

(d) Re-Entry or Re-Letting Not Election to Terminate. No reentry or re-letting of the Premises by Landlord pursuant to this Lease, shall be construed as an election to terminate this Lease unless a written notice of such intention is given to Tenant or unless the termination thereof is decreed by a court of competent jurisdiction. Notwithstanding any reletting without termination by Tenant because of any default by Tenant, Landlord may at any time after such reletting elect to terminate this Lease for any such default.

(e) Receipt of Rent, No Waiver of Default. The receipt by Landlord of the Rents or any other charges due to Landlord, with knowledge of any breach of this Lease by Tenant or of any default on the part of Tenant in the observance or performance of any of the conditions or covenants of this Lease, shall not be deemed to be a waiver of any provisions of this Lease. No acceptance by Landlord of a lesser sum than the Rents or any other charges then due shall be deemed to be other than on account of the earliest installment of the Rents or other charges due, nor shall any endorsement or statement on any check or any letter accompanying any check or payment of Rent or charges due be deemed an accord and satisfaction, and Landlord may accept such check or payment without prejudice to Landlord's right to recover the balance of such installment or pursue any other remedy provided in this Lease. The receipt by Landlord of any Rent or any other sum of money or any other consideration paid by Tenant after the termination of this Lease, or after giving by Landlord of any notice hereunder to effect such termination, shall not, except as otherwise expressly set forth in this Lease, reinstate, continue, or extend the Term of this Lease, or destroy, or in any manner impair the efficacy of any such notice of termination as may have been given hereunder by Landlord to Tenant prior to the receipt of any such sum of money or other consideration, unless so agreed to in writing and signed by Landlord. Neither acceptance of the keys nor any other act or thing done by Landlord or by its agents or employees during the Term shall be deemed to be an acceptance of a surrender of the Premises, excepting only an agreement in writing signed by Landlord accepting or agreeing to accept such a surrender.

11.2.2 Remedies Available to Tenant. If an Event of Default of Landlord shall occur and such default not be cured within the time required as set forth above, then in addition to any other remedies available to Landlord at law or in equity, Landlord may terminate this Lease and bring suit against Tenant and recover as an award in such suit Tenant's actual monetary damages resulting from Landlord's uncured default. Notwithstanding anything in this Lease to the contrary, in no event shall Tenant be entitled to economic or consequential damages or to punitive damages from Landlord.

11.3 Effect on Indemnification. Notwithstanding the foregoing, nothing contained in this Article shall be construed to limit Landlord's right to indemnification as otherwise provided in this Lease.

ARTICLE 12. ENTRY BY LANDLORD

Landlord and its respective authorized representatives shall have the right to enter the Premises at all reasonable times for the purpose of (a) inspecting the same, (b) determining whether Tenant is complying with the terms of this Lease, (c) to do any necessary maintenance or repairs and to make any restoration to the building and/or other improvements on the Property,

and (d) to serve, post, or keep posted any notices, (e) to show the Property to prospective purchasers or other tenants, and/or (f) to take all such action thereon as may be necessary or appropriate for any such purpose provided for under this Lease or any other lawful purpose (but nothing contained in this Lease shall create or imply any duty on the part of Landlord to make any inspection or do any work). No such entry shall constitute an eviction of Tenant.

**ARTICLE 13
PARKING AND STORAGE OF PERSONAL PROPERTY**

13.1 Parking. Tenant acknowledges and agrees that there are no on-site parking spaces for use by Tenant or Tenant's invitees, guests, and visitors. Tenant and all of Tenant's invitees, guests, and visitors shall be required to park in on-street public parking spaces. Landlord makes no representation or warranty as to the availability of street parking for use by Tenant's invitees, guest, and visitors. Landlord hereby grants a license to Tenant to use two (2) on-street parking spaces that shall be designated by Landlord [the identification that the two (2) spaces are for Tenant's use shall be by appropriate signage, curb paint, or striping, or a combination of some or the foregoing]. Landlord shall locate these two (2) on-street spaces so that Tenant may park their vehicles within reasonably close proximity to the Property. The two (2) spaces may be on the same side of the street as the Property or may be on the opposite side of the street from the Property, or one space may be on one side of the street and the second space located the other side of the street. Landlord may relocate one or both of these two (2) parking spaces from time to time as it deems necessary provided the relocated space(s) are similarly within a reasonably close proximity to the Property. Landlord may prohibit the use of one or both of the two (2) designated spaces during certain times as Landlord reasonably determines as necessary for street sweeping purposes, for emergencies, or similar reasons. Tenant shall receive only a license to use the two (2) parking spaces described above and shall not by this Section 13.1, or anything else in this Lease, obtain a leasehold interest in, or any possessory right to, the two (2) designated on-street parking spaces described above. Tenant and Tenant's invitees and members of the public shall comply with all applicable City parking regulations.

13.2 Storage of Personal Property. Tenant shall store on the Premises only personal property that Tenant owns and shall not store any improperly packaged food or perishable goods, flammable materials, explosives, or other dangerous or hazardous material.

**ARTICLE 14
REPAIRS AND MAINTENANCE**

14.1 Landlord Responsibilities. Landlord shall maintain in good condition, at its cost, the following: (a) the structural parts of the building on the Property, which shall include the foundations, bearing and exterior walls, subflooring, and roof; (b) the unexposed electrical, plumbing, and sewage systems that are part of the building; and (c) heating, ventilating, and air condition systems serving the building.

14.2 Tenant Responsibilities. Tenant shall maintain in good, clean, and sanitary condition, at its cost, the Premises, the two bathrooms nearest to the Premises, and the hallway adjacent to the Premises. The other area to be used by Tenant from time to time is the non-exclusive use of the "breakroom" in the building for occasional meetings, food/beverage storage

and use, and other uses typical for such space. Tenant shall keep the breakroom clean to the extent of Tenant's use, but Tenant shall not be responsible for maintenance of the breakroom due to any other tenant's use. All damage or injury done to the Premises or Property by the Tenant or by any person who may be in or upon the Premises or Property with the Tenant's consent or invitation or by the Tenant's failure to properly secure the Premises or Property shall be paid for by the Tenant. If at any time during the Term, the Tenant fails to maintain or repair the Premises or Property as required herein, Landlord may, but shall not be required, to perform the maintenance or make the repairs or replacements for the account of the Tenant; any sums expended by the Landlord in so doing, together with an administrative charge of ten percent (10%), shall be deemed immediately due from the Tenant on demand of the Landlord.

ARTICLE 15 MISCELLANEOUS PROVISIONS

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

If to Landlord: City of Duarte
 City Manager's Office
 1600 Huntington Drive
 Duarte, CA 91010

If to Tenant: Duarte Chamber of Commerce
 1644 Third Street
 Duarte, CA 91010
 Attn: President/CEO

Notices personally delivered or delivered a delivery services shall be effective upon receipt. Notices delivered by mail shall be effective on the next business day following deposit made the United States Postal System prior to 6:00 p.m. A "business day" is a day when Duarte City Hall is open for business to the general public.

15.2 Litigation Matters. In the event of any litigation arising between Landlord and Tenant arising from or related to this Lease, the prevailing party shall be entitled to recover all reasonable costs incurred, including staff time, court costs, attorney fees, expert witness fees, and other related expenses. The Municipal and Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the parties hereto concerning this Lease. Service of process on Landlord shall be made in the manner required by law for service on a public entity. Service of process on Tenant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California

15.3 Successors. All of the rights and obligations of Landlord and Tenant under this Lease shall bind and inure to the benefit of the respective heirs, personal representatives, successors, grantees and assigns of the respective parties.

15.4 Covenant Against Discrimination. Tenant herein covenants by and for itself and its heirs, executors, administrators and assigns, and all persons claiming under or through it or them, and this lease is made and accepted upon and subject to the following conditions: "There shall be no discrimination against or segregation of any person or group of persons on account of race, color, creed, religion, sex, marital status, ancestry, or national origin in the leasing, subleasing, transferring, use, occupancy, tenure or enjoyment of the premises herein leased nor shall the lessee himself or herself, or any person claiming under or through him or her, establish or permit any such practice or practices of discrimination or segregation with reference to the selection, location, number, use or occupancy of tenants, lessees, sublessees, subtenants or vendees in the premises herein leased."

15.5 Nonliability Of City Officers And Employees. No officer, official, employee, agent, representative, or volunteer of Landlord shall be personally liable to Tenant, or any successor in interest, in the event of any default or breach by Landlord or for any amount which may become due to Tenant or to its successor, or for breach of any obligation of the terms of this Lease by Landlord.

15.6 Administration of Lease. Landlord's City Manager and Tenant's President/CEO shall represent Landlord and Tenant, respectively, in all matters pursuant to the administration of this Lease. Tenant's communications with Landlord shall be routed through the City Manager and authorized City staff.

15.7 Interpretation; Governing Law. This Lease shall be construed according to its fair meaning and as if prepared by both parties hereto. This Lease shall be governed by the internal laws of the State of California without regard to principles of conflicts of law.

15.8 No Broker's or Finder's Fee. Landlord and Tenant each represents and warrants to the other that no third party is entitled to a broker's commission and/or finder's fee with respect to this lease and each shall indemnify, defend, and hold the other harmless from and against all liabilities, costs, damages, and expenses, including without limitation, attorneys' fees, resulting from any claims or fees or commissions, based upon agreements by it to pay a broker's commission and/or finder's fee.

15.9 No Relocation Assistance or Benefits. Tenant acknowledges and agrees that (a) Tenant is a "post-acquisition tenant" pursuant Section 6034(b) of Title 25 of the California Code of Regulations, and (b) upon the expiration or earlier termination of the Term, that neither it or any successor shall be entitled to, and Tenant, on behalf of itself and its successors, hereby waives any right or entitlement to, any relocation benefits or assistance under California or federal law.

15.10 Entire Agreement; Amendment. This Lease is the entire agreement between, and final expression of, Landlord and Tenant and there are no agreements or representations between the parties except as expressed herein or therein. All prior negotiations and agreements between

Landlord and Tenant with respect to the subject matter hereof are superseded by this Lease. Except as otherwise provided herein, no amendment to this Lease shall be binding unless in writing and signed by the parties hereto.

15.11 No Waiver By Landlord or Tenant. To the extent permitted by applicable law, no failure by Landlord or Tenant to insist upon the strict performance of any term hereof by the other, or to exercise any right, power or remedy consequent upon a default under this Lease, and no acceptance of Rent during the continuance of any such default (the foregoing applicable only to Landlord), shall constitute a waiver of any such default or of any such term. No waiver of any default by Landlord or Tenant, as applicable, shall affect or alter this Lease, which shall continue in full force and effect, or shall affect or alter the rights of Landlord or Tenant, as applicable, with respect to any other then existing or subsequent default by the other party.

15.12 Severability. If any term of this Lease or any application thereof shall be invalid or unenforceable, the remainder of this Lease and any other application of such term shall not be affected thereby.

15.13 No Holding Over Without Landlord's Written Consent. In the event Tenant shall holdover or remain in possession of the Premises with the written consent of Landlord after the expiration of the Term of this Lease, such holding over or continued possession shall create a tenancy for month to month but only upon the same terms and conditions as are herein set forth and in effect the last month prior to the expiration of the Term of this Lease.

15.14 Joint and Several Liability. In the event either party hereto now or hereafter shall consist of more than one person, firm or corporation, then and in such event all such persons, firms or corporations shall be jointly and severally liable as parties hereunder.

15.15 Time of the Essence. Time is of the essence of this Lease and all of the terms, provisions, covenants and conditions hereof.

