



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

TUESDAY, MAY 23, 2023
7:00 PM

6:00 PM - CLOSED SESSION
CITY COUNCIL CHAMBERS,
1600 HUNTINGTON DRIVE,
DUARTE, CALIFORNIA 91010

MISSION STATEMENT

With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our community's future

JODY SCHULZ, MAYOR
VINH TRUONG, MAYOR PRO TEM
MARGARET FINLAY, COUNCILMEMBER
SAMUEL KANG, COUNCILMEMBER
TONEY LEWIS, COUNCILMEMBER
CESAR GARCIA, COUNCILMEMBER
TERA MARTIN DEL CAMPO, COUNCILMEMBER

City/Agency/Authority Staff:
Daniel Jordan, City Manager
Kristen Petersen, Assistant City Manager and Director of Administrative Services
Craig Hensley, Community Development Director
Manuel Enriquez, Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Thai Viet Phan, City Attorney
Annette Juarez, City Clerk

ADA ACCESSIBILITY NOTICE: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact the City Manager's office at (626) 357-7931. Notification no later than 1:00 p.m. on the day preceding the meeting will enable the City to make reasonable arrangements to assist your accessibility to this meeting.

Notice: Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice: Duarte City Council meetings are videotaped for later broadcast on DCTV. Attendance at the

meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

Members of the public may listen/view the City Council meeting broadcast on the City's website following each meeting. To access the meeting, log onto www.accessduarte.com then on the homepage, click on the Agendas/View Meetings icon under the LATEST NEWS/QUICK LINKS banner, then on the Agendas & Minutes page, click on the City Council Meeting link. City Council meetings are also broadcast following each meeting through Spectrum Cable, Channel 3, daily at 12:00 p.m. and 7:00 p.m.

Public comments can be submitted by emailing duarteinfo@accessduarte.com, prior to 6:00 p.m. on the day of the meeting and will be distributed to the City Council and made available for public review. PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments are a matter of public record, including content that include emails and addresses, so consider content and remove private information as you deem appropriate.

6:00 PM CLOSED SESSION - COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL
2. PUBLIC COMMENT ON CLOSED SESSION ITEMS - Any person wishing to speak on the Closed Session item may do so at this time. The opportunity to speak is on a first come, first served basis. Each person may speak for 3 minutes.
3. CLOSED SESSION:

A. PUBLIC EMPLOYEE EVALUATION: Government Code Section 54957 – Title: City Attorney

B. CONFERENCE WITH LABOR NEGOTIATORS (UNREPRESENTED EMPLOYEE) – Government Code Section 54957.6: Title: City Attorney

7:00 PM OPEN SESSION - REGULAR MEETING - COUNCIL CHAMBERS

4. CALL TO ORDER AND ROLL CALL
 - A. City Manager Written Comments
5. PLEDGE TO THE FLAG
6. ADOPTION OF THE AGENDA
7. CITY ATTORNEY CLOSED SESSION REPORT
8. SPECIAL ITEMS
 - A. Recognition of Duarte Public Access Boardmembers
 - B. Proclamation proclaiming May 2023 as Older Americans Month and recognition of Senior Center Volunteer of the Year Carmen Wong

Recommendation: Proclaim May 2023 as Older Americans Month and recognize this year's Senior Center Volunteer of the Year Carmen Wong.

C. Public Safety Department Update

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

10. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

11. BUSINESS ITEMS

A. Approval for Agreement for the Employment of City Manager for the City of Duarte

Recommendation: Approve the Agreement for Employment of City Manager between the City of Duarte and Brian Villalobos.

Recess (30 minutes) - Farewell/Welcome Reception in honor of outgoing City Manager Dan Jordan and incoming City Manager Brian Villalobos

12. CONSENT CALENDAR

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

B. Approve absence(s) of City Councilmember(s) from the City Council meeting

C. Approval of Minutes - May 9, 2023 Special Meeting, May 9, 2023 Regular Meeting, and May 11, 2023 Special Meeting (CC/HA/FA)

D. Approval of Warrants - May 23, 2023 (CC/HA/FA)

E. Receive and file the Public Safety Department Status Report

F. Annual County of Los Angeles Probation Department Agreement for Prevention and Intervention Program

Recommendation: Authorize the City Manager to execute the annual County of Los Angeles Probation Department Agreement for Prevention and Intervention Program

G. Adoption of Resolution No. 23-10 to establish GANN Appropriations Limit

Recommendation: Adopt by title only, Resolution No. 23-10, a Resolution of the City Council of the City of Duarte, California Establishing an Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.

H. Adoption of Resolution No. 23-11 to Set a Public Hearing for Citywide Landscape and Lighting Assessment District and Neighborhood Districts

Recommendation: Adopt Resolution No. 23-11 to set a Public Hearing on June 27, 2023.

I. Adoption of Resolution No. 23-12 Proclaiming the Termination of a Local Emergency

Recommendation: Adopt Resolution No. 23-12 proclaiming the termination of a local emergency.

- J. Adoption of Resolution No. 23-13 Establishing a Salary Schedule and Compensation Plan for the Unrepresented Regular Employee Assistant City Manager.

Recommendation: Adopt Resolution No. 23-13 and establish a salary schedule and compensation plan for unrepresented regular employee Assistant City Manager.

- K. Acceptance of Notice of Completion for the Construction of Duarte City Hall ADA Improvement Project - CDBG Project No. 602171-20

Recommendation: 1) Accept the project as complete in the amount of \$1,492,559.14; and 2) approve a General Fund Budget amendment in the amount of \$37,882.52.

- L. Approval of Legislative Letter of Opposition of Civilian Oversight Commission Rotation Recommendation

13. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

14. PUBLIC HEARINGS - None

15. CONTINUATION OF ORAL COMMUNICATIONS

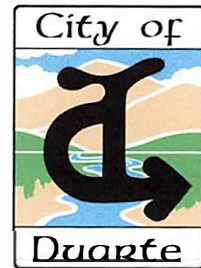
16. ITEMS FROM CITY COUNCIL/SUCCESSOR AGENCY/HOUSING
AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE
DIRECTOR

17. ADJOURNMENT - In memory of Reid Gorecki.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: City Hall – 1600 Huntington Drive, Duarte Public Safety Department – 1042 Huntington Drive, Duarte Library – 1301 Buena Vista Street, and the City of Duarte website (www.accessduarte.com) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 18th day of May, 2023.



MEMORANDUM

TO: City Council
FROM: City Manager
DATE: May 18, 2023
SUBJECT: Comments on Agenda Items. Meeting of May 23, 2023

ITEM 8.A. (Special Items). Staff is recommending the City Council recognize Duarte Public Access Boardmembers.

ITEM 8.B. (Special Items). Staff is recommending that the City Council proclaim May 2023 as Older Americans Month and recognize this year's Senior Center Volunteer of the Year Carmen Wong.

ITEM 8.C. (Special Items). Staff will present the monthly Public Safety Department update.

ITEM 11.A. (Business Items). Staff is recommending that the City Council approve the Agreement for Employment of City Manager Between City of Duarte and Brian Villalobos.

ITEM 12.F. (Consent Calendar). Staff is recommending that the City Council authorize the City Manager to execute the annual County of Los Angeles Probation Department Agreement for Prevention and Intervention Program.

ITEM 12.G. (Consent Calendar). Staff is recommending that the City Council adopt by title only, Resolution No. 23-10, a Resolution of the City Council of the City of Duarte, California Establishing an Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.

ITEM 12.H. (Consent Calendar). Staff is recommending that the City Council adopt Resolution No. 23-11 to set a Public Hearing on June 27, 2023 for Citywide Landscape and Lighting Assessment District and Neighborhood Districts.

ITEM 12.I. (Consent Calendar). Staff is recommending that the City Council adopt Resolution No. 23-12 proclaiming the termination of a local emergency.

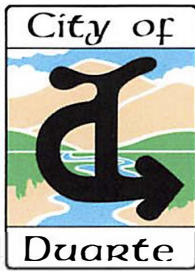
ITEM 12.J. (Consent Calendar). Staff is recommending that the City Council adopt Resolution No. 23-13 and establish a salary schedule and compensation plan for unrepresented regular employee Assistant City Manager.

ITEM 12.K. (Consent Calendar). Staff is recommending that the City Council accept the Duarte City Hall ADA Improvement project as complete in the amount of \$1,492,559.14 and approve a General Fund Budget amendment in the amount of \$37,882.52.

ITEM 12.L. (Consent Calendar). Staff is recommending that the City Council approve a legislative letter in opposition of Civilian Oversight Commission Rotation recommendation.

Respectfully submitted,

Dr. Daniel Jordan
City Manager



Agenda Item: 8B

CM Review: JP

Fiscal Review: _____

AGENDA REPORT

MEETING DATE: May 23, 2023

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks & Recreation

BY: Susie Perez, Recreation Supervisor

SUBJECT: Proclamation of May 2023 as Older Americans Month and Recognition of Senior Center Volunteer of the Year Carmen Wong

RECOMMENDATION: Staff recommends that the City Council proclaim May 2023 as Older Americans Month and recognize this year's Senior Center Volunteer of the Year Carmen Wong.

FISCAL IMPACT: None

BACKGROUND

Every May, the Administration for Community Living leads the nation's observance of Older Americans Month (OAM). The 2023 theme is *Aging Unbound*, which offers an opportunity to explore diverse aging experiences and discuss how communities can combat stereotypes. Additionally, during this month, the City takes the opportunity to recognize its older adults that have contributed volunteer service hours at the Duarte Senior Center.

DISCUSSION/ANALYSIS

This year's Senior Center Volunteer of the Year, Carmen Wong, is the perfect recipient and certainly fits the motto for this year's Older American theme, *Aging Unbound*. She is one of our most active volunteers at the Duarte Senior Center. She graciously volunteers three to four days a week, assisting with the Grab & Go Frozen Meal Program, and Hot Meal Program. Carmen also regularly assists during our evening special events, bi-annual Community Yard Sale, the City's Independence Day Celebration, Anniversary Picnic, and Employee & Commissioner Awards Reception. She is the kind of volunteer participants rarely see, as she contributes to the Center's programs and city-wide events behind the scenes. On average, Carmen volunteered 10 hours weekly, for a grand total of 520 hours. That equates to a staffing salaries savings of just over \$8,000 for the City.

On April 28, the Senior Center hosted an invitation-only private event for all volunteers and their guests. That evening, Ms. Wong was recognized for her contributions as a volunteer and will also be recognized virtually at the 2023 Los Angeles County's Board of Supervisors Annual Older Americans Recognition Day Awards Ceremony on Thursday, May 25 at 11 AM.

On behalf of the Duarte City Council, staff, and residents, we thank Ms. Wong for her time and efforts to support the betterment of our community. She is truly an asset to the Duarte Senior Center and this community.

RECOMMENDATION

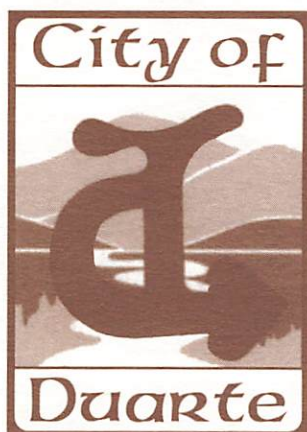
Staff recommends that the City Council proclaim May 2023 as Older Americans Month and recognize this year's Senior Center Volunteer of the Year Carmen Wong.

FISCAL IMPACT

None

ATTACHMENTS

2023 Older Americans Month Proclamation



Proclamation

OLDER AMERICANS' MONTH

WHEREAS, the City of Duarte includes a growing number of older Americans who contribute their time, wisdom, and experience to our community; and

WHEREAS, communities benefit when people of all ages, abilities, and backgrounds have the opportunity to participate and live independently; and

WHEREAS, recognizes the need to create a community that offers the services and supports older adults may need to make choices about how they age; and

WHEREAS, can work to build an even better community for our older residents by:

- Not limiting our thinking about aging,
- Exploring and combating stereotypes,
- Emphasizing the many positive aspects of aging,
- Inspiring older adults to push past traditional boundaries, and
- Embracing our community's diversity.

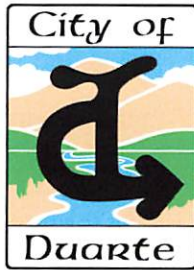
NOW, THEREFORE, the City of Duarte do hereby proclaim May 2023 to be Older Americans Month. We urge every resident to celebrate our older citizens, help to create an inclusive society, and accept the challenge of flexible thinking around aging.

IN WITNESS WHEREOF, I have hereunto set my hand this twenty-third day of May, in the year of two thousand twenty-three, and of the City of Duarte, California.

Jody Schulz, Mayor

ATTEST:

Annette Juarez, City Clerk



AGENDA REPORT

MEETING DATE: May 23, 2023

TO: Mayor and Members of the City Council

FROM: Thai Viet Phan, City Attorney

SUBJECT: Agreement for the Employment of City Manager for the City of Duarte

RECOMMENDATION: It is recommended that the City Council approves the Agreement for Employment of City Manager Between City of Duarte and Brian Villalobos

FISCAL IMPACT: Depending on the City Council's final decision regarding salary and benefits, there is no anticipated fiscal impact not previously accounted for in the Fiscal Year 22-23 Budget

BACKGROUND

The City Council was informed of an upcoming City Manager vacancy beginning June 1, 2023. Due to such vacancy, the City Council held a closed session to interview the Director of Public Safety Services, Brian Villalobos for the position of City Manager and provided direction to the current City Manager, Daniel Jordan and City Attorney, Thai Viet Phan to negotiate the attached Employment Agreement with Mr. Villalobos.

The terms of the Agreement are outlined below, but in summary the contract is for a one (1) year term at a compensation rate of \$218,482 per year.

Benefits are generally the same as are otherwise provided to the City's management team. If the employment contract is terminated early without cause, Mr. Villalobos will have the option to enter into a separation agreement that will provide for six (6) months of pay and benefits. A summary of Mr. Villalobos's qualifications and the key terms of the proposed Employment Agreement are provided below.

Brian Villalobos's Qualifications

Following their deliberations, and after careful consideration, the City Council selected Brian Villalobos. Mr. Villalobos has 33 years of government experience. He is currently the Director of

Public Safety Services for the City of Duarte, and has previously held a variety of management and staff positions with the Los Angeles County Sheriff's Department.

Mr. Villalobos has devoted his professional career to helping build better communities through improved municipal operations and promoting public safety. He has experience leading the development of innovative local public safety programs, operational process improvements, teambuilding efforts, and strategic planning activities. Additionally, Mr. Villalobos worked to advance a citywide strategy to address homelessness, instituted thoughtful community safety initiatives, organized and oversaw public emergency responses before, during, and after natural disasters, and prioritized community engagement activities.

Key Contract Terms

Pursuant to the City Council's direction, the City Attorney and current City Manager have prepared and negotiated an Employment Agreement to memorialize the compensation, benefits, review processes, and other key terms of Mr. Villalobos's employment. Those terms are summarized below, and set forth in full in the Agreement for the Employment of City Manager provided as Attachment 1. The terms will also be summarized orally at the May 23, 2023, City Council Meeting, as required by Government Code Section 54953(c)(2), which provides in relevant part: "Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive . . . during the open meeting in which the final action is to be taken."

In summary, the terms of the Employment Agreement are as follows:

- Contract Duration. Mr. Villalobos's contract is for a period of one (1) year and one (1) month. It is terminable by the City, with or without cause at any time, subject to severance pay obligations outlined below. Under Duarte Municipal Code section 2.12.110, however, the contract may not be terminated, other than for misconduct in office, within a period of ninety (90) days after any general municipal election at which time any new member of the City Council is elected. The contract is terminable by Mr. Villalobos on sixty (60) days' notice unless the parties otherwise agree.
- Compensation. Mr. Villalobos's starting salary will be 218,482 per year. If during the term percentage salary adjustments are granted to the City's management group as a whole, Mr. Villalobos's salary will be adjusted by that same percentage. Merit-based increases will be at the discretion of the City Council.
- Benefits. Mr. Villalobos will receive benefits as specified in the Employment Agreement, including categories of benefits available to all other full-time City employees: pension/retirement (PERS) benefits and payments (including those relating to the retiree health plan); health insurance; dental insurance; vision insurance; life insurance; and disability insurance.

Public Safety Services for the City of Duarte, and has previously held a variety of management and staff positions with the Los Angeles County Sheriff's Department.

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- Benefits. Mr. Villalobos will receive benefits as specified in the Employment Agreement, including categories of benefits available to all other full-time City employees: pension/retirement (PERS) benefits and payments (including those relating to the retiree health plan); health insurance; dental insurance; vision insurance; life insurance; and disability insurance.

- Annual Reviews. While the City Council retains the ability to review Mr. Villalobos's performance at any time, it specifically commits to conducting such a review in or around June of each year.

RECOMMENDATION

It is recommended that the City Council approve the Agreement for Employment of City Manager Between City of Duarte and Brian Villalobos.

FISCAL IMPACT

Depending on the City Council's final decision regarding salary and benefits, there is no anticipated fiscal impact not previously accounted for in the Fiscal Year 22-23 Budget.

ATTACHMENTS

City of Duarte City Manager Employment Agreement

CITY OF DUARTE CITY MANAGER EMPLOYMENT AGREEMENT

This EMPLOYMENT AGREEMENT (the "Agreement") is made and entered as of June 1, 2023, by and between the CITY OF DUARTE, a public body and general law city of the State of California (the "City"), and BRIAN VILLALOBOS, an individual (the "City Manager"), both of whom understand as follows:

RECITALS:

WHEREAS, the City desires to employ the services of BRIAN VILLALOBOS as the City Manager as provided by the Duarte Municipal Code Chapter 2.12; and

WHEREAS, it is the desire of the City to establish certain conditions of employment and to set working conditions of said City Manager; and

WHEREAS, City Manager desires to accept employment as City Manager of said City.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1. DUTIES.

A. City hereby agrees to employ BRIAN VILLALOBOS as City Manager of said City to perform the functions and duties specified in the Duarte Municipal Code Chapter 2.12, pursuant to Government Code sections 36501, 36506, and 34851 et seq., and as provided by other state and federal law, and to perform other legally permissible and proper duties and functions as the City Council of the City of Duarte (the "City Council") shall from time to time assign.

B. City Manager, with prior written approval of the City Council, may undertake outside professional activities for compensation, including teaching, speaking, and writing, provided they do not interfere with City Manager's normal duties, are done only during vacation or other non-working time of City Manager, and are not done with any then-existing vendors or contractors of the City, or past vendors or contractors where conflicts of interest are triggered under state or local law. Under no circumstances shall such outside activity create a conflict with the duties of the City Manager and the interests of the City. The City Council, in its sole discretion, may determine when such a conflict exists.

C. Pursuant to Municipal Code Section 2.12.070, City Manager shall devote his full-time work duties to the office of the City Manager. Subject to paragraph 1(B) above, City Manager shall not, while employed by the City, perform any other work for hire, and shall not perform any unpaid or volunteer work that conflicts with performance of his duties as City Manager. City Manager shall perform those duties and have those responsibilities that are commonly assigned to a City Manager of a general law city in the State of California with a council-manager form of government, and as are further set forth in the City's Municipal Code, including but not limited to Chapter 2.12.090 thereof, as may be amended from time to time. The terms of Municipal Code Chapter 2.12, as the same may from time to time be amended, are incorporated herein as though fully set forth. In the event of any conflict between the terms of this Agreement and the terms of Chapter 2.12, the provisions of this Agreement shall prevail pursuant to the authority of the City

Council to enter into this Agreement set forth in Municipal Code Section 2.12.120.

SECTION 2. TERM.

A. The term of this Agreement shall be from June 1, 2023 (the “Effective Date”), through and including June 30, 2024, unless earlier terminated as provided herein. Thereafter, the parties may renew the Agreement pursuant to their mutual agreement.

B. City Manager shall serve at the pleasure of City Council. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Council acting for the City to terminate the services of City Manager at any time, with or without cause, subject only to the provisions set forth in Section 5 of this Agreement, and the provisions of the Duarte Municipal Code, Chapter 2.12, not otherwise waived hereunder.

C. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Manager to resign at any time from his position with City, subject only to the provision set forth in Section 5, Paragraph G, of this Agreement.

SECTION 3. ADMINISTRATIVE LEAVE WITH PAY.

City may place City Manager on Administrative Leave with full pay and benefits at any time during the term of this Agreement. However, if the purpose of placing City Manager on Administrative Leave With Pay is to conduct an investigation into potential wrongdoing, and after that investigation, City Manager is convicted of a crime involving abuse of their office or position, then pursuant to Government Code Section 53243, City Manager shall be required to fully reimburse City for any salary or benefits received while on Administrative Leave With Pay. “Abuse of office or position” shall be as defined in Government Code Section 53243.4, as may be amended.

SECTION 4. TERMINATION AND SEVERANCE PAY.

A. The City Council shall have the right at any time during the term of the Agreement, upon thirty (30) days’ prior written notice to City Manager, and notwithstanding the provisions of subdivisions (a) through (d) of Municipal Code Section 2.12.110, but subject to the limitation set forth in subdivision (e) of Municipal Code Section 2.12.110 [no dismissal within 90 days of election or appointment of Council member], to terminate this Agreement and City Manager’s employment, for any reason or for no reason, by a vote of a majority of the members of the City Council (and not a majority vote of the quorum only, in the event of a meeting where less than the full number of members are present, and the majority of the quorum is less than four votes) voting at regular, adjourned regular, or special meeting of the City Council. If such termination is involuntary and for reasons other than “misconduct in office” or “for cause” as further specified herein, City Manager shall be entitled to receive a severance payment in an amount provided in Duarte Municipal Code section 2.12.060. The severance payment provided for herein shall be in addition to, and not offset by, any payment to which City Manager may otherwise be entitled to, or qualify for, through the Chief Executive Separation Payment provided under the California Joint Powers Insurance Authority’s Memorandum of Coverage – Primary Liability Program.

B. The City Manager and City acknowledge and agree that there is a mutual benefit in

advancing and maintaining a positive and non-controversial resolution to the employment relationship. In keeping with the spirit of this provision, and as a condition to the receipt of any amount of severance pay as provided in paragraph 5.A above, and as partial consideration therefor, City Manager agrees not to make any public or private statements critical or disparaging of the City, the City Council, its members, department heads, officers, or employees.

C. Pursuant to Government Code sections 53243, 53243.1 and 53243.2, if City Manager is convicted of a crime involving an abuse of his office or position, all of the following shall apply: (1) if City Manager is provided with administrative leave pay pending an investigation, City Manager shall be required to fully reimburse City such amounts paid; (2) if City pays for the criminal legal defense of City Manager (which would be in its sole discretion, as it is generally not obligated to pay for a criminal defense), City Manager shall be required to fully reimburse City such amounts paid. For purposes of this Section, abuse of office or position means either: (1) an abuse of public authority, including waste, fraud, and violation of the law under color of authority; or (2) a crime against public justice, including, but not limited to, a crime described in Title 7 (commencing with Section 92) of Part 1 of the Penal Code.

D. To the extent City Manager's termination is not involuntary, is for misconduct in office, or is otherwise "for cause" as provided below, City Manager shall be entitled to no severance pay from the City. Any of the following, for the purposes of Duarte Municipal Code Section 2.12.110(e), shall constitute "misconduct in office":

(1) conviction of a felony or misdemeanor involving misrepresentation, fraud, or moral turpitude;

(2) knowingly and unlawfully participating in a governmental decision in which the City Manager has a conflict of interest as defined in Government Code sections 87100, et seq., or Government Code sections 1090 et seq.;

(3) abuse of alcohol, prescription medications, stimulants, or controlled substances that materially affects City Manager's discharge of his duties;

(4) failure to follow a written directive of the City Council, after written notice of such failure is provided to City Manager;

(5) repeated or recurring unexcused absences from the City Manager office, City Hall, or City Manager's duties;

(6) performance of outside business interests, or participation in transactions, contracts, or financial activities that conflict directly with City's policies or activities, without prior consent of any such conflict in writing by City Council;

(7) conduct that is publicly insubordinate, or humiliating, or demeaning to the City or City Council;

(8) willful destruction or misuse of City property;

(9) willful and unlawful retaliation against any employee, officer, official, manager,

agent, or representative of the City, or member of the general public, who in good faith reports, discloses, reveals, or divulges to any appropriate authority, any violation of law, or any facts or information pertaining thereto; and

(10) willful disclosure of closed session confidential communications, attorney-client confidential communications, or other information whose confidentiality is privileged or protected by law.

Apart from such grounds for removal as are otherwise defined under state law, the Duarte Municipal Code, or this Agreement, the determination of what constitutes appropriate “cause” for termination of City Manager shall be within the sole discretion of the City Council.

E. Nothing in this Agreement shall prohibit City from imposing discipline less than termination upon City Manager, including written reprimands, or suspensions. Such discipline may be imposed by City in its discretion.

F. In the absence of grounds for imposing discipline on City Manager, in the event: (1) City at any time during the term of this Agreement reduces the salary or other financial benefits of City Manager in a greater percentage than an applicable across-the-board reduction for all general full-time employees of City; or (2) City refuses, following written notice by City Manager to the City Attorney specifying a breach of this Employment Agreement, to remedy or undertake to remedy any such breach, then City Manager may, at his option, elect to be deemed to be “terminated” as of that time, and shall be entitled to the severance pay from City.

G. In the event City Manager voluntarily resigns his position with City before expiration of the above-referenced term of his employment, then City Manager shall give City no less than sixty (60) days’ notice in advance, unless the parties otherwise agree, and City Manager shall not be entitled to any severance pay from City.

SECTION 5. DISABILITY.

If City Manager is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity, or health for a period of six (6) successive weeks beyond any accrued sick leave to which City Manager is entitled, or for the legal duration of the Family and Medical Leave Act (whichever is greater), City shall have the option to terminate this Agreement. Termination pursuant to this Section will not subject the City to payment of severance pay. However, City Manager shall be compensated for any accrued vacation, holidays, and other accrued benefits on the same basis as any other employee of the City pursuant to the Personnel Rules.

