the fiscal year 2018/19 budget was like that used in previous years as we conducted a workshop to discuss budget related items. The Budget workshop was held on April 30th, and was open to the public. At this meeting, the Council and Authority

City of Duarte

reviewed the recommended budget prepared by staff, heard testimony from the public on budget related matters, and considered various revenue and expenditure alternatives and the resulting budget is set forth in this document.

OVERALL BUDGET PERSPECTIVE

For the first time in many years, the budget for the City and the Housing Authority is in a surplus. Total revenues of \$22.5 million are projected to come in and total expenditures of \$22.1 million are projected to go out. The General Fund budget includes a surplus of \$86,000 and the Other Fund budgets include a total surplus of \$248,900. This means that revenues are expected to exceed expenses by those amounts and the Council is spending within its means.

REVENUES AND RESOURCES

Total revenues and other resources received by the City and the Housing Authority during fiscal year 2018/19 are estimated to be \$22 million. This amount is the largely the same when compared to the 2017/18 Amended budget. The following items summarize significant revenue highlights for the City.

General Fund

- Total General Fund revenues are projected to be \$17.2 million, with a decrease of \$903,100, or 5%, compared to the 2017/18 amended budget. Most of the revenues are projected to be very close to what they are in the current year budget. However, it is important to note that some of the 2017/18 resources were one-time land sale proceeds and grant revenues and therefore are not included in the 2018/19 revenues.
- When comparing the 2018/19 revenues to 2017/18, the largest reduction in revenues is the \$1.9 million in one-time land sale proceeds from the Third Street property. It is possible that the City owned property just west of Target and the Mixed-Use property on Huntington Drive will both close escrow in 2018/19, however land sale proceeds have not been included in the 2018/19 revenue projection at this time.
- The City saw a drop in sales tax revenues from 2015/16 to 2016/17. In 2017/18, we are currently estimating that the sales tax revenue will stabilize at an amount similar to the 2016/17 revenues of \$5.2 million. However, HdL is projecting modest growth of 4.8% in 2018/19, which results in a total of \$5.45 million in revenue.
- Property tax revenue is projected at \$1.8 million, which includes an assumption of 6% growth in the general property tax value and approximately \$250,000 in residual property tax payments. Right now, this residual payment is very volatile. As the former Redevelopment Agency debt obligations are paid off, there will be more residual property tax paid to the City. Once all debts are paid off, the Successor Agency will be dissolved and the residual property tax payment to the City will become a steady stream of revenue.
- Motor Vehicle License fees are projected to continue to modestly increase by 5%, which represents \$113,000 in increased revenues.

City of Duarte

- The City was recently awarded a Tobacco Law Enforcement grant from the California Healthcare Research and Prevention Tobacco Tax Act of 2016. Approximately \$66,000 of this grant will be used in 2018/19 to purchase signage and for staff overtime related to enforcement.
- The former Redevelopment Agency's loan repayments to the City through the Successor Agency increases from \$970,000 to \$1.8 million in 2018/19. Please note that 20% of this amount, or \$362,000 will be transferred to the Housing Authority for affordable housing. We estimate that there is approximately \$4 million remaining to be repaid to the City from the SA over the next few years.

EXPENDITURES AND USES

In total, expenditures and other uses for fiscal year 2018/19 are budgeted to be \$22 million. This represents a decrease of \$700,500 as compared to the 2017/18 budget. Significant expenditure highlights are discussed below.

General Fund

Total General Fund expenditures are projected to be \$17 million, which is \$328,900 less than 2017/18. Noteworthy General Fund expenditure issues are as follows:

- One of the largest reductions to budgeted expenses when compared to 2017/18 is in Legal Service expenses. Legal Services are expected to be \$350,000 less than the current year, based on the assumption that the NPDES litigation will be completed before June 30, 2018 and that additional expenses will not be incurred.
- As part of the current Memorandum of Understanding (MOU), 2017/18 included a one-time payment to employees to assist with the impact of prior year healthcare cost increases. Approximately \$122,000 was paid out for this benefit, but this was a one-time payment that does not impact 2018/19.
- There was also a 9% reduction in the required PERS contribution for the primary tier that resulted in approximately \$300,000 in savings. PERS has tiered in several actuarial changes over a period of the last few years that caused substantial increases to the rates, going from 27% in 2014/15 to 41% in 2017/18. With these impacts absorbed and actuarial investment assumptions where they are with this last valuation, the rates for 2018/19 are 32%. Currently the projection for 2019/20 is 37%, but the final rate will be available in August 2018.
- Completed projects such as the City of Hope EIR and the Median Signs contributed to the reduced 2018/19 capital expenditures by \$100,000 and \$220,000 respectively. However, we have included a few less costly projects, such as the City Hall parking lot repaving and entrance repair project and the Woodbluff dry well project. Many other capital projects have been funded in the Special Funds that will be discussed later in the report.
- Increased expenditures in the 2018/19 budget include items such as an increase to the LA County Sheriff's contract. This year's contract included a 2.6% cpi increase and a 0.5% increase

City of Duarte

to the liability trust fund charge. The total expense increase is approximately \$125,000.

- As part of the MOU, salaries will be increased in 2018/19 by the change in annual CPI, which is 3.6%. This increases expenses by approximately \$144,000.
- With the recent move to Districts, there will be a total of 7 councilmembers. Costs associated with two more Council members, including salary, benefits, training, travel and electronic devices are estimated to cost \$21,300 and have been included in this budget. As discussed, a new full time position has also been added in order to respond to the anticipated increase in Council activities and necessary support.
- Two new positions are included in the 2018/19 budget. The Outreach Coordinator position that was approved for the Public Safety Department during the mid-year budget discussion and increases expenditures by \$62,000. In addition, we have included a Council Aide position for the City Manager's Department that will increase expenses by approximately \$56,000.
- Staff was recently blindsided by the announcement from LA County that they will be increasing the fees for Animal Control sheltering costs by more than 117%. This would have resulted in an immediate \$40,000 increase to expenses. However, after phone calls to the Supervisors office and several meetings with LA County staff along with other communities, they have agreed to delay any increases until July 2019. Staff had already begun to research options to the LA County contract and will continue to do so and bring back information to the City Council well before the implementation of next year's increase.
- As discussed at the Budget Workshop, the 2018/19 budget included a \$10,000 increase to the Chamber of Commerce budget. The Chamber suggested that they cannot afford the increase in rent to the City that is scheduled to go in effect in July, or the monthly utilities, or the recent increase in minimum wage without additional funding from the City. Council was supportive of such an increase for one year, recognizing that the new leadership at the Chamber needed some time to reorganize, reprioritize and get new programming off the ground. The Chambers Lease Agreement and Contract will be brought back to Council for approval on June 26th.
- The budget includes approximately \$23,000 in funding to replace the City Hall front doors with ADA compliant ones, \$50,000 for the City Hall fountain, \$7,000 for new Senior Center TV room lounge furniture and \$5,000 for a remodel of the dais and sound system to accommodate the two new councilmembers expected in November 2018.
- Several studies are also budgeted in the 2018/19 budget, including \$25,000 for a resilience study scoping workshop, \$10,000 for the development of a design plan for the Huntington Drive medians, \$8,000 for a Civic Center circulation study and \$15,000 for a bike trail improvement assessment.
- Please note that there will be approximately \$168,000 in available Vehicle Replacement General Funds as of June 30, 2018. The 2018/19 budget includes the purchase of a Public Safety animal control truck at \$29,000 and a Field Services irrigation truck at \$46,000. As noted below, AQMD funds will be used for the purchase of a Community Development vehicle.

City of Duarte

Other City Funds

The following are highlights for City funds other than the General Fund:

- Budgeted Gas Tax fund is substantially higher than prior years, because there have been several delayed gas tax projects that are now online for completion in 2018/19. These include the installation of new citywide street signs, traffic signal battery backups, pedestrian signs and street restriping projects. The fund balance has been building up for the last few years for these projects and we project that after spending more than \$740,000, the Gas Tax fund balance will still have \$1.66 million at the end of the fiscal year.
- The Lighting and Landscape Citywide Lighting and Landscape District has been running in a deficit for several years. The General Fund subsidy of the District has increased from \$412,000 to \$480,700. This increase is a direct result of increased electricity and water costs and the recently approved contract with West Coast Arborists, which increased by approximately \$85,000 in the District.
- AQMD funds in the amount of \$22,000 will be used to purchase a new vehicle for the Director of Community Development. As discussed at the Budget Workshop, we receive about \$30,000 in AQMD funds annually and we will be allocating these funds towards vehicle replacement purchases each year.
- Proposition A expenses are \$100,000 less than the prior year, due to the completion of the ATP project. The remainder of the Proposition A expenses reflect the existing Duarte Transit operational costs. The new electric buses are tentatively scheduled for completion and purchase by the end of the calendar year. If this deadline is met, we would anticipate that operations with Foothill Transit could be implemented in Spring 2019. As a result, we would expect to adjust the budget at Mid-Year to reflect the transition from in house Duarte Transit operations to the Foothill Transit MOU. Please note that the estimated costs under the Foothill Transit MOU are largely the same as the in-house operations budget.
- Measure R will be funding a sidewalk project along the east side of Las Lomas from Huntington Drive to Royal Oaks estimated at \$200,000. This area has had poor sidewalk conditions since the abandonment of the old bridle path. The project will provide for the removal of asphalt, railroad ties and chains and the installation of 4" concrete sidewalks.
- This will be the first year of spending from Measure M funds. With estimated revenues of approximately \$300,000 per year, we have budgeted approximately \$170,000 this first year towards the new citywide street sign program.

RESERVES

It is projected that the General Fund will end the fiscal year with a reserve of \$5.7 million or 34% of the General Fund budget. As noted above, we have not included revenues anticipated from the sale of the City owned property just west of Target and the mixed-use site on Huntington Drive. These sales could generate more than \$6 million in proceeds, which would be divided amongst the

City of Duarte

Housing Authority Fund, the General Fund and the Community Benefit Fund. Staff plans to conduct a workshop focused exclusively on this topic, so that a plan for how the funds will be designated can take place.

The Housing Authority is projected to end the fiscal year with a negative reserve of \$591,000, but it separately holds land assets that when sold with the mixed-use project will be used to balance out this negative reserve.

ORGANIZATION AND STAFFING

The fiscal year 2018/19 budget includes the two new positions described above. In total, the City's authorized staffing for the upcoming year includes 46 full time positions and enough part time positions to be equivalent to another 33.4 full time employees.

CONCLUSION

In closing, I am pleased and also proud to submit to the Mayor and City Council this 2018/19 surplus budget. Through the efforts of a talented, competent and conscientious staff, led by a City Council that values fiscal responsibility and good decision making, the City of Duarte is in solid financial condition. The future of our City bodes well, by laying out the vital components for programs, projects and services that are contained within this budget.