15.16 Counterparts. This Lease may be executed in two counterparts, each of this, when this Lease has been signed by both Landlord and Tenant, shall be deemed on and the same instrument.

[END—SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be entered into as of the Effective Date.

CITY OF DUARTE

John Fasana, Mayor

ATTEST:

Marla Akana, City Clerk

APPROVED AS. TO FORM:
Rutan & Tucker, LLP

Dan Slater, City Attorney

DUARTE CHAMBER OF COMMERCE

Jim Kirchner, President/CEO

MEMORANDUM

TO: Darrell George, City Manager

FROM: Kristen Petersen, Deputy City Manager

DATE: June 26, 2012

**SUBJECT: CITY COUNCIL CONCURRENCE WITH CITY MANAGER APPOINTMENT
OF PARKS AND RECREATION DEPARTMENT HEAD POSITION**

Background

After an extensive recruitment and interview process, and with a very competitive field of candidates, the City Manager has selected Cesar Monsalve as the permanent Parks and Recreation Director for the City of Duarte. Cesar not only did a fine job during his interim period as Acting Director, he wowed the outside interview panel, and did exceptional in his final in-house interview. His passion for his department, his staff and the City of Duarte is very apparent.

Recommendation

It is recommended that the City Council concur with the City Manager's appointment of Cesar Monsalve to the position of Director of Parks and Recreation, pursuant to Section 2.12.090 (c) of the Duarte Municipal Code.

**Agency Report of:
Public Official Appointments**

A Public Document

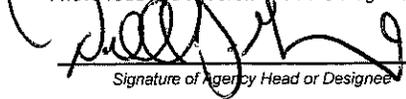
1. Agency Name City of Duarte			California Form 806 For Official Use Only
Division, Department, or Region (If Applicable)			
Designated Agency Contact (Name, Title) Marla Akana, City Clerk			
Area Code/Phone Number 626-357-7931	E-mail akanam@accessduarte.com	Page <u>1</u> of <u>2</u>	Date Posted: 6/13/12 <small>(Month, Day, Year)</small>

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
Foothill Transit	▶ Name <u>Paras-Caracci, Tzeitel</u> <small>(Last, First)</small> Alternate, if any <u>Reilly, Liz</u> <small>(Last, First)</small>	▶ <u>6 /12 /12</u> <small>Appt Date</small> Through <u>Nov 2012</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100</u> approx 4 per year ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
Gold Line Phase Two JPA	▶ Name <u>Reilly, Liz</u> <small>(Last, First)</small> Alternate, if any <u>Paras-Caracci, Tzeitel</u> <small>(Last, First)</small>	▶ <u>6 /12 /12</u> <small>Appt Date</small> Through <u>Nov 2012</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100</u> approx 1 per month ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
San Gabriel Valley Council of Governments	▶ Name <u>Fasana, John</u> <small>(Last, First)</small> Alternate, if any <u>Finlay, Margaret</u> <small>(Last, First)</small>	▶ <u>6 /12 /12</u> <small>Appt Date</small> Through <u>Nov 2012</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>50</u> 1 per month ▶ Estimated Annual: <input checked="" type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other
San Gabriel Valley Vector Control	▶ Name <u>Reyes, Phil</u> <small>(Last, First)</small> Alternate, if any <u>None</u> <small>(Last, First)</small>	▶ <u>6 /12 /12</u> <small>Appt Date</small> Through <u>Nov 2012</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100</u> 1 per month ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> Other

3. Verification

I have read and understand FPPC Regulation 18705.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

 Darrell George City Manager 6/13/12
Signature of Agency Head or Designee Print Name Title (Month, Day, Year)

Comment: _____

Agency Report of:
Public Official Appointments
Continuation Sheet

1. Agency Name

City of Duarte

Date Posted: 6/13/12
(Month, Day, Year)

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
Sanitation Districts #15 and #22	▶ Name <u>Fasana, John</u> <i>(Last, First)</i> Alternate, if any <u>Finlay, Margaret</u> <i>(Last, First)</i>	▶ <u>6 / 12 / 12</u> <i>Appt Date</i> Through <u>Nov 2012</u> <i>Length of Term</i>	▶ Per Meeting: \$ <u>250</u> <u>1 per month</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input checked="" type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>
	▶ Name _____ <i>(Last, First)</i> Alternate, if any _____ <i>(Last, First)</i>	▶ _____ <i>Appt Date</i> _____ <i>Length of Term</i>	▶ Per Meeting: \$ _____ ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>

Lorraine Okabe
Assistant Director, Education & Conferences
League of California Cities
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1400 K Street, Suite 400, Sacramento, CA 95814
[Website](#) | [Facebook](#) | [Twitter](#)

Shawn M. Mason, the Chairperson of the City Attorneys' Department FPPC Committee, has provided the following information about the recent adoption of changes to FPPC Regulation 18705.5. This is important information for city clerks, as it describes the need, if applicable, to complete, post and thereafter amend new Form 806 before compensated appointments can be made on city councils if all council members want to participate in the deliberations and voting on such appointments. A copy of the new version of Regulation 18705.5, as well as Form 806, is attached to this message.

Subject: FPPC Reg 18705.5- Appointment of Council Members to Compensated Positions

City councils frequently make appointments from their members to positions on the governing boards of external entities like JPA's or special purpose districts. At times these positions provide additional compensation to the appointed member. In many cities, councils also choose from among their members appointees to the position of mayor and vice mayor. In some cases, cities provide extra compensation to the council members who serve in these positions.

Until recently, FPPC regulation prohibited a council member from participating in a decision to appoint him or herself to an external board position, or mayoral office if the appointment would affect the personal finances of the appointee in the amount of \$250 or more within any 12 month period. In March, the FPPC amended regulation 18705.5 to allow a council member to participate in a decision appointing him or herself to such a position under certain conditions. One of those conditions is that "the body making the appointment...adopts and posts on its website, on a form provided by the commission, a list that sets forth each appointed position for which compensation is paid, the salary or stipend for each appointed position, the name of the public official who has been appointed to the position, and the name of the public official, if any, who has been appointed as an alternate, and the term of the position."

In May, the FPPC adopted the form (Form 806) referenced in the amended regulation. In adopting this regulation FPPC staff explained the process a city must follow to enable a council member to participate in a decision to appoint him or herself to a compensated position. In order to qualify for this exception, the city must first have adopted and posted the Form 806 containing all of the information described above. Then, once a new appointment is made, the form must be amended to reflect the new appointment. As explained by FPPC staff, there is only ever one Form 806 that is filled out and updated as needed to reflect current appointments. The important takeaway is that unless and until a city adopts and posts a Form 806, a council member may not participate in a decision to appoint him or herself to a compensated position on the city council or with another board.

Of course, if the mayor and vice-mayor in a city receive no additional compensation, and if a city council does not appoint any council members to other bodies that receive compensation, then there is no need to fill out and post the Form 806.

Hope that helps.

Best,

Koreen

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Email: kkelleher@cacities.org
www.cacities.org

Agency Report of: Public Official Appointments

Background

This form is used to report additional compensation that officials receive when appointing themselves to positions on committees, boards or commissions of a public agency, special district, and joint powers agency or authority. For example, a city councilmember may be appointed to serve as the city's representative on a joint powers insurance authority or a metropolitan planning organization or mayor. (Regulation 18705.5, amended 03.2012)

Each agency must post on its website a single Form 806 which lists all the paid appointed positions. When there is a change in compensation or a new appointment, the Form 806 is updated to reflect the change. The form must be updated promptly as changes occur.

Initial Agency Posting

As soon as possible, each agency should prepare a Form 806 identifying all of the current paid appointments to other governmental agencies. Thereafter, the form may be amended to include the future appointments.

Instructions

This form must be posted prior to a vote (or consent item) to appoint a governing board member to a paid position on another agency.

Part 1. Agency Identification

Identify the agency name and information on who should be contacted for information.

Part 2. Appointments

Identify the name of the other agency, board or commission. List the name of the official, and an alternate, if any.

List the appointment date and the length of term the agency official will serve. Disclose the stipend provided per meeting and the estimated annual payment. The annual salary is an estimate as it will likely vary depending on the number of meetings. It is not necessary to revise the estimate at the end of the calendar year.

Part 3. Verification

The agency head or his/her designee must sign the verification.

Frequently Asked Questions (FAQs)

1. When does an agency need to complete the Form 806?

A Form 806 is required when an agency's board members vote on an appointment for a board member to serve on another governmental agency and pay is provided.

2. The city council votes to serve as the city's housing authority, a separate entity. Will the Form 806 be required?

If the council members receive an additional compensation for serving on the housing authority, the Form 806 is required. If there is no payment, the Form 806 is not required.

3. Are appointments made by a governing board to appoint one of its members to serve as an officer of that board for additional pay (e.g. mayor) required to be disclosed on Form 806?

Yes. Regulation 18705.5 permits voting on your own appointment to position of mayor as well as other boards and commissions so long as proper disclosure on the Form 806 is made. This exception and disclosure apply to agencies with governing boards that are elected or appointed.

4. In determining the salary, must the agency include mileage reimbursements, travel payments, health benefits, and other compensation?

No. The FPPC regulation only requires the reporting of the stipend or salary.

5. Which agency must post the Form 806?

The agency that is voting to appoint a public official must post the Form 806 on its website. The agency that the official will serve as a member is not required to post the Form 806. The form is not sent to the FPPC.

6. When must the Form 806 be amended?

The Form 806 should be amended promptly upon any of the following circumstances: (1) the number of scheduled meetings is changed, (2) there is a change in the compensation paid to the members, or (3) there is a change in membership on the board or commission.

7. When a body meets irregularly, how should the annual compensation be estimated?

The agency should estimate compensation using the highest number of meetings.

8. In 2013 our agency will have a new appointment to a new agency. How is the Form 806 updated?

Before the agency votes on the appointment, the agency should update the Form 806 and identify the other governmental entity's name. If known, also include other information such as the number of meetings and stipend. As long as that information is posted prior to a vote of the governing board on an appointment, the agency is in compliance with Regulation 18705.5. Following the vote, the agency must update the form to identify the individual that will serve.

Privacy Information Notice

Information requested by the FPPC is used to administer and enforce the Political Reform Act. Failure to provide information may be a violation subject to penalties. All reports are public records available for inspection and reproduction. Direct questions to FPPC's General Counsel, Fair Political Practices Commission, 428 J Street, Ste. 620, Sacramento, CA 95814.



MEMORANDUM

DATE: JUNE 19, 2012

TO: CRAIG HENSLEY, COMMUNITY DEVELOPMENT DIRECTOR

FROM: TERESA RENTERIA, ASSISTANT CIVIL ENGINEER

RE: NOTICE OF COMPLETION – ASBESTOS ABATEMENT AND SITE
CLEARANCE AT 1415 HUNTINGTON DRIVE

RECOMMENDED ACTION

Staff recommends that the City Council accept the project “Asbestos Abatement and Site Clearance at 1415 Huntington Drive”.

BACKGROUND

On April 3, 2012, the Office of the City Clerk publicly opened bids for the above project. American Wrecking, Inc. from South El Monte was awarded the contract to remove the identified asbestos, demolish, haul and clear the site of the building and all exterior driveways, curbs and gutters in order to leave the property completely cleared of the contracted improvements.

ANALYSIS

American Wrecking, Inc. has performed acceptable work previously for the City.

CONCLUSION

Staff recommends that the City Council accept the project “Asbestos Abatement and Site Clearance at 1415 Huntington Drive” and authorize the City Clerk to initiate the Notice of Completion.