SECTION 6. SALARY AND BENEFITS.

A. Salary.

City agrees to pay City Manager for his services rendered pursuant hereto an annual base salary of Two Hundred Eighteen Thousand Four Hundred and Eighty-Two Dollars (\$218,482.00) (“Base Salary”), effective on June 1, 2023 (“Base Salary Effective Date”), payable in equal installments at the same time as other employees of the City are paid. In addition to Base Salary,

City Manager shall be entitled to any future cost of living ("COLA") increases after the Effective Date that are provided to other general full-time employees of the City. City agrees to review Base Salary and other benefits of City Manager at the time of an annual performance evaluation which shall be initiated in March or April for each year this Agreement is in effect. It shall be the responsibility of City Manager to advise City each year of the necessity for the annual performance review, and to schedule same, by closed session with the City Council, or other appropriate procedure. Notwithstanding the necessity for at least one annual performance review, City Council may perform other performance reviews of City Manager's performance, at any time. City Council may implement adjustments to salary, other benefits, or both, during the period of any performance review, provided, however, that consistent with Government Code section 54956, such compensation or benefits may only be modified at a regularly scheduled meeting of the City Council.

B. Benefits.

In addition to the salary referred to in Paragraph 6.A above, City Manager shall receive from City the following benefits:

(a) the same package(s) of health/medical insurance benefits and dental and vision allowances as available to all other full-time City employees;

(b) the same package(s) of life insurance and disability insurance as available to all other full-time City employees;

(c) participation in PERS in the same manner and to the same extent as available to all other full-time City employees;

(d) use of a City-provided automobile until December 31, 2023, then an automobile expense reimbursement of Five Hundred Dollars (\$500.00) each month thereafter beginning January 1, 2024;

(e) provision of a City-owned cellular phone, data plan, tablet, and additional similar communications and computing equipment as deemed appropriate by City Council (excluding desktop computer equipment for use outside City Hall);

(f) paid membership in the International City/County Management Association (ICMA); and the California City Management Foundation (CCMF).

(g) paid travel and meeting attendance for City Manager to professional groups and associations related to the City Manager position and industry-related topics, as may be approved by the City Council as part of the annual City budget or subsequent appropriations; provided, however, that any out-of-state business travel or other reimbursed travel requested by City Manager for other members of City staff at the same event for which City Manager receives reimbursed travel must be approved in advance by the City Council; and

(h) vacation of up to one hundred twenty (120) hours of paid vacation time annually, which shall accrue all one hundred twenty (120) hours on the anniversary date of the Effective Date and annually thereafter. Not more than eighty (80) hours of vacation may be taken

consecutively by City Manager without the prior approval of the City Council. Carryover and accrual of vacation time shall be subject to the following provisions: City Manager shall have the option, not later than thirty (30) days prior to end of each fiscal year ending June 30, to provide notice to the City Council that they City Manager elects to either (i) be paid for any unused vacation time existing as of the end of that fiscal year just ended, or (ii) carryover to the next fiscal year that began that July 1 such unused vacation time; provided, however, that in no event shall City Manager be permitted to carry over more than three hundred and sixty (360) hours of unused vacation time for a given year, or cumulatively. In addition, City Manager shall not be permitted to have or accumulate at any time more than three hundred and sixty (360) hours of unused vacation time, regardless of the actual number of hours of unused vacation time. Unused vacation time as defined and limited by the foregoing provisions shall be paid to City Manager at the time of expiration or termination of this Agreement, in addition to such severance payment to which City Manager is entitled to under this Agreement, if any.

SECTION 7. HOURS OF WORK.

City Manager shall use his best faith efforts to respond timely, after normal business hours, if necessary, to any exigent situation or circumstance that may arise during such interim period of unavailability. In addition to working normal business hours, it is recognized that City Manager must devote time outside the normal office hours to business of the City. In consideration for these obligations, City Manager shall have sixty (60) hours annually of Administrative Time Off. Thirty (30) of such hours shall accrue upon the Effective Date, and thirty (30) additional hours shall accrue six (6) months after the Effective Date. Sixty (60) additional hours shall accrue each anniversary of the Effective Date thereafter. Administrative Time Off shall not carryover year to year, and will not be paid upon termination or separation of City Manager from employment, but instead any unused Administrative Time Off at the time of termination or other separation will be forfeited.

SECTION 8. OTHER TERMS AND CONDITIONS OF EMPLOYMENT.

A. The City Council, in consultation with the City Manager, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of City Manager, provided such terms and conditions are not inconsistent or in conflict with the provisions of this Agreement, the Duarte Municipal Code or any applicable state or federal law.

B. All regulations and rules of the City relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, shall also apply to City Manager as they would to other general full-time employees of City, in addition to the benefits specifically set forth herein for the benefit of City Manager.

SECTION 9. SURETY BOND.

In accordance with Municipal Code Section 2.12.040, it is mutually understood and agreed that City Manager will file with the City Council, prior June 1, 2023, a corporate surety bond to be approved by the City Council to secure the faithful performance of the duties imposed upon

City Manager as City Manager. The amount of the surety bond required herein shall be One Million Dollars (\$1,000,000.00). Said bond shall be paid for by the City as provided in Municipal Code Section 2.12.040. Alternatively, this requirement may be met by the City securing no less than One Million Dollars (\$1,000,000.00) of Government Crime insurance, which covers the activities of the City Manager.

SECTION 10. ARBITRATION.

A. Dispute Resolution and Binding Arbitration.

City Manager and City agree that any dispute that arises out of or relates to City Manager's employment with City, including but not limited to any dispute that concerns the validity, enforceability, or breach of this Agreement, or any dispute against any present or former officer, director, employee, agent, attorney, or insurer of the City, shall be submitted to binding arbitration. City Manager represents and warrants to City that his agreement to submit any disputes hereunder to binding arbitration is voluntary, and City Manager acknowledges that such arbitration has not been required by City as a condition of employment. In this regard, City Manager understands and knowingly waives any contrary provision or protection under California Labor Code section 432.6. City Manager and City agree that any claim arising hereunder shall be brought in the individual capacity of the City Manager or City, and not as a collective or representative claim on behalf of any person or class. Nothing in this section shall prevent City Manager from filing or maintaining a charge with the United States Equal Employment Opportunity commission or the National Labor Relations Board, from making a workers' compensation claim, or from seeking unemployment benefits. Disputes that may not be subject to pre-dispute arbitration agreement by law are excluded from this Agreement. City shall be responsible for payment of the costs of the services of the arbitrator. City Manager will not be subject to any retaliation or discrimination if City Manager seeks to challenge this arbitration provision or participate in a class or collective action. The arbitration shall take place in Los Angeles County, California, and both City and City Manager agree to submit to the jurisdiction of the arbitrator selected in accordance with rules and procedures as they shall mutually agree, or in the absence of such agreement, under the arbitration rules of JAMS. Except as to the right to a hearing under Duarte Municipal Code section 2.12.110(b), City Manager and City agree that this arbitration procedure will be the exclusive means of redress for any disputes relating to or arising from City Manager's employment with City, including disputes over rights provided by federal, state, or local statutes, regulations, ordinances, and common law, including all laws that prohibit discrimination based on any protected classification. The parties each expressly waive the right to a jury trial, and agree that the arbitrator's award shall be final and binding on the parties, provided that any award shall be reviewable by a court of law to the fullest extent allowed by law, including for any error of law by the arbitrator. The arbitrator shall have discretion to award monetary and other damages, or to award no damages, and to fashion any other relief the arbitrator deems appropriate, but only to the extent consistent with law. The parties expressly agree that each party shall bear its own costs and attorneys' fees incurred in bringing or defending an action under this Section, to the fullest extent allowed by law at the time of the arbitration. By their initials below, each signing party acknowledges that it understands it is waiving its right to trial by jury of any issues arising under this Agreement, and is knowingly and voluntarily waiving them:

City Initials: _____

City Manager Initials: _____

SECTION 11. NOTICES.

Notices pursuant to this Agreement shall be given by: (1) email with verification of delivery; (2) personal delivery; (3) overnight delivery service with confirmation; or (4) deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

CITY: CITY OF DUARTE
1600 Huntington Drive
Duarte, CA 91010
Attn: City Clerk
email: ajuarez@accessduarte.com

with copy to: RUTAN & TUCKER, LLP
18575 Jamboree Rd., 9th Fl.
Irvine, CA 92612
Attn: Thai Viet Phan, Esq.
email: tphan@rutan.com

CITY MANAGER: BRIAN VILLALOBOS
655 Sierra Meadow Drive
Sierra Madre, CA 91024
email: bvillal@lasd.org

Notice shall be deemed given as of the date of personal, overnight delivery, email, or facsimile service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

SECTION 12. GENERAL PROVISIONS.

A. This Agreement shall constitute the entire agreement between the parties. No prior oral or written communications are incorporated herein.

B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of City Manager.

C. This Agreement may be signed in counterparts with signature pages transmitted by email, facsimile, personal delivery, or overnight delivery, all of which will be treated as originals.

D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

E. No officer, official, City manager, agent, or representative of the City shall be personally liable to City Manager in the event of any default or breach by the City of this Agreement or for any amount which may become due to City Manager under this Agreement or for breach by City of any of the terms of this Agreement.

F. Governing Law; Remedies; Attorneys' Fees/Litigation Matters; Waivers.

(1) The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement.

(2) In addition to any other rights or remedies and consistent with the arbitration clauses applicable hereunder, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding anything in this Agreement to the contrary, in no event shall City Manager be entitled to economic or consequential damages or to punitive damages.

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

(4) Waivers of the provisions of this Agreement by any party hereto shall not be effective unless in writing.

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

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

I. Amendment; Modification. This Agreement may be amended or modified only by a written instrument approved as to form by the City Attorney and signed by both parties after approval of same by a majority of the members of the City Council voting in open session at regular, adjourned regular, or special meeting of the City Council.

J. Time for Approval. Once this Agreement has been signed by City Manager and delivered to the Mayor, it shall thereafter be null and void unless approved by a majority of the

members of the City Council voting in open session at regular, adjourned regular, or special meeting of the City Council, not later than June 13, 2023.

IN WITNESS WHEREOF, the City of Duarte has caused this Agreement to be signed and executed in its behalf by its Mayor, and duly attested by its City Clerk, and the City Manager has signed and executed this Agreement, both in duplicate, to become effective as of the Effective Date.

CITY:

CITY OF DUARTE

Jody Schulz, Mayor
City of Duarte

ATTEST:

Annette Juarez, City Clerk
City of Duarte

APPROVED AS TO FORM:
RUTAN & TUCKER, LLP

Thai Viet Phan, City Attorney
City of Duarte

CITY MANAGER:



BRIAN VILLALOBOS, an individual

CITY OF DUARTE

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

**TUESDAY, MAY 9, 2023
Closed Session – 4:00 PM
Special Meeting – 4:30 PM**

1. CALL TO ORDER

Mayor Schulz called the Special Meeting to order at 4:12 p.m..

ROLL CALL:

Councilmembers Present: Finlay, Kang, Lewis (arrived at 4:25 p.m.), Truong, Garcia, Martin Del Campo (arrived at 4:35 p.m.), Schulz

Councilmembers Absent: None

Staff Present: Daniel Jordan, City Manager
Thai Viet Phan, City Attorney
Kristen Petersen, Assistant City Manager/ Director of Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Victoria Rocha, Assistant to the City Manager
Annette Juarez, City Clerk
Angela Chiaromonte, Finance Manager
Larry Breceda, Public Safety Manager
Christine Soo, Deputy City Clerk/ Administrative Secretary

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

None.

3. CLOSED SESSION

The City Council recessed into closed session at 4:12 p.m. to discuss the following item:

- A. Public Employee Performance Evaluation - Pursuant to Government Code Section 54957;
Title: City Manager

4:30 PM OPEN SESSION – SPECIAL CITY COUNCIL MEETING

4. CITY ATTORNEY CLOSED SESSION REPORT

The City Council reconvened to open session at 4:51 p.m.

City Attorney Phan reported that no reportable action was taken.

5. BUDGET OVERVIEW

City Manager Jordan made remarks regarding the condition of the City's current budget.

Assistant City Manager/Administrative Services Director Petersen gave a general rundown of the budget process over the past months.

6. ORAL COMMUNICATIONS – ITEMS LISTED ON THIS AGENDA

John Fasana expressed concerns about recording the budget workshops and other study sessions for public viewership and to promote transparency.

7. BUDGET DISCUSSION

Assistant City Manager/Administrative Services Director Petersen provided an overview of the fiscal year 2023-2024 budget. She reviewed projected general revenues, general expenditures, deficits, and capital projects.

8. DISCUSSION AND DIRECTION TO STAFF ON FY 2023-24 BUDGET

The City Council engaged in discussion regarding measure D funds, sales tax revenues, center median improvements, repairs along Huntington Drive, sidewalk rehabilitation, other upcoming development projects, and dispersal of grant funds.

The City Council also discussed Civic center related development projects and recreational programs for the 2023-2024 fiscal year.

Shoshana Puccia, Duarte Chamber of Commerce, reported on ongoing Chamber activities and made a funding request for the Chamber for the upcoming fiscal year. Victor Benavides, Chamber of Commerce Boardmember, commented on the request for funding and Chamber events.

City Council provided direction to staff regarding expenditures, revenues, and projects for the 2023-2024 fiscal year.

9. ADJOURNMENT

At 7:02 p.m. the City Council adjourned the meeting to the scheduled regular City Council meeting.

Jody Schulz, Mayor

Annette Juarez, City Clerk

CITY OF DUARTE

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

**TUESDAY, MAY 9, 2023
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Schulz called the meeting to order at 7:18 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Kang, Lewis, Truong, Garcia, Martin Del Campo, Schulz
Councilmembers Absent: None
Staff Present: Daniel Jordan, City Manager
Thai Viet Phan, City Attorney
Kristen Petersen, Assistant City Manager / Director of
Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Victoria Rocha, Assistant to the City Manager
Annette Juarez, City Clerk
Christine Soo, Deputy City Clerk/ Administrative Secretary

2. PLEDGE TO FLAG

The flag salute was led by Sindy Navarro.

3. ADOPTION OF THE AGENDA

Moved by Councilmember Finlay, seconded by Mayor Pro-Tem Truong, and carried by the following vote of the Council to adopt the agenda.

AYES: FINLAY, KANG, LEWIS, TRUONG, GARCIA, MARTIN DEL CAMPO,
SCHULZ
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

4. SPECIAL ITEMS

A. Community Development Department Update

Community Development Director Hensley provided a department update. He addressed the completion of the City courtyard, annual brush clearance, annual tree trimming, landscape maintenance, Windham Hotel, lights at Venezuela Park.

B. Parks and Recreation Department Update

Parks and Recreation Director Enriquez provided a department update and shared upcoming recreational events.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, shared upcoming library events.

Assistant to the City Manager Rocha shared upcoming city events.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Eric Ortiz expressed concerns for broadband connectivity for low-income residents throughout the San Gabriel Valley.

Sindy Navarro expressed concerns regarding her experience with the Sheriff's Department.

7. CONSENT CALENDAR

- A. Motion to read all Resolutions and ordinances presented for consideration by Title only and waive further reading. (CC/HA/FA)
- B. Approval of absence(s) of City Councilmember(s) from the City Council meeting.
- C. Approval of Minutes – April 25, 2023 Special Meeting and Regular Meeting. (CC/HA/FA)
- D. Approval of Warrants – May 9, 2023. (CC/HA/FA)
- E. Receive and file the Community Development Department Update for May 2023.
- F. Receive and file the Parks and Recreation Department Update for May 2023.
- G. Allocation of Permanent Local Housing Allocation (PHLA) Year 3 Funds to the San Gabriel Valley Regional Housing Trust (SGVRHT) and Adoption of Resolution No. 23-09.
- H. Pulled from the Consent Calendar for discussion.
- I. Acceptance of Notice of Completion for the Fiscal Year 2022-23 Citywide Curb House Address Numbers Project awarded to Care for the Children.
- J. Approval of Legislative Letter Urging Full Funding for Transit in Final State Budget.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the Council to approve Items 7A-7G and 7I-7J of the Consent Calendar.

AYES: FINLAY, KANG, LEWIS, TRUONG, GARCIA, MARTIN DEL CAMPO,
SCHULZ
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

- H. Authorization of One-Time appreciation pay for part time staff.

Councilmember Garcia expressed appreciation for staff and their hard work.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the Council to approve Item 7H of the Consent Calendar.

AYES: FINLAY, KANG, LEWIS, TRUONG, GARCIA, MARTIN DEL CAMPO,
SCHULZ
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE

9. PUBLIC HEARINGS

None.

10. BUSINESS ITEMS

None.

11. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

Mayor Schulz asked all Staff, Councilmembers, and meeting attendees to state one thing they were grateful for.

13. ADJOURNMENT

At 7:54 p.m. the City Council adjourned the meeting in memory of David Breaux and Paul Wondries.

Jody Schulz, Mayor

Annette Juarez, City Clerk

CITY OF DUARTE

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

THURSDAY, MAY 11, 2023 – 4:00 PM

1. CALL TO ORDER

Mayor Schulz called the special meeting to order at 4:06 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Kang, Truong, Schulz
Councilmembers Absent: Lewis, Garcia, Martin Del Campo
Staff Present: Daniel Jordan, City Manager
Jeffrey T. Melching, Assistant City Attorney
Annette Juarez, City Clerk

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

None.

3. CLOSED SESSION

The City Council recessed into closed session at 4:06 to discuss the following items:

- A. PUBLIC EMPLOYEE APPOINTMENT: Government Code Section 54957 – Title:
Acting City Manager/Interim City Manager/ City Manager
- B. CONFERENCE WITH LABOR NEGOTIATORS (UNREPRESENTED EMPLOYEE) –
Government Code Section 54957.6: Title: Acting City Manager/ Interim City Manager/
City Manager

4. CITY COUNCIL CLOSED SESSION REPORT

Assistant City Attorney Melching reported that no reportable action was taken.

5. ADJOURNMENT

At 4:50 p.m. the City Council adjourned the meeting.

Jody Schulz, Mayor

Annette Juarez, City Clerk



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Svcs-City Yard 10/2022	3289		162.40
100-1605-7733	DUARTE PETTY CASH/BINGO PR...	SC Bingo Prize Money	218552		140.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint Contract-Teen Ctr (Quarterly)	3231		1,038.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint Contract-Town Ctr (Quarterly)	3231		3,420.00
100-1610-7652	ALL PURPOSE FIRE EXT CORP	SC Fire Alarm Intial Call/Survey	218539		750.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	SC Billiard Room A/C Leak Check/Repair	3231		1,925.00
100-1610-7652	ALL PURPOSE FIRE EXT CORP	SC Fire Alarm Repairs	218539		6,034.63
100-1605-7750	INLAND EMPIRE STAGES LTD	Adult Excursion Transportation (Lion King 3/2023)	218563		1,090.00
100-1605-7741	CAPITAL ONE	Youth Sports Supplies	BD23-1433		65.95
100-1605-7741	CAPITAL ONE	Youth Sports Supplies	BD23-1433		87.68
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	BD23-1433		112.80
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 3/2023	3261		330.00
100-1810-7980	CAPITAL ONE	Staff Lunch Supplies (Dodger Day)	BD23-1433		71.13
100-1605-7740	CAPITAL ONE	Spring Day Camp Supplies	BD23-1433		206.92
100-1010-7965	BERKSON ASSOCIATES	Royal Oaks Annexation Fiscal Impact	3234		375.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint Contrat-Teen Ctr (Quarterly)	3231		1,038.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint Contract-Town Ctr (Quarterly)	3231		3,420.00
100-1605-7730	CAPITAL ONE	Eggfest 2023 Basket Items/Candy	BD23-1433		158.77
100-1605-7730	CAPITAL ONE	Eggfest 2023 Basket Items/Candy	BD23-1433		64.24
100-1605-7741	CHALLENGER TEAMWEAR	LAS & Soccer Jersey	3237		2,208.86
100-1405-7980	BUCKNAM INFRASTRUCTURE G...	GIS Services 3/1/2023 - 3/31/2023	218542		2,283.00
100-1405-7801	COUNTY OF LOS ANGELES DEP...	Industrial Waste 3/2023	218549		1,800.90
100-1610-7618	ULINE INC	FC Men's Locker Room Baby Changing Table	3286		448.44
100-1605-7693	FSP DESIGNS	TC Mayors Youth Council Sashes	3246		284.45
100-1605-7735	FSP DESIGNS	TC Duarte Dance Sashes	3246		189.63
100-1610-7652	IT'S A GAS INC	SC Helium Tank	3250		601.33
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Communication & Social Media Mgmt 4/2023	3285		9,030.00
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	BD23-1433		92.26
100-1410-7656	SOUTH COAST AQMD	I C E Emergency Generator Fee FY22-23	218582		468.76
100-1410-7656	SOUTH COAST AQMD	Emergency Generator Emissions FY22-23	218582		151.85
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Svcs-Teen Ctr 4/2023	3289		73.25
100-1605-7741	CHALLENGER TEAMWEAR	Soccer Jerseys	3237		286.14
100-1405-7980	COUNTY OF LOS ANGELES DEP...	Sewer Service Charge FY22-23	218548		505.00
100-1405-7980	COUNTY OF LOS ANGELES DEP...	Sewer Service Charge FY22-23	218548		1,060.50
100-1610-7618	SIGNAL HILL AUTO ENTERPRISES	Janitorial Supplies	3276		516.96
100-1610-7652	INX BUILDING MAINTENANCE	CH Construction Clean-up	3249		225.00
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Window Cleaning	3249		881.25

Council Warrant Register By Account

Payment Dates: 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1610-7652	INX BUILDING MAINTENANCE	Senior Ctr Window Cleaning	3249		1,200.00
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Window Cleaning	3249		1,143.00
100-1605-7737	JAMES R WHIRLOW	Deposit-Adult Excursion Tickets 8/21/2023	218592		100.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3239		40.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3239		8.64
100-1010-7980	U.S. BANK	Mayors Coffee-Autism Walk (Starbucks)	3229		14.65
100-1020-7719	U.S. BANK	SC Volunteer Recognition IHOP Gift Cards (Amazon)	3229		510.00
100-1605-7610	U.S. BANK	Duplicate-G Dang CPRS Hotel (Grand Hyatt)	3229		1,148.84
100-1605-7610	U.S. BANK	CPRS Conference Parking (Ace/6 th Parking)	3229		13.00
100-1605-7610	U.S. BANK	CPRS Conference Parking (Congress & Harney)	3229		12.00
100-1605-7610	U.S. BANK	CPRS Conference On-Line Registration (CPRS)	3229		20.00
100-1605-7610	U.S. BANK	CPRS Conference Team Meal 4/4/23 (Union Kitchen)	3229		119.33
100-1605-7610	U.S. BANK	Manuel/Susie CPRS Conf Meal 4/6/23 (Old Town)	3229		90.34
100-1605-7610	U.S. BANK	Alberto Salazar CPRS Conf Hotel (Grand Hyatt)	3229		1,044.84
100-1605-7610	U.S. BANK	Susie Perez CPRS Conf Hotel (Omni San Diego)	3229		1,169.87
100-1605-7610	U.S. BANK	CPRS Conference Parking (6th & K Parkade)	3229		21.00
100-1605-7610	U.S. BANK	Manuel Enriquez CPRS Conf Hotel (Omni San Diego)	3229		1,097.29
100-1605-7610	U.S. BANK	George Dang CPRS Hotel (Grand Hyatt)	3229		1,140.84
100-1605-7614	U.S. BANK	Party Paper Plates (Amazon)	3229		15.42
100-1605-7614	U.S. BANK	RETURN-Laptop Cover (Amazon)	3229		-20.94
100-1605-7614	U.S. BANK	Packing Tape (Amazon)	3229		23.14
100-1605-7614	U.S. BANK	Ornament Storage Container (Amazon)	3229		44.09
100-1605-7650	U.S. BANK	CPRS Conference Fuel (G & M Oil)	3229		20.01
100-1605-7693	U.S. BANK	Mayors Youth Council Dinner 4/10/23 (Buffalo Wing)	3229		185.67
100-1605-7730	U.S. BANK	Eggfest 2023 Bunny White Gloves (Amazon)	3229		10.44
100-1605-7730	U.S. BANK	Eggfest 2023 Hay Bales (San Dimas Grains)	3229		144.47
100-1605-7733	U.S. BANK	SC Planner/Note Pads (Amazon)	3229		29.00
100-1605-7733	U.S. BANK	SC Wristbands (Amazon)	3229		39.38
100-1605-7735	U.S. BANK	TC Cesar Chavez Essay Contest Gift Cards (Amazon)	3229		175.00
100-1605-7737	U.S. BANK	Flower Fields Excursion Tickets (Seeticket)	3229		1,134.96
100-1605-7740	U.S. BANK	Day Camp Phone Svc-April (Tracfone)	3229		15.80
100-1605-7740	U.S. BANK	Spirng Day Camp 4/6/23 (Little Caesars)	3229		56.16
100-1605-7740	U.S. BANK	Spring Day Camp Supplies (Amazon)	3229		292.27
100-1605-7740	U.S. BANK	Day Camp Cellphone (Best Buy)	3229		22.12
100-1605-7740	U.S. BANK	Cellphone for Camp 2 Site (Best Buy)	3229		44.17
100-1605-7741	U.S. BANK	Youth Sports Electric Ball Pump (Amazon)	3229		30.91