Looking ahead to the 2018/19 fiscal year, the City will embark on a new framework for how it is governed. The November 2018 election will be held in a "by district" election process, whereupon seven council "districts" will ultimately be individually represented. Namely, five district-wide elections will be held for the first time this November (two others in November 2020). The budget as presented will take into account this new governance, with personnel, capital and necessary resources to address the needs of the City. The transition is expected to be smooth and thoughtfully addressed over the course of the coming year. In fact, early in 2019, we will all participate in a strategic planning workshop to begin to lay out plans for the next year.

Even with this significant change to the City policy structure, this budget addresses high priority efforts surrounding such topics as homelessness, economic development, ADA needs, public safety/emergency preparedness and resiliency. I thank the Mayor and Council for your guidance throughout the budget process and throughout the year. Your advice, support and direction is instrumental in the staff being able to provide this surplus budget. I know, we collectively look forward to another year of exciting and successful projects and programs, and are pleased to know that Duarte is a City whose reputation continues to be among the best.

Respectfully Submitted,



Darrell J. George
City Manager

ATTACHMENT 1

Summary of Revenues, Expenditures, Transfer and Fund Balances

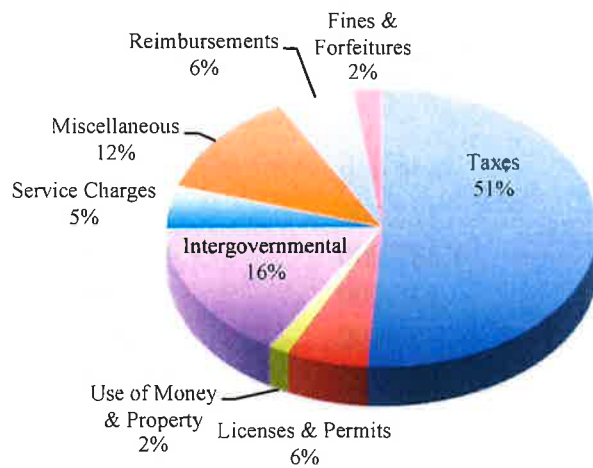
	<u>Fund Balance June 30, 2018</u>	<u>Revenues</u>	<u>Transfers In</u>	<u>Total Available Funds</u>	<u>Expenditures</u>	<u>Transfers Out</u>	<u>Total Deductions</u>	<u>Fund Balance June 30, 2019</u>
GENERAL FUND	5,652,089	17,183,600	0	22,835,689	16,248,500	849,100	17,097,600	5,738,089
SPECIAL REVENUE FUNDS								
State Gasoline Tax	1,909,829	492,700	0	2,402,529	740,000	0	740,000	1,662,529
SB1/RMRA	125,700	371,200	0	496,900	157,100	0	157,100	339,800
Landscaping & Lighting	173,796	974,194	480,700	1,628,690	1,479,600	0	1,479,600	149,090
Community Dev. Block Grant	0	220,000	0	220,000	220,000	0	220,000	0
Public Access Government Fee	(64,100)	32,000	0	(32,100)	0	0	0	(32,100)
Supplemental Law Enf.	300	155,000	0	155,300	155,000	0	155,000	300
Bicycle & Ped. Safety	0	14,500	0	14,500	14,400	0	14,400	100
Air Quality Mgmt.	68,400	30,200	0	98,600	27,500	0	27,500	71,100
Park Develop. Grant	0	16,700	0	16,700	16,000	0	16,000	700
Quimby Act	53,565	0	0	53,565	3,000	0	3,000	50,565
Proposition A	2,306,061	488,000	330,700	3,124,761	818,700	0	818,700	2,306,061
Proposition C	210,901	354,400	0	565,301	10,000	330,700	340,700	224,601
Measure R	1,158,686	278,800	0	1,437,486	312,500	0	312,500	1,124,986
Measure M	278,300	292,400	0	570,700	216,300	0	216,300	354,400
Subtotal	<u>6,221,438</u>	<u>3,720,094</u>	<u>811,400</u>	<u>10,752,932</u>	<u>4,170,100</u>	<u>330,700</u>	<u>4,500,800</u>	<u>6,252,132</u>
CAPITAL PROJECT FUNDS								
Community Improvement	183,469	0	0	183,469	0	0	0	183,469
Inclusionary Housing	509,200	4,000	0	513,200	0	0	0	513,200
LA Co Metro (STPL)	3,400	381,600	0	385,000	385,000	0	385,000	0
Housing Authority	(956,390)	1,500	368,400	(586,490)	4,400	0	4,400	(590,890)
Subtotal	<u>(260,321)</u>	<u>387,100</u>	<u>368,400</u>	<u>495,179</u>	<u>389,400</u>	<u>0</u>	<u>389,400</u>	<u>105,779</u>
DEBT SERVICE FUNDS								
Town Center Debt Services	702,577	5,000	0	707,577	152,900	0	152,900	554,677
Subtotal	<u>702,577</u>	<u>5,000</u>	<u>0</u>	<u>707,577</u>	<u>152,900</u>	<u>0</u>	<u>152,900</u>	<u>554,677</u>
TOTAL ALL FUNDS	<u>12,315,783</u>	<u>21,295,794</u>	<u>1,179,800</u>	<u>34,791,377</u>	<u>20,960,900</u>	<u>1,179,800</u>	<u>22,140,700</u>	<u>12,650,677</u>

REVENUE	FY 2017-18 BUDGET	ESTIMATED ACTUAL	FY 2018-19 BUDGET
GENERAL FUND			
City Council	112,500	114,400	144,800
City Manager/City Clerk	1,033,300	1,031,800	1,161,000
Legal Services	625,000	627,800	267,000
Comm. Promotions & Memberships	323,500	325,100	296,400
Public Safety	5,397,800	5,407,800	5,670,200
Community Development	2,523,100	2,525,800	2,148,600
Field Services	1,145,900	1,145,800	986,900
Parks and Recreation	2,152,700	2,137,200	2,101,500
Facilities Maintenance	986,700	989,700	901,400
Administrative Services	2,520,200	2,520,100	2,570,700
Transfers Out	605,800	605,800	849,100
Subtotal	17,426,500	17,431,300	17,097,600
SPECIAL REVENUE FUNDS			
State Gasoline Tax	271,500	273,700	740,000
SB1/RMRA	125,700	0	157,100
Landscaping & Lighting	1,462,800	1,463,100	1,479,600
CDBG	145,000	57,500	220,000
PAEG Fees	0	0	0
Supplemental Law Enforcement	200,000	200,000	155,000
Bicycle and Pedestrian Safety	14,200	14,500	14,400
Air Quality Management	46,000	48,000	27,500
Park Development Grant	0	0	16,000
Quimby Act	0	0	3,000
Transportation - Prop A	926,500	917,900	818,700
Transportation - Prop C	380,800	371,100	340,700
Measure R	250,000	78,000	312,500
Measure M	0	0	216,300
Subtotal	3,822,500	3,423,800	4,500,800
CAPITAL PROJECTS FUND			
Community Improvement	0	0	0
Inclusionary Housing	0	0	0
LA Co Metro (STPL)	0	0	385,000
Housing Authority	38,600	38,600	4,400
Subtotal	38,600	38,600	389,400
DEBT SERVICE FUNDS			
Town Center Debt Service	152,600	152,600	152,900
Subtotal	152,600	152,600	152,900
Total All Funds	21,440,200	21,046,300	22,140,700

EXPENDITURES	FY 2017-18 BUDGET	ESTIMATED ACTUAL	FY 2018-19 BUDGET
GENERAL FUND			
Taxes	8,640,000	8,310,000	8,776,000
Licenses and Permits	1,207,000	1,220,400	1,058,000
Fines and Forfeitures	245,000	275,000	360,000
Use of Money and Property	2,166,800	2,157,700	264,300
Intergovernmental - State	2,843,800	2,974,000	2,779,700
Service Charges - Parks and Rec.	418,800	402,800	424,000
Service Charges - Other	469,500	780,500	423,500
Miscellaneous	1,195,000	1,195,400	2,097,200
Reimbursements	900,800	776,700	1,000,900
Transfers In	0	0	0
Subtotal	18,086,700	18,092,500	17,183,600
SPECIAL REVENUE FUNDS			
State Gasoline Tax	478,900	489,500	492,700
SB1/RMRA	125,700	125,700	371,200
Landscaping & Lighting	1,387,800	1,441,300	1,454,894
Community Dev. Block Grant	145,000	57,500	220,000
PAEG Fees	22,000	30,800	32,000
Supplemental Law Enforcement	200,300	200,200	155,000
Bicycle and Pedestrian Safety	14,400	14,500	14,500
Air Quality Management	28,900	29,400	30,200
Park Development Grant	0	0	16,700
Transportation - Prop A	834,200	905,600	818,700
Transportation - Prop C	342,500	344,900	354,400
Measure R	260,000	265,600	278,800
Measure M	261,300	278,300	292,400
Subtotal	4,101,000	4,183,300	4,531,494
CAPITAL PROJECT FUNDS			
Community Improvement	100	1,313,000	0
Inclusionary Housing	1,400	4,000	4,000
LA Co Metro (STPL)	0	3,400	381,600
Housing Authority	193,400	193,900	369,900
Subtotal	194,900	1,514,300	755,500
DEBT SERVICE FUNDS			
Town Center Debt Service	70,000	74,000	5,000
Subtotal	70,000	74,000	5,000
Total All Funds	22,452,600	23,864,100	22,475,594