DISTRIBUTION: Community Development Director
City Clerk
Staff



City of Duarte

1600 Huntington Drive, Duarte, CA 91010 - (626) 357-7931 - FAX (626) 358-0018

NOTICE OF PUBLIC HEARING

Notice is hereby given that the City Council of the City of Duarte will conduct a Public Hearing on June 26, 2012 at 7:00 p.m., in the City Hall Council Chambers, 1600 Huntington Drive, Duarte, California, to consider the following:

Exchange the City of Duarte's Fiscal Year 2012-2013 allocation of Community Development Block Grant (CDBG) funds in the amount of \$143,057 with the City of Torrance for \$95,848 in unrestricted general funds. The exchange of the CDBG funds for general funds would release the City of Duarte from regulatory oversight from the Los Angeles Community Development Commission, including staff's time and costs in administering and monitoring the programs.

Any interested party may appear in person, or by agent, and be heard. If this matter is challenged in Court, there will be a limit to only those issues that were raised at the Public Hearing described in this Notice, or in written correspondence delivered to the City Council at, or prior to, the Public Hearing. Written correspondence may be sent to Duarte City Hall, City Clerk's Office, 1600 Huntington Drive, Duarte, CA 91010. Further information may be obtained from Irma Hernandez, Community Development Department, at (626) 357-7931. Si usted quiere hacer un comentario o quiere más información sobre esta noticia, usted puede llamar a Irma Hernandez al número (626) 357-7931.

Marla Akana
City Clerk

POSTED: May 22, 2012
Duarte City Hall, Duarte Public Safety Office, Duarte Library, City Website



MEMORANDUM

To: Honorable Mayor and Councilmembers

From: Irma Hernandez, Senior Planner

Date: June 26, 2012

Subject: Authorize the Exchange of City of Duarte CDBG Funds for General Funds from the City of Torrance for fiscal year 2012-2013

RECOMMENDATION

Staff recommends that the City Council:

1. Adopt Resolution No. 12-R-18 approving an agreement between the City of Duarte and the City of Torrance for the exchange of Community Development Block Grant funds for General Funds applicable to fiscal year 2012-2013.
2. Authorize the City Manager to execute the agreement on behalf of the City on forms deemed acceptable by the City Attorney.

SUMMARY

The City of Duarte has been allocated \$143,057 in CDBG funds for fiscal year 2012-2013. The opportunity has arisen to exchange these federally restricted funds with \$95,848 in unrestricted General Fund dollars in an agreement with the City of Torrance. The City of Duarte's most recent exchange in June 2011 with La Mirada was at \$.67/\$1.00. The exchange rate (\$.67/\$1.00) is comparable to other exchanges that have occurred in other participating cities and is considered a fair exchange rate.

ANALYSIS

The exchange of CDBG for general funds was discussed in the budget workshops held in May 2011 and incorporated into the budget approved at the June 12, 2012 City Council meeting. The exchange of restricted CDBG funds for unrestricted general funds allows the City more flexibility in the use the funds and staff proposes that a portion (\$20,000) of the general funds continue funding previously CDBG funded public service programs.

Typically, CDBG funds in Duarte have been used to fund housing rehabilitation grants (including lead and asbestos grants to meet federal requirements), a portion the city's code enforcement program, public service program grants and funded a portion of the

CDBG program administration. While CDBG funds are very helpful to the City and many great projects have been assisted with CDBG funds, they are funds that come with strict Federal limitations and costly monitoring requirements. Staff supports the idea of the exchange of restrictive CDBG funds for unrestricted general funds.

It is proposed that the City Council adopt Resolution 12-R-18 approving the exchange of Duarte's \$143,057 fund allocation for fiscal year 2012-2013 with the City of Torrance for \$95,848 of unrestricted general funds and authorize the City Manager to execute the agreement on forms deemed acceptable by the City Attorney.

ATTACHMENT Resolution 12-R-18



RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE
AUTHORIZING THE EXCHANGE OF COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) FUNDS FOR GENERAL FUNDS FROM THE
CITY OF TORRANCE FOR FISCAL YEAR 2012-2013**

WHEREAS, the City Council considered the exchange of Community Development Block Grant (CDBG) funds for general funds for fiscal year 2012-2013 during a regularly scheduled meeting held on June 26, 2012; and

WHEREAS, it has been determined that the exchange of restricted CDBG funds for unrestricted general funds allows the City more flexibility in the use the funds, and staff proposes that a portion (\$20,000) of the general funds continue funding previously CDBG funded public service programs; and

WHEREAS, the City Council has studied this appropriation and its budget implications;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Duarte hereby authorizes the City Manager to sign agreements between the City of Duarte and City of Torrance regarding the exchange of Community Development Block (CDBG) funds for fiscal year 2012-2013.

PASSED, APPROVED, AND ADOPTED this 26th day of June, 2012.

Mayor John Fasana

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 12-18 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of June, 2012, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

Duarte and Duarte Dispatch

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5007700

CITY OF DUARTE
1600 E. HUNTINGTON DRIVE
DUARTE CA 91010

FILE NO. revision to the community facili

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

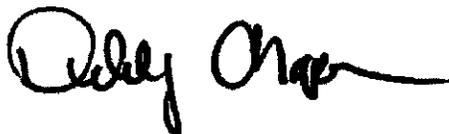
**STATE OF CALIFORNIA
County of Los Angeles**

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

6/14/2012

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

Executed at West Covina, LA Co. California
On this 14th day of June, 2012.



Signature

(Space below for use of County Clerk Only)

Legal No. **0010178458**

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

NOTICE IS HEREBY GIVEN that, pursuant to State law, the City Council of the City of Duarte will hold a Public Hearing at 7:00 p.m., on Tuesday, June 26, 2012, in the Council Chambers, 1600 Huntington Drive, Duarte, California, to consider approving a revision to the community facilities fees and policies.

Any interested party may appear in person, or by agent, and be heard. If this matter is challenged in Court, there will be a limit to only those issues that were raised at the Public Hearing described in this Notice, or in written correspondence delivered to the City Council at, or prior to, the Public Hearing. Written correspondence may be sent to Duarte City Hall, City Clerk's Office, 1600 Huntington Drive, Duarte, CA 91010-2592.

Further information may be obtained from Cesar Monsalve, Director of Parks and Recreation, phone (626) 357-7931.

Maria Akana
City Clerk

POSTED: Duarte City Hall, Duarte Public Safety Office, Duarte Library

6/5/12

**PUBLISH: The Duartean
Thursday, June 14, 2012 Ad#178458**

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING A FEE SCHEDULE FOR THE RENTAL OF THE DUARTE TEEN CENTER AND FOR RENTAL OF PARK GAZEBOS AT CITY PARKS

WHEREAS, the City of Duarte is the owner of the Duarte Teen Center and also of gazebos located in City parks, currently in Encanto Park and Royal Oaks Park (collectively, the “City Facilities”);

WHEREAS, the City Council finds that the rental of these particular City Facilities will not only increase revenues to the City but will also meet the community’s needs by providing additional needed facilities for families, businesses, and resident and non-resident groups to rent as has been frequently requested; and

WHEREAS, the City Council desires to establish a fee schedule for the rental of these particular City Facilities; and

WHEREAS, City staff analyzed the cost of providing the rental of the City Facilities and the proposed rental fee does not exceed the cost to the City associated with providing the City Facilities for rental; and

WHEREAS, a duly noticed public hearing on the proposed fee schedule for rental of these particular City Facilities was held by the City Council on June 26, 2012; and

WHEREAS, at the public hearing the City Council considered the staff report and all public input and testimony received;

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

Section 1. The following fee schedule shall apply to rental of the Duarte Teen Center:

	Non-Residents	Residents
<u>Game/Meeting Room/Patio</u>		
First Hour	\$ 250.00	\$ 125.00
Each Additional Hour	\$ 90.00	\$ 45.00
Cleaning/Damage Bond	\$ 300.00	\$ 300.00
<u>Meeting Room Only</u>		
First Hour	\$ 100.00	\$ 50.00
Each Additional Hour	\$ 40.00	\$ 20.00
Cleaning/Damage Bond	\$ 100.00	\$ 100.00
Gas BBQ Grill	\$ 40.00	\$ 25.00
Audio Visual/Television	\$ 40.00	\$ 25.00

Section 2. The following fee schedule shall apply to rental of gazebos located in City parks:

	Non-Residents	Residents
Small Park Gazebos		
Per Day (8hrs maximum)	\$ 75.00	\$ 50.00
Cleaning/Damage Bond	\$ 50.00	\$ 50.00
Large Park Gazebo		
Per Day (8hrs maximum)	\$ 100.00	\$ 75.00
Cleaning/Damage Bond	\$ 50.00	\$ 50.00

Section 3. The City Council finds and determines the foregoing fee schedule sets fees that do not exceed the cost to the City associated with providing the City Facilities for rental to the public.

Section 4. The City of Duarte Community Facilities Administrative Policies and Procedures are hereby amended to incorporate the terms of this Resolution.

Section 5. The City Clerk shall certify to the adoption of this and this Resolution shall take effect upon its adoption.

PASSED, APPROVED, AND ADOPTED this 26th day of June, 2012.

Mayor John Fasana

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the 26th day of June, 2012, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California



MEMORANDUM

To: CITY COUNCIL

From: CESAR MONSALVE, DIRECTOR OF PARKS AND RECREATION

Subject: COMMUNITY FACILITIES ADMINISTRATIVE FEES AND POLICIES REVISION

Date: JUNE 14, 2012

Recommendation: For the City Council to approve the classification of the Duarte Teen Center building and park gazebos for rental and facility policy changes related to the Teen Center. The proposed fee structure will be as follows:

	<u>NON-RESIDENT RATE</u>	<u>RESIDENT RATE</u>
<u>DUARTE TEEN CENTER</u>		
<u>Game/Meeting Room/Patio</u>		
First Hour	\$ 250.00	\$ 125.00
Each Additional Hour	\$ 90.00	\$ 45.00
Cleaning/Damage Bond	\$ 300.00	\$ 300.00
 <u>Meeting Room Only</u>		
First Hour	\$ 100.00	\$ 50.00
Each Additional Hour	\$ 40.00	\$ 20.00
Cleaning/Damage Bond	\$ 100.00	\$ 100.00
 Gas BBQ Grill	 \$ 40.00	 \$ 25.00
Audio Visual/Television	\$ 40.00	\$ 25.00
	<u>NON-RESIDENT RATE</u>	<u>RESIDENT RATE</u>
<u>SMALL PARK GAZEBO</u>		
Per Day (8hrs maximum)	\$ 75.00	\$ 50.00
Cleaning/Damage Bond	\$ 50.00	\$ 50.00
 <u>LARGE PARK GAZEBO</u>		
Per Day (8hrs maximum)	\$ 100.00	\$ 75.00
Cleaning/Damage Bond	\$ 50.00	\$ 50.00

Discussion: The rental of the Teen Center may prove to be a reliable source of revenue for the City and will provide the residents with another facility rental opportunity. The Teen Center will be marketed to parents looking for a fun location to conduct a children's birthday, team or graduation party and it will also be marketed to business groups in need of an area for a meeting, conference or retreat.

The rental of the Duarte Teen Center will be restricted to Saturdays or Sundays only and rules will specify to have all activities cease by 10:00pm. Alcohol will not be allowed to be served or to be sold at the Teen Center during rentals. The offices, computer room and boxing room will not be included for rent. Attached are the revised Community Facilities Administrative Policies and Procedures that include the Duarte Teen Center.