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Payment Dates: 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7741	U.S. BANK	Youth Sports Goalkeeper Gloves (Amazon)	3229		83.76
100-1605-7980	U.S. BANK	Employee Lunch Food (Northgate Market)	3229		81.79
100-1605-7980	U.S. BANK	Dodger Day Supplies (Amazon)	3229		45.27
100-1610-7616	U.S. BANK	2023 Spring Swim Team Uniforms (Swimoutlet.com)	3229		168.39
100-1610-7616	U.S. BANK	Lifeguard Tower Parts (Paragon & Spectrum Aquatic)	3229		665.83
100-1610-7618	U.S. BANK	Hydrant Water Spigot Key (Amazon)	3229		46.59
100-1610-7618	U.S. BANK	CM's Office Picture Framing (Michaels)	3229		307.60
100-1610-7618	U.S. BANK	SC Commercial Coffee Pots/Sleeves (Amazon)	3229		352.78
100-1610-7618	U.S. BANK	ADA Slide Bar Handheld Shower w/Hose (Amazon)	3229		126.78
100-1810-7611	U.S. BANK	Employee Lunch Food/Supplies (Superior Groccers)	3229		69.01
100-1810-7611	U.S. BANK	Employee Lunch Food/Supplies (Party City)	3229		23.54
100-1605-7730	CAPITAL ONE	Return-Eggfest 2023 Candy	BD23-1433		-110.16
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 4/2023	3245		145.00
100-1605-7741	CHALLENGER TEAMWEAR	LAS Soccer Trophies	3237		380.36
100-1810-7673	LIFEWORCS (US) ITD	Drug and/or Alcohol Testing Srvcs 1/2023 - 3/2023	3256		142.50
100-1020-7719	CURO MANAGED PRINT PRODU...	SC Volunteer Dinner Cards	218550		8.27
100-1605-7736	YOUNG REMBRANDTS	Instructor Fee-Spring Drawing	3291		327.60
100-1605-7736	PACIFIC SKATE SCHOOL LLC	Instructor Fee-Skateboarding Spring	3262		224.00
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 4/2023	3261		322.00
100-1605-7733	CURO MANAGED PRINT PRODU...	Senior Center Newsletter	218550		882.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 4/6/2023	3281		160.00
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3280		96.18
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	3280		56.83
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Srvcs Mgr Printer Maint 3/23/23 - 4/22/23	218545		37.40
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY23 Interim Audit Fieldwork	3259		7,500.00
100-1610-7652	LAWRENCE E MARINO SEPERAT...	Weekly Pool Service Contract 4/2023	3254		1,950.00
100-1610-7617	LAWRENCE E MARINO SEPERAT...	Pool Chemicals	3254		167.80
100-1205-7650	FAST 5 HOLDING COMPANY LLC	Citywide Vehicle Cleaning 4/2023	218555		60.00
100-1205-7781	FAST 5 HOLDING COMPANY LLC	Citywide Vehicle Cleaning 4/2023	218555		36.00
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 4/2023	3279		2,192.00
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 4/2023	218579		25.00
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 4/2023	3238		19,048.58
100-1610-7618	SIGNAL HILL AUTO ENTERPRISES	Janitorial Supplies	3276		544.66
100-1015-7684	CIVICA LAW GROUP, APC	1001 Las Lomas Legal 4/2023	3240		4,303.80
100-1015-7684	CIVICA LAW GROUP, APC	1307 Bloomdale Legal 4/2023	3240		1,462.50
100-1015-7684	CIVICA LAW GROUP, APC	2165 Huntington Dr Legal 4/2023	3240		631.80
100-1015-7684	CIVICA LAW GROUP, APC	General Code Enforcement Legal 4/2023	3240		267.30
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations Legal 4/2023	3240		6,000.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations Costs 4/2023	3240		4.75
100-1605-7735	FSP DESIGNS	TC Duarte Danc T-Shirts	3246		366.03
100-1205-8030	RUSSELL G CORBY	Field Surveillance Cameras (2)	3242		20,164.43

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7780	CALIFORNIA ANIMAL WELFARE ...	Juan Oseguera Snake Safety Workshop	218544		15.00
100-1815-7830	THE TECHNOLOGY DEPOT INC	Cloud Connect SIP & E911 Bundle 6/2023	3282		316.25
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 6/2023	3282		653.29
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 6/2023	3282		464.20
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 6/2023	3282		652.74
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 6/2023	3282		608.30
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 5/2023	3272		5,166.67
100-1405-8100	PUB CONSTRUCTION INC	City Hall ADA Improvement Project	218577	202102-Cap Improv-CH CDBG ...	17,000.43
100-1405-8100	PUB CONSTRUCTION INC	Change Order 16	218577	202102-Cap Improv-CH CDBG ...	9,990.37
100-1405-8100	PUB CONSTRUCTION INC	Change Order 14	218577	202102-Cap Improv-CH CDBG ...	5,811.32
100-1405-8100	PUB CONSTRUCTION INC	Change Order 1	218577	202102-Cap Improv-CH CDBG ...	5,337.15
100-1405-8100	PUB CONSTRUCTION INC	Change Order 2	218577	202102-Cap Improv-CH CDBG ...	5,231.41
100-1405-8100	PUB CONSTRUCTION INC	Change Order 14A	218577	202102-Cap Improv-CH CDBG ...	-697.07
100-1405-8100	PUB CONSTRUCTION INC	Internal Adjustment 2	218577	202102-Cap Improv-CH CDBG ...	-1,150.00
100-1405-8100	PUB CONSTRUCTION INC	Change Order 5	218577	202102-Cap Improv-CH CDBG ...	843.33
100-1405-8100	PUB CONSTRUCTION INC	Change Order 15	218577	202102-Cap Improv-CH CDBG ...	2,776.01
100-2127	PUB CONSTRUCTION INC	Retention	218577	202102- Retention CDBG ADA l...	-2,314.63
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		161.58
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		2,009.15
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235	250016-Oper of Acq Prop-1229 ...	58.55
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 4/2023	3283		187.49
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Srvcs 5/2023	3249		1,723.28
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 4/2023	3265		2,322.50
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 3/2023	218570		634.96
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 3/2023	218570		439.75
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 3/2023	218570		209.49
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 3/2023	218570		1,598.20
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 3/2023	218570		6,747.54
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	3239		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	3239		9.31
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 5/1/2023 - 6/1/2023	BD23-1423		410.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 5/1/2023 - 6/1/2023	BD23-1424		384.00
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	3277		59.95
100-1605-7733	SMART & FINAL	SC Special Events Supplies	3277		222.14
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	3247		1,087.57
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 6/1/23 - 6/30/23	3264		173.84
100-1010-7610	ANNETTE JUAREZ	CCAC Annual Conference Expense Reimbursement	3251		151.72
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 4/2023	3236		128.00
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Srvcs 4/16/23 - 4/29/23	3232		6,071.76
100-1410-7650	WARDS SERVICE	Vehicle #9 CNG Wiring Repair	3287		338.00
100-1805-7764	STATE OF CA ENERGY RESOURC...	CEC Payment 22 of 27	218585	201023-Annual Prin Pmts-EECBG	9,111.48
100-1805-7765	STATE OF CA ENERGY RESOURC...	CEC Payment 22 of 27	218585	201023-Annual Int Pmt-EECBG	997.73
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 4/2023	218588		3,016.20
100-1805-7653	SECTRAN SECURITY INC	May 2023 Courier Pick-up	3273		307.38
100-1205-7779	AIDA TORRES	Youth Spring Break Cove Store Admission	3284		64.00

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7735	ISELA ESTRADA	Youthworks Internship Program	218554		100.00
100-1605-7735	ANNA PEREZ	Youthworks Internship Program	218575		100.00
100-1605-7735	DAYANNA LEYVA	Youthworks Internship Program	218566		100.00
100-1605-7735	DEARION HYSAW	Youthworks Internship Program	218562		100.00
100-1605-7735	MICHAEL DANDURAND	Youthworks Internship Program	218551		100.00
100-1605-7735	ABIGAIL GARABEDIAN	Youthworks Internship Program	218558		100.00
100-1605-7735	CESAR FRANCO	Youthworks Internship Program	218557		100.00
100-1010-7076	CHRISTINE SOO	Tuition Reimbursement	3278		3,000.00
100-1205-7980	CURO MANAGED PRINT PRODU...	Coffee w/Sheriff's Yard Signs	218550		43.00
100-1205-7980	CURO MANAGED PRINT PRODU...	Neighborhood Watch Foam Board	218550		8.27
100-1605-7733	SMART & FINAL	SC Cinco de Mayo Fiesta Supplies	3277		134.23
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com 4/1/23 - 4/30/23	BD23-1432		1,599.60
100-1825-7980	PAPER RECYCLING & SHREDDIN...	Document Shredding 5/5/2023	218573		58.00
100-1605-7636	CURO MANAGED PRINT PRODU...	Name Badges (2)	218550		17.09
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3280		55.91
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3280		28.38
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	3277		130.69
100-1610-7618	SIMON EQUIPMENT RENTALS	Lawn Edger Rental	218581		27.33
100-1405-7801	COUNTY OF LOS ANGELES DEP...	Industrial Waste 4/2023	218549		992.75
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 3/2023	3267		2,000.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 3/2023	3267		2,520.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 3/2023	3267	202118-ATP Cycle 4-City Engine...	6,560.00
100-1020-7719	SUSIE PEREZ	Volunteer Recognition Dinner Dessert Reimbursement	218576		67.42
100-1605-7735	MARILYN MAYS	TC Summer Kick Off BBQ Raffle Prize	218568		100.00
100-1010-7610	VICTORIA ROCHA	SCAG Conference Expense Reimbursement	3268		142.79
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 4/2023	218587		4,932.50
100-1205-7980	ATHZIRI VILLA	DUSD Tutoring Program	218591	202211/1205-7980-Live Scan/A...	100.00
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay Dues FY23 Q4	218580		110.00
100-1005-7644	ROTARY CLUB OF DUARTE	Jody Schulz Dues FY23 Q4	218580		110.00
100-1010-7612	ROTARY CLUB OF DUARTE	Dan Jordan Dues FY23 Q4	218580		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc Dues FY23 Q4	218580		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos Dues FY23 Q4	218580		240.00
100-4201	RUBEN AGUAYO	Permit Refund (Pmt #2023-156)	218538		570.40
100-2012	SOUTHLAND VIEW CONSTRUCT...	Permit Refund (Pmt #2023-185)	218584		1.00
100-2013	SOUTHLAND VIEW CONSTRUCT...	Permit Refund (Pmt #2023-185)	218584		0.50
100-4201	SOUTHLAND VIEW CONSTRUCT...	Permit Refund (Pmt #2023-185)	218584		258.80
100-1605-7733	DOLPHIN RENTS INC	SC Mother's Day Tea Equipment	3244		1,135.28
100-1010-7980	SMART & FINAL	Budget Workshop Drinks/Plates	3277		60.18
100-1605-7733	J & J SPORTS & TROPHIES	SC Softball Uniforms	218564		303.19
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	218578		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	3248		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	218594		50.00
100-1405-7690	DANNY RAMIREZ	Planning Commission Meeting	3266		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	218594		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	3248		50.00
100-1610-8100	COOPER TURF SOLUTIONS INC	Otis Gordon Ball Field - Infield Laser Grade	218547		4,300.00
100-1211	KRISTINE SHUTTLEWORTH	Computer Loan	3274		1,291.52

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
100-1605-7741	SMART & FINAL	Little All Stars Closing Day Supplies	3277		70.74
100-1605-7730	SMART & FINAL	2023 Eggfest Thank You Luncheon	3277		73.72
100-1405-7965	KHR ASSOCIATES	Town Ctr North Civil Engineering Services	3252	202303-Prof Svcs/1405-7965/T...	8,250.00
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Volunteer Dinner Centerpieces Vases	218553		15.07
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Deputy Pickleball Party	218553		23.48
100-1610-7618	DUARTE RECREATION PETTY CA...	Mounting Squares	218553		16.46
100-1020-7716	CURO MANAGED PRINT PRODU...	State of the City & Schools Yard Signs	218550		513.77
100-1205-7615	DELUXE CCTV INC	EOC Field Inspection Cameras (10)	3243		2,992.28
100-2120	PAPER FLOWERS MOVIE LLC	Film Deposit Refund (Pmt #2023-01)	218572		500.00
100-2124	ISABEL CARRILLO	Gazebo Rent Deposit Refund	218546		50.00
100-4406	ISABEL CARRILLO	Gazebo Change	218546		25.00
100-2124	MARIA MCCAFFERTY	Gazebo Rental Deposit Refund	218569		50.00
100-1205-7781	LOS ANGELES COUNTY SHERIFF'	Sheriff's Contract 4/2023	3257		195,908.94
100-1205-7781	LOS ANGELES COUNTY SHERIFF'	Sheriff's Contract 4/2023	3257	202205/1205-7781-ARPA-Coro...	212,019.83
100-1805-7610	KRISTEN PETERSEN	Staff Meeting Supplies	3263		40.97
100-1605-7735	CABRERA'S DUARTE	TC Cinco de Mayo Event Food	218543		350.00
100-1415-7661	RUDY'S PLUMBING INC	Backflow Testing-Lower Sports Field	3269		130.00
100-1610-7652	RUDY'S PLUMBING INC	Backflow Testing-Senior Ctr Fire Sprinklers	3269		130.00
100-2120	PASADENA RUGBY FOOTBALL C...	Field Rent Deposit Refund	218574		150.00
100-4406	PASADENA RUGBY FOOTBALL C...	Restroom Rent Refund 1/2023 - 3/2023	218574		120.00
100-4407	PASADENA RUGBY FOOTBALL C...	Field Rent Refund 1/2023 - 3/2023	218574		730.00
100-4407	PASADENA RUGBY FOOTBALL C...	Field Rent Deposit Refund Fee (Less than 60 Days)	218574		-150.00
100-2120	JUDITH ULTRERAS	SC Rent Deposit Refund	218590		500.00
100-2120	JOSE DANNY GONZALES	TC Rent Deposit Refund	218560		300.00
100-2120	LAURA ORTIZ	TC Rent Deposit Cancellation	218571		300.00
100-4404	LAURA ORTIZ	Cancellation Fee	218571		-100.00
100-2120	ALISA THIEMSUWAN	TC Rent Deposit Refund	218589		300.00
100-2120	JAMES GHEZZI	Encanto Park Rent Deposit Refund	218559		100.00
100-1205-8030	STEVEN FIEDLER	PS Office Personal Protective Equipment	218556		286.61
100-1810-7660	DERRICK HOWELL	Livescan Reimbursement	218561		57.00
100-1405-8100	RUIZ CONCRETE AND PAVING I...	Change Order-Duarte Multifamily	3271	202308/1405-8100-Cap-Annual...	15,751.06
100-1605-7750	INLAND EMPIRE STAGES LTD	Adult Excursion Transportation (Little Italy 5/23)	218563		1,831.20
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	3277		213.53
100-1815-7965	MAXTREME INC	IT Helpdesk 5/2023	3258		12,500.00
100-2120	LOURDES LONA	TC Rent Depsoit Refund	218567		300.00
100-1605-7735	JESUS LEPE	TC Summer Kickoff BBQ	218565		500.00
100-1605-7735	MALESHA BROWN	Wild Stylez Dance Competition Refund	218541		40.00
100-1605-7735	DEION WILLIAMS	Wild Stylez Dance Competition Refund	218593		40.00
100-1020-7712	ARCHIVESOCIAL INC	Social Media Archiving Annual Subscription	218540		3,137.40
100-1010-7612	CIVICPLUS LLC	Municode Administrative Support 6/1/23 - 5/31/24	3241		350.00
Fund 100 - GENERAL FUND Total:					702,273.78

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Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 220 - GAS TAX FUN					
220-2225-7980	KOA CORPORATION	Greenbank Speed Limit Survey 10/1/22 - 1/30/23	3253		1,441.94
220-2225-7980	KOA CORPORATION	Greenbank Speed Survey 1/31/23 - 4/2/23	3253		1,964.33
220-2210-7812	WGJ ENTERPRISES INC	White Lines at Greenbank Ave	3290		5,632.00
220-2127	RUIZ CONCRETE AND PAVING I...	Retention	3271	202308-Retention- 220-2127/ F...	-1,086.36
220-2205-8100	RUIZ CONCRETE AND PAVING I...	FY23 Citywide Asphalt Repair 5/8/23 - 5/12/23	3271	202308/2205-8100-Cap-Annual...	5,976.19
Fund 220 - GAS TAX FUN Total:					13,928.10
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing/Repair-Buena Vista Medians	3269		411.09
240-2405-7890	COUNTY OF LOS ANGELES DEP...	KITS Monitoring 3/2023	218549		1,439.48
240-2405-7890	COUNTY OF LOS ANGELES DEP...	TS Timing Adjustment-Buena Vista/Central 3/2023	218549		938.17
240-2405-7890	COUNTY OF LOS ANGELES DEP...	TS Modifications @Brycedale/Hunt Dr 3/2023	218549		5,682.20
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Maintenance 3/2023	218549		3,335.26
240-2405-7877	STATE OF CALIFORNIA DEPT OF ...	CalTrans Signal Maintenance 1/2023 - 3/2023	218586		363.81
240-2425-7887	RUDY'S PLUMBING INC	Backflow Testing-Hearthstone LLD	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Buena Vista Lot	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Entrance Park	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Mountain Ave Median	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Lena Vaenzuela Park	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Duarte Rd Median	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Duarte Rd Median	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Duarte Rd Median	3269		130.00
240-2433-7887	RUDY'S PLUMBING INC	Backflow Testing-Buena Vista Villas LLD	3269		130.00
240-2410-7662	BEE REMOVERS	Bee Removal-1565 Central Ave	3233		135.00
240-2410-7662	BEE REMOVERS	Bee Removal-City Tree @ Elda St	3233		135.00
240-2410-7909	WEST COAST ARBORISTS INC	Residential Tree Removals	3288		3,753.90
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		10,537.29
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		6,807.23
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		681.41
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		484.95
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		1,826.50
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		675.21
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		1,264.50

Council Warrant Register By Account

Payment Dates: 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		772.75
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		562.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		252.90
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		885.61
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		1,124.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		1,173.18
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		744.65
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		498.78
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	3235		702.50
240-2410-7888	SOUTHEAST CONSTRUCTION P...	Soil Material for Tree Wells	218583		312.67
240-2405-7890	COUNTY OF LOS ANGELES DEP...	KITS Monitoring 4/2023	218549		719.76
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Maintenance 4/2023	218549		2,349.45
240-2429-7887	RUDY'S PLUMBING INC	Backflow Testing-Emblem LLD	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Mountain Ave Median	3269		130.00
240-2410-7888	SOUTHEAST CONSTRUCTION P...	Soil Material for Tree Wells	218583		312.67
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Beardslee Park	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Central Ave Median	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Highland Ave Tree Wells	3269		130.00
240-2435-7887	RUDY'S PLUMBING INC	Backflow Testing-Ridgecrest LLD	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Huntington Dr Median	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Central Ave Medians	3269		130.00
240-2427-7887	RUDY'S PLUMBING INC	Backflow Testing-Rancho Verde LLD	3269		130.00
240-2420-7887	RUDY'S PLUMBING INC	Backflow Testing-Kendrick LLD	3269		130.00
240-2420-7887	RUDY'S PLUMBING INC	Backflow Testing-Kendrick LLD	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Huntington Dr Medians	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Encanto Park	3269		130.00
240-2422-7887	RUDY'S PLUMBING INC	Backflow Testing-Encanto Parkway LLD	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Thorsen Park	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	3269		130.00
240-2421-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Lomas Villas LLD	3269		130.00
240-2432-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Posadas LLD	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Orange Blossom Park	3269		130.00
240-2424-7887	RUDY'S PLUMBING INC	Backflow Testing-Windsor LLD	3269		130.00
240-2431-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Brisas LLD	3269		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Huntington Dr Median	3269		130.00
240-2421-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Lomas Villas LLD	3269		130.00

Council Warrant Register By Account

Payment Dates: 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payment Number	Project Account Key	Amount
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-City Yard	3269		130.00
240-2422-7887	RUDY'S PLUMBING INC	Backflow Testing-Encanto Parkway	3269		130.00
240-2420-7887	RUDY'S PLUMBING INC	Backflow Testing-Kendrick LLD	3269		130.00
240-2420-7887	RUDY'S PLUMBING INC	Backflow Testing-Kendrick LLD	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Glen Miller Park	3269		130.00
240-2421-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Lomas Villas LLD	3269		130.00
240-2427-7887	RUDY'S PLUMBING INC	Backflow Testing-Rancho Verde LLD	3269		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Senior Ctr Irrigation	3269		130.00
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					54,601.92
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
260-2127	PUB CONSTRUCTION INC	Retention	218577	202102-Retention-CDBG ADA I...	-1,448.58
260-2605-8062	PUB CONSTRUCTION INC	Change Order 11	218577	202102-Exp-CDBG ADA Improv...	6,230.51
260-2605-8062	PUB CONSTRUCTION INC	Internal Adjustment	218577	202102-Exp-CDBG ADA Improv...	-8,800.00
260-2605-8062	PUB CONSTRUCTION INC	Internal Adjustment 2	218577	202102-Exp-CDBG ADA Improv...	1,150.00
260-2605-8062	PUB CONSTRUCTION INC	Change Order 13	218577	202102-Exp-CDBG ADA Improv...	16,491.00
260-2605-8062	PUB CONSTRUCTION INC	City Hall ADA Improvement	218577	202102-Exp-CDBG ADA Improv...	6,250.00
260-2605-8062	PUB CONSTRUCTION INC	Internal Adjustment 3	218577	202102-Exp-CDBG ADA Improv...	8,800.00
260-2605-8061	LDM ASSOCIATES INC	FY23 CDBG City Hall ADA Improvements 4/2023	3255	202102-CDBG ADA Improv Proj...	324.00
260-2605-8061	LDM ASSOCIATES INC	FY23 CDBG City Hall ADA Improvements 4/2023	3255	202102-CDBG ADA Improv Proj...	2,298.00
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					31,294.93
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 4/2023	3257		11,613.33
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,613.33
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
400-4005-7965	NATURE FOR ALL	Fish Canyon Trail Grant Project Admin	3260	202214-Exp-Fish Cyn Trail Resto...	2,848.13
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					2,848.13
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7673	LIFEWORCS (US) ITD	Drug and/or Alcohol Testing Srvcs 1/2023 - 3/2023	3256		87.50
Fund 440 - PROPOSITION A TRANSIT FUND Total:					87.50
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7650	FAST 5 HOLDING COMPANY LLC	Citywide Vehicle Cleaning 4/2023	218555		36.00
460-4605-7650	CITY OF MONROVIA	Fuel-Transportation Dept 3/2023	218570		266.72
460-4605-7650	SIERRA MONROVIA CDJR LLC	Vehicle #28 A/C Repair	3275		1,076.49
Fund 460 - PROPOSITION C TRANSIT FUND Total:					1,379.21
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-2127	RUIZ CONCRETE AND PAVING I...	Retention	3271	202307-Retention- 470-2127/ F...	-2,193.77
470-4705-8060	RUIZ CONCRETE AND PAVING I...	FY23 Citywide Concrete Repair Project	3271	202307/4705-8060-Citywide Co...	43,875.40
470-2127	RUIZ CONCRETE AND PAVING I...	Retention	3271	202307-Retention- 470-2127/ F...	-240.57
470-4705-8060	RUIZ CONCRETE AND PAVING I...	FY23 Citywide Concrete Repair Project	3271	202307/4705-8060-Citywide Co...	4,811.40
Fund 470 - MEASURE R LR TRANSIT FUND Total:					46,252.46
Grand Total:					864,279.36

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	702,273.78
220 - GAS TAX FUN	13,928.10
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	54,601.92
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	31,294.93
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,613.33
400 - PARK DEVELOPMENT GRANT FUND	2,848.13
440 - PROPOSITION A TRANSIT FUND	87.50
460 - PROPOSITION C TRANSIT FUND	1,379.21
470 - MEASURE R LR TRANSIT FUND	46,252.46
Grand Total:	864,279.36

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7644	Travel & Exp - Schulz	110.00
100-1010-7076	Tuition Reimbursement	3,000.00
100-1010-7610	Travel, Mtgs & Conf	294.51
100-1010-7612	Publications and Dues	590.00
100-1010-7614	Office Supplies	56.83
100-1010-7670	Legal Notices	2,192.00
100-1010-7965	Professional Services	375.00
100-1010-7980	Other Expenses	74.83
100-1015-7684	Code Enforcement Legal	12,670.15
100-1020-7712	Community Information (...)	12,167.40
100-1020-7716	Special Community Events	513.77
100-1020-7719	Volunteer Recognition	585.69
100-1020-7724	Post Office Parking	161.58
100-1205-7612	Publications and Dues	480.00
100-1205-7615	Emergency Supplies	2,992.28
100-1205-7650	Vehicle Maintenance	1,658.20
100-1205-7655	Emergency Services	187.49
100-1205-7761	Parking Ticket Collect	4,932.50
100-1205-7779	Youth Programs	64.00
100-1205-7780	Animal Control	5,833.67
100-1205-7781	Contract Law Enforcement	414,712.31
100-1205-7782	Crossing Guard Contract ...	6,071.76
100-1205-7980	Other Expenses	151.27
100-1205-8030	Other Equipment	20,451.04
100-1211	Computer Loan Program	1,291.52
100-1405-7614	Office Supplies	96.18
100-1405-7690	Planning Commission	300.00
100-1405-7800	Building Department Serv...	19,842.58
100-1405-7801	Industrial Waste Inspecti...	2,793.65
100-1405-7965	Professional Services	8,250.00
100-1405-7969	City Engineer	11,080.00
100-1405-7980	Other Expenses	3,848.50
100-1405-8100	Other Capital Improveme...	60,894.01
100-1410-7650	Vehicle Maintenance	777.75
100-1410-7656	Emergency Generator	780.61
100-1410-7814	Graffiti Removal	3,016.20
100-1415-7661	Other Serv-Sports Park	130.00
100-1415-7916	Landscape-Sport Park	2,009.15
100-1605-7610	Travel, Mtgs & Conf	5,877.35
100-1605-7614	Office Supplies	61.71
100-1605-7636	Uniforms	17.09
100-1605-7650	Vehicle Maintenance	229.50
100-1605-7693	Youth Council	470.12