General Fund Operating Budget

Fiscal Year 2018/19

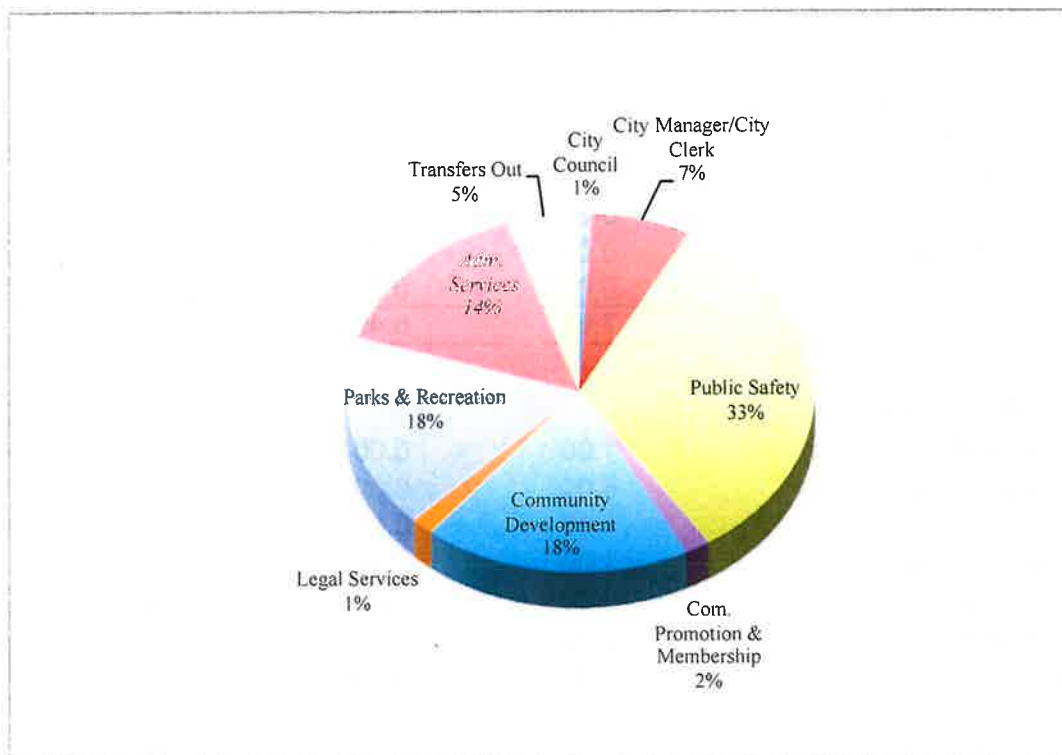


Revenue Comparison By Source

Total General Fund Revenues = \$17,183,600

General Fund Operating Budget

Fiscal Year 2018/19



Expenditure Comparison By Department

Total General Fund Expenditures = \$17,097,600

	FY 2017-18		FY 2018-19	
	Full-Time	Part-Time	Full-Time	Part-Time
CITY MANAGER/CITY CLERK				
City Manager	1.00	0.00	1.00	0.00
City Clerk	1.00	0.00	1.00	0.00
Deputy City Manager	1.00	0.00	1.00	0.00
Administrative Assistant	1.00	0.00	1.00	0.00
City Council Aide	0.00	0.00	1.00	0.00
City Hall Receptionist	1.00	0.00	1.00	0.00
Department Total	5.00	0.00	6.00	0.00

PUBLIC SAFETY

Director of Public Safety Services	1.00	0.00	1.00	0.00
Public Safety Manager	1.00	0.00	1.00	0.00
Code Compliance/Animal Control Off.	2.00	0.00	2.00	0.00
Crime Prevention Specialist	1.00	0.00	1.00	0.00
Public Safety Outreach Coordinator	0.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Clerk/Typist Receptionist	1.00	0.00	1.00	0.00
Community Services Officer	0.00	3.00	0.00	3.00
Crossing Guard	0.00	0.90	0.00	0.90
Animal Control Officer	0.00	1.00	0.00	1.00
College Intern	0.00	0.50	0.00	0.50
Department Total	7.00	5.40	8.00	5.40

PARKS & RECREATION

Director of Parks & Recreation	1.00	0.00	1.00	0.00
Recreation Supervisor	5.00	0.00	5.00	0.00
Recreation Coordinator	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Recreation Specialist	0.00	1.00	0.00	1.00
Recreation Leader/Cashier	0.00	10.25	0.00	10.25
Aerobic Instructor	0.00	0.45	0.00	0.45
Lifeguard/Instructor	0.00	2.60	0.00	2.60
Computer Lab Instructor	0.00	0.40	0.00	0.40
Boxing Instructor	0.00	1.75	0.00	1.75
Department Total	8.00	16.45	8.00	16.45

FACILITY MAINTENANCE

Facilities Maintenance Supervisor	1.00	0.00	1.00	0.00
Sr Custodian	0.00	0.50	0.00	0.50
Custodian	0.00	6.75	0.00	6.75
Department Total	1.00	7.25	1.00	7.25

	FY 2017-18		FY 2018-19	
	Full-Time	Part-Time	Full-Time	Part-Time
COMMUNITY DEVELOPMENT				
Director of Community Development	1.00	0.00	1.00	0.00
City Planner	1.00	0.00	1.00	0.00
Community Development Technician	1.00	0.00	1.00	0.00
Senior Planner	0.00	0.00	0.00	0.00
Associate Planner	2.00	0.00	2.00	0.00
Assistant Planner	0.00	0.00	0.00	0.00
Public Works Manager	1.00	0.00	1.00	0.00
Assistant Civil Engineer	1.00	0.00	1.00	0.00
Administrative Secretary	2.00	0.00	2.00	0.00
College Intern	0.00	0.50	0.00	0.50
Department Total	9.00	0.50	9.00	0.50
FIELD SERVICES				
Field Services Manager	1.00	0.00	1.00	0.00
Maintenance Technician	1.00	0.00	1.00	0.00
Senior Maintenance Tech/Electrician	1.00	0.00	1.00	0.00
Senior Maintenance Technician	2.00	0.00	2.00	0.00
Irrigation Control Technician	1.00	0.00	1.00	0.00
Department Total	6.00	0.00	6.00	0.00
ADMINISTRATIVE SERVICES				
Assistant City Manager	1.00	0.00	1.00	0.00
Financial Services Manager	1.00	0.00	1.00	0.00
Accountant	1.00	0.00	1.00	0.00
Accounting Specialist	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Human Resources Manager	0.00	0.00	0.00	0.00
Human Resources Specialist	1.00	0.00	1.00	0.00
College Intern	0.00	0.50	0.00	0.50
Department Total	6.00	0.50	6.00	0.50
TRANSIT				
Transit Supervisor	1.00	0.00	1.00	0.00
Lead Driver	1.00	0.00	1.00	0.00
Bus Driver	0.00	3.30	0.00	3.30
Department Total	2.00	3.30	2.00	3.30
CITY TOTAL	44.00	33.40	46.00	33.40

FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
Fund: 100 - GENERAL FUND REVENUE				
<u>100-4001</u>	General Property Tax	1,600,000	1,600,000	1,810,000
<u>100-4002</u>	Sales And Use Tax	5,520,000	5,200,000	5,452,000
<u>100-4003</u>	Franchise Tax	980,000	980,000	980,000
<u>100-4004</u>	Business License Tax	320,000	320,000	320,000
<u>100-4005</u>	Transient Occupancy Tax	140,000	120,000	120,000
<u>100-4006</u>	Real Prop Transfer Tax	80,000	90,000	94,000
<u>100-4201</u>	Building Permits	900,000	900,000	700,000
<u>100-4202</u>	Engineering Permits	150,000	150,000	175,000
<u>100-4203</u>	Industrial Waste Permits	40,000	40,000	50,000
<u>100-4204</u>	Animal Licenses	75,000	80,000	70,000
<u>100-4205</u>	Parking Permits	40,000	47,000	60,000
<u>100-4206</u>	Sign Permits	2,000	3,400	3,000
<u>100-4301</u>	Traffic Fines	55,000	45,000	45,000
<u>100-4302</u>	Parking Citations	160,000	190,000	280,000
<u>100-4303</u>	Other Fines	30,000	40,000	35,000
<u>100-4401</u>	Interest Earnings	35,000	20,000	26,000
<u>100-4402</u>	Community Center Rentals	26,000	28,000	28,000
<u>100-4403</u>	Swimming Pool Rentals	6,000	6,500	8,000
<u>100-4404</u>	Other Building Rentals	14,000	23,300	22,000
<u>100-4405</u>	Chamber Building Rental	1,800	900	4,800
<u>100-4406</u>	Restroom & Gazebo Rentals	6,000	6,000	6,000
<u>100-4407</u>	Sports Field Rentals	70,000	70,000	70,000
<u>100-4408</u>	Property Rental	95,000	95,000	99,500
<u>100-4409</u>	Sale of Property	1,908,000	1,908,000	0
<u>100-4411</u>	Interest (GASB 31)	5,000	0	0
<u>100-4601</u>	Motor Veh License Fee	2,341,000	2,387,200	2,500,000
<u>100-4604</u>	Pub Safety Augmentation	110,000	120,000	123,600
<u>100-4611</u>	Grant Programs Rev	313,000	376,000	65,900
<u>100-4613</u>	Other State Grants	6,200	10,400	6,200
<u>100-4615</u>	Recycling Grants	6,000	9,800	6,000
<u>100-4616</u>	America's Promise Grant	67,600	70,600	78,000
<u>100-4618</u>	Local Grants	-	0	0
<u>100-4801</u>	Recreation Class Fees	90,000	90,000	90,000
<u>100-4802</u>	Racquetball Court Fees	4,000	3,500	3,500
<u>100-4803</u>	Open Swim Fees	18,000	18,000	26,000
<u>100-4804</u>	Swim Team Fees	9,000	12,000	12,000
<u>100-4805</u>	Fitness Center Fees	6,000	6,000	6,000
<u>100-4806</u>	Adult Excursion Fees	20,000	20,000	22,000
<u>100-4807</u>	Health Membership Fees	70,000	60,000	67,000
<u>100-4808</u>	Swim Lesson Fees	105,000	102,000	108,000
<u>100-4809</u>	Sports Program Fees	32,000	25,000	26,000
<u>100-4810</u>	Teen Center Fees	6,300	6,300	5,000
<u>100-4811</u>	Boxing Fees	12,000	13,000	12,000
<u>100-4812</u>	Senior Center Fees	25,000	25,000	25,000

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>100-4813</u>	Other Parks & Rec Fees	6,500	7,000	6,500
<u>100-4814</u>	Teen Excursion Fees	4,000	4,000	4,000
<u>100-4815</u>	Youth Excursion Fees	11,000	11,000	11,000
<u>100-4901</u>	Plan Check Fees	340,000	650,000	300,000
<u>100-4902</u>	Waste Management Fees	64,000	65,000	67,000
<u>100-4903</u>	Business Lic Appl Fees	11,000	11,000	11,000
<u>100-4904</u>	Zoning Fees	40,000	40,000	30,000
<u>100-4905</u>	DUI Fees	1,500	1,500	1,500
<u>100-4907</u>	Auto Impound Fees	13,000	13,000	14,000
<u>100-5004</u>	Other Revenue	220,000	220,000	248,000
<u>100-5005</u>	Taxable Sales	2,000	1,400	1,000
<u>100-5006</u>	Concert In The Park	6,200	6,200	6,200
<u>100-5011</u>	SA Repayment of RDA loans	966,800	966,800	1,842,000
<u>100-5101</u>	Reimbursements-SA	250,000	250,000	250,000
<u>100-5102</u>	Reimbursements-Gas Tax/RMRA	141,100	54,000	179,400
<u>100-5103</u>	Reimbursements-Prop A/C	114,000	114,000	114,000
<u>100-5105</u>	Reimbursements-L & L	341,700	341,700	343,200
<u>100-5106</u>	Reimbursements - Measure R	50,000	13,000	62,500
<u>100-5107</u>	Reimbursements - AQMD	4,000	4,000	5,500
<u>100-5108</u>	Reimbursements - Measure M	-	0	46,300
<u>100-6911</u>	Transfer In-Other	-	0	0
	Total General Fund:	18,086,700	18,092,500	17,183,600