The park gazebos at Royal Oaks Park and Encanto Park will be made available for rent and may also be a reliable source of revenue for the City and will provide the residents with a means to rent a facility that has been regularly requested. At present, the use of picnic gazebos is very popular and in order to secure a picnic gazebo, residents must arrive very early at the desired location and secure their spot on a first-come basis. Residents have complained of the inconvenience of doing this if their activity doesn't take place until later in the day.

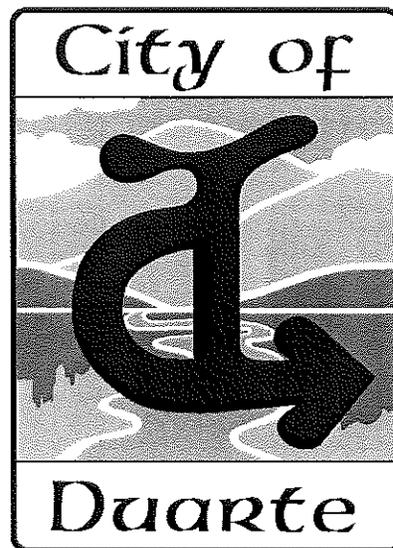
The small gazebos at Encanto Park and one at Royal Oaks Park will be priced the same, however, the large gazebo at the Royal Oaks Park Extension will have a higher price due to its size and the addition of a second barbecue grill. Each gazebo will have a permanent sign attached to it announcing the rental availability and each will have a number designation. When a gazebo is rented, the renter will be given an approved copy of the application form and a notice to post upon arrival and staff will attach a second sign to the rented gazebo indicating the date and time it has been rented. There will be no changes to the parks and sports facilities usage policies since all current rules and regulations will also apply to the gazebos.

Based on an analysis of the current fee structure, facility maintenance and staff prep time required and a comparison with the amenities offered at our other facilities, the cost of the proposed rental fees are not in excess of the cost to the City to provide the facility for rental. Additionally, neighboring city's gazebo and picnic rental fees were surveyed and the proposed fees are comparably priced. Staff is recommending the approval of this new fee schedule and administrative policies.

City of Duarte

Community Facilities

Administrative Policies and Procedures



Department Of Parks and Recreation

Revised 6/26/2012

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CITY OF DUARTE

PUBLIC FACILITIES POLICIES

GENERAL CONDUCT

In order for the activities and facilities to be enjoyed by everyone, the following basic rules of good conduct must be observed at all city facilities:

1. Specific permission is required to use or occupy every room and office.
2. Unless participating in a supervised activity, children under 5 years of age must be accompanied by an adult 16 years or older.
3. All persons or organizations using a facility must abide by all Municipal, State and Federal laws.
4. The following are regulated by State and Municipal Codes and will be strictly enforced:
 - Gambling is prohibited.
 - The dispensing and consumption of alcoholic beverages without a permit is prohibited.
 - The use or sale of dangerous restricted drugs is prohibited.
5. Eating and drinking are permitted only in designated areas.
6. Smoking is not allowed inside City buildings or enclosed outdoor areas, DMC, Chapter 6.20.
7. Unruly behavior, such as shouting and profanity, which is disruptive of classes and other activities, is prohibited.
8. Bicycles may be ridden and parked only in designated areas.
9. The possession of a weapon or other dangerous device will subject the possessor to immediate removal from the premises and to possible arrest and prosecution.
10. Neither pets nor other animals are permitted on the premises except for Service animals.

Violation of any rule or regulation can result in the suspension of facility use privileges by an individual or group.

POLICIES AND PROCEDURES

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USAGE POLICIES AND PROCEDURES

1. An application for permission to use the facilities must be submitted by all organizations and individuals for all uses.
2. All users must submit some form of legal identification when submitting an application.
3. All applications for permission to use the facilities shall be issued by the City Manager or his designate, subject to the availability of the facilities and adherence to City rules and regulations. Application forms are available at the Parks and Recreation Department.
4. Applications shall be issued only to responsible adults who shall be in attendance at the function for which application is made.
5. City facilities may not be used by an individual, group or organization which has as one of its objectives, the overthrow of the United States Government or by an individual or organization deemed subversive as defined in the State of California Code.
6. City government functions, City recreation programs and School Board meetings shall have first priority on use of all facilities. Furthermore, previously scheduled uses may be canceled for City functions and programs. This does not apply to wedding receptions.
7. All applications for use of facilities must be submitted at least eight (8) working days and not more than 90 days, prior to the time of use. In the case of wedding receptions, 180 days prior to use shall be granted. This does not apply to City sponsored or co-sponsored activities.
8. The City Manager shall have the authority to cancel or postpone use of a facility if the City deems such action necessary. Whenever possible, 24 hours notice will be given to the applicant.
9. Only teen dances sponsored or co-sponsored by the Parks and Recreation Department shall be permitted.
10. A certificate of insurance for a minimum of \$1,000,000, naming the City of Duarte as additionally insured, will be required of all public events, and others whenever it is in the best interest of the City of Duarte.
11. An adult sponsor must make reservations for Youth groups. At least one adult chaperone for every 10 minors using the facility shall be required.
12. Only Duarte service groups and organizations may use the Senior Center.

POLICIES AND PROCEDURES

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13. The City will not be held responsible for loss, damage or theft of any equipment or personal articles owned, leased, or rented by people using the facilities.
14. Theft, damage or items missing from the facilities that are the property of the City of Duarte, shall be the responsibility of the applicant and is subject to replacement at cost, including administrative fees.
15. No equipment or furnishings shall be removed from the premises without permission of the City Manager or his designate.
16. When exclusive use of a park restricts the availability of the general public to use the park, approval of the City Council will be required. Applications for preferential use must be submitted at least 60 days prior to date of use.
17. Park restrooms are open on an as-scheduled basis.
18. A member of the City staff shall be on duty at all times while City buildings are being used, and shall have full access to all activities at any time in order to ensure that all rules, regulations, City and State laws are being observed.
19. Receptions and parties must use the entire Community Center auditorium. Only business conferences and meetings will be allowed to rent part of the auditorium. Duarte Teen Center rentals will not include offices, computer lab, or boxing room. Business conferences and meetings will be allowed to rent the Duarte Teen Center meeting room separately.
20. The use of rice, birdseed, confetti, glitter, or candles at wedding receptions/parties is strictly prohibited.
21. The serving of red wines and/or red-based punches is strictly prohibited in buildings.
22. If decorations are contemplated for any program, their use must have prior approval from the Parks and Recreation Department. No group may hammer, tape, stick or staple anything to floors, walls, or ceilings. Decorations may only be placed as designated by a City representative.
23. Users wishing to decorate for their event may do so the day before. This option is subject to availability of facility and personnel. Approval will be determined eight (8) working days prior to date of event. Duarte Teen Center decorating must take place on the rental date.
24. All activities must cease by 12:00 midnight unless written permission is granted for a longer period of usage. All Duarte Teen Center rental activities must cease by 10:00pm.

POLICIES AND PROCEDURES

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- 25. Amplification and video equipment consisting of two screens and a microphone with a podium or stand are available for rent to users of the Community Center auditorium for a flat fee. Television and video equipment are also available at the Duarte Teen Center for a flat fee. (See Fee Schedules)
- 26. The user may not store any equipment in the facility prior to or after the approved period of use. Any equipment left in the facility will be subject to rental fees.
- 27. Facility set-up capacities and kitchen use arrangements:

A. Seating capacity is as follows:

	<u>Full Auditorium</u>		<u>Half Auditorium</u>		<u>Lounge</u>		<u>ROP</u>	<u>Teen Center</u>
Assembly	200	Assembly	72	Assembly	30		80	60
Dining & Dancing	150	Meeting	60	Meeting	24			

- B. The kitchen facilities are available at the Community Center and Senior Center only. Kitchens shall not be opened for any group unless specific written use is granted and the kitchen rental fees are paid.
- C. Groups using the kitchen shall furnish dishes, silverware, cooking utensils, all paper products, towels, soap, etc.
- D. Requests for table and chair arrangements for the Community Center must be submitted at least eight (8) working days prior to scheduled use of facility.
- E. The responsibility for cleaning supplies and clean up of the facilities after the event is the duty of the applicant.

28. Classification and Fees

A. Classifications

- 1. Base Rate - Fee Schedule "A"
Any and all uses by non-residents.
- 2. Resident Discount Rate - Fee Schedule "B"
(Up to 50% discount of Schedule "A")

A resident group is defined as an organization whose membership is composed of at least 51% Duarte residents. A resident is defined as a person who resides within the incorporated City of Duarte or that operates a business within the City of Duarte and has been issued a current business license.

POLICIES AND PROCEDURES

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B. Fees

1. Fees shall be established periodically by the City Manager as needed.
2. Duarte and Duarte County non-profit resident groups and organizations may apply for an additional discount from the resident rate. Events must be sponsored activities or meetings of the group or organization as established in their Articles or Incorporation or Bylaws. Documents demonstrating 501-C3 status and residency will be required.
3. For Duarte residents that qualify as low-to-moderate income families, a 10% rate reduction is available for use of the Community Center Auditorium. Complete details concerning the qualifying criteria are available at the Parks and Recreation Department.
4. A resident may not rent a facility for a non-resident. In the case of wedding receptions, only the resident parents of the bride or groom; or resident bride or groom, may rent the facility in order to qualify for the resident rate.
5. Fees include man-on-duty personnel. Double time hourly rate will be deducted from cleaning/damage deposit in the case of continued use over the approved allotted time.
6. Final approval is granted upon payment of total fees. Facilities are subject to automatic cancellation if balance of fees are not paid eight (8) working days prior to use.
7. Users not paying balance of fees in full eight (8) working days prior to scheduled use will be assessed a 10% charge of the unpaid balance for each day the balance of fees is late.
8. All late fees (those paid within eight (8) working days of the scheduled use) must be paid in cash or with a cashier's check.
9. Reservations may be canceled by applicant and all fees returned up to 60 calendar days prior to the event. The deposit will be retained if reservations are canceled 60-14 calendar days prior to event. All fees will be retained if reservations are canceled less than 14 calendar days prior to event.
10. Cleaning/damage bond is refundable by a City warrant subject to the condition of building or other reasons; and will be sent by mail approximately 3 weeks after date of use. The facility must be cleaned and returned to a reasonable condition.

POLICIES AND PROCEDURES

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11. Security police will be required in certain circumstances. The City will arrange for security from the Los Angeles County Sheriff's Department. (See Fee Schedule for security costs.)
12. Duarte service groups and organizations wishing to use park tables, park chairs, portable PA system or other City equipment, must post a bond and are subject to being charged rental fees. (Fee schedule for such items is available in the Parks and Recreation Department).
13. The City Manager's designate may establish special rate schedules for groups or individuals charging admission or soliciting donations, or when it is in the best financial interest of the City to do so.

ALCOHOLIC BEVERAGE POLICIES

Alcoholic drinks are not allowed in the Duarte Teen Center or Royal Oaks Park building during rentals or at any time. Individuals may request the use of the Community Center or Senior Center facilities including the serving of alcoholic beverages. The applicant will follow the requirements established hereafter.