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7730	Special Events	341.48
100-1605-7733	Senior Center	2,923.77
100-1605-7735	Teen Center	2,796.41
100-1605-7736	Youth & Adult Recreation...	551.60
100-1605-7737	Adult Excursions	1,234.96
100-1605-7740	Day Camps	637.44
100-1605-7741	Sports/Playground Progr...	3,214.40
100-1605-7750	Bus Rentals	2,921.20
100-1605-7980	Other Expenses	127.06
100-1610-7616	Pool Supplies	834.22
100-1610-7617	Pool Chemicals	1,255.37
100-1610-7618	Building Supplies	2,661.08
100-1610-7636	Uniforms	65.77
100-1610-7650	Vehicle Maintenance	634.96
100-1610-7652	Building Maint Services	26,051.93
100-1610-8100	Other Capital Improveme...	4,300.00
100-1805-7610	Travel, Mtgs & Conf	40.97
100-1805-7614	Office Supplies	55.91
100-1805-7653	Bank Charges	307.38
100-1805-7654	Audit Services	7,500.00
100-1805-7764	CA CEC Annual Principal P...	9,111.48
100-1805-7765	CA CEC Annual Interest P...	997.73
100-1810-7611	Training	92.55
100-1810-7660	Other Services	185.00
100-1810-7673	Physical Exams	142.50
100-1810-7980	Other Expenses	71.13
100-1815-7632	Software	1,599.60
100-1815-7821	Network & Internet Servi...	608.30
100-1815-7830	Telephone Services	2,086.48
100-1815-7965	Professional Services	12,500.00
100-1825-7613	Duplications And Photos	28.38
100-1825-7631	Equipment Maintenance	37.40
100-1825-7687	Waste Mgmt Services	2,322.50
100-1825-7945	Operation Of Acq Prop	58.55
100-1825-7980	Other Expenses	58.00
100-2012	Green Building Fees Payab..	1.00
100-2013	Strong Motions Fees Paya...	0.50
100-2120	Refundable Deposits	2,450.00
100-2124	Gazebo Refundable Depos...	100.00
100-2125	Metro Pass Through (TAP)	25.00
100-2127	Retention Payable	-2,314.63
100-4201	Building Permits	829.20
100-4404	Other Building Rentals	-100.00
100-4406	Restroom & Gazebo Renta..	145.00
100-4407	Sports Field Rentals	580.00
220-2127	Retention Payable	-1,086.36
220-2205-8100	Other Capital Improveme...	5,976.19
220-2210-7812	Street Striping & Marking	5,632.00
220-2225-7980	Other Expenses	3,406.27
240-2405-7877	Electric-Traffic Signal	363.81
240-2405-7890	Repairs-Traffic Signal	14,464.32
240-2410-7662	Other Serv-Citywide	2,350.00
240-2410-7663	Other Serv-Medians	1,711.09
240-2410-7888	Repairs-Citywide	625.34
240-2410-7909	Tree Trim-Residential	3,753.90
240-2410-7915	Landscape-Citywide	10,537.29
240-2410-7917	Landscape-Medians	7,488.64
240-2420-7887	Repairs & Replacements	520.00

Account Summary

Account Number	Account Name	Payment Amount
240-2420-7914	Landscape Maintenance	484.95
240-2421-7887	Repairs & Replacements	390.00
240-2421-7914	Landscape Maintenance	1,826.50
240-2422-7887	Repairs & Replacements	260.00
240-2422-7914	Landscape Maintenance	675.21
240-2423-7914	Landscape Maintenance	1,264.50
240-2424-7887	Repairs & Replacements	130.00
240-2424-7914	Landscape Maintenance	772.75
240-2425-7887	Repairs & Replacements	130.00
240-2425-7914	Landscape Maintenance	562.00
240-2426-7914	Landscape Maintenance	252.90
240-2427-7887	Repairs & Replacements	260.00
240-2427-7914	Landscape Maintenance	885.61
240-2429-7887	Repairs & Replacements	130.00
240-2431-7887	Repairs & Replacements	130.00
240-2431-7914	Landscape Maintenance	1,124.00
240-2432-7887	Repairs & Replacements	130.00
240-2432-7914	Landscape Maintenance	1,173.18
240-2433-7887	Repairs & Replacements	130.00
240-2433-7914	Landscape Maintenance	744.65
240-2434-7914	Landscape Maintenance	498.78
240-2435-7887	Repairs & Replacements	130.00
240-2435-7914	Landscape Maintenance	702.50
260-2127	Retention Payable	-1,448.58
260-2605-8061	ADA Curb Ramps (Capital)	2,622.00
260-2605-8062	ADA Improvements	30,121.51
290-2905-7781	Contract Law Enforcement	11,613.33
400-4005-7965	Professional Services	2,848.13
440-4405-7673	Physical Exams	87.50
460-4605-7650	Vehicle Maintenance	1,379.21
470-2127	Retention Payable	-2,434.34
470-4705-8060	Sidewalk/Concrete Repair ..	48,686.80
Grand Total:		864,279.36

Project Account Summary

Project Account Key	Payment Amount
None	483,317.04
201023-Annual Int Pmt-EECBG	997.73
201023-Annual Prin Pmts-EECBG	9,111.48
202102- Retention CDBG ADA Improvement	-2,314.63
202102-Cap Improv-CH CDBG ADA Improvement	45,142.95
202102-CDBG ADA Improv Project	2,622.00
202102-Exp-CDBG ADA Improvement	30,121.51
202102-Retention-CDBG ADA Improv Project	-1,448.58
202118-ATP Cycle 4-City Engineer	6,560.00
202205/1205-7781-ARPA-Coronavirus Recovery Fed	212,019.83
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-23	100.00
202214-Exp-Fish Cyn Trail Restoration/Access Plan	2,848.13
202303-Prof Svcs/1405-7965/Town Ctr. N. Renovation	8,250.00
202307/4705-8060-Citywide Concrete FY22-23	48,686.80
202307-Retention- 470-2127/ FY23 Citywide Concrete	-2,434.34
202308/1405-8100-Cap-Annual Trench Repair FY22-23	15,751.06
202308/2205-8100-Cap-Annual Trench Repair FY22-23	5,976.19
202308-Retention- 220-2127/ FY23 Annual Trench Rep	-1,086.36
250016-Oper of Acq Prop-1229 Pops Road	58.55
Grand Total:	864,279.36



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 6248 - ABIGAIL GARABEDIAN					
100-1605-7735	ABIGAIL GARABEDIAN	Youthworks Internship Program	5/2023		100.00
Vendor 6248 - ABIGAIL GARABEDIAN Total:					100.00
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint Contract-Teen Ctr (Quarterly)	20354584		1,038.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint Contract-Town Ctr (Quarterly)	20354585		3,420.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	SC Billiard Room A/C Leak Check/Repair	20359777		1,925.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint Contrat-Teen Ctr (Quarterly)	20389428		1,038.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	HVAC Maint Contract-Town Ctr (Quarterly)	20389429		3,420.00
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					10,841.00
Vendor: 1388 - AIDA TORRES					
100-1205-7779	AIDA TORRES	Youth Spring Break Cove Store Admission	4/3/2023		64.00
Vendor 1388 - AIDA TORRES Total:					64.00
Vendor: T4621 - ALISA THIEMSUWAN					
100-2120	ALISA THIEMSUWAN	TC Rent Deposit Refund	R98929		300.00
Vendor T4621 - ALISA THIEMSUWAN Total:					300.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERVIC...	Crossing Guard Srvc 4/16/23 - 4/29/23	85392		6,071.76
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					6,071.76
Vendor: 6487 - ALL PURPOSE FIRE EXT CORP					
100-1610-7652	ALL PURPOSE FIRE EXT CORP	SC Fire Alarm Intial Call/Survey	05M 867315		750.00
100-1610-7652	ALL PURPOSE FIRE EXT CORP	SC Fire Alarm Repairs	10M 871479		6,034.63
Vendor 6487 - ALL PURPOSE FIRE EXT CORP Total:					6,784.63
Vendor: 6156 - ANNA PEREZ					
100-1605-7735	ANNA PEREZ	Youthworks Internship Program	5/2023		100.00
Vendor 6156 - ANNA PEREZ Total:					100.00
Vendor: 6435 - ANNETTE JUAREZ					
100-1010-7610	ANNETTE JUAREZ	CCAC Annual Conference Expense Reimbursement	4/11/23-4/14/23		151.72
Vendor 6435 - ANNETTE JUAREZ Total:					151.72
Vendor: 5718 - ARCHIVESOCIAL INC					
100-1020-7712	ARCHIVESOCIAL INC	Social Media Archiving Annual Subscription	27861		3,137.40
Vendor 5718 - ARCHIVESOCIAL INC Total:					3,137.40
Vendor: 6450 - ATHZIRI VILLA					
100-1205-7980	ATHZIRI VILLA	DUSD Tutoring Program	5082023	202211/1205-7980-Live Scan/A...	100.00
Vendor 6450 - ATHZIRI VILLA Total:					100.00
Vendor: 6466 - BERKSON ASSOCIATES					
100-1010-7965	BERKSON ASSOCIATES	Royal Oaks Annexation Fiscal Impact	2023.01-556		375.00
Vendor 6466 - BERKSON ASSOCIATES Total:					375.00
Vendor: 6469 - BRIAN QUANDT					
100-1405-7690	BRIAN QUANDT	Planning Commission Meeting	3/20/2023		50.00
Vendor 6469 - BRIAN QUANDT Total:					50.00

Council Warrant Register By Vendor

Payment Dates: 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
100-1020-7724	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		161.58
100-1415-7916	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		2,009.15
100-1825-7945	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156	250016-Oper of Acq Prop-1229 ...	58.55
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					2,229.28
Vendor: 5820 - BUCKNAM INFRASTRUCTURE GROUP INC					
100-1405-7980	BUCKNAM INFRASTRUCTURE G...	GIS Services 3/1/2023 - 3/31/2023	352-06.08		2,283.00
Vendor 5820 - BUCKNAM INFRASTRUCTURE GROUP INC Total:					2,283.00
Vendor: 3580 - CABRERA'S DUARTE					
100-1605-7735	CABRERA'S DUARTE	TC Cinco de Mayo Event Food	5/4/2023		350.00
Vendor 3580 - CABRERA'S DUARTE Total:					350.00
Vendor: 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION					
100-1205-7780	CALIFORNIA ANIMAL WELFARE ...	Juan Oseguera Snake Safety Workshop	200003804		15.00
Vendor 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION Total:					15.00
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1810-7660	CALIFORNIA STATE DEPARTME...	Fingerprint Apps 4/2023	652301		128.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					128.00
Vendor: 5720 - CANON SOLUTIONS AMERICA INC					
100-1825-7631	CANON SOLUTIONS AMERICA I...	Admin Srvcs Mgr Printer Maint 3/23/23 - 4/22/23	6004095701		37.40
Vendor 5720 - CANON SOLUTIONS AMERICA INC Total:					37.40
Vendor: 6229 - CAPITAL ONE					
100-1605-7741	CAPITAL ONE	Youth Sports Supplies	06317		65.95
100-1605-7741	CAPITAL ONE	Youth Sports Supplies	08004		87.68
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	791329656		112.80
100-1810-7980	CAPITAL ONE	Staff Lunch Supplies (Dodger Day)	01234		71.13
100-1605-7740	CAPITAL ONE	Spring Day Camp Supplies	05493		206.92
100-1605-7730	CAPITAL ONE	Eggfest 2023 Basket Items/Candy	02300		158.77
100-1605-7730	CAPITAL ONE	Eggfest 2023 Basket Items/Candy	02301		64.24
100-1605-7735	CAPITAL ONE	TC Snack Bar Supplies	4161		92.26
100-1605-7730	CAPITAL ONE	Return-Eggfest 2023 Candy	6449		-110.16
Vendor 6229 - CAPITAL ONE Total:					749.59
Vendor: 6303 - CESAR FRANCO					
100-1605-7735	CESAR FRANCO	Youthworks Internship Program	5/2023		100.00
Vendor 6303 - CESAR FRANCO Total:					100.00
Vendor: 5792 - CHALLENGER TEAMWEAR					
100-1605-7741	CHALLENGER TEAMWEAR	LAS & Soccer Jersey	1187547-IN		2,208.86
100-1605-7741	CHALLENGER TEAMWEAR	Soccer Jerseys	1188949-IN		286.14
100-1605-7741	CHALLENGER TEAMWEAR	LAS Soccer Trophies	1189397-IN		380.36
Vendor 5792 - CHALLENGER TEAMWEAR Total:					2,875.36
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES ...	Building & Safety Services 4/2023	65718		19,048.58
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					19,048.58
Vendor: 5938 - CHRISTINA HEANY					
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	3/20/2023		50.00
100-1405-7690	CHRISTINA HEANY	Planning Commission Meeting	4/17/2023		50.00
Vendor 5938 - CHRISTINA HEANY Total:					100.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6482 - CHRISTINE SOO					
100-1010-7076	CHRISTINE SOO	Tuition Reimbursement	5042023		3,000.00
Vendor 6482 - CHRISTINE SOO Total:					3,000.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4153501444		40.08
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4153501444		8.64
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4154218091		25.69
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4154218091		9.31
Vendor 5140 - CINTAS CORPORATION #693 Total:					83.72
Vendor: 0903 - CITY OF MONROVIA					
100-1610-7650	CITY OF MONROVIA	Fuel-Facility Maintenance 3/2023	2301695		634.96
100-1410-7650	CITY OF MONROVIA	Fuel-Field Services 3/2023	2301696		439.75
100-1605-7650	CITY OF MONROVIA	Fuel-Parks & Recreation 3/2023	2301697		209.49
100-1205-7650	CITY OF MONROVIA	Fuel-Public Safety 3/2023	2301698		1,598.20
100-1205-7781	CITY OF MONROVIA	Fuel-Sheriff's Dept 3/2023	2301699		6,747.54
Vendor 0903 - CITY OF MONROVIA Total:					9,629.94
Vendor: 6483 - CIVICA LAW GROUP, APC					
100-1015-7684	CIVICA LAW GROUP, APC	1001 Las Lomas Legal 4/2023	10163		4,303.80
100-1015-7684	CIVICA LAW GROUP, APC	1307 Bloomdale Legal 4/2023	10164		1,462.50
100-1015-7684	CIVICA LAW GROUP, APC	2165 Huntington Dr Legal 4/2023	10165		631.80
100-1015-7684	CIVICA LAW GROUP, APC	General Code Enforcement Legal 4/2023	10166		267.30
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations Legal 4/2023	10167		6,000.00
100-1015-7684	CIVICA LAW GROUP, APC	LASD Citations Costs 4/2023	10168		4.75
Vendor 6483 - CIVICA LAW GROUP, APC Total:					12,670.15
Vendor: 6427 - CIVICPLUS LLC					
100-1010-7612	CIVICPLUS LLC	Municode Administrative Support 6/1/23 - 5/31/24	259879		350.00
Vendor 6427 - CIVICPLUS LLC Total:					350.00
Vendor: 6476 - COOPER TURF SOLUTIONS INC					
100-1610-8100	COOPER TURF SOLUTIONS INC	Otis Gordon Ball Field - Infield Laser Grade	INV-578		4,300.00
Vendor 6476 - COOPER TURF SOLUTIONS INC Total:					4,300.00
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7801	COUNTY OF LOS ANGELES DEP...	Industrial Waste 3/2023	23041005149		1,800.90
100-1405-7801	COUNTY OF LOS ANGELES DEP...	Industrial Waste 4/2023	23050805888		992.75
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					2,793.65
Vendor: 2172 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
100-1405-7980	COUNTY OF LOS ANGELES DEP...	Sewer Service Charge FY22-23	IN230000696		505.00
100-1405-7980	COUNTY OF LOS ANGELES DEP...	Sewer Service Charge FY22-23	IN230000720		1,060.50
Vendor 2172 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					1,565.50
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1020-7719	CURO MANAGED PRINT PRODU...	SC Volunteer Dinner Cards	6673		8.27
100-1605-7733	CURO MANAGED PRINT PRODU...	Senior Center Newsletter	6685		882.00
100-1205-7980	CURO MANAGED PRINT PRODU...	Coffee w/Sheriff's Yard Signs	6700		43.00
100-1205-7980	CURO MANAGED PRINT PRODU...	Neighborhood Watch Foam Board	6701		8.27
100-1605-7636	CURO MANAGED PRINT PRODU...	Name Badges (2)	6707		17.09
100-1020-7716	CURO MANAGED PRINT PRODU...	State of the City & Schools Yard Signs	6723		513.77
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					1,472.40
Vendor: 6228 - DANNY RAMIREZ					
100-1405-7690	DANNY RAMIREZ	Planning Commission Meeting	4/17/2023		50.00
Vendor 6228 - DANNY RAMIREZ Total:					50.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6468 - DAYANNA LEYVA					
100-1605-7735	DAYANNA LEYVA	Youthworks Internship Program	5/2023		100.00
Vendor 6468 - DAYANNA LEYVA Total:					100.00
Vendor: 6403 - DEARION HYSAW					
100-1605-7735	DEARION HYSAW	Youthworks Internship Program	5/2023		100.00
Vendor 6403 - DEARION HYSAW Total:					100.00
Vendor: T4627 - DEION WILLIAMS					
100-1605-7735	DEION WILLIAMS	Wild Stylez Dance Competition Refund	6284171079		40.00
Vendor T4627 - DEION WILLIAMS Total:					40.00
Vendor: 6491 - DELUXE CCTV INC					
100-1205-7615	DELUXE CCTV INC	EOC Field Inspection Cameras (10)	P051023-1		2,992.28
Vendor 6491 - DELUXE CCTV INC Total:					2,992.28
Vendor: T4619 - DERRICK HOWELL					
100-1810-7660	DERRICK HOWELL	Livescan Reimbursement	022567		57.00
Vendor T4619 - DERRICK HOWELL Total:					57.00
Vendor: 1381 - DOLPHIN RENTS INC					
100-1605-7733	DOLPHIN RENTS INC	SC Mother's Day Tea Equipment	01-213481-05		1,135.28
Vendor 1381 - DOLPHIN RENTS INC Total:					1,135.28
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE					
100-1605-7733	DUARTE PETTY CASH/BINGO PR...	SC Bingo Prize Money	6/2023		140.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE Total:					140.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Deputy Pickleball Party	5102023		23.48
100-1605-7733	DUARTE RECREATION PETTY CA...	SC Volunteer Dinner Centerpieces Vases	5102023		15.07
100-1610-7618	DUARTE RECREATION PETTY CA...	Mounting Squares	5102023		16.46
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					55.01
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance	4/2023 101350		145.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					145.00
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY LLC	Citywide Vehicle Cleaning	5633		60.00
		4/2023			
100-1205-7781	FAST 5 HOLDING COMPANY LLC	Citywide Vehicle Cleaning	5633		36.00
		4/2023			
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					96.00
Vendor: 4039 - FSP DESIGNS					
100-1605-7693	FSP DESIGNS	TC Mayors Youth Council Sashes	10474		284.45
100-1605-7735	FSP DESIGNS	TC Duarte Dance Sashes	10475		189.63
100-1605-7735	FSP DESIGNS	TC Duarte Danc T-Shirts	10523		366.03
Vendor 4039 - FSP DESIGNS Total:					840.11
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	148443		1,087.57
Vendor 4690 - FULLER ENGINEERING INC Total:					1,087.57
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite accessduarte.com	4/1/23 4709782242		1,599.60
		- 4/30/23			
Vendor 6181 - GOOGLE LLC Total:					1,599.60
Vendor: 1465 - INLAND EMPIRE STAGES LTD					
100-1605-7750	INLAND EMPIRE STAGES LTD	Adult Excursion Transportation (Lion King 3/2023)	59060		1,090.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1605-7750	INLAND EMPIRE STAGES LTD	Adult Excursion Transportation (Little Italy 5/23	59546		1,831.20
Vendor 1465 - INLAND EMPIRE STAGES LTD Total:					2,921.20
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	CH Construction Clean-up	976796		225.00
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Window Cleaning	976816		881.25
100-1610-7652	INX BUILDING MAINTENANCE	Senior Ctr Window Cleaning	976817		1,200.00
100-1610-7652	INX BUILDING MAINTENANCE	Teen Ctr Window Cleaning	976818		1,143.00
100-1610-7652	INX BUILDING MAINTENANCE	City Hall Janitorial Svcs 5/2023	976448		1,723.28
Vendor 6309 - INX BUILDING MAINTENANCE Total:					5,172.53
Vendor: T3869 - ISABEL CARRILLO					
100-2124	ISABEL CARRILLO	Gazebo Rent Deposit Refund	1015109.001		50.00
100-4406	ISABEL CARRILLO	Gazebo Change	1015109.001		25.00
Vendor T3869 - ISABEL CARRILLO Total:					75.00
Vendor: 6467 - ISELA ESTRADA					
100-1605-7735	ISELA ESTRADA	Youthworks Internship Program	5/2023		100.00
Vendor 6467 - ISELA ESTRADA Total:					100.00
Vendor: 6090 - IT'S A GAS INC					
100-1610-7652	IT'S A GAS INC	SC Helium Tank	49675		601.33
Vendor 6090 - IT'S A GAS INC Total:					601.33
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1605-7733	J & J SPORTS & TROPHIES	SC Softball Uniforms	29626		303.19
Vendor 0594 - J & J SPORTS & TROPHIES Total:					303.19
Vendor: T4620 - JAMES GHEZZI					
100-2120	JAMES GHEZZI	Encanto Park Rent Deposit Refund	R98993		100.00
Vendor T4620 - JAMES GHEZZI Total:					100.00
Vendor: 6489 - JAMES R WHIRLOW					
100-1605-7737	JAMES R WHIRLOW	Deposit-Adult Excursion Tickets	001		100.00
		8/21/2023			
Vendor 6489 - JAMES R WHIRLOW Total:					100.00
Vendor: 6490 - JESUS LEPE					
100-1605-7735	JESUS LEPE	TC Summer Kickoff BBQ	051623		500.00
Vendor 6490 - JESUS LEPE Total:					500.00
Vendor: T4623 - JOSE DANNY GONZALES					
100-2120	JOSE DANNY GONZALES	TC Rent Deposit Refund	R98887		300.00
Vendor T4623 - JOSE DANNY GONZALES Total:					300.00
Vendor: T4622 - JUDITH ULTRERAS					
100-2120	JUDITH ULTRERAS	SC Rent Deposit Refund	R98664		500.00
Vendor T4622 - JUDITH ULTRERAS Total:					500.00
Vendor: 6206 - KHR ASSOCIATES					
100-1405-7965	KHR ASSOCIATES	Town Ctr North Civil Engineering Services	23-11020	202303-Prof Svcs/1405-7965/T...	8,250.00
Vendor 6206 - KHR ASSOCIATES Total:					8,250.00
Vendor: 1592 - KRISTEN PETERSEN					
100-1805-7610	KRISTEN PETERSEN	Staff Meeting Supplies	5/11/2023		40.97
Vendor 1592 - KRISTEN PETERSEN Total:					40.97
Vendor: 0315 - KRISTINE SHUTTLEWORTH					
100-1211	KRISTINE SHUTTLEWORTH	Computer Loan	W1369279659		1,291.52
Vendor 0315 - KRISTINE SHUTTLEWORTH Total:					1,291.52
Vendor: T2400 - LAURA ORTIZ					
100-2120	LAURA ORTIZ	TC Rent Deposit Cancellation	R98914		300.00
100-4404	LAURA ORTIZ	Cancellation Fee	R98914		-100.00
Vendor T2400 - LAURA ORTIZ Total:					200.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6484 - LAWRENCE E MARINO SEPERATE PROPERTY TRUST					
100-1610-7652	LAWRENCE E MARINO SEPERAT...	Weekly Pool Service Contract 4/2023	231070401		1,950.00
100-1610-7617	LAWRENCE E MARINO SEPERAT...	Pool Chemicals	231070402		167.80
Vendor 6484 - LAWRENCE E MARINO SEPERATE PROPERTY TRUST Total:					2,117.80
Vendor: 5761 - LIFE STORAGE #530					
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 5/1/2023 - 6/1/2023	81574		410.00
100-1405-7800	LIFE STORAGE #530	Building Plans Storage 5/1/2023 - 6/1/2023	81575		384.00
Vendor 5761 - LIFE STORAGE #530 Total:					794.00
Vendor: 6129 - LIFEWORKS (US) ITD					
100-1810-7673	LIFEWORKS (US) ITD	Drug and/or Alcohol Testing Srvcs 1/2023 - 3/2023	1916801		142.50
Vendor 6129 - LIFEWORKS (US) ITD Total:					142.50
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 4/2023	233019EC	202205/1205-7781-ARPA-Coro...	212,019.83
100-1205-7781	LOS ANGELES COUNTY SHERIFF'...	Sheriff's Contract 4/2023	233019EC		195,908.94
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					407,928.77
Vendor: T4507 - LOURDES LONA					
100-2120	LOURDES LONA	TC Rent Depsoit Refund	R98318		300.00
Vendor T4507 - LOURDES LONA Total:					300.00
Vendor: T4626 - MALESHA BROWN					
100-1605-7735	MALESHA BROWN	Wild Stylez Dance Competition Refund	6194512949		40.00
Vendor T4626 - MALESHA BROWN Total:					40.00
Vendor: T3070 - MARIA MCCAFFERTY					
100-2124	MARIA MCCAFFERTY	Gazebo Rental Deposit Refund	2001440.002		50.00
Vendor T3070 - MARIA MCCAFFERTY Total:					50.00
Vendor: 4422 - MARILYN MAYS					
100-1605-7735	MARILYN MAYS	TC Summer Kick Off BBQ Raffle Prize	5/16/2023		100.00
Vendor 4422 - MARILYN MAYS Total:					100.00
Vendor: 4286 - MAXTREME INC					
100-1815-7965	MAXTREME INC	IT Helpdesk 5/2023	13668		12,500.00
Vendor 4286 - MAXTREME INC Total:					12,500.00
Vendor: 6407 - MICHAEL DANDURAND					
100-1605-7735	MICHAEL DANDURAND	Youthworks Internship Program	5/2023		100.00
Vendor 6407 - MICHAEL DANDURAND Total:					100.00
Vendor: 5794 - MOSS, LEVY & HARTZHEIM LLP					
100-1805-7654	MOSS, LEVY & HARTZHEIM LLP	FY23 Interim Audit Fieldwork	13909		7,500.00
Vendor 5794 - MOSS, LEVY & HARTZHEIM LLP Total:					7,500.00
Vendor: 6280 - ONLY CREMATIONS FOR PETS					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 3/2023	3064034		330.00
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 4/2023	3068282		322.00
Vendor 6280 - ONLY CREMATIONS FOR PETS Total:					652.00
Vendor: 6355 - PACIFIC SKATE SCHOOL LLC					
100-1605-7736	PACIFIC SKATE SCHOOL LLC	Instructor Fee-Skateboarding Spring	042723		224.00
Vendor 6355 - PACIFIC SKATE SCHOOL LLC Total:					224.00
Vendor: T4618 - PAPER FLOWERS MOVIE LLC					
100-2120	PAPER FLOWERS MOVIE LLC	Film Deposit Refund (Pmt #2023-01)	R99100		500.00
Vendor T4618 - PAPER FLOWERS MOVIE LLC Total:					500.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS					
100-1825-7980	PAPER RECYCLING & SHREDDIN...	Document Shredding 5/5/2023	545333		58.00
Vendor 6289 - PAPER RECYCLING & SHREDDING SPECIALISTS Total:					58.00
Vendor: T3082 - PASADENA RUGBY FOOTBALL CLUB INC					
100-2120	PASADENA RUGBY FOOTBALL C...	Field Rent Deposit Refund	R97548		150.00
100-4406	PASADENA RUGBY FOOTBALL C...	Restroom Rent Refund 1/2023 - 3/2023	R97548		120.00
100-4407	PASADENA RUGBY FOOTBALL C...	Field Rent Deposit Refund Fee (Less than 60 Days)	R97548		-150.00
100-4407	PASADENA RUGBY FOOTBALL C...	Field Rent Refund 1/2023 - 3/2023	R97548		730.00
Vendor T3082 - PASADENA RUGBY FOOTBALL CLUB INC Total:					850.00
Vendor: 2466 - POST ALARM SYSTEMS					
100-1610-7652	POST ALARM SYSTEMS	CH/Yard Alarm/Camera Monitoring 6/1/23 - 6/30/23	1579170		173.84
Vendor 2466 - POST ALARM SYSTEMS Total:					173.84
Vendor: 6425 - PUB CONSTRUCTION INC					
100-1405-8100	PUB CONSTRUCTION INC	Change Order 2	6	202102-Cap Improv-CH CDBG ...	5,231.41
100-1405-8100	PUB CONSTRUCTION INC	City Hall ADA Improvement Project	6	202102-Cap Improv-CH CDBG ...	17,000.43
100-1405-8100	PUB CONSTRUCTION INC	Internal Adjustment 2	6	202102-Cap Improv-CH CDBG ...	-1,150.00
100-1405-8100	PUB CONSTRUCTION INC	Change Order 14A	6	202102-Cap Improv-CH CDBG ...	-697.07
100-1405-8100	PUB CONSTRUCTION INC	Change Order 16	6	202102-Cap Improv-CH CDBG ...	9,990.37
100-1405-8100	PUB CONSTRUCTION INC	Change Order 14	6	202102-Cap Improv-CH CDBG ...	5,811.32
100-1405-8100	PUB CONSTRUCTION INC	Change Order 5	6	202102-Cap Improv-CH CDBG ...	843.33
100-1405-8100	PUB CONSTRUCTION INC	Change Order 15	6	202102-Cap Improv-CH CDBG ...	2,776.01
100-1405-8100	PUB CONSTRUCTION INC	Change Order 1	6	202102-Cap Improv-CH CDBG ...	5,337.15
100-2127	PUB CONSTRUCTION INC	Retention	6	202102- Retention CDBG ADA I...	-2,314.63
Vendor 6425 - PUB CONSTRUCTION INC Total:					42,828.32
Vendor: 6372 - R3 CONSULTING GROUP					
100-1825-7687	R3 CONSULTING GROUP	SB1383 Implementation Consulting 4/2023	122639		2,322.50
Vendor 6372 - R3 CONSULTING GROUP Total:					2,322.50
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENTER	TAP Card Reload 4/2023	6019438		25.00
Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:					25.00
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Engineering Plan Check 3/2023	33460		2,000.00
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 3/2023	33461		2,520.00
100-1405-7969	RKA CONSULTING GROUP	ATP Cycle 4 Ped/Bike Improvements 3/2023	33462	202118-ATP Cycle 4-City Engine...	6,560.00
Vendor 0904 - RKA CONSULTING GROUP Total:					11,080.00
Vendor: 0076 - ROTARY CLUB OF DUARTE					
100-1005-7642	ROTARY CLUB OF DUARTE	Margaret Finlay Dues FY23 Q4	FY23 Q4		110.00
100-1005-7644	ROTARY CLUB OF DUARTE	Jody Schulz Dues FY23 Q4	FY23 Q4		110.00
100-1010-7612	ROTARY CLUB OF DUARTE	Dan Jordan Dues FY23 Q4	FY23 Q4		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Tony Hadloc Dues FY23 Q4	FY23 Q4		240.00
100-1205-7612	ROTARY CLUB OF DUARTE	Brian Villalobos Dues FY23 Q4	FY23 Q4		240.00
Vendor 0076 - ROTARY CLUB OF DUARTE Total:					940.00
Vendor: T4625 - RUBEN AGUAYO					
100-4201	RUBEN AGUAYO	Permit Refund (Pmt #2023-156)	R98907		570.40
Vendor T4625 - RUBEN AGUAYO Total:					570.40
Vendor: 4142 - RUDY'S PLUMBING INC					
100-1415-7661	RUDY'S PLUMBING INC	Backflow Testing-Lower Sports Field	9380		130.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7652	RUDY'S PLUMBING INC	Backflow Testing-Senior Ctr Fire Sprinklers	9408		130.00
Vendor 4142 - RUDY'S PLUMBING INC Total:					260.00
Vendor: 6024 - RUIZ CONCRETE AND PAVING INC					
100-1405-8100	RUIZ CONCRETE AND PAVING I...	Change Order-Duarte Multifamily	1-Asphalt	202308/1405-8100-Cap-Annual...	15,751.06
Vendor 6024 - RUIZ CONCRETE AND PAVING INC Total:					15,751.06
Vendor: 6007 - RUSSELL G CORBY					
100-1205-8030	RUSSELL G CORBY	Field Surveillance Cameras (2)	1960		20,164.43
Vendor 6007 - RUSSELL G CORBY Total:					20,164.43
Vendor: 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY					
100-1205-7780	SAN GABRIEL VALLEY HUMANE ...	Animal Shelter Services 5/2023	5/2023D		5,166.67
Vendor 6088 - SAN GABRIEL VALLEY HUMANE SOCIETY Total:					5,166.67
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	May 2023 Courier Pick-up	23050608		307.38
Vendor 6277 - SECTRAN SECURITY INC Total:					307.38
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SIGNAL HILL AUTO ENTERPRISES	Janitorial Supplies	038881		516.96
100-1610-7618	SIGNAL HILL AUTO ENTERPRISES	Janitorial Supplies	039270		544.66
Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:					1,061.62
Vendor: 0206 - SIMON EQUIPMENT RENTALS					
100-1610-7618	SIMON EQUIPMENT RENTALS	Lawn Edger Rental	150928		27.33
Vendor 0206 - SIMON EQUIPMENT RENTALS Total:					27.33
Vendor: 0209 - SMART & FINAL					
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	0088		59.95
100-1605-7733	SMART & FINAL	SC Special Events Supplies	0089		222.14
100-1605-7733	SMART & FINAL	SC Cinco de Mayo Fiesta Supplies	0018		134.23
100-1605-7735	SMART & FINAL	TC Snack Bar Supplies	0363		130.69
100-1010-7980	SMART & FINAL	Budget Workshop Drinks/Plates	0289		60.18
100-1605-7741	SMART & FINAL	Little All Stars Closing Day Supplies	0200		70.74
100-1605-7730	SMART & FINAL	2023 Eggfest Thank You Luncheon	0557		73.72
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	0028		213.53
Vendor 0209 - SMART & FINAL Total:					965.18
Vendor: 4575 - SOUTH COAST AQMD					
100-1410-7656	SOUTH COAST AQMD	I C E Emergency Generator Fee FY22-23	4161110		468.76
100-1410-7656	SOUTH COAST AQMD	Emergency Generator Emissions FY22-23	4163484		151.85
Vendor 4575 - SOUTH COAST AQMD Total:					620.61
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS ...	Legal Advertising 4/2023	564053		2,192.00
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					2,192.00
Vendor: T4624 - SOUTHLAND VIEW CONSTRUCTION					
100-2012	SOUTHLAND VIEW CONSTRUCT...	Permit Refund (Pmt #2023-185)	R99163		1.00
100-2013	SOUTHLAND VIEW CONSTRUCT...	Permit Refund (Pmt #2023-185)	R99163		0.50
100-4201	SOUTHLAND VIEW CONSTRUCT...	Permit Refund (Pmt #2023-185)	R99163		258.80
Vendor T4624 - SOUTHLAND VIEW CONSTRUCTION Total:					260.30
Vendor: 2688 - STAPLES ADVANTAGE					
100-1405-7614	STAPLES ADVANTAGE	Office Supplies	3536933061		96.18
100-1010-7614	STAPLES ADVANTAGE	Office Supplies	3536933062		56.83
100-1805-7614	STAPLES ADVANTAGE	Office Supplies	3537677818		55.91