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
Fund: 100 - GENERAL FUND EXPENSES		Budget	Actual	Budget
City Council				
<u>100-1005-7002</u>	Regular Salaries	45,000	45,000	53,800
<u>100-1005-7071</u>	Health Insurance	27,600	28,500	39,500
<u>100-1005-7072</u>	Retirement	11,000	11,000	11,400
<u>100-1005-7073</u>	Disability Insurance	500	500	600
<u>100-1005-7074</u>	Life Insurance	100	100	100
<u>100-1005-7075</u>	Vision	1,100	1,100	1,300
<u>100-1005-7077</u>	Medicare	700	700	800
<u>100-1005-7078</u>	Dental	5,500	5,300	6,400
<u>100-1005-7614</u>	Office Supplies	1,000	1,000	1,400
<u>100-1005-7641</u>	Travel & Exp - Fasana	3,500	4,000	3,500
<u>100-1005-7642</u>	Travel & Exp - Finlay	4,000	4,000	3,500
<u>100-1005-7646</u>	Travel & Exp - Paras	3,500	3,500	3,500
<u>100-1005-7647</u>	Travel & Exp - Riley	3,500	3,500	3,500
<u>100-1005-7648</u>	Travel & Exp - Kang	3,500	3,500	3,500
<u>100-1005-7649</u>	Travel & Exp - ?	-	0	3,500
<u>100-1005-7650</u>	Travel & Exp - ?	-	0	3,500
<u>100-1005-7980</u>	Other Expenses	2,000	2,700	5,000
	Total City Council:	112,500	114,400	144,800
City Manager				
<u>100-1010-7002</u>	Regular Salaries	588,300	592,700	647,300
<u>100-1010-7003</u>	Part-Time/Temp Salaries	-	4,000	0
<u>100-1010-7030</u>	Overtime	-	0	0
<u>100-1010-7071</u>	Health Insurance	70,200	74,200	88,500
<u>100-1010-7072</u>	Retirement	199,200	191,500	164,700
<u>100-1010-7073</u>	Disability Insurance	8,100	8,100	9,100
<u>100-1010-7074</u>	Life Insurance	1,000	1,000	1,200
<u>100-1010-7075</u>	Vision	1,200	1,100	1,300
<u>100-1010-7076</u>	Tuition Reimbursement	3,000	0	0
<u>100-1010-7077</u>	Medicare	8,000	8,000	8,900
<u>100-1010-7078</u>	Dental	6,500	6,400	7,700
<u>100-1010-7610</u>	Travel, Mtgs & Conf	10,000	10,000	11,000
<u>100-1010-7612</u>	Publications	6,500	6,500	6,500
<u>100-1010-7614</u>	Office Supplies	1,500	2,000	2,000
<u>100-1010-7650</u>	Vehicle Maintenance	8,000	4,500	6,000
<u>100-1010-7651</u>	Election Services	0	0	60,000
<u>100-1010-7670</u>	Legal Notices	25,000	25,000	20,000
<u>100-1010-7685</u>	Granicus	10,800	10,800	10,800
<u>100-1010-7965</u>	Professional Services	65,000	65,000	90,000
<u>100-1010-7980</u>	Other Expenses	21,000	21,000	26,000
	Total City Manager:	1,033,300	1,031,800	1,161,000
Legal Services				
<u>100-1015-7680</u>	City Attorney	250,000	250,800	180,000
<u>100-1015-7682</u>	Labor Counsel	20,000	20,000	20,000
<u>100-1015-7684</u>	Code Enforcement	40,000	45,000	50,000
<u>100-1015-7686</u>	Other Legal Services	315,000	312,000	17,000
	Total Legal Services:	625,000	627,800	267,000
Community Promo				
<u>100-1020-7710</u>	Chamber Of Commerce	64,300	65,300	74,300

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>100-1020-7711</u>	Employee Recognition Comm	7,000	7,000	7,000
<u>100-1020-7712</u>	Community Information	-	2,500	2,500
<u>100-1020-7713</u>	Duarte Historical Museum	7,000	7,000	7,000
<u>100-1020-7714</u>	Rose Float	15,000	0	15,000
<u>100-1020-7715</u>	Green Home Awards	2,000	2,000	2,000
<u>100-1020-7716</u>	Special Community Events	12,000	12,000	37,000
<u>100-1020-7717</u>	Route 66 Parade	3,000	3,300	3,000
<u>100-1020-7719</u>	Volunteer Recognition	2,000	2,000	2,000
<u>100-1020-7720</u>	DCTV & KGEM	126,100	135,000	62,600
<u>100-1020-7722</u>	City Web Site	12,000	12,000	12,000
<u>100-1020-7724</u>	Post Office Parking	10,000	13,000	13,000
<u>100-1020-7726</u>	Council Cablecasting	12,700	13,700	13,700
<u>100-1020-7980</u>	Other Expenses	11,000	11,000	6,000
	Total Community Promotions:	284,100	285,800	257,100
Membership				
<u>100-1025-7696</u>	SGV Council Of Governmnt	12,500	12,700	12,700
<u>100-1025-7697</u>	Pers Coalition	300	300	300
<u>100-1025-7698</u>	SCAG	2,200	2,200	2,200
<u>100-1025-7699</u>	League Of Calif Cities	9,800	9,500	9,500
<u>100-1025-7700</u>	SGV Econ Partnership	5,300	5,300	5,300
<u>100-1025-7701</u>	Area D Civil Defense	1,100	1,100	1,100
<u>100-1025-7702</u>	Natn'L League Of Cities	1,900	1,900	1,900
<u>100-1025-7703</u>	Contract Cities Assoc	3,300	3,300	3,300
<u>100-1025-7704</u>	LAEDC	2,500	2,500	2,500
<u>100-1025-7705</u>	LAFCO	500	500	500
	Total Memberships:	39,400	39,300	39,300
Public Safety				
<u>100-1205-7002</u>	Regular Salaries	644,600	653,000	698,300
<u>100-1205-7003</u>	Part-Time/Temp Salaries	164,000	168,700	194,500
<u>100-1205-7030</u>	Overtime	10,000	10,000	36,700
<u>100-1205-7071</u>	Health Insurance	56,500	55,900	68,000
<u>100-1205-7072</u>	Retirement	226,200	226,400	186,700
<u>100-1205-7073</u>	Disability Insurance	8,500	8,700	9,700
<u>100-1205-7074</u>	Life Insurance	1,100	1,100	1,200
<u>100-1205-7075</u>	Vision	1,500	1,500	1,600
<u>100-1205-7076</u>	Tuition Reimbursement	-	0	0
<u>100-1205-7077</u>	Medicare	10,800	11,000	12,200
<u>100-1205-7078</u>	Dental	7,800	8,000	8,800
<u>100-1205-7610</u>	Travel, Mtgs & Conf	2,000	4,000	5,000
<u>100-1205-7612</u>	Publications	2,000	2,000	2,000
<u>100-1205-7613</u>	Duplications And Photos	8,000	8,000	8,000
<u>100-1205-7614</u>	Office Supplies	2,500	2,500	2,500
<u>100-1205-7615</u>	Emergency Supplies	20,000	20,000	20,000
<u>100-1205-7636</u>	Uniforms	2,200	2,200	2,500
<u>100-1205-7650</u>	Vehicle Maintenance	39,000	39,000	42,000
<u>100-1205-7655</u>	Emergency Services	10,000	18,000	19,000
<u>100-1205-7694</u>	Public Safety Commission	200	200	200
<u>100-1205-7761</u>	Parking Ticket Collect	75,000	75,000	110,000
<u>100-1205-7762</u>	Parking Pass Kiosk	2,000	2,000	2,000
<u>100-1205-7779</u>	Youth Programs	34,000	39,000	29,000

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>100-1205-7780</u>	Animal Control	36,000	40,000	46,000
<u>100-1205-7781</u>	Contract Law Enforcement	3,744,000	3,711,700	3,888,400
<u>100-1205-7783</u>	Gapp Program	84,500	84,500	84,500
<u>100-1205-7784</u>	Prisoner Maintenance	2,000	2,000	2,000
<u>100-1205-7787</u>	Public Safety Cntr Lease	118,500	118,500	123,500
<u>100-1205-7823</u>	Code/Animal Control Data System	6,900	6,900	7,300
<u>100-1205-7887</u>	Repairs & Replacements	1,000	1,000	1,000
<u>100-1205-7980</u>	Other Expenses	75,000	85,000	55,600
<u>100-1205-8030</u>	Other Equipment	1,000	1,000	1,000
<u>100-1205-8100</u>	Other Capital Improvemnts	1,000	1,000	1,000
	Total Public Safety Department:	5,397,800	5,407,800	5,670,200
Comm Dev				
<u>100-1405-7002</u>	Regular Salaries	906,300	908,800	934,500
<u>100-1405-7003</u>	Part-Time/Temp Salaries	15,700	7,800	15,500
<u>100-1405-7030</u>	Overtime	-	0	0
<u>100-1405-7071</u>	Health Insurance	90,800	72,900	85,000
<u>100-1405-7072</u>	Retirement	263,600	263,300	219,800
<u>100-1405-7073</u>	Disability Insurance	12,300	12,300	13,000
<u>100-1405-7074</u>	Life Insurance	1,500	1,500	1,600
<u>100-1405-7075</u>	Vision	2,600	2,600	2,600
<u>100-1405-7076</u>	Tuition Reimbursement	-	0	0
<u>100-1405-7077</u>	Medicare	12,100	12,000	12,700
<u>100-1405-7078</u>	Dental	13,700	14,600	14,900
<u>100-1405-7610</u>	Travel, Mtgs & Conf	8,000	8,000	8,000
<u>100-1405-7612</u>	Publications	7,000	7,000	7,000
<u>100-1405-7613</u>	Duplications And Photos	5,000	5,000	3,000
<u>100-1405-7614</u>	Office Supplies	5,000	5,000	5,000
<u>100-1405-7650</u>	Vehicle Maintenance	5,500	7,000	6,000
<u>100-1405-7670</u>	Legal Notices	-	0	0
<u>100-1405-7690</u>	Planning Commission	6,000	6,000	6,000
<u>100-1405-7800</u>	Building Dept Services	435,000	435,000	373,000
<u>100-1405-7801</u>	Industrial Waste Inspections	20,000	20,000	20,000
<u>100-1405-7802</u>	NPDES Requirements	150,000	150,000	150,000
<u>100-1405-7965</u>	Professional Services	185,000	185,000	35,000
<u>100-1405-7967</u>	Public Works Inspections	20,000	10,000	20,000
<u>100-1405-7969</u>	City Engineer	80,000	80,000	80,000
<u>100-1405-7975</u>	Economic Dev Expenses	25,000	25,000	30,000
<u>100-1405-7980</u>	Other Expenses	33,000	33,000	56,000
<u>100-1405-8040</u>	Building Improvements	-	0	0
<u>100-1405-8100</u>	Other Capital Improvemnts	220,000	254,000	50,000
	Total Community Develop Programs:	2,523,100	2,525,800	2,148,600
Field Svc				
<u>100-1410-7002</u>	Regular Salaries	468,500	458,900	452,000
<u>100-1410-7030</u>	Overtime	2,000	2,000	2,000
<u>100-1410-7071</u>	Health Insurance	53,700	50,900	64,800
<u>100-1410-7072</u>	Retirement	135,300	134,200	109,700
<u>100-1410-7073</u>	Disability Insurance	6,100	5,900	6,200
<u>100-1410-7074</u>	Life Insurance	800	700	800
<u>100-1410-7075</u>	Vision	1,700	1,500	1,600
<u>100-1410-7076</u>	Tuition Reimbursement	-	0	0