1. Groups or individuals wishing to serve alcoholic beverages at the Community Center must submit an application at least eight (8) working days prior to the event.
2. The responsibility for obtaining all permits from the Alcoholic Beverage Control Agency is the duty of the applicant.
3. The City Manager or his designate has the right to approve or disapprove all applications for serving of alcoholic beverages.
4. If approved, the applicant must abide by all requirements of the California Department of Alcoholic Beverage Control.
5. Persons under 21 years of age shall not be served alcoholic beverages nor be permitted to consume alcoholic beverages in accordance with State law and the regulations of the Department of Alcoholic Beverage Control. Violators are subject to criminal prosecution, and reported violators will be denied approval of subsequent requests to use the facility.
6. City specified City of Duarte personnel are required to be in attendance at all functions. At all functions with attendance in excess of 25 persons, security police may be required by the City Manager or his designate.
7. The serving of alcoholic beverages may be authorized in accordance with the following conditions:

POLICIES AND PROCEDURES

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- A. Alcoholic beverages may be served, sold, and consumed on the premises only in connection with a meal, which is being served at the site. Hot hors d'oeuvres can be considered as a meal when champagne or sparkling wine is being served.
 - B. Such service, sale, and consumption may be permitted at only those events for which the permit so specifies.
 - C. Bring your own bottle (B.Y.O.B.) events are prohibited.
 - D. Alcoholic beverages shall be sold only by a person possessing a current valid permit from the Alcoholic Beverage Control Board.
8. Selling of Alcoholic Beverages

The following requirements must be followed in order to sell and serve alcoholic beverages on the premises of City of Duarte facilities:

- A. The applicant shall apply in person or by letter to the State of California Department of Alcoholic Beverage Control and obtain the necessary alcoholic beverage permits.
- B. The request for the permit must be accompanied by a letter from the City of Duarte Parks and Recreation Department approving the use of the facility and the serving of alcoholic beverages.
- C. The permit must be presented no less than two weeks (8 working days) prior to the event, to the Duarte Parks and Recreation Department during normal office hours.
- D. The individual organization is responsible for displaying the permit over the bar at the event.

***** ANY VIOLATION OF THE ABOVE MAY RESULT IN IMMEDIATE CANCELLATION OF THE REQUEST FOR USE OF FACILITY AND DENIAL OF FURTHER REQUESTS FOR A PERIOD OF UP TO TWO (2) YEARS AT THE DISCRETION OF THE CITY MANAGER OR HIS DESIGNATE.**

MISCELLANEOUS CHARGES

* Kitchen: Kitchen facilities are available for a flat fee of \$100.00.

Amplification and Video Equipment: This equipment is available in the Community Center auditorium for a flat fee of \$60.00. TV/AV equipment available at the Teen Center for a fee. (See Fee Schedule)

Personnel Charges: A charge of \$40.00 per hour (minimum two (2) hours) will be made for services such as opening prior to event for decorating, delivery of supplies, equipment, etc.

Late Fees: Users not paying the balance of fees in full, eight (8) working days prior to use, will be assessed a 10% late charge of unpaid balance for each day fees are late.

All late fees (those paid within eight (8) working days of event), must be paid with cash or a cashiers check.

Security: Under certain circumstances, security may be required. The City contracts with the Los Angeles County Sheriff Department deputies for such security. The rate is \$65.00 per hour per deputy.

Deposits Required: If total fees are over \$200.00, a \$100.00 deposit is necessary. If total fees are under \$200.00, a \$50.00 deposit will be necessary.

Restrooms: A charge of \$20.00 per hour for residents and \$40.00 per hour for all others (minimum of 2 hours) will be made for those wishing to have the park restrooms open during unsupervised park hours.

Administrative Fees: Any cleaning and damage charges deducted from the bond will be assessed administrative fees of 15%.

* **There are NO kitchen facilities at the Teen Center or parks.**

FEE SCHEDULES

	"A" NON- RESIDENT RATE	"B" RESIDENT RATE
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COMMUNITY CENTER

<u>Full Auditorium</u>		
First Hour	\$ 300.00	\$ 150.00
Each Additional Hour	\$ 100.00	\$ 50.00
Cleaning/Damage Bond	\$ 500.00	\$ 500.00
<u>Half Auditorium</u>		
First Hour	\$ 200.00	\$ 100.00
Each Additional Hour	\$ 80.00	\$ 40.00
Cleaning/Damage Bond	\$ 300.00	\$ 300.00
<u>Lounge</u>		
First Hour	\$ 100.00	\$ 50.00
Each Additional Hour	\$ 40.00	\$ 20.00
Cleaning/Damage Bond	\$ 100.00	\$ 100.00

DUARTE TEEN CENTER

<u>Game/Meeting Room/Patio</u>		
First Hour	\$ 250.00	\$ 125.00
Each Additional Hour	\$ 90.00	\$ 45.00
Cleaning/Damage Bond	\$ 300.00	\$ 300.00
<u>Meeting Room Only</u>		
First Hour	\$ 100.00	\$ 50.00
Each Additional Hour	\$ 40.00	\$ 20.00
Cleaning/Damage Bond	\$ 100.00	\$ 100.00
<u>Gas BBQ Grill</u>	\$ 40.00	\$ 25.00
<u>Television/AV Equipment</u>	\$ 40.00	\$ 25.00

ROYAL OAKS PARK BUILDING

First Hour	\$ 200.00	\$ 100.00
Each Additional Hour	\$ 80.00	\$ 40.00
Cleaning/Damage Bond	\$ 300.00	\$ 300.00

LARGE PARK GAZEBO

Per Day (8/hrs. maximum)	\$ 100.00	\$ 75.00
Cleaning/Damage Bond	\$ 50.00	\$ 50.00

SMALL PARK GAZEBOS

Per Day (8/hrs. maximum)	\$ 75.00	\$ 50.00
Cleaning/Damage Bond	\$ 50.00	\$ 50.00

MEMORANDUM

To: Darrell George; City Manager

From: Brian Villalobos; Director of Public Safety Services

Subject: Ordinance Banning Smoking in Parks

Date: June 21, 2012

At the April 10, 2012, City Council meeting the Duarte Community Advocacy Coalition (CAT) supported by the Glendale Adventists Medical Center presented their findings and recommendations to reduce the effects of second hand smoke. Two of those recommendations were to prohibit smoking in or around parks and to prohibit smoking in or around City or Government buildings.

After doing some research, it should be noted that California Government Code Sections 7596-7598 already restrict smoking in City buildings and within 20 feet of an entrance or operable window of a public building (which includes all City buildings and it would include the library too). Therefore, it is staff's recommendation that signs be posted at the entrances to such buildings which denote California Government Code Section 7597. This would allow enforcement of that section.

Additionally, it should be noted that Health and Safety Code Section 104495 prohibits smoking within 25 feet of a playground. However, this section excludes public areas like sidewalks, so someone could smoke on a sidewalk adjacent to the park and within 25 feet of the playground. This section of the law does allow cities to enact stricter laws governing the prohibition of smoking near playgrounds. Therefore, it is staff's recommendation that Council approve the amendments proposed to Chapter 6.20 of the Duarte Municipal Code, which prohibit smoking within 25 feet of parks including public areas and which additionally prohibit smoking at transit stations, transit stops, and the Gold Line Station.

The adoption of these amendments meets the recommendations of the Duarte Community Advocacy Coalition, the Glendale Adventists Medical Center, and the American Lung Association, in helping to reduce the exposure of second hand smoke to residents of Duarte.

ORDINANCE NO.

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE
AMENDING CHAPTERS 6.20 AND 9.20 OF THE DUARTE MUNICIPAL
CODE PERTAINING TO THE REGULATING AND PROHIBITING OF
SMOKING**

THE CITY COUNCIL OF THE CITY OF DUARTE DOES ORDAIN AS FOLLOWS:

SECTION 1. CHAPTER 6.20, "SMOKING REGULATED OR PROHIBITED," of the Duarte Municipal Code is amended in part as follows [deletions shown as strike-out and additions as underline]:

A. Section 6.20.020, "Definitions," of Chapter 6.20, is AMENDED to read as follows:

6.20.020 Definitions.

The following words and phrases, whenever used in this chapter, shall be construed as defined in this section unless as otherwise defined under state law:

- (a) "Bar" means an area which is devoted to serving of alcoholic beverages and in which the service of food is only incidental to the consumption of such beverages.
- (b) "Employee" means any person who is employed by any employer for direct or indirect monetary wages or profit.
- (c) "Employer" means any person who employs the services of any individual person.
- (d) "Motion picture theater" means any theater engaged in the business of exhibiting motion pictures.
- (e) "Place of employment" means any place, and the premises appurtenant thereto, where employment is carried on, except a place over which the health and safety jurisdiction is vested by law in, and actively exercised by, any state or federal agency other than the division.
- (f) "Enclosed place of employment" means any place of employment with walls and a ceiling.
- (g) "Office work place" means any enclosed area of a structure or portion thereof intended for occupancy by business entities which will provide primarily clerical, professional or business services to other business entities or to the public, at that location. Office work place includes, but is not limited to, office spaces in office buildings, medical office waiting rooms, libraries, museums, hospitals and nursing homes.

- (h) "Smoking" means the combustion of any cigar, cigarette, pipe, or any similar article, using any form of tobacco or other combustible substance in any form.
- (i) "Public park" means a mini-park, pocket park, neighborhood park, community park, regional park, playground, tot lot, sandbox, recreation center or facility, swimming pool, tennis court, basketball court, reservation or reserve area, preserve area, bikeway, trail, greenbelt, developed or undeveloped parkland, open space land, open space parcel, open space area, or other area or facility or land in the city devoted to active or passive recreation, that the city or other public entity owns, controls, operates, occupies, manages, or maintains, and includes, but is not limited to, all buildings, structures, facilities, fields, or equipment located therein or thereon.
- (j) "Transit station" and "transit stop" means a public transit station or stop the city or other public entity owns, controls, operates, occupies, manages, or maintains, and includes but is not limited to, an enclosed or nonenclosed platform, sidewalk, shelter, bench, or area where people wait for public transportation, such as a train, bus, shuttle, or taxicab, and also includes, but is not limited to, ancillary areas such as a restroom, kiosk area, ticket machine, bicycle parking area, storage locker area, and pedestrian path or walkway.
- (k) "Private vehicle" means a vehicle that a person, other than the city, owns, rents, leases, or otherwise lawfully possesses or controls, and is not a public transportation vehicle.

B. Section 6.20.085 is ADDED to the Duarte Municipal Code to read as follows:

6.20.085 Smoking prohibited in public parks and immediately adjacent thereto.

Smoking is prohibited and is unlawful in all public parks located in the city. Smoking is prohibited and is unlawful in public areas, including but not limited to public sidewalks, streets, and alleys, located within 25 feet of the boundary of a public park, except for smoking in a private vehicle that is in motion on a public street or alley, unless smoking in the private vehicle is otherwise prohibited by state law. A vehicle is in motion if it is moving or if it is stopped at stop sign or red light.

- C. Section 6.20.086 is ADDED to the Duarte Municipal Code to read as follows:

6.20.086 Smoking prohibited at transit stations and transit stops and immediately adjacent thereto.

Smoking is prohibited and is unlawful in and at all transit stations and transit stops located in the city. Smoking is prohibited and is unlawful in all public areas, including but not limited to public sidewalks, streets, and alleys, located within 25 feet of a transit station or transit stop, except for smoking in a private vehicle that is in motion on a public street or alley, unless smoking in the private vehicle is otherwise prohibited by state law. A vehicle is in motion if it is moving or if it is stopped at stop sign or red light.

- D. Section 6.20.087 is ADDED to the Duarte Municipal Code to read as follows:

6.20.087 Disposal of smoking material prohibited except in designated waste disposal container.

No person shall dispose of any cigarette, cigar, tobacco, weed, plant, or other substance or product intended to be inhaled and/or exhaled in any place where smoking is prohibited under this Article except in a designated waste disposal container.