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
100-1825-7613	STAPLES ADVANTAGE	Copier Paper	3537677818		28.38
Vendor 2688 - STAPLES ADVANTAGE Total:					237.30
Vendor: 5074 - STATE OF CA ENERGY RESOURCES CONSERVATION					
100-1805-7764	STATE OF CA ENERGY RESOURC...	CEC Payment 22 of 27	11613	201023-Annual Prin Pmts-EECBG	9,111.48
100-1805-7765	STATE OF CA ENERGY RESOURC...	CEC Payment 22 of 27	11613	201023-Annual Int Pmt-EECBG	997.73
Vendor 5074 - STATE OF CA ENERGY RESOURCES CONSERVATION Total:					10,109.21
Vendor: 6492 - STEVEN FIEDLER					
100-1205-8030	STEVEN FIEDLER	PS Office Personal Protective Equipment	TCG7HP		286.61
Vendor 6492 - STEVEN FIEDLER Total:					286.61
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection SA-33476 4/6/2023			160.00
Vendor 1610 - SUNWEST ENGINEERING Total:					160.00
Vendor: 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES					
100-1205-7761	SUPERIOR CT OF CAL CO OF LOS...	Citation Revenue Tax 4/2023	5082023		4,932.50
Vendor 3661 - SUPERIOR CT OF CAL CO OF LOS ANGELES Total:					4,932.50
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICES ...	Graffiti Removal 4/2023	17787		3,016.20
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					3,016.20
Vendor: 4920 - SUSIE PEREZ					
100-1020-7719	SUSIE PEREZ	Volunteer Recognition Dinner Dessert Reimbursement	5/1/2023		67.42
Vendor 4920 - SUSIE PEREZ Total:					67.42
Vendor: 5029 - THE TECHNOLOGY DEPOT INC					
100-1815-7830	THE TECHNOLOGY DEPOT INC	Cloud Connect SIP & E911 Bundle 6/2023	21052		316.25
100-1815-7830	THE TECHNOLOGY DEPOT INC	Telephone Cloud Connect 6/2023	21053		653.29
100-1815-7830	THE TECHNOLOGY DEPOT INC	Mitel Maintenance 6/2023	21054		464.20
100-1815-7830	THE TECHNOLOGY DEPOT INC	SD Wan w/VELO Cloud Connect 6/2023	21055		652.74
100-1815-7821	THE TECHNOLOGY DEPOT INC	VITA Mgmt 6/2023	21056		608.30
Vendor 5029 - THE TECHNOLOGY DEPOT INC Total:					2,694.78
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST PUB...	EOC Software 4/2023	848242700		187.49
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					187.49
Vendor: 5284 - TRIPEPI SMITH & ASSOCIATES					
100-1020-7712	TRIPEPI SMITH & ASSOCIATES	Communication & Social Media Mgmt 4/2023	9901		9,030.00
Vendor 5284 - TRIPEPI SMITH & ASSOCIATES Total:					9,030.00
Vendor: 4484 - U.S. BANK					
100-1010-7980	U.S. BANK	Mayors Coffee-Autism Walk (Starbucks)	4252023ME		14.65
100-1020-7719	U.S. BANK	SC Volunteer Recognition IHOP Gift Cards (Amazon)	4252023ME		510.00
100-1605-7610	U.S. BANK	George Dang CPRS Hotel (Grand Hyatt)	4252023ME		1,140.84
100-1605-7610	U.S. BANK	CPRS Conference Team Meal 4/4/23 (Union Kitchen)	4252023ME		119.33
100-1605-7610	U.S. BANK	CPRS Conference Parking (6th & K Parkade)	4252023ME		21.00
100-1605-7610	U.S. BANK	Manuel/Susie CPRS Conf Meal 4/6/23 (Old Town)	4252023ME		90.34
100-1605-7610	U.S. BANK	Manuel Enriquez CPRS Conf Hotel (Omni San Diego)	4252023ME		1,097.29
100-1605-7610	U.S. BANK	Alberto Salazar CPRS Conf Hotel (Grand Hyatt)	4252023ME		1,044.84

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100-1605-7610	U.S. BANK	CPRS Conference Parking (Congress & Harney)	4252023ME		12.00
100-1605-7610	U.S. BANK	CPRS Conference On-Line Registration (CPRS)	4252023ME		20.00
100-1605-7610	U.S. BANK	CPRS Conference Parking (Ace/6 th Parking)	4252023ME		13.00
100-1605-7610	U.S. BANK	Susie Perez CPRS Conf Hotel (Omni San Diego)	4252023ME		1,169.87
100-1605-7610	U.S. BANK	Duplicate-G Dang CPRS Hotel (Grand Hyatt)	4252023ME		1,148.84
100-1605-7614	U.S. BANK	Party Paper Plates (Amazon)	4252023ME		15.42
100-1605-7614	U.S. BANK	Packing Tape (Amazon)	4252023ME		23.14
100-1605-7614	U.S. BANK	RETURN-Laptop Cover (Amazon)	4252023ME		-20.94
100-1605-7614	U.S. BANK	Ornament Storage Container (Amazon)	4252023ME		44.09
100-1605-7650	U.S. BANK	CPRS Conference Fuel (G & M Oil)	4252023ME		20.01
100-1605-7693	U.S. BANK	Mayors Youth Council Dinner 4/10/23 (Buffalo Wing)	4252023ME		185.67
100-1605-7730	U.S. BANK	Eggfest 2023 Hay Bales (San Dimas Grains)	4252023ME		144.47
100-1605-7730	U.S. BANK	Eggfest 2023 Bunny White Gloves (Amazon)	4252023ME		10.44
100-1605-7733	U.S. BANK	SC Wristbands (Amazon)	4252023ME		39.38
100-1605-7733	U.S. BANK	SC Planner/Note Pads (Amazon)	4252023ME		29.00
100-1605-7735	U.S. BANK	TC Cesar Chavez Essay Contest Gift Cards (Amazon)	4252023ME		175.00
100-1605-7737	U.S. BANK	Flower Fields Excursion Tickets (Seeticket)	4252023ME		1,134.96
100-1605-7740	U.S. BANK	Spring Day Camp Supplies (Amazon)	4252023ME		292.27
100-1605-7740	U.S. BANK	Day Camp Phone Srvs-April (Tracfone)	4252023ME		15.80
100-1605-7740	U.S. BANK	Spirng Day Camp 4/6/23 (Little Caesars)	4252023ME		56.16
100-1605-7740	U.S. BANK	Cellphone for Camp 2 Site (Best Buy)	4252023ME		44.17
100-1605-7740	U.S. BANK	Day Camp Cellphone (Best Buy)	4252023ME		22.12
100-1605-7741	U.S. BANK	Youth Sports Electric Ball Pump (Amazon)	4252023ME		30.91
100-1605-7741	U.S. BANK	Youth Sports Goalkeeper Gloves (Amazon)	4252023ME		83.76
100-1605-7980	U.S. BANK	Dodger Day Supplies (Amazon)	4252023ME		45.27
100-1605-7980	U.S. BANK	Employee Lunch Food (Northgate Market)	4252023ME		81.79
100-1610-7616	U.S. BANK	2023 Spring Swim Team Uniforms (Swimoutlet.com)	4252023ME		168.39
100-1610-7616	U.S. BANK	Lifeguard Tower Parts (Paragon & Spectrum Aquatic)	4252023ME		665.83
100-1610-7618	U.S. BANK	Hydrant Water Spigot Key (Amazon)	4252023ME		46.59
100-1610-7618	U.S. BANK	ADA Slide Bar Handheld Shower w/Hose (Amazon)	4252023ME		126.78
100-1610-7618	U.S. BANK	CM's Office Picture Framing (Michaels)	4252023ME		307.60
100-1610-7618	U.S. BANK	SC Commercial Coffee Pots/Sleeves (Amazon)	4252023ME		352.78
100-1810-7611	U.S. BANK	Employee Lunch Food/Supplies (Superior Groccers)	4252023ME		69.01
100-1810-7611	U.S. BANK	Employee Lunch Food/Supplies (Party City)	4252023ME		23.54
				Vendor 4484 - U.S. BANK Total:	10,635.41

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5907 - ULINE INC					
100-1610-7618	ULINE INC	FC Men's Locker Room Baby Changing Table	162321039		448.44
Vendor 5907 - ULINE INC Total:					448.44
Vendor: 6055 - VICTORIA ROCHA					
100-1010-7610	VICTORIA ROCHA	SCAG Conference Expense Reimbursement	5/2/23 - 5/5/23		142.79
Vendor 6055 - VICTORIA ROCHA Total:					142.79
Vendor: 5835 - WALLACE WOLFF					
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	3/20/2023		50.00
100-1405-7690	WALLACE WOLFF	Planning Commission Meeting	4/17/2023		50.00
Vendor 5835 - WALLACE WOLFF Total:					100.00
Vendor: 6113 - WARDS SERVICE					
100-1410-7650	WARDS SERVICE	Vehicle #9 CNG Wiring Repair	91287		338.00
Vendor 6113 - WARDS SERVICE Total:					338.00
Vendor: 5992 - WESTERN EXTERMINATOR COMPANY					
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvc-City Yard 10/2022	27661794		162.40
100-1610-7652	WESTERN EXTERMINATOR CO...	Pest Control Srvc-Teen Ctr 4/2023	44421311		73.25
Vendor 5992 - WESTERN EXTERMINATOR COMPANY Total:					235.65
Vendor: 4413 - YOUNG REMBRANDTS					
100-1605-7736	YOUNG REMBRANDTS	Instructor Fee-Spring Drawing	95175		327.60
Vendor 4413 - YOUNG REMBRANDTS Total:					327.60
Fund 100 - GENERAL FUND Total:					702,273.78
Fund: 220 - GAS TAX FUN					
Vendor: 6009 - KOA CORPORATION					
220-2225-7980	KOA CORPORATION	Greenbank Speed Limit Survey 10/1/22 - 1/30/23	JC11130-7		1,441.94
220-2225-7980	KOA CORPORATION	Greenbank Speed Survey 1/31/23 - 4/2/23	JC11130 - 8		1,964.33
Vendor 6009 - KOA CORPORATION Total:					3,406.27
Vendor: 6024 - RUIZ CONCRETE AND PAVING INC					
220-2127	RUIZ CONCRETE AND PAVING I...	Retention	1-Asphalt	202308-Retention- 220-2127/ F...	-1,086.36
220-2205-8100	RUIZ CONCRETE AND PAVING I...	FY23 Citywide Asphalt Repair 5/8/23 - 5/12/23	1-Asphalt	202308/2205-8100-Cap-Annual...	5,976.19
Vendor 6024 - RUIZ CONCRETE AND PAVING INC Total:					4,889.83
Vendor: 5887 - WGJ ENTERPRISES INC					
220-2210-7812	WGJ ENTERPRISES INC	White Lines at Greenbank Ave	11430C-01		5,632.00
Vendor 5887 - WGJ ENTERPRISES INC Total:					5,632.00
Fund 220 - GAS TAX FUN Total:					13,928.10
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 1060 - BEE REMOVERS					
240-2410-7662	BEE REMOVERS	Bee Removal-1565 Central Ave	601080		135.00
240-2410-7662	BEE REMOVERS	Bee Removal-City Tree @ Elda St	601063		135.00
Vendor 1060 - BEE REMOVERS Total:					270.00
Vendor: 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC					
240-2410-7915	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		10,537.29
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		6,807.23
240-2410-7917	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		681.41
240-2420-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		484.95
240-2421-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		1,826.50

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
240-2422-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		675.21
240-2423-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		1,264.50
240-2424-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		772.75
240-2425-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		562.00
240-2426-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		252.90
240-2427-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		885.61
240-2431-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		1,124.00
240-2432-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		1,173.18
240-2433-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		744.65
240-2434-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		498.78
240-2435-7914	BRIGHTVIEW LANDSCAPE SERVI...	Landscape Maintenance 5/2023	8381156		702.50
Vendor 3889 - BRIGHTVIEW LANDSCAPE SERVICES INC Total:					28,993.46
Vendor: 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS					
240-2405-7890	COUNTY OF LOS ANGELES DEP...	KITS Monitoring 3/2023	23041005222		1,439.48
240-2405-7890	COUNTY OF LOS ANGELES DEP...	TS Timing Adjustment-Buena Vista/Central 3/2023	23041005228		938.17
240-2405-7890	COUNTY OF LOS ANGELES DEP...	TS Modifications @Brycedale/Hunt Dr 3/2023	23041005237		5,682.20
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Maintenance 3/2023	23041005573		3,335.26
240-2405-7890	COUNTY OF LOS ANGELES DEP...	KITS Monitoring 4/2023	23050805956		719.76
240-2405-7890	COUNTY OF LOS ANGELES DEP...	Traffic Signal Maintenance 4/2023	23050806313		2,349.45
Vendor 2028 - COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS Total:					14,464.32
Vendor: 4142 - RUDY'S PLUMBING INC					
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing/Repair-Buena Vista Medians	9409		411.09
240-2425-7887	RUDY'S PLUMBING INC	Backflow Testing-Hearthstone LLD	9298		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	9299		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	9300		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	9301		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Buena Vista Lot	9302		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Entrance Park	9303		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Mountain Ave Median	9305		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Lena Vaenzuela Park	9306		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Duarte Rd Median	9307		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Duarte Rd Median	9309		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Duarte Rd Median	9310		130.00
240-2433-7887	RUDY'S PLUMBING INC	Backflow Testing-Buena Vista Villas LLD	9311		130.00
240-2429-7887	RUDY'S PLUMBING INC	Backflow Testing-Emblem LLD	9364		130.00

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Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Mountain Ave Median	9365		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Beardslee Park	9367		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Central Ave Median	9368		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	9369		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Highland Ave Tree Wells	9371		130.00
240-2435-7887	RUDY'S PLUMBING INC	Backflow Testing-Ridgecrest LLD	9373		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Huntington Dr Median	9378		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Central Ave Medians	9379		130.00
240-2427-7887	RUDY'S PLUMBING INC	Backflow Testing-Rancho Verde LLD	9381		130.00
240-2420-7887	RUDY'S PLUMBING INC	Backflow Testing-Kendrick LLD	9382		130.00
240-2420-7887	RUDY'S PLUMBING INC	Backflow Testing-Kendrick LLD	9383		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Huntington Dr Medians	9384		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Encanto Park	9385		130.00
240-2422-7887	RUDY'S PLUMBING INC	Backflow Testing-Encanto Parkway LLD	9386		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Thorsen Park	9387		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Royal Oaks Trail	9389		130.00
240-2421-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Lomas Villas LLD	9390		130.00
240-2432-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Posadas LLD	9391		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Orange Blossom Park	9392		130.00
240-2424-7887	RUDY'S PLUMBING INC	Backflow Testing-Windsor LLD	9393		130.00
240-2431-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Brisas LLD	9394		130.00
240-2410-7663	RUDY'S PLUMBING INC	Backflow Testing-Huntington Dr Median	9395		130.00
240-2421-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Lomas Villas LLD	9396		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-City Yard	9397		130.00
240-2422-7887	RUDY'S PLUMBING INC	Backflow Testing-Encanto Parkway	9399		130.00
240-2420-7887	RUDY'S PLUMBING INC	Backflow Testing-Kendrick LLD	9400		130.00
240-2420-7887	RUDY'S PLUMBING INC	Backflow Testing-Kendrick LLD	9401		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Glen Miller Park	9402		130.00
240-2421-7887	RUDY'S PLUMBING INC	Backflow Testing-Las Lomas Villas LLD	9403		130.00
240-2427-7887	RUDY'S PLUMBING INC	Backflow Testing-Rancho Verde LLD	9404		130.00
240-2410-7662	RUDY'S PLUMBING INC	Backflow Testing-Senior Ctr Irrigation	9407		130.00

Vendor 4142 - RUDY'S PLUMBING INC Total: 6,131.09

Vendor: 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC

240-2410-7888	SOUTHEAST CONSTRUCTION P...	Soil Material for Tree Wells	2305-236926		312.67
240-2410-7888	SOUTHEAST CONSTRUCTION P...	Soil Material for Tree Wells	2305-240158		312.67