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>100-1410-7077</u>	Medicare	5,800	5,600	5,800
<u>100-1410-7078</u>	Dental	8,900	8,500	8,900
<u>100-1410-7610</u>	Travel, Mtgs & Conf	3,000	3,000	4,000
<u>100-1410-7612</u>	Publications	3,000	3,000	3,000
<u>100-1410-7614</u>	Office Supplies	800	800	1,000
<u>100-1410-7621</u>	Other Supplies	3,000	3,000	3,000
<u>100-1410-7630</u>	Equipment Rentals	3,000	3,000	3,000
<u>100-1410-7636</u>	Uniforms	3,000	3,000	3,500
<u>100-1410-7650</u>	Vehicle Maintenance	40,000	44,000	44,000
<u>100-1410-7656</u>	Emergency Generator	10,000	30,000	10,000
<u>100-1410-7810</u>	Street Sweeping	1,600	1,600	1,600
<u>100-1410-7814</u>	Graffiti Removal	10,000	10,000	15,000
<u>100-1410-7815</u>	Brush Clearance	10,000	10,000	10,000
<u>100-1410-7887</u>	Repairs & Replacements	3,000	3,000	3,000
<u>100-1410-7896</u>	Tree Replacement	-	0	0
<u>100-1410-7900</u>	Emergency Cleanup/Maintenance	37,000	20,000	20,000
<u>100-1410-7980</u>	Other Expenses	13,200	13,200	10,000
<u>100-1410-8030</u>	Other Equipment	-	0	0
<u>100-1410-8100</u>	Capital Improvements	200,000	200,000	80,000
	Total Field Services:	1,023,400	1,015,800	862,900
Sports Park				
<u>100-1415-7661</u>	Sports Park - Other Svc	1,000	1,000	1,000
<u>100-1415-7843</u>	Sports Park - Water	75,000	85,000	75,000
<u>100-1415-7875</u>	Sports Park - Lighting	14,500	12,000	16,000
<u>100-1415-7889</u>	Sports Park - Repairs	1,000	1,000	1,000
<u>100-1415-7907</u>	Sports Park - Tree Trim	1,000	1,000	1,000
<u>100-1415-7916</u>	Sports Park - Landscape	30,000	30,000	30,000
	Total Sports Park:	122,500	130,000	124,000
	Total Community Develop Dept:	3,669,000	3,671,600	3,135,500
Parks Rec				
<u>100-1605-7002</u>	Regular Salaries	429,600	424,400	426,200
<u>100-1605-7003</u>	Part-Time/Temp Salaries	33,400	33,000	33,000
<u>100-1605-7010</u>	Playgrd Superv Salaries	128,500	120,000	120,000
<u>100-1605-7011</u>	Fitness Center Salaries	175,600	172,000	175,200
<u>100-1605-7012</u>	Aquatics Salaries	106,300	100,000	112,000
<u>100-1605-7013</u>	Boxing Salaries	62,300	58,000	58,000
<u>100-1605-7014</u>	Teen Center Salaries	139,200	137,000	140,200
<u>100-1605-7016</u>	Senior Center Salaries	157,000	152,600	157,600
<u>100-1605-7030</u>	Overtime	1,000	1,500	1,500
<u>100-1605-7071</u>	Health Insurance	114,300	114,600	126,500
<u>100-1605-7072</u>	Retirement	281,600	288,100	230,500
<u>100-1605-7073</u>	Disability Insurance	10,200	10,200	10,600
<u>100-1605-7074</u>	Life Insurance	1,200	1,300	1,300
<u>100-1605-7075</u>	Vision	2,400	2,300	2,300
<u>100-1605-7077</u>	Medicare	16,200	16,100	16,500
<u>100-1605-7078</u>	Dental	12,400	12,400	12,400
<u>100-1605-7610</u>	Travel, Mtgs & Conf	4,000	4,000	3,000
<u>100-1605-7612</u>	Publications	2,000	2,000	2,000
<u>100-1605-7614</u>	Office Supplies	3,000	3,000	3,000

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>100-1605-7636</u>	Uniforms	2,500	2,500	2,500
<u>100-1605-7650</u>	Vehicle Maintenance	13,000	13,000	13,000
<u>100-1605-7653</u>	Active Net Fees	17,000	17,000	17,000
<u>100-1605-7691</u>	Parks & Rec Commission	1,200	1,200	1,200
<u>100-1605-7693</u>	Youth Council	3,000	3,000	3,000
<u>100-1605-7713</u>	Grant Programs Exp	-	15,300	0
<u>100-1605-7728</u>	Americas VIP Program	89,200	89,200	89,000
<u>100-1605-7729</u>	Concerts In The Park	10,000	10,000	10,500
<u>100-1605-7730</u>	Special Events	18,000	18,000	18,000
<u>100-1605-7731</u>	Wilderness Day	-	0	0
<u>100-1605-7732</u>	City Picnic	15,000	15,900	16,000
<u>100-1605-7733</u>	Senior Center	34,100	34,100	39,000
<u>100-1605-7735</u>	Teen Center	37,500	37,500	37,500
<u>100-1605-7736</u>	Recreation Classes	74,000	74,000	74,000
<u>100-1605-7737</u>	Adult Excursions	12,000	18,000	14,000
<u>100-1605-7738</u>	Teen Excursions	3,500	2,500	14,000
<u>100-1605-7739</u>	Publicity	20,000	20,000	23,000
<u>100-1605-7740</u>	Youth Excursions	10,500	10,500	11,000
<u>100-1695-7741</u>	Sports/Playground Program	34,000	25,000	25,000
<u>100-1605-7744</u>	Nutrition Program	10,000	10,000	10,000
<u>100-1605-7745</u>	Boxing Program	20,000	20,000	17,000
<u>100-1605-7750</u>	Bus Rentals	15,000	15,000	5,000
<u>100-1605-7753</u>	Youth Sports/Programs (CDBG)	20,000	20,000	20,000
<u>100-1605-7980</u>	Other Expenses	13,000	13,000	10,000
Total Parks and Recreation Programs:		2,152,700	2,137,200	2,101,500
Facilities				
<u>100-1610-7002</u>	Regular Salaries	89,900	88,800	88,800
<u>100-1610-7003</u>	Part-Time/Temp Salaries	351,200	350,000	350,000
<u>100-1610-7030</u>	Overtime	-	0	0
<u>100-1610-7071</u>	Health Insurance	17,900	18,600	20,600
<u>100-1610-7072</u>	Retirement	34,800	34,700	27,800
<u>100-1610-7073</u>	Disability Insurance	1,200	1,200	1,300
<u>100-1610-7074</u>	Life Insurance	200	200	200
<u>100-1610-7075</u>	Vision	400	300	300
<u>100-1610-7077</u>	Medicare	5,900	5,900	5,900
<u>100-1610-7078</u>	Dental	1,800	1,800	1,800
<u>100-1610-7616</u>	Pool Supplies	19,000	14,000	8,000
<u>100-1610-7617</u>	Pool Chemicals	14,000	14,000	16,000
<u>100-1610-7618</u>	Building Supplies	85,000	80,000	77,000
<u>100-1610-7633</u>	Cable Access	700	1,000	1,000
<u>100-1610-7636</u>	Uniforms	2,200	2,200	2,200
<u>100-1610-7650</u>	Vehicle Maintenance	12,500	12,500	12,500
<u>100-1610-7652</u>	Building Maint Services	108,500	108,500	105,000
<u>100-1610-7830</u>	Telephones	27,500	35,000	0
<u>100-1610-7836</u>	Water-City Hall	900	900	900
<u>100-1610-7837</u>	Water-Community Center	700	800	800
<u>100-1610-7838</u>	Water-Fitness Center	14,500	14,500	16,000
<u>100-1610-7839</u>	Water-Pub Safety Center	600	700	700
<u>100-1610-7841</u>	Water-3rd St Building	-	500	500
<u>100-1610-7851</u>	Gas-City Hall	500	300	300

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>100-1610-7852</u>	Gas-Community Center	1,200	1,200	1,200
<u>100-1610-7853</u>	Gas-Fitness Center	5,000	5,000	10,000
<u>100-1610-7854</u>	Gas-Public Safety Ctr	400	400	400
<u>100-1610-7855</u>	Gas-Senior Center	600	600	600
<u>100-1610-7856</u>	Gas-Teen Center	400	400	400
<u>100-1610-7857</u>	Gas-3rd St Bldg	-	100	0
<u>100-1610-7858</u>	Gas-ROP Building	200	200	200
<u>100-1610-7859</u>	Gas-Duarte Park Bldg	300	300	300
<u>100-1610-7860</u>	Gas-Duarte Snack Bar	600	500	600
<u>100-1610-7867</u>	Electric-Town Center	60,000	60,000	60,000
<u>100-1610-7868</u>	Electric-Pub Safety	7,000	7,000	7,000
<u>100-1610-7869</u>	Electric-Senior Center	20,000	21,500	22,000
<u>100-1610-7870</u>	Electric-Teen Center	16,000	16,000	14,000
<u>100-1610-7871</u>	Electric-3rd St Bldg	0	1,600	0
<u>100-1610-7872</u>	Electric-Duarte Park	1,000	1,000	1,000
<u>100-1610-7873</u>	Electric-Maint Yard	4,000	4,000	4,000
<u>100-1610-7980</u>	Other Expenses	100	100	100
<u>100-1610-8100</u>	Other Capital Improvements	80,000	83,400	42,000
	Total Facilities Maintenance:	986,700	989,700	901,400
	Total Parks and Recreation Dept:	3,139,400	3,126,900	3,002,900
Finance				
<u>100-1805-7002</u>	Regular Salaries	537,900	530,900	533,700
<u>100-1805-7003</u>	Part-Time/Temp Salaries	-	0	0
<u>100-1805-7071</u>	Health Insurance	52,300	62,200	72,700
<u>100-1805-7072</u>	Retirement	203,800	203,800	163,100
<u>100-1805-7073</u>	Disability Insurance	7,200	7,200	7,500
<u>100-1805-7074</u>	Life Insurance	900	900	9,000
<u>100-1805-7075</u>	Vision	1,300	1,300	1,300
<u>100-1805-7076</u>	Tuition Reimbursement	-	0	0
<u>100-1805-7077</u>	Medicare	7,700	7,600	7,600
<u>100-1805-7078</u>	Dental	7,000	7,500	7,600
<u>100-1805-7610</u>	Travel, Mtgs & Conf	4,000	4,000	6,000
<u>100-1805-7612</u>	Publications	3,000	3,000	3,000
<u>100-1805-7614</u>	Office Supplies	4,000	4,000	4,000
<u>100-1805-7650</u>	Vehicle Maintenance	-	0	0
<u>100-1805-7653</u>	Bank Charges	11,000	12,000	12,000
<u>100-1805-7654</u>	Audit Services	30,000	23,500	27,300
<u>100-1805-7762</u>	Property Tax Collections	16,000	17,500	18,000
<u>100-1805-7764</u>	CEC Loan Principal	15,900	15,900	16,500
<u>100-1805-7765</u>	CEC Loan Interest	4,500	4,500	4,000
<u>100-1805-7766</u>	Sales Tax Refund	10,000	0	0
<u>100-1805-7924</u>	Bad Debts	10,000	10,000	10,000
<u>100-1805-7965</u>	Professional Services	15,000	15,000	16,000
<u>100-1805-7980</u>	Other Expenses	1,500	1,500	2,000
	Total Finance:	943,000	932,300	921,300
Personnel				
<u>100-1810-7002</u>	Regular Salaries	76,400	75,800	75,400
<u>100-1810-7003</u>	Part-Time/Temp Salaries	15,700	6,600	15,500
<u>100-1810-7071</u>	Health Insurance	6,900	7,100	7,900