- E. Section 6.20.120, "Enforcement," is AMENDED to read as follows:

6.20.120 Enforcement.

The ordinance codified in this chapter is enforced by the city of Duarte and will be prosecuted by the city attorney. This chapter shall be enforced in accordance with Chapters 1.04 and 1.08 of this code, except to the extent permitted or restricted by state law.

- F. Section 6.20.130, "Violations," is AMENDED to read as follows:

6.20.130 Violations.

Violations of the ordinance codified in this chapter are punishable by a fine not less than fifty dollars for first time offenses. Fines for subsequent violations will be set by the court, but shall not be less than fifty dollars. Violations of this chapter shall be punishable in accordance with Chapters 1.04 and 1.08 of this code except to the extent permitted or restricted by state law.

- G. Section 6.20.140, "Public nuisance," is ADDED to read as follows:

6.20.140 Violations also a public nuisance.

The city council hereby declares that exposing other persons to secondhand smoke through a violation of this chapter constitutes a public nuisance and may be remedied as such pursuant to this code.

- H. Section 6.20.150, "Other applicable laws," is ADDED to read as follows:

6.20.150 Other applicable laws.

Punishment under this chapter does not preclude punishment pursuant to any other law pertaining to smoking or littering. This chapter is in addition to any other prohibition or limitation on smoking under federal, state, or local law. The city council intends this chapter to supplement, and not to duplicate or contradict, other applicable law. This chapter shall not be construed or interpreted to permit smoking when another applicable law prohibits or restricts it. If another applicable law is more restrictive in regulating smoking, that law governs and may be enforced by the city under this code.

SECTION 2. CHAPTER 9.20, "CONDUCT IN PARKS," of the Duarte Municipal Code is amended in part as follows [deletions shown as strike-out and additions as underline]:

- A. Section 9.20.010, "Definitions," is AMENDED to read as follows:

9.20.010 Definitions.

For the purposes of this chapter, the following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural. "Shall" is always mandatory and not merely directory.

CITY. "City" means the city of Duarte.

DIRECTOR. "Director" means a person immediately in charge of any park area and its activities, and to whom all park attendants of such area are responsible.

PARK. "~~Park~~" ~~means a park, reservation, playground, recreation center or any other area in the city, owned or used by the city, and devoted to active or passive recreation.~~ shall have the same meaning as "public park" as defined in Section 6.20.010 of this code.

PERSON. "Person" means any person, firm, partnership, association, corporation, company or organization of any kind.

B. Section 9.20.060 is ADDED to read as follows:

9.20.060 Smoking in and adjacent to parks prohibited.

Smoking in parks and within 25 feet of the boundary of a park is prohibited pursuant to chapter 6.20 of this code.

SECTION 3. SEVERABILITY.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase, or portion of this Ordinance is, for any reason, held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance irrespective of the fact that one or more sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional or invalid or ineffective. To this end the provisions of this Ordinance are declared to be severable.

SECTION 4. POSTING OF ORDINANCE.

The City Clerk shall certify as to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2012.

Mayor John Fasana

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. _____ was adopted by the City Council of the City of Duarte at a regular meeting of said Council held on the ____ day of _____, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California



MEMORANDUM

TO: Mayor and City Council
FROM: Craig Hensley, AICP, Community Development Director *CH*
DATE: June 26, 2012
SUBJECT: Amendments to Chapter 5.40 Regarding Filming Permits and Adoption of Filming Rules and Guidelines

Over the past few months, Staff has been working with the Los Angeles County Economic Development Corporation (LAEDC) State and Local Policy Committee to address a variety of regional business friendly issues. One specific issue that the committee has addressed is the regional approach to the film industry. The film industry is a major portion of the economy in Southern California and over the past few years location filming in the region has declined as competition from other States and Countries has increased. LAEDC responded to this trend and put together a working group to develop ideas to improve the location filming process in the County. The working group included the California Film Commission, FilmLA and numerous representatives from the film industry along with LAEDC's State and Local Policy Committee. One of the results was a new Model Filming Ordinance (Attached Exhibit 4) and associated Guidelines for Best Practices in Film Regulations and Policies (Attached Exhibit 5).

Other than several recent commercials that have been shot at Sonic, Duarte has not had a significant amount of local filming historically. However, having reasonable requirement for filming is an issue that should be important to the city because the film industry is vital to the Southern California economy and this does impact Duarte. In a recent survey by Warner Brothers, in 2010, there were 47 employees (including part time and those receiving residual payments) living in Duarte with a total payroll of \$1,463,619. There were also seven local vendors used with vendor payments equaling \$118,000. These statistics are just from Warner Brothers and there are many other businesses in the film industry that benefit Duarte residents and businesses. In addition to the proposed revisions creating a more streamlined process in the city, they also send a positive message that Duarte understands the regional value of the industry.

Duarte has a history of working cooperatively with the California Film Commission and the filming industry and adopted the previous Model Filming Ordinance in 2006. Staff is recommending that the City adopt the new Model Ordinance along with the new Film Permit Rules and Guidelines. Ordinance 12-O-04 and Resolution 12-R-20 are attached.

The proposed changes are very minor in nature with some elements being removed from the Ordinance that fit better into the rules and guidelines. The main changes included in the proposed Filming Rules and Guidelines are: stating that the City attempts to provide a two day review period; clarifying that the film permit and business license are combined and a separate business license fee is not required; and appointment of a City liaison to provide filming information. The City currently processes film permits as described in these changes.

The main purpose of these changes is to better communicate the City process. For several years the City has been combining the business license and filming permit. In other words, the filming permit fee was set to address both the filming permit fee and business license fee.

Currently, the Film Permit fee is \$1,300 each day, a fee that was established in 2011. Staff is not proposing any fee changes at this time, but will analyze the appropriateness of the fees and report to Council in the future.

Also, Staff proposes adding a Filming Permit Information section to the City's webpage to add a business friendly touch.

Staff recommends the City Council adopt Ordinance 12-O-04 and Resolution 12-R-20 amending Chapter 5.40 and adopting the Film Permit Rules and Guidelines.

Attachments: Exhibit 1 - Ordinance 12-O-04
Exhibit 2 - Strikeout-Bold Version of 5.40
Exhibit 3 - Resolution 12-R-20
A – Film Permit Rules and Guidelines
Exhibit 4 - Model Film Ordinance
Exhibit 5 - Guidelines for Best Practices in Film Regulations and Policies

ORDINANCE NO.

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE
AMENDING PORTIONS OF CHAPTER 5.40 OF THE DUARTE
MUNICIPAL CODE PERTAINING TO MOTION PICTURES,
TELEVISION, AND RADIO BROADCASTING**

THE CITY COUNCIL OF THE CITY OF DUARTE ORDAINS AS FOLLOWS:

SECTION 1. AMENDMENTS TO CHAPTER 5.40. The following portions of Chapter 5.40, Motion Pictures, Television and Radio Broadcasting, of the Duarte Municipal Code are amended as follows:

- A. Paragraph B. of Section 5.40.010 is deleted.
- B. Paragraph C. of Section 5.40.020 is deleted.
- C. Subdivision (b) of Section 5.40.040 is amended in its entirety to read as follows:

5.40.040 (b) RULES. The director of community development or authorized designee shall prepare Filming Rules and Guidelines governing the form, time, and location of any film activity within the city and providing for the issuance of permits. The Filming Rules and Guidelines shall be approved by the City Council by resolution. The Filming Rules and Guidelines may be amended by resolution of the City Council from time to time.
- D. Section 5.40.050 is deleted:
- E. Section 5.40.051 is renumbered as Section 5.40.050 and is amended in its entirety to read as follows:

**5.40.050 Violation of Sections 5.40.010 through 5.40.040;
violation of Filming Rules and Guidelines;
revocation of permit; appeal procedures.**

 - (a) Any violation of Sections 5.40.010 through 5.40.040, the adopted Filming Rules and Guidelines described in 5.40.040(b), or a permit issued by the City pursuant to this code or pursuant to the Filming Rules and Guidelines, may result in the cancellation of the permit by the city. Violation of the terms and conditions of a film permit or any provision of this chapter, or any other applicable provision of this code, is punishable as a misdemeanor under this code.

- (b) The permittee may appeal revocation by filing an appeal letter with the City Clerk. The appeal letter shall set forth the reasons the permittee believes the permit should not have been revoked and any other information the permittee wishes to provide. The City Manager or designee shall serve as the Appeal Hearing Officer and shall conduct an appeal hearing within two business days. The Appeal Hearing Officer shall issue either an immediate oral ruling upholding the revocation or upholding the appeal and reinstating the permit, or shall issue a written ruling within one business day upholding the revocation or upholding the appeal and reinstating the permit. The Appeal Hearing Officer may reinstate the permit with modified or new conditions. The decision of the Appeal Hearing Officer is final and non-appealable. No permit fee shall be returned or reimbursed as a result of a permit revocation.

SECTION 2: POSTING OF ORDINANCE. The City Clerk shall certify as to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2012.

 Mayor John Fasana

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. _____ was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the _____ day of _____, 2012, by the following vote:

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

 City Clerk Marla Akana
 City of Duarte, California

deleted text

added text

5.40.010 - Definitions.

- A. "Motion picture, television, still photography" means and includes all activity attendant to staging or shooting commercial motion pictures, television shows or programs and commercials.
- B. ~~"Charitable films" means commercials, motion pictures, television, video tapes, or still photography produced by a nonprofit organization, which qualifies under Section 501(c) (3) of the Internal Revenue Code as a charitable organization. No person, directly or indirectly, shall receive a profit from the marketing and production of the film or from showing the films, tapes or photos.~~
- C. "News media" means the filming or video taping for the purpose of spontaneous, unplanned television news broadcast by reporters, photographers or cameramen.
- D. "User fee" means the fee charged for use of public property for filming purposes.
- E. "Permit fee" means the fee charged for the actual processing of a film permit on either private or public property.

5.40.020 - Permits and exemptions.

- A. Permit Required. No person shall use any public or private property, facility or residence for the purpose of taking commercial motion pictures or television pictures or commercial still photography without first applying for and receiving a permit from the city of Duarte.
- B. Exemptions.
 - (1) News media: The provisions of this chapter shall not apply to or affect reporters, photographers or cameramen in the employ of a newspaper, news service, or similar entity engaged in on-the-spot broadcasting of news events concerning those persons, scenes or occurrences which are in the news and of general public interest;
 - (2) Private use: The filming or video taping of motion pictures solely for private family use;
 - (3) Cable access corporation: The filming or video taping by the Duarte Public Cable Access Corporation;
 - (4) Public entities: The filming or video taping by a public entity on its own premises or property.
- C. ~~Charitable Films. An applicant or project which qualifies under Section 501(c) (3) of the Internal Revenue Code as a charity, must provide the city with documentation of such charitable status. If proven, they may apply for and receive a "no fee" permit provided the applicant or project complies with all other provisions of this chapter.~~

5.40.030 - Applicants and issuance.

- A. Issuing Authority. The issuing authority shall be the director of community services or his or her designee.

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EXHIBIT 2

- B. Applications. Applicants shall be required to complete an application form prescribed by the director of community services. The application shall include information deemed necessary by the director of finance.
- C. FEES. Permit fees shall be imposed as established by resolution of the city council. Public property use fees shall be imposed which reasonably reflect actual costs to the city incurred by the use of the public property.
- D. REIMBURSEMENT FOR PERSONNEL. The production company shall reimburse the city for any personnel provided to the company (i.e., police, fire, traffic) at city's expense for the purpose of assisting the production.

5.40.040 - Rules and regulations.