Vendor 0217 - SOUTHEAST CONSTRUCTION PRODUCTS INC Total: 625.34

Vendor: 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION

240-2405-7877	STATE OF CALIFORNIA DEPT OF ...	CalTrans Signal Maintenance 1/2023 - 3/2023	SL230794		363.81
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Vendor 2809 - STATE OF CALIFORNIA DEPT OF TRANSPORTATION Total: 363.81

Council Warrant Register By Vendor

Payment Dates: 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7909	WEST COAST ARBORISTS INC	Residential Tree Removals	199402		3,753.90
Vendor 1521 - WEST COAST ARBORISTS INC Total:					3,753.90
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					54,601.92
Fund: 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)					
Vendor: 5438 - LDM ASSOCIATES INC					
260-2605-8061	LDM ASSOCIATES INC	FY23 CDBG City Hall ADA Improvements 4/2023	7821	202102-CDBG ADA Improv Proj...	324.00
260-2605-8061	LDM ASSOCIATES INC	FY23 CDBG City Hall ADA Improvements 4/2023	7821	202102-CDBG ADA Improv Proj...	2,298.00
Vendor 5438 - LDM ASSOCIATES INC Total:					2,622.00
Vendor: 6425 - PUB CONSTRUCTION INC					
260-2127	PUB CONSTRUCTION INC	Retention	6	202102-Retention-CDBG ADA I...	-1,448.58
260-2605-8062	PUB CONSTRUCTION INC	Internal Adjustment 2	6	202102-Exp-CDBG ADA Improv...	1,150.00
260-2605-8062	PUB CONSTRUCTION INC	Internal Adjustment	6	202102-Exp-CDBG ADA Improv...	-8,800.00
260-2605-8062	PUB CONSTRUCTION INC	Change Order 11	6	202102-Exp-CDBG ADA Improv...	6,230.51
260-2605-8062	PUB CONSTRUCTION INC	City Hall ADA Improvement	6	202102-Exp-CDBG ADA Improv...	6,250.00
260-2605-8062	PUB CONSTRUCTION INC	Internal Adjustment 3	6	202102-Exp-CDBG ADA Improv...	8,800.00
260-2605-8062	PUB CONSTRUCTION INC	Change Order 13	6	202102-Exp-CDBG ADA Improv...	16,491.00
Vendor 6425 - PUB CONSTRUCTION INC Total:					28,672.93
Fund 260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) Total:					31,294.93
Fund: 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND					
Vendor: 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT					
290-2905-7781	LOS ANGELES COUNTY SHERIFF'...Sheriff's Contract 4/2023		233019EC		11,613.33
Vendor 0056 - LOS ANGELES COUNTY SHERIFF'S DEPARTMENT Total:					11,613.33
Fund 290 - SUPPLEMENTAL LAW ENFORCEMENT FUND Total:					11,613.33
Fund: 400 - PARK DEVELOPMENT GRANT FUND					
Vendor: 6354 - NATURE FOR ALL					
400-4005-7965	NATURE FOR ALL	Fish Canyon Trail Grant Project Admin	WF-06.2066	202214-Exp-Fish Cyn Trail Resto...	2,848.13
Vendor 6354 - NATURE FOR ALL Total:					2,848.13
Fund 400 - PARK DEVELOPMENT GRANT FUND Total:					2,848.13
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6129 - LIFEWORKS (US) ITD					
440-4405-7673	LIFEWORKS (US) ITD	Drug and/or Alcohol Testing Srvcs 1/2023 - 3/2023	1916801		87.50
Vendor 6129 - LIFEWORKS (US) ITD Total:					87.50
Fund 440 - PROPOSITION A TRANSIT FUND Total:					87.50
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 0903 - CITY OF MONROVIA					
460-4605-7650	CITY OF MONROVIA	Fuel-Transportation Dept 3/2023	2301700		266.72
Vendor 0903 - CITY OF MONROVIA Total:					266.72
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
460-4605-7650	FAST 5 HOLDING COMPANY LLC	Citywide Vehicle Cleaning 4/2023	5633		36.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					36.00
Vendor: 5508 - SIERRA MONROVIA CDJR LLC					
460-4605-7650	SIERRA MONROVIA CDJR LLC	Vehicle #28 A/C Repair	CHCS32622		1,076.49
Vendor 5508 - SIERRA MONROVIA CDJR LLC Total:					1,076.49
Fund 460 - PROPOSITION C TRANSIT FUND Total:					1,379.21
Fund: 470 - MEASURE R LR TRANSIT FUND					
Vendor: 6024 - RUIZ CONCRETE AND PAVING INC					
470-2127	RUIZ CONCRETE AND PAVING I...	Retention	3-5032023	202307-Retention- 470-2127/ F...	-2,193.77
470-4705-8060	RUIZ CONCRETE AND PAVING I...	FY23 Citywide Concrete Repair Project	3-5032023	202307/4705-8060-Citywide Co...	43,875.40

Council Warrant Register By Vendor

Payment Dates: 5/11/2023 - 5/24/2023

Account Number	Vendor Name	Description (Item)	Payable Number	Project Account Key	Amount
470-2127	RUIZ CONCRETE AND PAVING I...	Retention	Final	202307-Retention- 470-2127/ F...	-240.57
470-4705-8060	RUIZ CONCRETE AND PAVING I...	FY23 Citywide Concrete Repair Project	Final	202307/4705-8060-Citywide Co...	4,811.40
Vendor 6024 - RUIZ CONCRETE AND PAVING INC Total:					46,252.46
Fund 470 - MEASURE R LR TRANSIT FUND Total:					46,252.46
Grand Total:					864,279.36

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	702,273.78
220 - GAS TAX FUN	13,928.10
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	54,601.92
260 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)	31,294.93
290 - SUPPLEMENTAL LAW ENFORCEMENT FUND	11,613.33
400 - PARK DEVELOPMENT GRANT FUND	2,848.13
440 - PROPOSITION A TRANSIT FUND	87.50
460 - PROPOSITION C TRANSIT FUND	1,379.21
470 - MEASURE R LR TRANSIT FUND	46,252.46
Grand Total:	864,279.36

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7642	Travel & Exp - Finlay	110.00
100-1005-7644	Travel & Exp - Schulz	110.00
100-1010-7076	Tuition Reimbursement	3,000.00
100-1010-7610	Travel, Mtgs & Conf	294.51
100-1010-7612	Publications and Dues	590.00
100-1010-7614	Office Supplies	56.83
100-1010-7670	Legal Notices	2,192.00
100-1010-7965	Professional Services	375.00
100-1010-7980	Other Expenses	74.83
100-1015-7684	Code Enforcement Legal	12,670.15
100-1020-7712	Community Information (...)	12,167.40
100-1020-7716	Special Community Events	513.77
100-1020-7719	Volunteer Recognition	585.69
100-1020-7724	Post Office Parking	161.58
100-1205-7612	Publications and Dues	480.00
100-1205-7615	Emergency Supplies	2,992.28
100-1205-7650	Vehicle Maintenance	1,658.20
100-1205-7655	Emergency Services	187.49
100-1205-7761	Parking Ticket Collect	4,932.50
100-1205-7779	Youth Programs	64.00
100-1205-7780	Animal Control	5,833.67
100-1205-7781	Contract Law Enforcement	414,712.31
100-1205-7782	Crossing Guard Contract ...	6,071.76
100-1205-7980	Other Expenses	151.27
100-1205-8030	Other Equipment	20,451.04
100-1211	Computer Loan Program	1,291.52
100-1405-7614	Office Supplies	96.18
100-1405-7690	Planning Commission	300.00
100-1405-7800	Building Department Serv...	19,842.58
100-1405-7801	Industrial Waste Inspecti...	2,793.65
100-1405-7965	Professional Services	8,250.00
100-1405-7969	City Engineer	11,080.00
100-1405-7980	Other Expenses	3,848.50
100-1405-8100	Other Capital Improveme...	60,894.01
100-1410-7650	Vehicle Maintenance	777.75
100-1410-7656	Emergency Generator	780.61
100-1410-7814	Graffiti Removal	3,016.20
100-1415-7661	Other Serv-Sports Park	130.00
100-1415-7916	Landscape-Sport Park	2,009.15
100-1605-7610	Travel, Mtgs & Conf	5,877.35
100-1605-7614	Office Supplies	61.71
100-1605-7636	Uniforms	17.09
100-1605-7650	Vehicle Maintenance	229.50
100-1605-7693	Youth Council	470.12

Account Summary

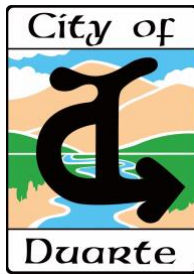
Account Number	Account Name	Payment Amount
100-1605-7730	Special Events	341.48
100-1605-7733	Senior Center	2,923.77
100-1605-7735	Teen Center	2,796.41
100-1605-7736	Youth & Adult Recreation...	551.60
100-1605-7737	Adult Excursions	1,234.96
100-1605-7740	Day Camps	637.44
100-1605-7741	Sports/Playground Progr...	3,214.40
100-1605-7750	Bus Rentals	2,921.20
100-1605-7980	Other Expenses	127.06
100-1610-7616	Pool Supplies	834.22
100-1610-7617	Pool Chemicals	1,255.37
100-1610-7618	Building Supplies	2,661.08
100-1610-7636	Uniforms	65.77
100-1610-7650	Vehicle Maintenance	634.96
100-1610-7652	Building Maint Services	26,051.93
100-1610-8100	Other Capital Improveme...	4,300.00
100-1805-7610	Travel, Mtgs & Conf	40.97
100-1805-7614	Office Supplies	55.91
100-1805-7653	Bank Charges	307.38
100-1805-7654	Audit Services	7,500.00
100-1805-7764	CA CEC Annual Principal P...	9,111.48
100-1805-7765	CA CEC Annual Interest P...	997.73
100-1810-7611	Training	92.55
100-1810-7660	Other Services	185.00
100-1810-7673	Physical Exams	142.50
100-1810-7980	Other Expenses	71.13
100-1815-7632	Software	1,599.60
100-1815-7821	Network & Internet Servi...	608.30
100-1815-7830	Telephone Services	2,086.48
100-1815-7965	Professional Services	12,500.00
100-1825-7613	Duplications And Photos	28.38
100-1825-7631	Equipment Maintenance	37.40
100-1825-7687	Waste Mgmt Services	2,322.50
100-1825-7945	Operation Of Acq Prop	58.55
100-1825-7980	Other Expenses	58.00
100-2012	Green Building Fees Payab..	1.00
100-2013	Strong Motions Fees Paya...	0.50
100-2120	Refundable Deposits	2,450.00
100-2124	Gazebo Refundable Depos...	100.00
100-2125	Metro Pass Through (TAP)	25.00
100-2127	Retention Payable	-2,314.63
100-4201	Building Permits	829.20
100-4404	Other Building Rentals	-100.00
100-4406	Restroom & Gazebo Renta..	145.00
100-4407	Sports Field Rentals	580.00
220-2127	Retention Payable	-1,086.36
220-2205-8100	Other Capital Improveme...	5,976.19
220-2210-7812	Street Striping & Marking	5,632.00
220-2225-7980	Other Expenses	3,406.27
240-2405-7877	Electric-Traffic Signal	363.81
240-2405-7890	Repairs-Traffic Signal	14,464.32
240-2410-7662	Other Serv-Citywide	2,350.00
240-2410-7663	Other Serv-Medians	1,711.09
240-2410-7888	Repairs-Citywide	625.34
240-2410-7909	Tree Trim-Residential	3,753.90
240-2410-7915	Landscape-Citywide	10,537.29
240-2410-7917	Landscape-Medians	7,488.64
240-2420-7887	Repairs & Replacements	520.00

Account Summary

Account Number	Account Name	Payment Amount
240-2420-7914	Landscape Maintenance	484.95
240-2421-7887	Repairs & Replacements	390.00
240-2421-7914	Landscape Maintenance	1,826.50
240-2422-7887	Repairs & Replacements	260.00
240-2422-7914	Landscape Maintenance	675.21
240-2423-7914	Landscape Maintenance	1,264.50
240-2424-7887	Repairs & Replacements	130.00
240-2424-7914	Landscape Maintenance	772.75
240-2425-7887	Repairs & Replacements	130.00
240-2425-7914	Landscape Maintenance	562.00
240-2426-7914	Landscape Maintenance	252.90
240-2427-7887	Repairs & Replacements	260.00
240-2427-7914	Landscape Maintenance	885.61
240-2429-7887	Repairs & Replacements	130.00
240-2431-7887	Repairs & Replacements	130.00
240-2431-7914	Landscape Maintenance	1,124.00
240-2432-7887	Repairs & Replacements	130.00
240-2432-7914	Landscape Maintenance	1,173.18
240-2433-7887	Repairs & Replacements	130.00
240-2433-7914	Landscape Maintenance	744.65
240-2434-7914	Landscape Maintenance	498.78
240-2435-7887	Repairs & Replacements	130.00
240-2435-7914	Landscape Maintenance	702.50
260-2127	Retention Payable	-1,448.58
260-2605-8061	ADA Curb Ramps (Capital)	2,622.00
260-2605-8062	ADA Improvements	30,121.51
290-2905-7781	Contract Law Enforcement	11,613.33
400-4005-7965	Professional Services	2,848.13
440-4405-7673	Physical Exams	87.50
460-4605-7650	Vehicle Maintenance	1,379.21
470-2127	Retention Payable	-2,434.34
470-4705-8060	Sidewalk/Concrete Repair ..	48,686.80
Grand Total:		864,279.36

Project Account Summary

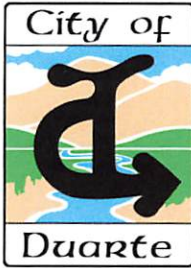
Project Account Key	Payment Amount
None	483,317.04
201023-Annual Int Pmt-EECBG	997.73
201023-Annual Prin Pmts-EECBG	9,111.48
202102- Retention CDBG ADA Improvement	-2,314.63
202102-Cap Improv-CH CDBG ADA Improvement	45,142.95
202102-CDBG ADA Improv Project	2,622.00
202102-Exp-CDBG ADA Improvement	30,121.51
202102-Retention-CDBG ADA Improv Project	-1,448.58
202118-ATP Cycle 4-City Engineer	6,560.00
202205/1205-7781-ARPA-Coronavirus Recovery Fed	212,019.83
202211/1205-7980-Live Scan/APU Tutors/DUSD FY21-23	100.00
202214-Exp-Fish Cyn Trail Restoration/Access Plan	2,848.13
202303-Prof Svcs/1405-7965/Town Ctr. N. Renovation	8,250.00
202307/4705-8060-Citywide Concrete FY22-23	48,686.80
202307-Retention- 470-2127/ FY23 Citywide Concrete	-2,434.34
202308/1405-8100-Cap-Annual Trench Repair FY22-23	15,751.06
202308/2205-8100-Cap-Annual Trench Repair FY22-23	5,976.19
202308-Retention- 220-2127/ FY23 Annual Trench Rep	-1,086.36
250016-Oper of Acq Prop-1229 Pops Road	58.55
Grand Total:	864,279.36



PUBLIC SAFETY STATUS REPORT May 2023



PROJECT/PROGRAM STATUS	
<u>L.A. COUNTY SHERIFF'S DEPARTMENT</u>	
1. Part 1 Crimes	We are currently down 22.03% in Part 1 crimes. That equates to 39 less Part 1 crimes.
2. Special Assignment Team	The Special Assignment Team has continued following up on all crimes committed in Duarte and have made arrests related to these crimes. They have also been focusing their attention on the nuisances related to the vacant spaces in the Big Lots shopping center and vacant apartments on Santo Domingo.
<u>MEASURE H and OUTREACH COORDINATION</u>	
1. Outreach Coordinator	Outreach Coordinator Tony Hadloc has been assigned to this position since August, 2018. Tony's unofficial homeless count for the month is 22 . Code Enforcement Officer Emily Lepone began her assignment on October 3, 2022. She has been enforcing shopping cart, property in the public right of way violations and nuisances within the Big Lots Shopping Center and at vacant apartments on Santo Domingo.
2. L.A. CADA	The L.A. CADA high acuity team (homeless for longer than one year) started working every Tuesday in the City of Duarte on August 2, 2022. The L.A. CADA supplemental program (recently homeless or at risk of being homeless) began working in the City on Thursday, September 22, 2022. Both teams combined have housed 9 individuals since they began working in the City.
3. 2022 LAHSA Official Homeless Count	Duarte – 11 (25 in 2020) Monrovia – 76 (77 in 2020) Arcadia – 174 (106 in 2020) Irwindale – 213 (7 in 2020) Azusa – 220 (243 in 2020) *awaiting results of 2023 count
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center	All Emergency Operations Center operations have ceased with the termination of the local emergency related to COVID – 19.



AGENDA REPORT

MEETING DATE: May 23, 2023

TO: Mayor and Members of the City Council

FROM: Brian Villalobos; Director of Public Safety

SUBJECT: Annual County of Los Angeles Probation Department Agreement for Prevention and Intervention Program

RECOMMENDATION: City Council authorizes the City Manager to execute the annual County of Los Angeles Probation Department Agreement for Prevention and Intervention Program

FISCAL IMPACT: The County of Los Angeles Probation Department Agreement for Prevention and Intervention Program is included in the FY 2023-24 General Fund Expense Account 1205-7783 at a cost of \$105,000

BACKGROUND

The City of Duarte has contracted with the Los Angeles County Probation Department for intervention and prevention services since 1994. We currently contract for one Deputy Probation Officer (DPO Ray Abernathy) to provide the Gang Alternative and Prevention Program (GAPP). The agreement specifies that we pay fifty percent (50%) of the salary and employee benefits for one Deputy Probation Officer II (DPO II) and support staff.

The DPO is assigned to work with Duarte Unified School District students grades K-8. In addition to the duties associated with caseload supervision, the assigned DPO conducts crisis counselling, serves on the Student Attendance Review Board (SARB), provides on-site assistance in Duarte schools when student behavior problems arise, educates DUSD staff on identifying, referring, and supervising at-risk youth, and assesses and develops a plan for gang intervention, narcotic education, truancy, and bullying (A-Team).

DISCUSSION/ANALYSIS

The County of Los Angeles Probation Department Agreement to provide a Prevention and Intervention Program (PIP) must be approved annually for renewal. This agreement is by and between the County and the City and the County's relationship to the City in the performance of this Agreement is that of an independent contractor. In the event that the City or the County withdraws its participation in the program described in this Agreement, such withdrawal shall be preceded by thirty (30) days written notice to the other party. This agreement shall be in effect from July 1, 2023, to June 30, 2024.

RECOMMENDATION

City Council authorizes the City Manager to execute the annual County of Los Angeles Probation

Department Agreement for Prevention and Intervention Program.

FISCAL IMPACT

The County of Los Angeles Probation Department Agreement for Prevention and Intervention Program is included in the FY 2023-24 General Fund Expense Account 1205-7783 at a cost of \$105,000.

ATTACHMENTS

Attachment A – County of Los Angeles Probation Department Agreement to Provide a Prevention and Intervention Program.

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT



AGREEMENT TO PROVIDE A
PREVENTION AND INTERVENTION PROGRAM
(PIP)

CITY OF DUARTE
GANG ALTERNATIVE AND PREVENTION PROGRAM (GAPP)

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**COUNTY OF LOS ANGELES
AND
CITY OF DUARTE**

THIS AGREEMENT is made and entered into this _____ day of _____, 2023 by and between the City of Duarte, located at 1600 Huntington Drive, Duarte, California 91010, hereinafter referred to as "CITY", and the County of Los Angeles, hereinafter referred to as "COUNTY", both of whom are collectively referred to as the "PARTIES".

WHEREAS, CITY, in a joint venture with the Duarte Unified School District, desires to provide probation prevention/intervention services to assist in reducing incidents of truancy and other serious behavioral problems; and

WHEREAS, COUNTY Probation Department has statutory authority pursuant to Section 1203.14 of the Penal Code and Section 652 of the Welfare and Institutions Code to provide certain expertise and resources in this area; and

WHEREAS, the Chief Probation Officer has been delegated authority by the Los Angeles County Board of Supervisors to negotiate and sign agreements to provide these services; and

WHEREAS, COUNTY desires to participate in a joint effort with the CITY;

NOW, THEREFORE, in consideration of the mutual benefits and subject to the conditions contained herein, the PARTIES mutually agree as follows:

1. PURPOSE OF THE AGREEMENT

The purpose of this Agreement is to maintain within the CITY, the services of one (1) Deputy Probation Officer (DPO) and support staff assigned to schools mutually agreed upon by both parties. This DPO will provide specialized probation services for the Duarte Unified School District (Duarte USD). Probation services shall be provided by COUNTY through this Agreement and shall be consistent with the laws of the State of California and the guidelines by which Duarte USD administers its schools.

2. STATEMENT OF WORK

- A. COUNTY shall provide, on behalf of CITY, the services of one (1) DPO and related support staff with caseload supervision of juvenile probationers who are students within five (5) elementary schools and one (1) middle school (K-8) of the Duarte USD, such caseloads to conform to the standards established for the Probation Department's (Probation) Prevention and Intervention Program (PIP). These students will be

mutually agreed upon by the Chief Probation Officer or his/her designee and the Duarte USD. Further, the Duarte USD and CITY will give input towards the evaluation conducted by the DPO.

- B. CITY shall provide office space and telephone services within its boundaries for use by the assigned DPO.
- C. In addition to the duties associated with caseload supervision, the assigned DPO will:
 - Conduct crisis counseling in individual and group settings with referred students;
 - Serve as the representative of Probation on the Duarte Unified School Attendance Review Board (S.A.R.B.);
 - Provide on-site assistance in Duarte schools when student behavior problems arise.
 - Educate and instruct the Principal, Vice-Principal, and Outreach Consultants, on identifying referring and supervising any at-risk youth or any youth under the supervision of probation.
 - Assess and develop a probation case plan to include but not limited to gang intervention, narcotic education, truancy, and bullying.

3. EMPLOYMENT STATUS

The assigned DPO is an employee of COUNTY and is entitled to wages and employee benefits appropriate to what is provided other COUNTY employees who are DPOs. It is additionally understood that no term or condition of this Agreement can conflict with State statute defining the status of the DPO as a Peace Officer.

4. PAYMENT

CITY shall reimburse COUNTY for 50% of the salary and employee benefits for one (1) Deputy Probation Officer II (DPO II) and support staff assigned by COUNTY to perform services according to Paragraph 2, STATEMENT OF WORK above. The billable amount is \$105,000 plus any adjustments to salary, employee benefits and/or overhead rates approved by the Board of Supervisors during the fiscal year.

COUNTY shall provide DPO services commensurate with the 50% cost of services and staff being paid by CITY. CITY agrees that the DPO services

provided may include 50% of all customary employee functions such as attending mandatory training, scheduled and unscheduled time-off (e.g. sick, vacation, etc.), and/or attending to other Probation-related activities that may on occasion require the DPO to be away from the service site. CITY agrees that it is responsible for the entire billable amount of this Agreement.

CITY shall reimburse COUNTY for 100% of the salary for a DPO II, paid at one and one-half time, for all time worked beyond forty (40) hours per week. It is at the discretion of the COUNTY whether the DPO II works in excess of forty (40) hours per week. The current overtime rate is approximately \$70.25 per hour plus any adjustments to salary, employee benefits and/or overhead rates approved by the Board of Supervisors during the fiscal year.

Within thirty (30) days following the receipt of an invoice from the Probation's Business Management Office, CITY shall reimburse COUNTY for the billed amount. These invoices shall be provided to CITY within twenty (20) days following: September 30, 2023, December 30, 2023, March 31, 2024, and June 30, 2024.

5. INDEPENDENT CONTRACTOR

This Agreement is by and between COUNTY and CITY and is not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association as between COUNTY and CITY. The COUNTY'S relationship to the CITY in the performance of this Agreement is that of an independent contractor. The COUNTY'S personnel performing services under this Agreement shall at all times be under the COUNTY'S exclusive direction and control and shall be employees of the COUNTY and not employees of the CITY. COUNTY shall pay all wages, salaries, worker's compensation, and other amounts due to its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them.

6. INDEMNIFICATION

CITY shall indemnify, defend, and hold harmless COUNTY, and its Special Districts, elected and appointed officers, employees and agents from and against any and all liability, including but not limited to demands, claims, actions fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with CITY'S acts and/or omissions arising from and/or relating to this Agreement.

COUNTY shall indemnify, defend, and hold harmless CITY, and its elected and appointed officers, employees and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses

(including attorney and expert witness fees), arising from or connected with COUNTY'S acts and/or omissions arising from and/or relating to this Agreement.

7. LIMITATION OF COUNTY'S OBLIGATION DUE TO NON-APPROPRIATION

COUNTY'S obligation for its percentage of salary and employee benefits costs is payable only and solely from funds appropriated for the purpose of this Agreement subject to COUNTY'S legislative appropriation for this purpose. In the event the Board of Supervisors does not allocate sufficient funds then the affected services shall be terminated. COUNTY shall notify CITY in writing of such non-allocation at the earliest possible date.

8. BUDGET REDUCTIONS

In the event that COUNTY'S Board of Supervisors adopts in any Fiscal Year a COUNTY Budget which provides for reductions in the salaries and benefits paid to the majority of COUNTY employees and imposes similar reductions with respect to COUNTY contracts, COUNTY reserves the right to reduce its services obligation correspondingly for that Fiscal Year and any subsequent Fiscal Year services. COUNTY'S notice to CITY regarding said reduction in obligation shall be provided within thirty (30) days of the Board of Supervisors approval of such actions.

9. TERMINATION AND TERMINATION COSTS

In the event that CITY or COUNTY withdraws its participation in the project described in this Agreement, such withdrawal shall be preceded by thirty (30) days' written notice to the other party. Notwithstanding, CITY or COUNTY may terminate this Agreement upon the termination, suspension, discontinuation or substantial reduction in CITY or COUNTY funding for the Agreement activity. In such event, COUNTY shall be compensated for all services rendered and all necessary incurred costs performed in accordance with the terms of this Agreement which have not been previously reimbursed up to the date of said termination. Payment shall be made only upon the filing with CITY, by COUNTY, vouchers evidencing the time expended and said costs incurred. Said vouchers must be filed with CITY within thirty (30) days of said termination.