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>100-1810-7072</u>	Retirement	29,000	28,900	23,000
<u>100-1810-7073</u>	Disability Insurance	1,100	1,100	1,100
<u>100-1810-7074</u>	Life Insurance	100	100	100
<u>100-1810-7075</u>	Vision	100	100	100
<u>100-1810-7076</u>	Tuition Reimbursement	-	0	0
<u>100-1810-7077</u>	Medicare	1,000	1,000	1,100
<u>100-1810-7078</u>	Dental	600	600	600
<u>100-1810-7610</u>	Travel, Mtgs & Conf	2,000	2,000	3,000
<u>100-1810-7611</u>	Training	4,000	4,000	4,000
<u>100-1810-7612</u>	Publications	1,200	1,200	1,200
<u>100-1810-7614</u>	Office Supplies	1,500	1,500	1,500
<u>100-1810-7660</u>	Other Services	3,000	3,000	4,000
<u>100-1810-7671</u>	Recruiting Advertisements	3,000	3,000	3,000
<u>100-1810-7672</u>	NeoGov	4,000	4,000	4,000
<u>100-1810-7673</u>	Physical Exams	1,400	1,400	1,400
<u>100-1810-7774</u>	Unemployment Insurance	5,000	5,000	5,000
<u>100-1810-7980</u>	Other Expenses	5,000	5,000	5,000
	Total Personnel:	161,000	151,400	156,900
Info Tech				
<u>100-1815-7630</u>	Equipment Lease	36,500	36,500	12,000
<u>100-1815-7631</u>	Equipment Maintenance	6,500	6,500	6,500
<u>100-1815-7632</u>	Software Maintenance	16,000	16,000	41,000
<u>100-1815-7820</u>	Finance System Support	46,500	51,000	46,000
<u>100-1815-7821</u>	Person'I Computr Support	22,000	22,000	20,000
<u>100-1815-7830</u>	Telephones	-	0	45,000
<u>100-1815-7965</u>	Professional Services	104,400	104,400	104,400
<u>100-1815-7980</u>	Other Expenses	22,000	28,000	22,000
<u>100-1815-8011</u>	Computer Equipment	8,000	15,000	15,000
	Total Information Technology:	261,900	279,400	311,900
Risk Mgt				
<u>100-1820-7771</u>	Repair Of City Property	15,000	10,000	15,000
<u>100-1820-7772</u>	Liability Coverage	247,000	247,000	276,700
<u>100-1820-7773</u>	Worker'S Comp Coverage	154,000	154,000	127,100
<u>100-1820-7775</u>	Property Coverage	35,000	48,900	56,200
<u>100-1820-7776</u>	Faithful Performnce Bond	1,000	1,000	1,000
	Total Risk Management:	452,000	460,900	476,000
Gen Svc				
<u>100-1825-7613</u>	Duplications And Photos	16,000	14,000	19,000
<u>100-1825-7614</u>	Office Supplies	1,700	1,500	1,000
<u>100-1825-7626</u>	Postage	18,700	19,500	19,500
<u>100-1825-7630</u>	Equipment Rentals	33,500	23,000	15,000
<u>100-1825-7631</u>	Equipment Maintenance	26,500	12,500	12,500
<u>100-1825-7674</u>	Retiree Health Insurance	500,000	509,500	540,000
<u>100-1825-7687</u>	Waste Mgmt Services	3,700	3,100	3,000
<u>100-1825-7688</u>	Oil Recycling Grant	6,200	6,200	6,200
<u>100-1825-7747</u>	Beverage Cont Recycling	6,000	6,000	5,900
<u>100-1825-7782</u>	Admin Support of SA	10,000	5,000	2,500
<u>100-1825-7945</u>	Operation of Acq Prop	3,000	2,000	2,500
<u>100-1825-7980</u>	Other Expenses	52,000	66,000	2,500
	Total General Services:	677,300	668,300	629,600

FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
<u>100-1830-8100</u>	Vehicle Replacement	25,000	27,800	75,000
	Total Vehicle Replacement:	25,000	27,800	75,000
	Total Administration Department:	2,520,200	2,520,100	2,570,700
<u>100-1905-9020</u>	Transfer Out-L & L	412,400	412,400	480,700
<u>100-1905-9055</u>	Transfer Out-HA Afford Housing	-	0	368,400
<u>100-1905-9056</u>	Transfer Out-Comm Imp	193,400	193,400	0
	Total Transfers Out:	605,800	605,800	849,100
	Total General Fund:	17,426,500	17,431,300	17,097,600

FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
SPECIAL FUNDS REVENUE				
Fund: 220 - GAS TAX FUND				
<u>220-4401</u>	Interest Earnings	7,000	8,000	10,000
<u>220-4606</u>	Gasoline Tax-2105	128,900	127,600	128,900
<u>220-4607</u>	Gasoline Tax-2106	82,700	78,800	79,500
<u>220-4608</u>	Gasoline Tax-2107	166,500	157,400	160,000
<u>220-4609</u>	Gasoline Tax-21075	5,000	5,000	5,000
<u>220-4614</u>	Gasoline Tax - 2103 (Prop 42)	88,800	87,700	84,300
<u>220-4619</u>	Gasoline Tax - HUTA loan repay	-	25,000	25,000
	Total Gas Tax Fund:	478,900	489,500	492,700
Fund: 225 - SB1/RMRA FUND				
<u>225-4401</u>	Interest Earnings	-	0	2,500
<u>225-4620</u>	SB1/RMRA	125,700	125,700	368,700
	Total SB1/RMRA Fund:	125,700	125,700	371,200
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND				
<u>240-4101</u>	Light/Lndscape Assessmnt	1,037,300	1,027,800	973,094
<u>240-5004</u>	Other Revenue	1,100	1,100	1,100
<u>240-6901</u>	Transfer In-Gen Fund	349,400	412,400	480,700
	Total Light and Landscape District Fund:	1,387,800	1,441,300	1,454,894
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)				
<u>260-4501</u>	Com Develop Block Grnt	145,000	57,500	220,000
	Total CDBG:	145,000	57,500	220,000
Fund: 270 - PAEG - PUBLIC ACCESS				
<u>270-4401</u>	Interest Earnings	0	800	0
<u>270-4617</u>	Paeg Fees	22,000	30,000	32,000
	Total PAEG - Public Access:	22,000	30,800	32,000
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND				
<u>290-4401</u>	Interest Earnings	300	200	300
<u>290-4605</u>	Supplemental Law Enf	200,000	200,000	154,700
	Total Supplemental Law Enforcement Fund:	200,300	200,200	155,000
Fund: 300 - BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)				
<u>300-4401</u>	Interest Earnings	-	0	0
<u>300-4612</u>	Bicycle/Pedestrian Grant	14,400	14,500	14,500
	Total Bicycle and Pedestrian Safety Fund:	14,400	14,500	14,500
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)				
<u>320-4401</u>	Interest Earnings	300	800	700
<u>320-4701</u>	AB2766 Subvention	28,600	28,600	29,500
<u>320-6901</u>	Transfer In-Gen Fund	-	0	0
	Total Air Quality Management Fund:	28,900	29,400	30,200
Fund: 400 - PARK DEVELOPMENT GRANT FUND				
<u>400-4401</u>	Interest Earnings	-	0	700
<u>400-4611</u>	Grant Programs Rev	-	0	16,000

FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
<u>400-5004</u>	Other Revenue	-	0	0
	Total Park Development Grant Fund:	-	0	16,700
Fund: 420 - QUIMBY ACT FUND				
<u>420-4103</u>	Quimby Act		0	
<u>420-4401</u>	Interest Earnings	-	0	0
	Total Quimby Act Fund:	-	0	0
Fund: 440 - PROPOSITION A TRANSIT FUND				
<u>440-4401</u>	Interest Earnings	14,000	14,000	15,000
<u>440-4409</u>	Sale of Property	-	0	0
<u>440-4703</u>	Transit-Proposition A	411,400	412,500	435,000
<u>440-4708</u>	Bradbury Exchange	-	80,000	0
<u>440-5004</u>	Other Revenue	-	0	0
<u>440-5104</u>	Reimbursements-Prop C	370,800	361,100	330,700
<u>440-5106</u>	NTD Grant Revenue	38,000	38,000	38,000
	Total Proposition A Transit Fund:	834,200	905,600	818,700
Fund: 460 - PROPOSITION C TRANSIT FUND				
<u>460-4401</u>	Interest Earnings	1,200	2,800	2,400
<u>460-4704</u>	Transit-Proposition C	341,300	342,100	352,000
	Total Proposition C Transit Fund:	342,500	344,900	354,400
Fund: 470 - MEASURE R LR TRANSIT FUND				
<u>470-4401</u>	Interest Earnings	4,000	9,000	10,000
<u>470-4706</u>	Transit-Measure R LR	256,000	256,600	268,800
	Total Measure R LR Transit Fund:	260,000	265,600	278,800
Fund: 475 - MEASURE M LR TRANSIT FUND				
<u>475-4401</u>	Interest Earnings	-	2,000	2,000
<u>475-4707</u>	Transit-Measure M LR	261,300	276,300	290,400
	Total Measure M LR Transit Fund:	261,300	278,300	292,400
Fund: 520 - TOWN CENTER DEBT SERVICE FUND				
<u>520-4401</u>	Interest Earnings	2,000	6,000	5,000
<u>520-6902</u>	Transfer In-Light/Land	68,000	68,000	0
	Total Town Center Debt Service Fund:	70,000	74,000	5,000
Fund: 610 - INCLUSIONARY HOUSING FUND				
<u>610-4401</u>	Interest Earnings	1,400	4,000	4,000
<u>610-5004</u>	Other Revenue	-	0	0
	Total Inclusionary Housing Fund:	1,400	4,000	4,000
Fund: 620 - COMMUNITY IMPROVEMENT FUND				
<u>620-4401</u>	Interest Earnings	100	0	0
<u>620-4503</u>	Other Federal Grants	-	0	0
<u>620-4506</u>	Federal Stpl	-	0	0
<u>620-4611</u>	Grant Programs Rev	-	1,313,000	0
<u>620-4613</u>	Other State Grants	-	0	0
<u>620-5004</u>	Other Revenue	-	0	0

FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
<u>620-6901</u>	Transfer In-Gen Fund	-	0	0
	Total Community Improvement Fund:	100	1,313,000	0

Fund: 625 -LA Co Metro (STPL)

<u>625-4401</u>	Interest Earnings	-	3,400	2,000
<u>625-4501</u>	LACMTA Exchg/STPL	-	0	379,600
<u>625-6905</u>	Transfer In-Cash Flow	-	0	0
	Total LA Co Metro (STPL) Fund:	-	3,400	381,600

Fund: 680 - HOUSING AUTHORITY FUND

<u>680-4401</u>	Interest Earnings	-	0	1,000
<u>680-5004</u>	Other Revenue	-	500	500
<u>680-6904</u>	Transfer In-Affordable Hous	193,400	193,400	368,400
	Total Housing Authority Fund:	193,400	193,900	369,900

FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
SPECIAL FUNDS EXPENSES				
Fund: 220 - GAS TAX FUND				
<u>220-2205-8060</u>	Sidewalk Improvements	-	0	10,000
<u>220-2205-8070</u>	Street Improvements	-	6,000	10,000
<u>220-2205-8100</u>	Other Capital Improvements	100,000	130,000	20,000
	Total Gas Tax 2105:	100,000	136,000	40,000
<u>220-2210-7811</u>	Street Maintenance	-	1,400	40,000
<u>220-2210-7812</u>	Street Stripng & Marking	-	55,000	70,000
<u>220-2210-7813</u>	Regulatory Signs	0	6,000	40,000
<u>220-2210-7890</u>	Repairs - Traffic Signals	-	0	0
<u>220-2210-8070</u>	Street Improvements	-	16,000	20,000
<u>220-2210-8100</u>	Other Capital Improvements	0	0	0
	Total Gas Tax 2106:	-	78,400	170,000
<u>220-2215-8610</u>	Reimbursements-Gen Fund	166,500	54,000	148,000
	Total Gas Tax 2107:	166,500	54,000	148,000
<u>220-2220-7980</u>	Other Expenses	5,000	5,000	7,000
<u>220-2220-8610</u>	Reimbursements-Gen Fund	0	0	
	Total Gas Tax 2107.5:	5,000	5,000	7,000
<u>220-2225-7811</u>	Street Maintenance	-	300	10,000
<u>220-2225-7980</u>	Other Expenses	-	0	5,000
<u>220-2225-8070</u>	Street Improvements	0	0	10,000
<u>220-2225-8100</u>	Other Capital Improvements	0	0	350,000
	Total Gas Tax 2103:	0	300	375,000
<u>220-2230-8070</u>	Street Improvements	0	0	0
	Total Gas Tax HUTA loan repay:	0	0	0
	Total Gas Tax Fund:	271,500	273,700	740,000
Fund: 225 - SB1/RMRA FUND				
<u>225-2250-8070</u>	Street Improvements	-	0	0
<u>225-2250-8100</u>	Other Capital Improvements	125,700	0	125,700
<u>225-2250-8610</u>	Reimbursements-Gen Fund	-	0	31,400
	Total SB1/RMRA Fund:	125,700	0	157,100
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND				
<u>240-2405-7662</u>	Other Serv-Citywide	5,000	5,000	5,000
<u>240-2405-7876</u>	Electric-Citywide	138,000	138,000	150,000
<u>240-2405-7877</u>	Electric-Traffic Signal	16,000	18,000	19,000
<u>240-2405-7888</u>	Repairs-Citywide	7,000	7,000	7,000
<u>240-2405-7890</u>	Repairs-Traffic Signal	40,000	40,000	50,000
<u>240-2405-8610</u>	Reimbursements-Gen Fund	94,900	94,900	94,900
	Total Citywide Lighting:	300,900	302,900	325,900
<u>240-2410-7662</u>	Other Serv-Citywide	5,000	5,000	5,000
<u>240-2410-7663</u>	Other Serv-Medians	5,000	5,000	5,000
<u>240-2410-7842</u>	Water-Median Islands	70,000	70,000	70,000
<u>240-2410-7844</u>	Water-Citywide	225,000	250,000	225,000
<u>240-2410-7874</u>	Electric-Medians	11,500	11,500	12,000
<u>240-2410-7876</u>	Electric-Citywide	15,000	22,000	24,000
<u>240-2410-7888</u>	Repairs-Citywide	3,000	3,000	3,000
<u>240-2410-7891</u>	Repairs-Medians	52,000	25,000	5,000

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>240-2410-7896</u>	Tree Planting-Citywide	4,000	4,000	7,500
<u>240-2410-7898</u>	Tree Plant-Medians	1,000	1,000	1,000
<u>240-2410-7906</u>	Tree Trim-Citywide	23,000	23,000	60,000
<u>240-2410-7909</u>	Tree Trim-Residential	37,400	37,400	85,000
<u>240-2410-7915</u>	Landscape-Citywide	95,200	90,000	90,000
<u>240-2410-7917</u>	Landscape-Medians	53,200	56,000	56,000
<u>240-2410-8610</u>	Reimbursements-Gen Fund	193,000	193,000	193,000
<u>240-2410-9030</u>	Transfer Out-Town Centr	68,000	68,000	0
	Total Citywide Landscaping:	861,300	863,900	841,500
<u>240-2420-7835</u>	Water	1,500	2,500	3,000
<u>240-2420-7887</u>	Repairs & Replacements	500	500	500
<u>240-2420-7914</u>	Landscape Maintenance	4,100	4,100	4,100
<u>240-2420-8610</u>	Reimbursements-Gen Fund	2,200	2,200	2,200
	Total Kendrick Tract:	8,300	9,300	9,800
<u>240-2421-7835</u>	Water	12,500	14,000	18,000
<u>240-2421-7866</u>	Electric	500	500	500
<u>240-2421-7887</u>	Repairs & Replacements	3,500	3,500	5,000
<u>240-2421-7914</u>	Landscape Maintenance	15,600	15,600	15,600
<u>240-2421-8610</u>	Reimbursements-Gen Fund	10,000	10,000	10,000
	Total Las Lomas Villas:	42,100	43,600	49,100
<u>240-2422-7835</u>	Water	3,200	2,200	2,000
<u>240-2422-7866</u>	Electric	1,100	1,100	1,100
<u>240-2422-7887</u>	Repairs & Replacements	1,800	2,500	2,500
<u>240-2422-7914</u>	Landscape Maintenance	5,500	5,800	5,500
<u>240-2422-8610</u>	Reimbursements-Gen Fund	3,400	3,400	3,400
	Total Encanto Parkway:	15,000	15,000	14,500
<u>240-2423-7835</u>	Water	10,600	11,000	9,000
<u>240-2423-7866</u>	Electric	300	300	300
<u>240-2423-7887</u>	Repairs & Replacements	1,500	1,500	1,500
<u>240-2423-7914</u>	Landscape Maintenance	10,500	10,800	10,500
<u>240-2423-8610</u>	Reimbursements-Gen Fund	2,200	2,200	2,200
	Total Amberwood Homes:	25,100	25,800	23,500
<u>240-2424-7835</u>	Water	2,000	3,500	4,000
<u>240-2424-7866</u>	Electric	300	300	300
<u>240-2424-7887</u>	Repairs & Replacements	800	1,600	1,600
<u>240-2424-7914</u>	Landscape Maintenance	6,600	6,600	6,600
<u>240-2424-8610</u>	Reimbursements-Gen Fund	2,800	2,800	2,800
	Total Village and Windsor Homes:	12,500	14,800	15,300
<u>240-2425-7660</u>	Other Services	5,300	5,300	5,300
<u>240-2425-7835</u>	Water	9,200	5,000	7,500
<u>240-2425-7866</u>	Electric	3,100	3,100	3,600
<u>240-2425-7887</u>	Repairs & Replacements	500	2,000	500
<u>240-2435-7913</u>	Brush Clearance	0	0	5,000
<u>240-2425-7914</u>	Landscape Maintenance	6,400	4,800	4,800
<u>240-2425-8610</u>	Reimbursements-Gen Fund	3,200	3,200	3,200
	Total Hearthstone Del Norte:	27,700	23,400	29,900
<u>240-2426-7810</u>	Street Sweeping	9,000	9,000	9,000
<u>240-2426-7835</u>	Water	700	700	700
<u>240-2426-7866</u>	Electric	7,200	5,200	5,600

FY 2018-19		2017/18	2017/18 Est	
Budget		Amended	Year End	2018/19
		Budget	Actual	Budget
<u>240-2426-7887</u>	Repairs & Replacements	700	700	700
<u>240-2426-7914</u>	Landscape Maintenance	2,200	2,200	2,200
<u>240-2426-8610</u>	Reimbursements-Gen Fund	2,600	2,600	2,600
	Total Mike's Center:	22,400	20,400	20,800
<u>240-2427-7835</u>	Water	7,100	10,000	9,000
<u>240-2427-7866</u>	Electric	600	600	600
<u>240-2427-7887</u>	Repairs & Replacements	13,100	3,100	1,300
<u>240-2427-7914</u>	Landscape Maintenance	8,600	8,600	8,600
<u>240-2427-8610</u>	Reimbursements-Gen Fund	5,900	5,900	5,900
	Total Rancho Verde Homes:	35,300	28,200	25,400
<u>240-2429-7835</u>	Water	1,400	1,800	2,000
<u>240-2429-7866</u>	Electric	400	400	300
<u>240-2429-7887</u>	Repairs & Replacements	1,000	1,000	1,000
<u>240-2429-8610</u>	Reimbursements-Gen Fund	1,100	1,100	1,100
	Total Emblem Homes:	3,900	4,300	4,400
<u>240-2430-7850</u>	Gas	8,500	8,500	6,000
<u>240-2430-7887</u>	Repairs & Replacements	3,000	3,000	12,000
<u>240-2430-8610</u>	Reimbursements-Gen Fund	2,300	2,300	3,800
	Total Mesa Gas Lights:	13,800	13,800	21,800
<u>240-2431-7835</u>	Water	5,000	5,000	5,000
<u>240-2431-7866</u>	Electric	400	400	400
<u>240-2431-7887</u>	Repairs & Replacements	2,700	2,700	2,700
<u>240-2431-7914</u>	Landscape Maintenance	9,600	9,600	9,600
<u>240-2431-8610</u>	Reimbursements-Gen Fund	3,500	3,500	3,500
	Total Las Brisas Homes:	21,200	21,200	21,200
<u>240-2432-7835</u>	Water	2,400	3,300	3,400
<u>240-2432-7866</u>	Electric	300	300	300
<u>240-2432-7887</u>	Repairs & Replacements	1,400	1,400	1,400
<u>240-2432-7914</u>	Landscape Maintenance	10,000	10,000	10,000
<u>240-2432-8610</u>	Reimbursements-Gen Fund	6,500	6,500	6,500
	Total Las Posadas Homes:	20,600	21,500	21,600
<u>240-2433-7835</u>	Water	7,100	7,000	7,400
<u>240-2433-7866</u>	Electric	300	300	300
<u>240-2433-7887</u>	Repairs & Replacements	1,100	1,100	1,100
<u>240-2433-7914</u>	Landscape Maintenance	6,400	6,400	6,400
<u>240-2433-8610</u>	Reimbursements-Gen Fund	3,700	3,700	3,700
	Total Buena Vista Villas:	18,600	18,500	18,900
<u>240-2434-7835</u>	Water	4,700	4,500	5,000
<u>240-2434-7866</u>	Electric	1,300	1,300	300
<u>240-2434-7887</u>	Repairs & Replacements	1,200	1,200	500
<u>240-2434-7914</u>	Landscape Maintenance	4,400	4,400	4,400
<u>240-2434-8610</u>	Reimbursements-Gen Fund	2,900	2,900	2,900
	Total Citrus Villas:	14,500	14,300	13,100
<u>240-2435-7835</u>	Water	4,500	6,000	8,000
<u>240-2435-7866</u>	Electric	400	400	400
<u>240-2435-7887</u>	Repairs & Replacements	500	1,600	500
<u>240-2435-7914</u>	Landscape Maintenance	6,200	6,200	6,000
<u>240-2435-7918</u>	Fuel Modification/Brush Clear	4,500	4,500	4,500
<u>240-2435-7920</u>	Debris/Storm Drain system	2,000	2,000	2,000
<u>240-2435-8610</u>	Reimbursements-Gen Fund	1,500	1,500	1,500

FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
	Total Ridgecrest Estates:	19,600	22,200	22,900
	Total Lighting and Landscape District Fund:	1,462,800	1,463,100	1,479,600
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)				
<u>260-2605-8060</u>	Sidewalk Improvements	-	0	0
<u>260-2605-8061</u>	ADA Curb Ramps	50,000	57,500	50,000
<u>260-2605-8062</u>	ADA Improvements	0	0	0
<u>260-2605-8070</u>	Street Improvements	95,000	0	170,000
	Total CDBG:	145,000	57,500	220,000
Fund: 270 - PAEG FUND				
<u>270-2705-8100</u>	Other Capital Improvemnts	-	0	0
<u>270-2705-8610</u>	Reimbursement - General Fund	-	0	0
	Total PAEG:	-	0	0
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND				
<u>290-2905-7781</u>	Contract Law Enforcement	180,000	180,000	135,000
<u>290-2905-7785</u>	Special Events Patrol	20,000	20,000	20,000
	Total Supplemental Law Enforcement Fund:	200,000	200,000	155,000
Fund: 300,- BICYCLE AND PEDESTRIAN SAFETY FUND (SB821)				
<u>300-3005-8060</u>	Sidewalk Improvements	14,200	14,500	14,400
	Total Bicycle and Pedestrian Safety Fund:	14,200	14,500	14,400
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)				
<u>320-3205-7788</u>	Shuttle Services	-	0	0
<u>320-3205-7980</u>	Other Expenses	-	0	0
<u>320-3205-8013</u>	Vehicles	42,000	44,000	22,000
<u>320-3205-8610</u>	Reimbursements-Gen Fund	4,000	4,000	5,500
	Total Air Quality Management Fund:	46,000	48,000	27,500
Fund: 400 - PARK DEVELOPMENT GRANT FUND				
<u>400-4005-7965</u>	Professional Services	-	0	0
<u>400-4005-8040</u>	Building Improvements	-	0	16,000
<u>400-4005-8100</u>	Other Capital Improvemnts	-	0	0
<u>400-4005-9040</u>	Transfer Out - Gen Fund	-	0	0
	Total Park Development Grant Fund:	-	-	16,000
Fund: 420 - QUIMBY ACT FUND				
<u>420-4205-8041</u>	Park Improvements	-	0	3,000
	Total Quimby Act Fund:	-	-	3,000
Fund: 440 - PROPOSITION A TRANSIT FUND				
<u>440-4405-7002</u>	Regular Salaries	176,900	173,000	172,900
<u>440-4405-7003</u>	Part-Time/Temp Salaries	156,500	177,700	170,000
<u>440-4405-7030</u>	Overtime	500	500	500
<u>440-4405-7071</u>	Health Insurance	24,800	25,600	28,500
<u>440-4405-7072</u>	Retirement	68,400	68,200	54,600
<u>440-4405-7073</u>	Disability Insurance	2,400	2,400	2,500

FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
<u>440-4405-7074</u>	Life Insurance	300	300	300
<u>440-4405-7075</u>	Vision	500	400	400
<u>440-4405-7077</u>	Medicare	4,600	5,000	5,000
<u>440-4405-7078</u>	Dental	2,500	2,400	2,400
<u>440-4405-7610</u>	Travel, Mtgs & Conf	1,000	500	500
<u>440-4405-7613</u>	Duplications And Photos	6,000	6,000	6,000
<u>440-4405-7614</u>	Office Supplies	1,000	1,000	1,000
<u>440-4405-7619</u>	Fuel And Oil	110,000	80,000	110,000
<u>440-4405-7620</u>	Tires	12,000	12,000	15,000
<u>440-4405-7621</u>	Other Supplies	500	500	500
<u>440-4405-7636</u>	Uniforms	1,000	1,000	0
<u>440-4405-7650</u>	Vehicle Maintenance	2,000	2,000	2,500
<u>440-4405-7673</u>	Physical Exams	1,000	0	1,000
<u>440-4405-7674</u>	Retiree Health Insurance	25,000	25,000	25,000
<u>440-4405-7814</u>	Graffiti Removal	-	0	0
<u>440-4405-7821</u>	Person'l Computr Support	1,300	1,000	1,000
<u>440-4405-7887</u>	Repairs & Replacements	110,000	110,000	115,000
<u>440-4405-7965</u>	Professional Services	-	0	0
<u>440-4405-7980</u>	Other Expenses	0	100	100
<u>440-4405-7985</u>	Other Expenses (Use of Reserve)	-	0	0
<u>440-4405-8013</u>	Vehicle Purchase (Capital)	22,000	27,000	0
<u>440-4405-8100</u>	Other Capital Improvements	-	0	0
<u>440-4405-8610</u>	Reimbursements-Gen Fund	104,000	104,000	104,000
<u>440-4425-7965</u>	Professional Services (ATP)	13,600	13,600	0
<u>440-4425-8100</u>	Other Cap Improve (ATP)	78,700	78,700	0
Total Proposition A Transit Fund:		926,500	917,900	818,700

Fund: 460 - PROPOSITION C TRANSIT FUND

<u>460-4605-8070</u>	Street Improvements	-	0	0
<u>460-4605-8610</u>	Reimbursements-Gen Fund	10,000	10,000	10,000
<u>460-4605-8620</u>	Reimbursements-Prop A	370,800	361,100	330,700
Total Proposition C Transit Fund:		380,800	371,100	340,700

Fund: 470 - MEASURE R LR TRANSIT FUND

<u>470-4705-8060</u>	Sidewalk Improvements	-	55,000	250,000
<u>470-4705-8070</u>	Street Improvements	-	0	0
<u>470-4705-8100</u>	Other Capital Improvemnts	200,000	10,000	0
<u>470-4705-8610</u>	Reimbursements-Gen Fund	50,000	13,000	62,500
Total Measure R LR Transit Fund:		250,000	78,000	312,500

Fund: 475 - MEASURE M FUND

<u>475-4705-7965</u>	Professional Services	-	0	15,000
<u>475-4705-8060</u>	Sidewalk Improvements	-	0	0
<u>475-4705-8070</u>	Street Improvements	-	0	0
<u>475-4705-8100</u>	Other Capital Improvemnts	-	0	170,000
<u>475-4705-8610</u>	Reimbursements-Gen Fund	-	0	46,300
Total Measure M Fund:		-	0	231,300

Fund: 520 - TOWN CENTER DEBT SERVICE FUND

<u>520-5205-8314</u>	Trustee Services	1,500	1,500	1,700
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FY 2018-19 Budget		2017/18 Amended Budget	2017/18 Est Year End Actual	2018/19 Budget
<u>520-5205-8330</u>	Other Expenses-Debt Srv	-	0	0
<u>520-5205-8340</u>	Principal Payments	136,000	136,000	138,800
<u>520-5205-8350</u>	Interest Expense	15,100	15,100	12,400
Total Town Center Debt Service Fund:		152,600	152,600	152,900

Fund: 620 - COMMUNITY IMPROVEMENT FUND

620-6205-7965	Professional Services	-	0	0
620-6205-8070	Street Improvement - Prop 1B	-	0	0
620-6205-8071	Street Improvement-Stpl	0	0	0
620-6205-8100	Other Capital Improvemnts	-	0	0
620-6210-8100	Other Capital Improv- Prop 1B	-	0	0
620-6210-9040	Transfer Out - Gen Fund	-	0	0
620-6220-8070	Street Improvements	-	0	0
620-6225-7965	Professional Services (ATP)	-	0	0
620-6225-8100	Other Cap Improve (ATP)	0	0	0
Total Community Improvement F		-	0	0

Fund: 625 -LA Co Metro (STPL)

625-6255-8100	Other Cap Improve (ATP)	0	0	385,000
TOTAL LA CO METRO (STPL)		-	0	385,000

Fund: 680 - HOUSING AUTHORITY FUND

<u>680-6805-7071</u>	Health Insurance	0	0	0
<u>680-6805-7072</u>	Retirement	0	0	0
<u>680-6805-7073</u>	Disability Insurance	0	0	0
<u>680-6805-7074</u>	Life Insurance	0	0	0
<u>680-6805-7075</u>	Vision	0	0	0
<u>680-6805-7077</u>	Medicare	0	0	0
<u>680-6805-7078</u>	HA Dental	0	0	0
<u>680-6805-7310</u>	Meeting Stipends	3,600	3,600	4,400
<u>680-6805-7311</u>	Administrative Services	0	0	0
<u>680-6805-7312</u>	Legal Counsel	0	0	0
<u>680-6805-7315</u>	RDA Audit Services	0	0	0
<u>680-6805-7316</u>	RDA Other Expenses	0	0	0
<u>680-6805-7940</u>	Acquisition Expenses	0	0	0
<u>680-6805-7945</u>	Operation Of Acq Prop	-	0	0
<u>680-6805-7965</u>	Professional Services	35,000	35,000	0
<u>680-6805-7971</u>	Cost Of Land Sold	-	0	0
<u>680-6805-7980</u>	Other Expenses	-	0	0
<u>680-6805-8080</u>	Site Clearance Costs	-	0	0
<u>680-6805-9010</u>	Transfer Out - SA	-	0	0
Total Housing Authority Fund:		38,600	38,600	4,400