- (a) CHANGE OF DATE. Upon the request of the applicant, the issuing authority shall have the power, upon a showing of good cause, to change the permit issue date provided established limitations are complied with in respect to time and location.
- (b) RULES. The director of community services or his/her designee ~~is authorized and directed to promulgate rules and regulations~~ shall develop rules and guidelines, subject to approval by resolution of the council, governing the form, time, and location of any film activity set forth within the city. ~~He/she shall also~~ and shall provide for the issuance of permits. ~~The rules and regulations are as follows:~~
 - (1) ~~ADVANCE NOTICE FOR APPROVAL. An applicant will be required to submit a permit request at least three working days prior to the date on which such person desires to conduct an activity for which a permit is required. If such activity interferes with traffic or involves potential public safety hazards, an application may be required at least five working days in advance.~~
 - (2) ~~CLEAN UP. The permittee shall conduct operations in an orderly fashion with continuous attention to the storage of equipment not in use and the cleanup of trash and debris. The area used shall be cleaned of trash and debris upon completion of shooting at the scene and restored to the original condition before leaving the site.~~
 - (3) ~~FILMING ON PRIVATE PROPERTY. An applicant is required to obtain and show proof prior to the issuance of a permit of the property owner's permission, consent, and/or lease for use of property not owned or controlled by the city.~~
 - (4) ~~FLOOD CONTROL. Applicants must obtain appropriate permits from the Los Angeles County Flood Control District or the United States Army Corps of Engineers when filming in a flood control channel. An applicant must vacate a channel when a permit indicates that they do so because of water releases. When filming in or on flood control properties, the permitting agency must be named as an additional insured on the liability insurance certificate.~~
 - (5) ~~PUBLIC WORKS DEPARTMENT (ROADS AND STREETS). The applicant shall obtain permission from the city if the applicant must park equipment, trucks, and/or cars in zones that do not normally permit parking. The applicant shall be responsible for posting all signs, delineations, barricades, etc., where required by the city in order to accommodate such parking. The applicant must obtain permission from the city to string cable across sidewalks or to run cable from a generator to a service point. The applicant shall not block driveways without obtaining written permission from the property owner.~~

(6)

~~TRAFFIC CONTROL. For filming that will impair traffic flow, an applicant shall use California Highway Patrol, Los Angeles County Sheriff, or local law enforcement personnel to assist in traffic control and shall comply with all traffic control requirements.~~

~~(A)~~

~~An applicant shall furnish and install advance warning signs and any other traffic control devices in conformance with the "Work Area Traffic Handbook." All appropriate safety precautions shall be taken.~~

~~(B)~~

~~Upon approval from the city, traffic may be restricted to one twenty-three foot lane of traffic and/or stopped intermittently. The period of time that traffic may be restricted will be determined by the city, based on location.~~

~~(C)~~

~~Traffic shall not be detoured across a double line without prior approval of the appropriate department representative.~~

~~(D)~~

~~Unless authorized by the city and/or the local law enforcement agency, the camera cars shall be driven in the direction of traffic and must observe all traffic laws.~~

~~(E)~~

~~Any emergency road work or construction by city or county crews and/or private contractors, under permit or contract to the appropriate department, and all emergency vehicles shall have priority over filming activities.~~

(7)

~~PARKING LOTS. When parking in a parking lot, an applicant may be billed according to the current rate schedule established by the city. In order to assure the safety of citizens in the surrounding community, access roads which serve as emergency service roads must never be blocked.~~

5.40.050 – Liability provisions.

(a)

~~LIABILITY INSURANCE. Before a permit is issued, a certificate of insurance will be required in an amount not exceeding one million dollars naming the city as an additionally insured party for protection against claims of third persons for personal injuries, wrongful deaths, and property damage. The certificate shall not be subject to cancellation or modification until after thirty days actual written notice to the city. A copy of the certificate shall be filed with the director of community services.~~

(b)

~~WORKER'S COMPENSATION INSURANCE. An applicant shall conform to all applicable federal and state requirements for workers' compensation insurance for all persons operating under a permit.~~

(c)

~~HOLD HARMLESS AGREEMENT. An applicant shall execute a hold harmless agreement as provided by the city prior to the issuance of a permit under the ordinance codified in Sections 5.40.010 through 5.40.051.~~

(d)

~~FAITHFUL PERFORMANCE BOND. To ensure cleanup and restoration of the site, an applicant may be required to post a refundable faithful performance bond (amount to be determined) at the time an application is submitted. Upon completion of filming and upon cleanup and restoration of the site to the satisfaction of the city, the bond shall be returned to the applicant.~~

5.40.050 Violation of Sections 5.40.010 through 5.40.040; violation of Filming Rules and Guidelines; revocation of permit; appeal procedures.

~~If an applicant violates any provision of Sections 5.40.020 through 5.40.050 or a permit issued pursuant~~

thereto, the city of Duarte may cancel the permit.

~~Violation of the terms and conditions of a film permit or of any provision of this chapter is punishable as a misdemeanor.~~

- (a) Any violation of Sections 5.40.010 through 5.40.040, the adopted Filming Rules and Guidelines described in 5.40.040(b), or a permit issued by the City pursuant to this code or pursuant to the Filming Rules and Guidelines, may result in the cancellation of the permit by the city. Violation of the terms and conditions of a film permit or any provision of this chapter, or any other applicable provision of this code, is punishable as a misdemeanor under this code.

- (b) The permittee may appeal revocation by filing an appeal letter with the City Clerk. The appeal letter shall set forth the reasons the permittee believes the permit should not have been revoked and any other information the permittee wishes to provide. The City Manager or designee shall serve as the Appeal Hearing Officer and shall conduct an appeal hearing within two business days. The Appeal Hearing Officer shall issue either an immediate oral ruling upholding the revocation or upholding the appeal and reinstating the permit, or shall issue a written ruling within one business day upholding the revocation or upholding the appeal and reinstating the permit. The Appeal Hearing Officer may reinstate the permit with modified or new conditions. The decision of the Appeal Hearing Officer is final and non-appealable. No permit fee shall be returned or reimbursed as a result of a permit revocation.

5.40.060 - Drive-in and motion picture theaters—Ownership of business—Sworn affidavit required.

Every person required by Sections 5.08.212 and 5.08.213 of this title to obtain a license for the operation of any drive-in or motion picture theater shall, not later than September 30, 1975, file with the city clerk of Duarte, a sworn affidavit stating therein the name, home address, and principal business address of each owner of the business or enterprise through which such motion picture theater is owned and operated, if such business or enterprise is unincorporated, and the name, home address and principal business address of the president, vice-president, secretary, treasurer, and each director of such business or enterprise, if such business or enterprise is incorporated, and shall, after September 30, 1975, and prior to the effective date of any change of the ownership of such business or enterprise, or of the home address or principal business address of any owner thereof, if such business or enterprise is unincorporated, and prior to the effective date of any substitution of officers or directors of such business or enterprise or of the home address or principal business address of any officer or director thereof, if such business or enterprise is incorporated, file with the city clerk of Duarte a sworn affidavit stating therein such change of ownership of such unincorporated business or enterprise and such change of home address or principal business address of any owner thereof, and such substitution of officers or directors of such incorporated business or enterprise, and such change of home address or principal business address of any officer or director thereof.

5.40.070 - Drive-in and motion picture theaters—Custody of films—Sworn affidavit required.

Every person required by Sections 5.08.212 and 5.08.213 of this title to obtain a license for the operation of any drive-in or motion picture theater shall, not later than September 30, 1975, file with the city clerk of Duarte a sworn affidavit designating and stating therein the name of the person or persons who shall, at any and all times when such motion picture theater is in operation and open for business exhibiting motion picture films, have legal possession, care, custody, and control of all motion picture films on the premises of such motion picture theater and shall, after September 30, 1975, and prior to any substitution of person so designated as having possession, care, custody and control of such motion picture films, file with the city clerk of Duarte a sworn affidavit stating therein the name of the successor to such person having possession, care, custody and control of such motion picture films.

5.40.080 - Drive-in and motion picture theaters—Failure to file affidavits—License revocation.

In the event any such motion picture theater which has heretofore been licensed or which may hereafter be licensed, fails to comply with the provisions of Sections 5.40.060 and 5.40.070, the city manager may revoke such license after five days' notice in writing to the licensee at the registered address as provided for herein to correct the violations involved and after giving opportunity to the licensee to be heard. Upon revocation of the license, the city manager shall direct the licensee to cease the operation of such place as a motion picture theater. The revocation of the license shall not affect any of the other penalty provisions provided for in this code but shall be cumulative thereof.

5.40.090 - Drive-in and motion picture theaters—Penalty for violation.

Any person who violates any of the provisions of Sections 5.40.060, 5.40.070 and 5.40.080 is guilty of a misdemeanor and shall be liable to a fine of not more than two hundred dollars and each day such violation exists shall constitute a separate offense.

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
DUARTE ADOPTING FILMING RULES AND GUIDELINES**

WHEREAS, the City Council of the City of Duarte has placed a focus on the economic development of the City; and

WHEREAS, the City is in the process of amending its Municipal Code provisions that regulate location filming (Chapter 5.40), and has proposed an amendment to Section 5.40.040(b) that provides that or filming rules and guidelines should be established to clearly communicate the City's requirements; and

WHEREAS, the City has developed Filming Rules And Guidelines based on the State Film Commission's guidelines for Best Practices in Film Regulations and Policies which were developed with input from the motion picture industry and governmental agencies throughout the State; and

WHEREAS, on July 12, 2011, the City Council of the City of Duarte reviewed the proposed Filming Rules and Guidelines concurrent with the first reading of the ordinance amending various sections of Chapter 5.40 of the Duarte Municipal Code including Section 5.40.040(b) (the "Amending Ordinance");

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

Section 1. The foregoing Recitals are true and correct and are incorporated herein.

Section 2. The City Council approves the Filming Rules and Guidelines as provided in Exhibit A attached hereto and by this reference incorporated herein.

Section 3. The Filming Rules and Guidelines shall take effect upon the effectiveness of the Amending Ordinance.

PASSED, APPROVED, AND ADOPTED this 26th day of June, 2012.

Mayor John Fasana

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

I, Marla Akana, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 12-R-20 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 26th day of June, 2012, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

City Clerk Marla Akana
City of Duarte, California

**City of Duarte
Filming Rules and Guidelines**

General Information

Timing. The City will make its best effort to issue Film Permits within two business days from permit application.

Business License. Film Permit shall be combined with a local business license for the permit holder only. The permittee shall be responsible for completing the Filming Permit application and paying the related fee. Associated businesses, such as caterers and property cleanup companies, shall be required to obtain business licenses.

City Liaison. All permittees will be assigned a liaison to assist them through the City process. The main point of contact with the City regarding filming permits is the Community Development Department. Assistance is also available with general questions by contacting the Community Development Department at 626-357-7931.

Property Owner Approval. Property owner approval shall be submitted to the City at time of permit application.

Liability Insurance. Before a permit is issued, a certificate of insurance evidencing general commercial liability and business auto coverages will be required in an amount not less than one million dollars naming the city as an additionally insured party for protection against claims of third persons for personal injuries, wrongful deaths, and property damage.

- The certificate shall not be subject to cancellation or modification until after thirty days actual written notice to the city.
- All insurance shall be written by insurers that are admitted and licensed to do business in the State of California and with A.M. Bests rating of B++ or better and a minimum financial size VII.
- All insurance: (i) shall contain no special limitations on the scope of protection afforded to the additional insureds; (ii) shall be primary insurance and any insurance or self-insurance maintained by the additional insureds or any of them shall be in excess of the permittee's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; (v) shall prohibit waiving the right of subrogation prior to a loss except for professional liability; and (vi) shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured.
- Permittee agrees to provide immediate notice to City of any claim or loss related to the permit. City assumes no obligation or liability by such notice, but has the right to monitor the handling of any such claim or claims if they are likely to involve City.