10. TERMINATION FOR IMPROPER CONSIDERATION

COUNTY may, by written notice to CITY, immediately terminate the right of the CITY to proceed under this Agreement if it is found that consideration, in any form, was offered or given by the COUNTY, either directly or through an intermediary, with the intent of securing the Agreement or securing favorable treatment with respect to the amendment or extension of the Agreement or making of any determinations with respect to the COUNTY'S performance

pursuant to the Agreement. In the event of such termination, COUNTY shall be entitled to pursue the same remedies against the CITY as it could pursue in the event of default by the CITY.

CITY shall immediately report any attempt by a COUNTY officer or employee to solicit such improper consideration. The report shall be made either to the COUNTY manager charged with the supervision of the employee or to the COUNTY Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.

Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

11. TERM

The Agreement shall commence upon the date of execution by COUNTY or July 1, 2023, whichever is later for a one (1) year period.

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IN WITNESS WHEREOF, the County of Los Angeles and CITY have caused this Contract to be executed on their behalf by their authorized representatives, the day, month and year first above written. The person signing on behalf of CITY warrants that he or she is authorized to bind the CITY and attest under penalty of perjury to the truth and authenticity of representations made and documents submitted and incorporated as part of this Contract.

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

By _____
ADOLFO GONZALES
CHIEF PROBATION OFFICER

CITY OF DUARTE

By _____

Name (Typed or Printed)

Title

APPROVED AS TO FORM:

DAWYN HARRISON,
INTERIM COUNTY COUNSEL

By Jason C Carnevale
Jason C. Carnevale
DEPUTY COUNTY COUNSEL

Digitally signed by Jason C
Carnevale
Date: 2023.02.17 15:16:34 -08'00'



Agenda Item:	126
CM Review:	
Fiscal Review:	

AGENDA REPORT

MEETING DATE: May 23, 2023

TO: Mayor and Members of the City Council

FROM: Angela Chiaromonte, Financial Services Manager

SUBJECT: GANN APPROPRIATION LIMIT

RECOMMENDATION: Adopt by title only, Resolution No. 23-10, a Resolution of the City Council of the City of Duarte, California Establishing an Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.

FISCAL IMPACT: There is no fiscal impact.

EXECUTIVE SUMMARY

The City is required, by the State Constitution, to annually establish and adhere to a limit on the amount of its appropriations. The limit is prescribed by a State formula. For the fiscal year (FY) 2023-24, staff has calculated that the appropriations limit is \$44,787,876.

BACKGROUND

On November 6, 1979, California voters approved the Gann Spending Limitation Initiative (Proposition 4) establishing Article XIII B of the State Constitution. Article XIII B sets limits on the amount of tax revenues that the State and most local governments can appropriate within a given fiscal year. Its basic provisions are as follows:

- Each year, State and local governments must adopt resolutions establishing appropriation limits. FY 1978-79 appropriations served as the base for this limit, with adjustments being made annually to reflect increases in population, the cost of living, and service responsibility transfers.
- Only tax proceeds are subject to the limit. Charges for services, regulatory fees, grants, loans, donations, and other non-tax proceeds are not subject to the limit. Exemptions are also made for voter-approved debt, debt that existed prior to January 1, 1979, and for the cost of compliance with court and federal government mandates.
- All tax revenues received in excess of the appropriations limit must be refunded to taxpayers within a two-year period.
- Voters may approve an increase in the appropriations limit. For the increase to remain in effect, however, it must be re-approved by voters at four-year intervals.

On June 5, 1990, California voters approved the Traffic Congestion Relief and Spending Limitation Act (Proposition 111), which made various amendments to Article XIII B of the State Constitution. The major changes, which became effective July 1, 1990, are as follows:

- The change in the cost of living is now defined to be either the change in California per capita personal income or the change in assessed valuation due to the addition of non-residential new construction. Previously, the change in the cost of living was defined as the lesser of the change in the U.S. Consumer Price Index or the change in California per capita personal income.
- The change in population is now defined to be either the change in the City's population or the change in the population of Los Angeles County as a whole. Previously, the change in population was defined to be the change in the City's population.
- "Qualified capital outlay projects" have been added to the items exempted from the appropriations limit. Qualified capital outlay projects must have a useful life of ten or more years, and a cost, which equals or exceeds \$100,000.
- Tax revenues received in excess of the appropriations limit must be refunded to taxpayers only if the limit is exceeded over a two-year period.
- The annual calculation of the appropriations limit must be reviewed as part of the City's annual financial audit.

DISCUSSION/ANALYSIS

The information used to calculate the City's FY 2023-24 appropriations limit is presented in Attachment 1. The City's appropriations limit for FY 2022-23 was \$40,228,737. The change allowed by Proposition 111, due to population change and the increase in the cost of living, is 1.1133304%. This results in a FY 2023-24 appropriations limit of \$44,787,876.

As indicated above, Proposition 111 provides several options for calculating changes in the appropriations limit. With respect to the change in population, the City's calculation used the greater of the percentage increase in either the City or the County population. Therefore, the increase in City population was used since it was more than the decrease in the County population (6.60% vs. -0.75%). With respect to the cost of living, the change in California per capita personal income was used.

According to the State of California, Department of Finance, Price and Population Information, issued May 2023, the drastic increase in population for the City is due to 662 new housing units built in 2022. Of these units, 636 were multi-family units and 26 were accessory dwelling units, with 11 demolitions for a total net change in housing units of 651 units added to the City. This translates into over 1,400 in population change to the City.

RECOMMENDATION

It is recommended that the City Council adopt Resolution 23-10 establishing the City of Duarte's Appropriations for the fiscal year 2023-24.

FISCAL IMPACT

There is no fiscal impact.

ATTACHMENTS

Resolution No. 23-10

Attachment 1- Computation of Appropriations Limit

RESOLUTION NO. 23-10

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE,
CALIFORNIA ESTABLISHING AN APPROPRIATIONS LIMIT
PURSUANT TO THE PROVISIONS OF ARTICLE XIII B OF THE
CALIFORNIA CONSTITUTION**

WHEREAS, the voters approved the Gann Spending Limitation Initiative (Proposition 4) on November 6, 1979, adding Article XIII B to the Constitution of the State of California to establish and define annual appropriations limits on state and local government entities; and

WHEREAS, SB 1352 provides for the implementation of Article XIII B by defining various terms used in the article and prescribing procedures to be used in implementing specific provisions of the article, including the establishment by resolution each year by the governing body of each local jurisdiction of its appropriations limit; and

WHEREAS, the voters approved the Traffic Congestion Relief and Spending Limitation Act (Proposition 111) on June 5, 1990, amending Article XIII B of the Constitution of the State of California; and

WHEREAS, SB 88 provides for the implementation of Proposition 111 by defining various terms used in the article and prescribing procedures to be used in implementing the amendments to the article; and

WHEREAS, the required computations to determine the appropriations limit for FY 2023-24 have been performed by the Administrative Services Department and are on file with the Office of the City Clerk, and are available for public review; and

WHEREAS, these computations are provided in Attachment 1, which is herein incorporated by reference and attached hereto.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE,
CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:**

SECTION 1: The Appropriations Limit for the City of Duarte for fiscal year 2023-24 is \$44,787,876.

SECTION 2: The adjustment factors for the City's Appropriations Limit are: a) the change in City population; and b) the change in California per capita personal income.

SECTION 3. The City Clerk shall certify to the passage and adoption of this resolution and shall cause this resolution and her certification to be entered in the Book of Resolutions of the Council of this City.

PASSED, APPROVED AND ADOPTED this 23rd day of May 2023.

Jody Schulz
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, California, do hereby certify that Resolution No. 23-10 was passed and adopted by the City Council of the City of Duarte California, at a regular meeting of said City Council held on the 23rd day of May 2023, and thereafter signed and approved by the Mayor and attested by the City Clerk, and that said resolution was adopted by the following vote:

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

Annette Juarez
City Clerk

ATTACHMENT 1

**CITY OF DUARTE
COMPUTATION OF APPROPRIATIONS LIMIT**

FY 2022-23 Appropriations Limit	\$40,228,737
Change in per capita personal income	104.44%
(Change in County population = -0.75) Change in City population= 6.60	1.066 %
Cumulative compound change (1.0444 x 1.066)	1.1133304
FY 2023-24 Appropriations Limit	\$44,787,876

Source: State of California, Department of Finance, Price and Population Information, May 2023



AGENDA REPORT

MEETING DATE: May 23, 2023
TO: Mayor and Members of the City Council
FROM: Craig Hensley, Community Development Director
SUBJECT: Set Hearing for Citywide Landscape and Lighting Assessment District and Neighborhood Districts
RECOMMENDATION: Adopt Resolution 23-11 to Set Public Hearing for June 27, 2023
FISCAL IMPACT: The collection of the Citywide Assessment provides \$698,245 to be used to fund maintenance of park and city street lighting. The neighborhood special district assessment provides \$309,046 for maintenance in the city's various neighborhood zones

BACKGROUND

Each year, City Council holds a Public Hearing to establish property assessments for the Citywide Landscape and Lighting Assessment District and for the City's Neighborhood Districts. The hearing will be held on June 27, 2023. Attached Resolution 23-11 declares the City's intention to hold that public hearing. This is part of the annual process required to continue property assessments for the Citywide Landscape and Lighting Assessment District and Neighborhood Districts.

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

In some neighborhood zones, the assessment is allowed to increase annually by the annual increase in the Consumer Price Index (CPI) for the Los Angeles-Long Beach Anaheim, CA area. This year the increase in the CPI for the year ending December 31, 2022 was 4.9%. In the zones where the assessment may be increased, the assessments will increase to the maximum allowable rate of 3.0%. The Engineer's report addresses this issue in detail. The assessment is subject to the notice, protest, and hearing requirements of Section 53753 of the Government Code.

RECOMMENDATION

Adopt Resolution 23-11 to Set Public Hearing for June 27, 2023.

FISCAL IMPACT

The collection of the Citywide Assessment provides \$698,245 to be used to fund maintenance of park and city street lighting. The neighborhood special district assessment provides \$309,046 for

maintenance in the city's various neighborhood zones.

ATTACHMENTS

Attachment A: Resolution 23-11

Attachment B: Engineer's Report

RESOLUTION NO. 23-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2023-2024 WITHIN THE CITYWIDE LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT, PURSUANT TO THE LANDSCAPE AND LIGHTING ACT OF 1972; AND FIXING A TIME AND PLACE FOR THE PUBLIC HEARING TO HEAR OBJECTIONS THERETO

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

DESCRIPTION OF WORK

SECTION 1. That the public interest and convenience requires and it is the intention of the City Council of the City of Duarte, California, to levy and collect assessments within the Citywide Landscape and Lighting Maintenance District for Fiscal Year 2023-2024 within which the following work is to be done:

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

LOCATION OF WORK

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

DESCRIPTION OF ASSESSMENT DISTRICT

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

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

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

REPORT OF THE ENGINEER

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

ASSESSMENTS

SECTION 5.

- (a) Pursuant to Section 5 of Article XIID of the California Constitution an assessment existing on November 5, 1996 imposed exclusively to finance capital costs of maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control is exempt from the procedures and approved process set forth in Section 5 of Article XIID of the California Constitution.
- (b) The proposed assessments relating to Zones 1 through 15 were existing on the effective date of Article XIID of the California Constitution and were previously imposed and are proposed for fiscal year 2021-2022 to be imposed exclusively to finance the capital costs of maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control.
- (c) The proposed assessments relating to Zones 16 through 18 were voted upon and approved by a majority of property owners in accordance with the requirements of Article XIID of the California Constitution.
- (d) The assessments are proposed to increase by 3.0% in Zones 4, 7, and 8 as previously approved by the property owners, and also by 3.0% in Zones 14, 15, 16, 17, and 18 as allowed for in the formation of the zones. This assessment is subject to the notice, protest, and hearing requirements of Section 53753 of the Government Code.

TIME AND PLACE OF PUBLIC HEARING

SECTION 6. Notice is hereby given that on the **27th day of June 2023**, at the hour of 7:00 p.m., in the Council Chambers of City Hall, 1600 Huntington Drive, Duarte, California, any and all persons having any objections to the work or intent of the assessment district may appear and show cause why said work should not be done or carried out, or why said assessments should not be levied in accordance with this Resolution of Intention. The City Council will consider all oral and written protests.

LANDSCAPING AND LIGHTING ACT OF 1972

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

NOTICE

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

PASSED, APPROVED and ADOPTED this 23rd day of May, 2023.

Jody Schulz, Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 23-11 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 23rd day of May, 2023, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSTAIN: Councilmembers:
ABSENT: Council Members:

Annette Juarez
City Clerk

ENGINEER'S REPORT
SIDEWALKS, STREETS, SENIOR CENTER PAYMENT,
PARK AND SPECIAL ZONES
OF THE CITY OF DUARTE
LANDSCAPE AND LIGHTING MAINTENANCE DISTRICT
2023-2024 ASSESSMENT LEVY

SECTION 1. AUTHORITY FOR REPORT

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

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

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

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

SECTION 2. PLANS AND SPECIFICATIONS FOR THE IMPROVEMENTS

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

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

SECTION 3. ESTIMATE OF COST OF IMPROVEMENT

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

SECTION 4. CITYWIDE STREET AND SIDEWALK LANDSCAPING

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

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

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

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

SECTION 5. CITYWIDE LANDSCAPING AND PARK COSTS

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

Assessment vote:

Parks

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

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

SECTION 6. SENIOR CENTER

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

SECTION 7. LIGHTING MAINTENANCE

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

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

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

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

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

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

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

SECTION 8. GRAFFITI REMOVAL

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

SECTION 9. TRAFFIC SIGNALS

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

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

SECTION 10. DIAGRAM FOR THE ASSESSMENT DISTRICT

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

SECTION 11. ASSESSMENT ZONES

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

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

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

Street Lighting

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

Citywide Park Maintenance

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

Citywide Street Maintenance Cost

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

Zone 2 Mesa Area Gaslights

This area is served by gaslights. There are no "electric" street lights on the Mesa. Only the intersection lighting component of the street lighting cost is included in this zone. The cost of gas lighting is assessed equally to all lots. The cost to maintain the Rim Road slope constructed in 2008, which was a general fund expense is no longer included in this report. A capital improvement project resulting in the replacement of all the gas lighting fixtures was completed in FY 20-21 which utilized available reserves.

Zone 3 Emblem House Tract 33532

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

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

Lots 3-17 are assessed a 30% surcharge.

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

Zone 4 Las Lomas Villas Tracts 33964, 34892 & 35709

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The Developer, for the benefit of all lots, installed the landscaping as a special benefit to all lots, within the tract and is assessed equally to all lots. The assessment is based on a voter-approved formula, which provides for an annual C.P.I. increase not to exceed 3%. The C.P.I. for the year ending December 31, 2022 was 4.9%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$13.51 per parcel to \$463.72 per parcel. The levy is proposed to increase to \$436.50 to balance the budget. The levy is still below the maximum assessment of \$463.72.

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

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The entrance landscaping on Encanto Parkway was installed by the Developer, as a special benefit to all lots, within the tract and is assessed equally to all lots. Since the extension landscaping along Encanto Parkway is also being considered a Citywide benefit, a portion of the budget has been moved to the Citywide Street portion of the Assessment District. The resulting contribution to the zone amounts to \$7,532.00, an equal portion of the total zone assessment levied on the respective parcels.

An increase in assessment was proposed for Fiscal Year 2010-11. This increase was subject to the requirements of Proposition 218 "the Right to Vote on Taxes Act". The increase was not approved by the property owners. Consequently, the level of maintenance was reduced to balance the expenditures with the assessment. For this Fiscal Year, reserves will be held to fund future improvements focusing on enhancing water efficacy.

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

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

Zone 7 Amberwood Tract 35711

This zone was created at the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed equally to all lots. The assessment formula is based upon a voter approved formula which provides for an assessment increase (CPI) not to exceed 3% a year. The C.P.I. for the year ending December 31, 2022 was 4.9%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$15.11 per parcel to a maximum of \$518.77 per parcel. For Fiscal Year 2023-24, the levy is proposed be at the maximum assessment of \$518.77.

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, 2022 was 4.9%. A maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$12.05 per parcel to a maximum of \$413.71 per parcel. For Fiscal Year 2023-24, the levy is proposed be at the maximum assessment of \$413.71.

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

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

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

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

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

Lots assessed 10% additional benefit:

(2) Lots 18, 20 (Tract 35139)

(4) Lots 25-28 (Tract 39932)

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

Zone 11 Tract 42150 (TKI Townhomes)

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

Zone 12 Tract 33704 (Benchmark Homes)

This zone has been eliminated.

Zone 13 Mike's Center

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

Zone 14 Tract 51911 (Las Brisas Development)

This zone was created upon the request of the Developer in lieu of a homeowner's association maintaining the landscaping. The landscaping was installed by the Developer, for the special benefit to all lots, and is assessed on a per lot basis. This zone was formed in 1995. At the time of the formation of this zone, the assessment was based upon a formula, which recognized the increase of inflation. The C.P.I. for the year ending December 31, 2022 was 4.9%. A 3% C.P.I. would allow for an assessment increase of \$17.40 per parcel to \$597.24 per parcel. For Fiscal Year 2023-24, the maximum levy of \$579.84 is required to balance the expenses.

Zone 15 Tracts 52121 and 52255 (Las Posadas Development)

This zone was created in 1997 upon the request of the developer in lieu of a homeowners association maintaining the landscaping. The landscaping was installed by the developer, for the special benefit to all lots, and is assessed on a per lot basis. At the time of formation of the zone, the assessment was based upon a formula which allows for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2022 was 4.9%. The maximum allowable C.P.I. increase of 3% would allow for an assessment increase of \$16.20 per parcel to \$556.21 per parcel. The maximum assessment of \$556.21 is proposed for Fiscal Year 2023-24 with \$3,985.00 being transferred to the reserve.

Zone 16 Tract 52337 (Buena Vista Villas)

This zone was created upon the request of the developer and a vote of the property owner in 1998. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. This zone was created in 1998. The assessment is based upon a formula which provides for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2022 was 4.9%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$17.26 per parcel from \$575.38 to \$592.64 per parcel. For Fiscal Year 2023-24, the maximum levy of \$592.64 per parcel is required, with the utilization of reserves to balance expenses.

Zone 17 Tract 52704 (Citrus Collection)

This zone was created upon the request of the developer and a vote of the property owner in 2000. The developer installed all the landscaping to specially benefit all lots equally, therefore the assessment is levied on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase of up to 3% per year. The C.P.I. for the year ending December 31, 2022 was 4.9%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$24.60 per parcel from \$819.95 to \$844.55 per parcel. For Fiscal Year 2023-24, a levy of \$668.18 per parcel is required to balance expenses which is less than the maximum allowed assessment of \$844.55 per parcel.

Zone 18 Tract 52867(Ridgecrest Estates)

This zone was created upon the request of the developer and a vote of the property owners in 2011. The developer installed all the landscaping to specially benefit all lots equally and the drainage improvements to benefit the development specifically and the City generally equally. The development share of the drainage improvements benefits all the lots equally. The assessment is levied thus on a per lot basis. The assessment formula is based upon a formula which provides for an assessment increase based on the CPI with a maximum of 3% per year. The special assessment was approved on December 13, 2011 per Resolution 11-49. The CPI for the year ending December 31, 2022 was 4.9%. The maximum allowable C.P.I. increase of 3% raises the maximum assessment by \$51.04 per parcel from \$1,701.44 to \$1,752.48. For Fiscal Year 2023-24, a maximum levy of \$1,752.48. per parcel is required to balance expenses with the application of reserves. A general benefit contribution from the City in the amount of \$2,000.00 is applied to cover half of the annual maintenance cost for the debris basin and storm drain system in this Zone. A brush clearance and replanting project will occur again in Fiscal Year 2023/24.

2023-24 CITYWIDE DISTRICT AND SPECIAL BENEFIT ZONE CALCULATIONS
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Citywide Parks, Lighting and Street

Parks, Lighting, & Street	\$1,304,000.00
General Fund Contribution (Deficit)	<u>\$ (605,755.00)</u>
<u>Total Citywide Assessment for 2023-2024</u>	\$ 698,245.00

Parks

Park Maintenance*	\$ 688,682.00
General Fund Contribution (Deficit)	<u>\$ (353,672.00)</u>
Total Parks Assessment	\$ 335,010.00

Street Lighting

Lighting Maintenance	\$ 372,900.00
General Fund Contribution (Deficit)	<u>\$ (192,806.00)</u>
Total Citywide Lighting Assessments	\$ 180,094.00

Citywide Street

Street Maintenance Cost	\$ 242,418.00
General Fund Contribution (Deficit)	<u>\$ (59,277.00)</u>
Total Citywide Street Assessments	\$ 183,141.00

Special Benefit Zone Maintenance Cost

Maintenance Expenses & Transfers to Reserve Funds	\$ 371,173.00
Transfers From Reserves ***	\$ (47,396.00)
Transfers from General Fund	\$ (0.00)
General Fund Obligated Expenses **	<u>\$ (14,732.00)</u>
<u>Total Special District Assessments for 2023-2024</u>	\$ 309,046.00

<u>Grand Total Citywide and Special Benefit Zones Assessments for 2023-24</u>	\$ 1,007,291.00
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- * This does not include the sports park maintenance costs which cannot be included in the District.
- ** Includes \$5,200.00 (Emblem Homes Zone 3), \$7,532.00 (Encanto Parkway Zone 5), and \$2,000.00 (Ridgecrest Estates Zone 18).
- *** Includes \$9,000 (Zone 2 Mesa Area), \$4,336.00 (Zone 5 Encanto Parkway), \$2,054 (Zone 6 Rancho Verde), \$2,043 (Zone 7 Amberwood), \$1,865 (Zone 8 Windsor), \$10,338 (Zone 9 Kendrick), \$11,824 (Zone 10 Hearthstone Del Norte), \$472 (Zone 13 Mike's Center), \$815 (Zone 15 Las Posadas), \$2,336 (Zone 16 Buena Vista), \$2,313 (Zone 18 Ridgecrest). In instances where a zone balance is in a deficit, reserves applied to the annual budget will be an obligation of the respective zone unless otherwise approved by the City.

**2023-24 CITYWIDE STREET LIGHTING
AND SPECIAL BENEFIT ZONE CALCULATIONS**

ZONE	DISTRICT	2021-22	2022-23	2023-24
1	Lighting	\$30.44	\$30.44	\$30.44
	Street Maintenance	\$15.74	\$15.74	\$15.74
	Parks	\$59.42	\$59.42	\$59.42
	(Average Single Family)			
	Sub-Total	\$105.60	\$105.60	\$105.60
2	Mesa Area	\$218.38	\$218.38	\$218.38
3	Emblem Homes			
	Base Cost	\$105.60	\$105.60	\$105.60
	Surcharge Lots	\$105.60	\$105.60	\$105.60
4	Las Lomas Villas	\$534.97	\$538.94	\$542.10
5	Encanto Parkway	\$167.34	\$167.34	\$167.34
6	Rancho Verde	\$324.10	\$324.10	\$324.10
7	Amberwood	\$573.61	\$609.26	\$624.37
8	Windsor	\$495.56	\$507.25	\$519.31
9	Kendrick, Hearthstone	\$139.05	\$139.05	\$139.05
10	Hearthstone			
	Base Cost	\$251.59	\$251.59	\$251.59
	Surcharge Lots	\$267.81	\$267.81	\$267.81
11	T.K.I. Townhomes	\$105.60	\$105.60	\$105.60
12	Benchmark Homes	\$105.60	\$105.60	\$105.60

2023-24 CITYWIDE STREET AND SPECIAL DISTRICT ASSESSMENT COMPARISON

ZONE	DISTRICT	2021-22	2022-23	2023-24
13	Mike's Center			
	8530-018-027	\$2,249.29	\$2,249.29	\$2,249.29
	8530-018-028	\$1,107.02	\$1,107.02	\$1,107.02
	8530-018-029	\$1,151.32	\$1,151.32	\$1,151.32
	8530-018-030	\$ 525.08	\$ 525.08	\$525.08
	8530-018-031	\$ 525.08	\$ 525.08	\$525.08
	8530-018-032	\$ 525.08	\$ 525.08	\$525.08
	8530-018-033	\$2,318.65	\$2,318.65	\$2,318.65
	8530-018-034	\$2,907.77	\$2,907.77	\$2,907.77
	8530-018-054	\$1,810.27	\$1,810.27	\$1,810.27
	8530-018-055	<u>\$8,813.93</u>	<u>\$8,813.93</u>	<u>\$8,813.93</u>
		\$21,933.49	\$21,933.49	\$21,933.49
14	Las Brisas	\$668.55	\$685.44	\$685.44
15	Las Posadas	\$629.88	\$645.60	\$661.81
16	Buena Vista Villas	\$664.22	\$680.98	\$698.24
17	Citrus Collection	\$701.05	\$701.05	\$773.78
18	Ridgecrest Estates	\$1,005.60	\$1,065.60	\$1,858.08

*Citywide only within this Special Benefit Zone.

**ZONE 2 – MESA AREA
(FUND 2430)**

ESTIMATED EXPENSES 2023-24

Gas	\$15,000.00	
Repairs	\$ 3,000.00	
Capital Improvements (Replacement)	\$ 0.00	
Personnel	\$ 3,800.00	
Transfer to Reserve	\$ 0.00	
Total Expenses		\$21,800.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$12,800.00	
Transfer From Reserve	\$ 9,000.00	
Transfer From General Fund	\$ 0.00	
Total Revenue		\$21,800.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$20,045.00
2020	\$22,356.00
2021	(\$3,208.00)
2022	(\$6,857.00)
2023	(\$13,799.00) Estimated

*Estimated Year End Balance

Zone 2 Information

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

**ZONE 3 – EMBLEM HOMES
(FUND 2429)**

ESTIMATED EXPENSES 2023-24

Water	\$ 2,800.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,000.00	
Personnel	\$ 1,100.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$5,200.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 0.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund (Obligation)**	<u>\$ 5,200.00</u>	
Total Revenue		\$5,200.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$0
2020	\$0
2021	\$0
2022	\$0
2023	\$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 2023-24

Water	\$ 17,500.00	
Electric	\$ 500.00	
Repairs and Replacement	\$ 5,000.00	
Landscape Maintenance	\$ 17,000.00	
Personnel	\$ 10,000.00	
Tree Trimming within Landscape Area	\$ 5,000.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$55,000.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 55,000.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$55,000.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$8,858.00
2020	\$13,401.00
2021	\$15,767.00
2022	\$18,719.00
2023	\$20,547.00 (Estimated)

Zone 4 Information

Number of lots to be assessed	<u>126</u>
Landscape Per Lot	\$ 436.50
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	\$ 542.10

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

ESTIMATED EXPENSES 2023-24

Water	\$ 4,300.00	
Electric	\$ 1,100.00	
Repairs and Replacement	\$ 2,500.00	
Landscape Maintenance	\$ 5,600.00	
Tree Replanting Project	\$ 2,500.00	
Personnel	\$ 3,400.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$19,400.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 7,532.00	
Transfer From Reserve	\$ 4,336.00	
Transfer From General Fund (Citywide Benefit)**	<u>\$ 7,532.00</u>	
Total Revenue		\$19,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$2,863.00
2020	\$0.00
2021	\$7,884.00
2022	\$9,494.00
2023	\$7,156.00 (Estimated)

Zone 5 Information

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

**ZONE 6 – RANCHO VERDE
(FUND 2427)**

ESTIMATED EXPENSES 2023-24

Water	\$ 9,000.00	
Electric	\$ 600.00	
Repairs and Replacement	\$ 1,200.00	
Landscape Maintenance	\$10,700.00	
Personnel	\$ 5,900.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$27,400.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 25,346.00	
Transfer From Reserve	\$ 2,054.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$27,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	(\$6,899.00)
2020	(\$9,506.00)
2021	(\$15,052.00)
2022	(\$20,002.00)
2023	(\$21,096.00) Estimated

Zone 6 Information

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

**ZONE 7 – AMBERWOOD
(FUND 2423)**

ESTIMATED EXPENSES 2023-24

Water	\$ 9,300.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,500.00	
Landscape Maintenance	\$15,200.00	
Personnel	\$ 2,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$28,500.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 26,457.00	
Transfer From Reserve	\$ 2,043.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$28,500.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$12,515.00
2020	\$17,879.00
2021	\$20,809.00
2022	\$22,877.00
2023	\$22,513.00 (Estimated)

Zone 7 Information

Number of lots to be assessed	<u>51</u>
Landscape Per Lot	\$ 518.77
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	\$ 624.37

**ZONE 8 – WINDSOR
(FUND 2424)**

ESTIMATED EXPENSES 2023-24

Water	\$ 4,000.00	
Electric	\$ 300.00	
Repairs and Replacement	\$ 1,600.00	
Landscape Maintenance	\$ 9,300.00	
Personnel	\$ 2,800.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$18,000.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$16,135.00	
Transfer from Reserve	\$ 1,865.00	
Transfer from General Fund	<u>\$ 0.00</u>	
Total Revenue		\$18,000.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$1,758.00
2020	\$3,432.00
2021	\$4,805.00
2022	\$7,140.00
2023	\$6,459.00 (Estimated)

Zone 8 Information

Number of lots to be assessed	<u>39</u>
Special Landscape per Lot	\$ 413.71
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	\$ 519.31

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

ESTIMATED EXPENSES 2023-24

Water	\$10,000.00	
Repairs and Replacement	\$ 500.00	
Landscape Maintenance	\$ 5,900.00	
Personnel	\$ 2,200.00	
Transfer to Reserve	\$ 0.00	
Total Expenses		\$18,600.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 8,262.00	
Transfer From Reserve	\$10,338.00	
Transfer From General Fund	\$ 0.00	
Total Revenue		\$18,600.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	(\$2,644.00)
2020	(\$1,884.00)
2021	(\$3,599.00)
2022	\$2,522.00
2023	(\$4,347.00) (Estimated)

Zone 9 Information

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

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

ESTIMATED EXPENSES 2023-24

Other Services	\$ 5,300.00	
Water	\$ 5,000.00	
Electric	\$ 3,600.00	
Repairs and Replacements	\$ 500.00	
Landscape Maintenance	\$ 6,800.00	
Brush Clearance & Related Maintenance	\$15,000.00	
Personnel	\$ 3,200.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$39,400.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 27,576.00	
Transfer From Reserve	\$ 11,824.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$39,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$12,778.00
2020	\$15,230.00
2021	\$8,843.00
2022	\$2,969.00
2023	(\$12,845.00) (Estimated)

Zone 10 Information

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

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

TOTAL COST PER LOT

Base Cost	\$ 251.59
Surcharge Lots	\$ 267.81

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

ESTIMATED EXPENSES 2023-24 **\$0**

ESTIMATED REVENUE 2023-24 **(\$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 2023-24

Parking Lot Sweeping	\$ 9,500.00	
Water	\$ 700.00	
Electric	\$ 4,500.00	
Repairs and Replacements	\$ 700.00	
Landscape Maintenance	\$ 3,100.00	
Personnel	\$ 2,600.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$21,100.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$20,628.00	
Transfer From Reserve	\$ 472.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$21,100.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$4,531.00
2020	\$8,080.00
2021	\$11,535.00
2022	\$14,824.00
2023	\$16,571.00 (Estimated)

Zone 13 Information

Number of lots to be assessed 10

LANDSCAPE COST PER LOT

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

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

Parcel Number	Square Feet	2023/24 Landscape Assessment	Frontage Feet	2023/24 Citywide Street Maintenance	2023/24 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 2023-24

Water	\$ 5,000.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 2,700.00	
Landscape Maintenance	\$10,700.00	
Personnel	\$ 3,500.00	
Transfer to Reserve	<u>\$ 1,573.00</u>	
Total Expenses		\$23,773.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 23,773.00	
Transfer From Reserve	\$ 0.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$23,773.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$8,472.00
2020	\$3,187.00
2021	\$4,173.00
2022	\$5,859.00.
2023	\$6,427.00 (Estimated)

Zone 14 Information

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

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

ESTIMATED EXPENSES 2023-24

Water	\$ 5,000.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 500.00	
Landscape Maintenance	\$ 14,100.00	
Personnel	\$ 6,500.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$26,400.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 25,585.00	
Transfer From Reserve	\$ 815.00	
Transfer From General Fund	<u>\$ 0.00</u>	
Total Revenue		\$26,400.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	(\$231.00)
2020	(\$539.00)
2021	(\$3,495.00)
2022	(\$2,281.00)
2023	(\$1,341.00) (Estimated)

Zone 15 Information

Number of lots to be assessed	<u>46</u>
LANDSCAPE COST PER LOT	\$ 556.21
Street Lighting Cost Per Lot	\$ 30.44
City-wide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 661.81

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

ESTIMATED EXPENSES 2023-2024

Water	\$ 7,200.00	
Electric	\$ 300.00	
Repairs and Replacements	\$ 1,100.00	
Landscape Maintenance	\$ 9,000.00	
Personnel	\$ 3,700.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$21,300.00

Estimated Revenue 2023-24

Special Zone Assessment 2023-24	\$ 18,964.00	
Transfer From Reserve	\$ 2,336.00	
Transfer From General Fund	<u>\$ 0.00</u>	
General Revenue		\$21,300.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$11,407.00
2020	\$12,956.00
2021	\$7,407.00
2022	\$7,492.00
2023	\$7,669.00 (Estimated)

Zone 16 Information

Number of lots to be assessed	<u>32</u>
LANDSCAPE COST PER LOT	\$ 592.64
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 698.24

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

ESTIMATED EXPENSES 2023-24

Water	\$ 5,000.00
Electric	\$ 300.00
Repairs and Replacements	\$ 500.00
Landscape Maintenance	\$ 6,000.00
Personnel	\$ 2,900.00
Transfer to Reserve	<u>\$ 0.00</u>
Total Expenses	\$14,700.00

ESTIMATED REVENUE 2023-24

Special Zone Assessment 2023-24	\$ 14,700.00
Transfer From Reserve	\$ 0.00
Transfer From General Fund	<u>\$ 0.00</u>
Total Revenue	\$14,700.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND

Fiscal Year Ending	Balance
2019	\$5,359.00
2020	\$5,444.00
2021	\$6,100.00
2022	\$7,735.00
2023	\$7,315.00 (Estimated)

Zone 17 Information

Number of lots to be assessed	<u>22</u>
LANDSCAPE COST PER LOT	\$ 668.18
Street Lighting Cost Per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 773.78

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

ESTIMATED EXPENSES 2023-24

Fuel Modification	\$ 9,000.00	
Water	\$ 6,000.00	
Electric	\$ 400.00	
Repairs and Replacements	\$ 1,200.00	
Landscape Maintenance	\$ 8,500.00	
Debris Basins/Storm Drain System**	\$ 4,000.00	
Personnel	\$ 1,500.00	
Reserve/Contingency (15% max)	\$ 0.00	
Transfer to Reserve	<u>\$ 0.00</u>	
Total Expenses		\$30,600.00

ESTIMATED REVENUE 2023-23

Special Zone Assessment 2023-24	\$26,287.00	
Transfer From Reserve	\$ 2,313.00	
Transfer From General Fund**	<u>\$ 2,000.00</u>	
Total Revenue		\$30,600.00

5-YEAR CAPITAL LANDSCAPE RESERVE FUND***

Fiscal Year Ending	Balance
2019	\$47,381.00
2020	\$30,602.00
2021	\$18,361.00
2022	\$7,125.00
2023	\$18,168.00 (Estimated)

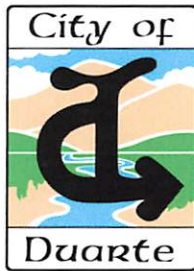
Zone 18 Information

Number of lots to be assessed	<u>15</u>
LANDSCAPE COST PER LOT	\$1,752.48
Street Lighting Cost per Lot	\$ 30.44
Citywide Street Maintenance	\$ 15.74
Park Assessment Per Lot	\$ 59.42
TOTAL COST PER LOT	\$ 1,858.08

*Previously approved by Resolution 11-49.

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

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



AGENDA REPORT

MEETING DATE: May 23, 2023
TO: Mayor and Members of the City Council
FROM: Brian Villalobos, Director of Public Safety
SUBJECT: A Resolution of the City Council of the City of Duarte Proclaiming the Termination of a Local Emergency
RECOMMENDATION: That the City Council adopt Resolution No. 23-12 proclaiming the termination of a local emergency
FISCAL IMPACT: None.

BACKGROUND

On February 26, 2020, the CDC confirmed the first possible case of community transmission of COVID-19 in the United States. On March 4, 2020, the Health Officer of Los Angeles County determined that there was an imminent and proximate threat to the public health from the introduction of COVID-19 in Los Angeles County, and declared a Local Health Emergency, and the Los Angeles County Board of Supervisors concurrently proclaimed the existence of a local emergency for the County of Los Angeles. Additionally on March 4, 2020, Governor Newsom of the State of California declared a State of Emergency in response to the COVID-19 virus. On March 11, 2020 the World Health Organization (WHO) publicly characterized COVID-19 as a pandemic.

On March 12, 2020, the City of Duarte activated its Emergency Operations Center (EOC) to support State and County actions to preserve public health. The City Manager, acting as the Director of Emergency Services, determined that there were conditions of extreme peril to the safety of persons and property within the City of Duarte. Under the authority of Duarte Municipal Code Section 2.32.060, the Director of Emergency Services proclaimed the existence of a local emergency within the City of Duarte on the 17th day of March 2020. That proclamation was ratified by City Council Resolution No. 20-07 on the 24th day of March 2020.

DISCUSSION/ANALYSIS

It should be noted that the County of Los Angeles (March 31, 2023), the State of California (February 28, 2023), and the Federal Government (May 11, 2023), all terminated their emergencies related to the COVID-19 virus. As such, it is deemed that the situation resulting from said conditions of extreme peril is now within the control of the normal protective services, personnel, equipment, and facilities of and within said City of Duarte. Resolution No. 20-07 can now be terminated as all safety and mitigation measures have been completed as they relate to the "Novel Coronavirus."

RECOMMENDATION

That the City Council adopt Resolution No. 23-12 proclaiming the termination of a local emergency.

FISCAL IMPACT

None.

ATTACHMENTS

Resolution No. 23-12

RESOLUTION NO. 23-12

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE,
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, PROCLAIMING
THE TERMINATION OF A LOCAL EMERGENCY**

WHEREAS, a local emergency existed in the City of Duarte in accordance with Resolution No. 20-06 thereof proclaimed by the Director of Emergency Services on the 17th day of March, 2020, and its ratification by the City Council on the 24th day of March, 2020, as a result of conditions of extreme peril to the safety of persons and property caused by the Novel Coronavirus.

WHEREAS, the situation resulting from said conditions of extreme peril is now deemed to be within the control of the normal protective services, personnel, equipment, and facilities of and within said City of Duarte;

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Council of the City of Duarte, County of Los Angeles, State of California, does hereby proclaim the termination of said local emergency.

PASSED, APPROVED, AND ADOPTED this 23rd day of May, 2023.

Jody Schulz
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

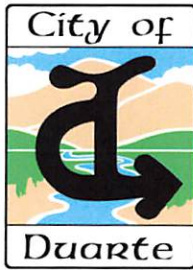
Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution 23-12 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 23rd day of May, 2023, by the following vote:

AYES: Councilmembers:
NOES: Council members:
ABSTAIN: Councilmembers:
ABSENT: Councilmembers:

Annette Juarez
City Clerk



AGENDA REPORT

MEETING DATE: May 23, 2023
TO: Mayor and Members of the City Council
FROM: Kristen Petersen, Director of Administrative Services
SUBJECT: Resolution Establishing the Salary Schedule and Compensation Plan for Unrepresented Regular Employees
RECOMMENDATION: It is recommended that the City Council adopt Resolution No. 23-13 and establishing a salary schedule and compensation plan for the unrepresented regular employee Assistant City Manager.
FISCAL IMPACT: The recommended salary schedule represents an annual increase of \$7,968.

BACKGROUND

Unrepresented Employees are bound by the policies established by the City's Personnel Rules and Regulations and a Compensation Resolution, which is typically adopted by the Council on an annual basis in June for the upcoming fiscal year.

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.

DISCUSSION/ANALYSIS

Traditionally this resolution would come to Council in June to consider an annual salary increase. This year the City Council would like to recognize the Assistant City Manager, who also serves as the Director of Administrative Services, with increased compensation for demonstrating skill, commitment, and expertise far beyond the duties, obligations, and requirements demanded of their dual roles.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 23-13 establishing a salary schedule and compensation plan for the unrepresented regular employee Assistant City Manager.

FISCAL IMPACT

The recommended salary schedule represents an annual increase of \$7,968.

ATTACHMENT

Resolution No. 23-13

RESOLUTION NO. 23-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ESTABLISHING A SALARY SCHEDULE AND COMPENSATION PLAN FOR UNREPRESENTED REGULAR EMPLOYEE ASSISTANT CITY MANAGER

WHEREAS, the Assistant City Manager also serves as the Director of Administrative Services (“Assistant City Manager”), and the current Assistant City Manager has demonstrated skill, commitment, and expertise far beyond the duties, obligations, and requirements demanded of them in their dual roles; and

WHEREAS, the City Council of the City of Duarte desires to recognize such dedication and professionalism via increased compensation; and

WHEREAS, the City of Duarte previously adopted Resolution No. 22-24 establishing a salary schedule and compensation plan for unrepresented full-time and three-quarter time regular employees, including the Assistant City Manager.

NOW THEREFORE, the City Council of the City of Duarte, County of Los Angeles, State of California, does hereby resolve 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 (¾) Time Regular Employees. A three-quarter (¾) 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	\$14,084	\$14,586	\$15,088	\$15,586	\$16,083	\$16,584	\$17,083
	Hr	\$81.25	\$84.15	\$87.04	\$89.92	\$92.79	\$95.68	\$98.56

SECTION 2. **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 their base rate of pay, beginning on the first pay period after certification.

SECTION 3. **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 \$400 per month.

SECTION 4. **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 5. 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 their 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 their 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 their accrued sick leave balance, less any amount used under the provisions to retirement service credit.
- D. When utilizing sick leave, the employee will notify their 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 their supervisor informed on a daily basis of their 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 6. 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 stepparents), parent-in-law, children (including stepchildren), spouse, sibling, grandparent, grandparent-in-law, or registered domestic partner or an arrangement where someone is standing "*in loco parentis*."

SECTION 7. 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 their 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 8. 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 9. 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 10. 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 their 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 their 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 11. 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 rates.

	Full Time Employees	$\frac{3}{4}$ Time Employees
Employee Only	\$738	\$554
Employee + One	\$1,477	\$1,108
Employee + Two or More	\$1,920	\$1,440

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

Effective January 1, 2024, the City will increase its contribution, up to an additional 5%, based on the Kaiser premium for each group set forth above, as adjusted in 2023.

- 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 12. 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 cost of the premium for employees plus any eligible dependents up to a 5% annual increase, with no cash-out option.

SECTION 13. 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 cost of the premium for employees plus any eligible dependents up to a 5% annual increase, with no cash-out option.

SECTION 14. 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 15. 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 16. 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 17. 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 18. 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 19. 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 20. PROFESSIONAL MEMBERSHIP FEES

Employees may maintain membership in appropriate professional organizations. The costs for membership 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 21. TUITION REIMBURSEMENT PROGRAM

Employees are eligible to be reimbursed for seventy-five percent (75%) of the cost of college accredited academic courses, taken for credit, outside regular working hours, that are directly related to job duties within the City, or are required for a degree in their occupational field in local government. An employee must request advance approval from their Department Head prior to enrollment in order to be eligible for reimbursement under this section. The Department Head, in their sole discretion, will determine whether the courses meet the standard articulated above. The reimbursement will not exceed three-thousand dollars (\$3,000.00) for full-time employees or two-thousand, three hundred dollars (\$2,300.00) for three-quarter-time employees, during any fiscal year. Reimbursement costs include those for registration, parking, and books. Proof of course completion and a grade of “C” or better are required.

SECTION 22. 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 $\frac{1}{52}$ 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 23. SEVERANCE PAY

When a regular full-time employee is laid off, 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 24. LONGEVITY PAY

The City will provide longevity pay to employees who have completed at least 5 continuous years of City service and have been compensated for at least one complete year at the top salary step for the range for the employee's position. Longevity pay will be provided on a monthly basis in the following amounts:

0-5 years	\$0
5 years	\$50/month
10 years	\$100/month
15 years	\$150/month
20 years	\$200/month
25 years	\$250/month

SECTION 25. RESOLUTION NO. 22-24 TERMS REMAIN IN EFFECT

The salary schedule, compensation plan, and provisions established in Resolution No. 22-24 for Division Manager – Human Resources Manager remain in full force and effect and are not changed unless expressly stated herein.

SECTION 26. 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 27. **EFFECTIVE DATE**

The effective date of this resolution shall be June 1, 2023. The Mayor shall sign this resolution and the City Clerk shall attest and certify the passage and adoption thereof.

PASSED, APPROVED, AND ADOPTED this 23rd day of May 2023.

Jody Schulz
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Annette Juarez
City Clerk

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

I, Annette Juarez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 23-13 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 23rd day of May 2023 by the following vote:

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

Annette Juarez
City Clerk



AGENDA REPORT

MEETING DATE: May 23, 2023

TO: Mayor and Members of the City Council

FROM: Craig Hensley, Community Development Director

BY: Stephanie Sandoval, Public Works Manager

SUBJECT: Notice of Completion: Construction of Duarte City Hall ADA Improvement Project CDBG Project No. 602171-20

RECOMMENDATION: It is recommended that the City Council 1) accept the project as complete in the amount of \$1,492,559.14; and 2) approve a General Fund budget amendment in the amount of \$37,882.52.

FISCAL IMPACT: The Duarte City Hall ADA Improvement Project was included in the FY 2022-23 budget in an amount of \$1,594,000, consisting of \$844,000 from the General Fund and \$750,000 from the Community Development Grant (CDBG) Fund. The General Fund portion of the project cost \$881,882.52, requiring a General Fund budget amendment of \$37,882.52. The overall final project cost is \$1,492,559.14.

BACKGROUND

On July 12, 2022, City Council awarded the contract for construction of the Duarte City Hall ADA Improvement Project CDBG Project to PUB Construction, Inc. On September 6, 2022, the contractor began the work, and the project has now been completed.

DISCUSSION/ANALYSIS

The project included CDBG funding eligible elements, identified as participating, including the installation of ADA-compliant ramps, hand railings, and directional signage. These elements remove architectural barriers that impede elderly and severely disabled residents' safe paths of travel to City Hall from Huntington Drive, the City Hall parking lot and within the City Hall Courtyard area. Elements of the project considered non-participating, and thus not eligible for CDBG funds, include landscaping, irrigation, lighting, outdoor furniture, and aesthetic details. The General Fund was utilized for the portions of the project not eligible for CDBG Funds.

The Duarte City Hall ADA Improvement Project was included in the FY 2022-23 Capital Improvement Program Budget for \$1,500,000, with \$750,000 from the Community Development Grant (CDBG) Fund and \$750,000 from the General Fund. The total estimated project cost at the time of award was \$1,594,000, which is the total contract amount plus a considered contingency of twenty percent (20%). This required a General Fund budget amendment of \$94,000 at the time of award. Total General Funds used for the project were \$881,882.52 and total CDBG Funds used were \$610,676.62. The final project cost is \$1,492,559.14.

Change orders for this project totaled in the amount of \$164,212.14. This is a 12.36% contract increase which is well under the considered amount of 20% at the time of award.

FISCAL IMPACT

The Duarte City Hall ADA Improvement Project was included in the FY 2022-23 budget in an amount of \$1,594,000, consisting of \$844,000 from the General Fund and \$750,000 from the Community Development Grant (CDBG) Fund. The General Fund portion of the project cost \$881,882.52, requiring a General Fund budget amendment of \$37,882.52. The overall final project cost is \$1,492,559.14.

RECOMMENDATION

It is recommended that the City Council 1) accept the project as complete in the amount of \$1,492,559.14; and 2) approve a General Fund budget amendment in the amount of \$37,882.52.

ATTACHMENTS

Attachment A. After Photos

Attachment B. Notice of Completion

ATTACHMENT “A”









ATTACHMENT “B”

RECORDING REQUESTED BY:

CITY OF DUARTE

WHEN RECORDED MAIL TO THIS ADDRESS:

**CITY CLERK
CITY OF DUARTE
1600 Huntington Dr.
Duarte, CA 91010**

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is OWNER or AGENT of the OWNER of the interest or estate stated below in the property hereinafter described.
2. The full name of the OWNER is: **CITY OF DUARTE**
3. The full address of the OWNER is: **1600 Huntington Dr. Duarte, CA 91010**
4. The nature of the interest or estate of the undersigned is: (i.e., In Fee.) **Fee Interest.**
5. A work of improvement on the property hereinafter described was COMPLETED on **Tuesday, May 23, 2023**
6. The work of improvement completed is described as follows: **Duarte City Hall ADA Improvement Project (CDBG Project No. 602171-20)**
7. The name of the original contractor, if any, for such work of improvement is: **PUB Construction, Inc.**
8. The street address of said property is: **1600 Huntington Dr., Duarte, CA**
9. The property on which said work of improvement was completed is in the City of Duarte, County of LOS ANGELES, State of CALIFORNIA, and is described as follows: **Removal of architectural barriers that impede accessibility for disabled pedestrians as well as reconfiguration of entrances and parking lot for accessibility. Landscaping and lighting improvements.**

CITY OF DUARTE

Signature of Owner or agent: **Daniel Jordan, City Manager**

VERIFICATION

I, the undersigned, declare under penalty of perjury under the laws of the State of California, that I am the **City Manager of the City of Duarte** of the aforesaid interest or estate in the property described in the above Notice, that I have read the said Notice, that I know and understand the contents thereof, and that the facts stated therein are true and correct.

_____ at Duarte, California

Daniel Jordan, City Manager



City of Duarte

1600 Huntington Drive, Duarte, CA 91010 | Tel (626) 357-7931 | Fax (626) 358-0018 | accessduarte.com

May 23, 2023

The Honorable Kathryn Barger
Supervisor, Los Angeles County Board of Supervisors
500 West Temple Street,
Los Angeles, CA 90012

Dear Supervisor Barger,

On behalf of the residents and businesses of Duarte, we greatly appreciate your work to improve public safety services in our community and across the county. We are also strongly in support of our newly elected Sheriff Robert Luna. We have confidence in the Sheriff's initial steps to solve some longstanding issues within the Sheriff's Department.

It is because of our support for your efforts, and for Sheriff Luna, that we convey our concern over the recent recommendations by the Sheriff's Civilian Oversight Commission. The recommendations, especially the one that mandates the rotation of deputy sheriff assignments, seem premature given that the Sheriff is just now starting to implement his strategies to reform the department and restore working relationship with the county's stakeholders.

Requiring deputies to rotate out of our city seems like a course of action designed to relocate our experienced deputy personnel, rather than solving deputy gang problems more closely associated with the former Sheriff.

Of the many challenges faced by our new Sheriff and his capable command staff, we would much rather focus on the issues that would bring more, qualified deputies to serve in our city. We know our Sheriff's patrol station is understaffed, and any effort that would allow hiring more sworn personnel seems like a productive course of action.

Thank you for your time and effort on this important issue.

Sincerely,

Jody Schulz, Mayor
City of Duarte