- A copy of the certificate shall be provided the City.

Workers' Compensation Insurance. Permit applicant shall conform to all applicable federal and state requirements for workers' compensation insurance for all persons operating under a permit.

Hold Harmless Agreement. Permit applicant shall execute a hold harmless agreement as provided by the city prior to the issuance of a permit.

Faithful Performance Bond. To ensure cleanup and restoration of the site, an applicant may be required to post a refundable faithful performance bond (amount to be determined) at the time an application is submitted. Upon completion of filming and upon cleanup and restoration of the site to the satisfaction of the city, the bond shall be returned to the applicant.

Conditions of Approval. The City may add additional conditions of approval in addition to these rules and guidelines when deemed necessary and will provide such conditions to the permittee in writing.

General Guidelines

Hours: All filming shall occur between the hours of 7:00 a.m. – 10:00 p.m. Night time filming outside of these standard hours may be approved on case by case basis by the City but may require adherence to additional requirements and restrictions above and beyond these rules and guidelines.

Notification: All residents and merchants within a 200 feet radius of the film location must receive notice of filming dates, times, location address and production company contact at least 24 hours prior to the first film activity. When parking production vehicles on a public street, residents and merchants impacted by the parking must receive notice at least 24 hours prior to the arrival of the vehicles.

Surveys: A survey of affected residents and/or businesses within a 200 ft. radius shall be required when the filming includes extraordinary activities such as a street closure, involves pyrotechnics, excessive noise, low flying helicopters, requests to film beyond the standard hours, and requests to film for extended periods of time.

Clean up: The permittee shall conduct operations in an orderly fashion with continuous attention to the storage of equipment not in use and the cleanup of trash and debris. The area used shall be cleaned of trash and debris upon completion of shooting at the scene and restored to the original condition before leaving the site.

Filming on Private Property: An applicant is required to obtain the property owner's permission, consent, and/or lease for use of property not owned or controlled by the city.

Use of Public Rights of Way: If the applicant must park equipment, trucks, and/or cars in zones that will not permit it, temporary "No Parking" signs must be posted with approval of the Public Works Manager. The applicant must also obtain permission to lay and safely mat cable across sidewalks, or from generator to service point. Approval shall be received prior to filming.

Traffic Control: For filming that could impair traffic flow, an applicant must use, at applicant's cost, California Highway Patrol (CHP), County Sheriff or local law enforcement personnel and comply with all traffic control requirements deemed necessary by City. Approval of traffic control plan shall be received prior to filming. The following guidelines also apply:

- a. An applicant shall furnish and install advance warning signs and any other traffic control devices in conformance with the Manual of Traffic Controls, State of California Department of Transportation. All appropriate safety precautions must be taken.
- b. For any lane closure or intermittent traffic control (ITC), the period of time that traffic may be restricted will be determined by the city/county, based on traffic volumes for location and time of day.
- c. Traffic shall not be detoured across a double line without prior approval of the City liaison.
- d. Unless authorized by the city/county, the camera cars must be driven in the direction of traffic and must observe all traffic laws.
- e. Any emergency roadwork or construction by city or county crews and/or private contractors, under permit or contract to the appropriate department, shall have priority over filming activities.

Municipal Parking Lots: When parking in a municipal parking lot, an applicant may be billed according to the current rate schedule established by the city.

CALIFORNIA FILM COMMISSION

Many California cities, counties and special districts have adopted this ordinance to ensure uniform film ordinances and permit processes throughout the State. The Model Filming Ordinance is not intended to address the circumstances of each local jurisdiction but provides general guidance for ensuring film friendly policies in a community.

The California Film Commission (CFC) reviews all local ordinances and provides comments to government to ensure uniform procedures for issuing film permits. A local government is required to submit any draft filming ordinance or amendments to the CFC 30 days prior to adoption as per Government Code 14999.21. The CFC will review all drafts and provide comments within five working days. The CFC sees that only reasonable costs are charged to film companies for use of public property or services.

MODEL FILMING ORDINANCE

I. DEFINITIONS:

- a. "Motion picture, television, still photography" shall mean and include all activity attendant to staging or shooting commercial motion pictures, television shows or programs, commercials, and student films produced to satisfy a post-secondary school course requirement at an educational institution in any medium including film, tape or digital format.
- b. "Charitable films" shall mean commercials, motion pictures, television, videotapes, digital recording or still photography produced by a nonprofit organization, which qualifies under Section 501(c)(3) of the Internal Revenue Code as a charitable organization. No person, directly or indirectly, shall receive a profit from the marketing and production of the film or from showing the films, tapes or photos.
- c. "News Media" shall mean the photographing, filming or videotaping for the purpose of spontaneous, unplanned television news broadcast or reporting for print media by reporters, photographers or camerapersons.
- d. "Studio" shall mean a fixed place of business certified as such by local fire authority having jurisdiction where filming activities (motion or still photography) are regularly conducted upon the premises.

II. PERMITS AND EXEMPTIONS:

- a. Permit required: No person shall use any public or private property, facility or residence for the purpose of taking motion pictures, television, or commercial still photography without first applying for and receiving a permit from the officer designated by the city/county.

b. Exemptions:

- 1) News Media: The provisions of this Chapter shall not apply to or affect reporters, photographers or camerapersons in the employ of a newspaper, news service, or similar entity engaged in on-the-spot print media, publishing or broadcasting, of news events concerning those persons, scenes or occurrences which are in the news and of general public interest.
- 2) Personal/Family Video: The recording of visual images (motion or still photography) solely for private personal use, and not for commercial use.
- 3) Studio Filming: Filming activities (motion or still photography) conducted at a studio.

III. RULES AND REGULATIONS:

Rules: The designated city/county officer is hereby authorized and directed to promulgate rules and regulations, subject to approval by resolution of the Council, governing the form, time and location of any film activity set forth within the city/county. The officer shall also provide for the issuance of permits. The rules and regulations shall be based upon the following criteria:

1. The health and safety of all persons;
2. Mitigation of disruption to all persons within the affected area;
3. The safety of property within the city/county; and
4. Traffic congestion at particular locations within the city/county.

IV. APPLICANTS AND ISSUANCE:

- a. Issuing Authority: the issuing authority shall be the city/county designee.
- b. Applications: The following information shall be included in the application:
 1. The representative of the property, the address, email address and telephone number of the place at which the activity is to be conducted;
 2. The specific location at such address or place;
 3. The inclusive hours and dates such activity will occur;

4. A general statement of the character or nature of the proposed filming activity;
 5. The name, address, email address, and telephone number of the person or persons in charge of such filming activity;
 6. The exact number of personnel to be involved;
 7. Activity which may cause public alarm such as the use of any animals, gunfire or pyrotechnics and low flying helicopters; and
 8. The exact amount/type of vehicles/equipment to be employed along with a parking plan.
- c. Fee Schedule: The issuing authority may adopt a fee schedule.
- d. Reimbursement for Personnel: The production company shall reimburse the city/county for any personnel provided to the company (e.g., police, fire, traffic) for the purpose of assisting the production.
- e. Change of Date: Upon the request of the applicant, the issuing authority shall have the power, upon a showing of good cause, to change the date for which the permit has been issued, provided established limitations are complied with in respect to time and location.

V. LIABILITY PROVISIONS:

- a. Liability Insurance: Before a permit is issued, a certificate of insurance will be required in an amount not exceeding \$1,000,000 naming the city/county as a coinsured for protection against claims of third persons for personal injuries, wrongful deaths, and property damage. The city/county officers and employees shall be named as additional insured. The certificate shall not be subject to cancellation or modification until after thirty days written notice to the city/county. A copy of the certificate shall remain on file.
- b. Worker's Compensation Insurance: An applicant shall conform to all applicable Federal and State requirements for Worker's Compensation Insurance for all persons operating under a permit.
- c. Hold Harmless Agreement: An applicant shall execute a hold harmless agreement as provided by the city/county prior to the issuance of a permit under this ordinance.

- d. Security Deposit: To ensure cleanup and restoration of the site, an applicant may be required to submit a refundable deposit (amount to be determined). Upon completion of filming and inspection of the site by the city/county, if no verifiable damage has occurred, the security deposit should be returned to the applicant.

VI. VIOLATION:

If an applicant violates any provisions of this ordinance or a permit issued pursuant thereto, the city/county may provide the applicant with verbal or written notice of such violation. If the applicant fails to correct the violation, the city/county may revoke the permit and all activity must cease.

FILMING REGULATIONS:

See Guidelines for Best Practices in Film Regulations and Policies.



Guidelines for Best Practices in Film Regulations and Policies

Encouraging film production is an economic development tool that can provide temporary jobs for local residents, generate local revenue and bolster local businesses. One of California's signature industries, motion picture production is an essential source of economic activity, tax revenue, jobs and tourism in California. It contributes \$30 billion dollars annually to our state's economy while supporting over 140,000 well-paying entertainment industry jobs.

It is always important to balance the needs of a production company with the concerns of local government and the local community. Once a city or county has created a film ordinance (see model filming ordinance attached), they should consider establishing permit policies and regulations that are "film friendly" with the intent to increase or retain filming in a community.

A. Consider the following "best practices" when creating film policies:

1. Rapid film permit issuance: 2 – 5 business days from permit application submission to permit issuance.
2. Establish standard hours for film activities: typically 7:00 a.m. – 10:00 p.m. for residential zones.
3. Establish reasonable permit fees. Compare fees charged by similar surrounding cities and stay within or below those limits. Some cities reduce or waive permit fees for accredited student or charitable productions (while still requiring a permit).
4. Establish and post cost recovery fees for the reimbursement of city or county personnel (e.g., police, fire, traffic).
5. Establish a film permit requirement but waive any requirement for a business license as most film activities are temporary.
6. Appoint a key liaison for coordinating permits. Be sure to appoint a back-up liaison. The liaison will be required to make decisions as the community representative prior to and during filming, and should therefore have full endorsement and authority of the local jurisdiction. The liaison should be aware of any previous film production within the community and remain sensitive to local citizens' concerns.
7. Create a centralized filming section on your city/ county website clearly listing all film regulations, permit and insurance requirements, fee schedules and liaison contact information.

8. Consider adopting an ordinance parallel with the film permit ordinance that protects the orderly conduct of a permitted film event from persons who interfere.

B. Specific Guidelines for Filming Regulations:

1. Timely issuance of film permits: An applicant will be required to submit a permit request at least two business days prior to the date on which such person desires to conduct an activity for which a permit is required. If such activity interferes with traffic or involves potential public safety hazards, an application may be required at least three business days in advance.
2. Notification: All residents and merchants within a 200 feet radius of the film location must receive notice of filming dates, times, location address and production company contact at least 24 hours prior to the first film activity. When parking production vehicles on a public street, residents and merchants impacted by the parking must receive notice at least 24 hours prior to the arrival of the vehicles.
3. Surveys: Require a survey of affected residents and/or businesses within a 200 ft. radius when the filming includes extraordinary activities such as a street closure, involves pyrotechnics, excessive noise, low flying helicopters, requests to film beyond the standard hours, and requests to film for extended periods of time.
4. Clean up: The permittee shall conduct operations in an orderly fashion with continuous attention to the storage of equipment not in use and the cleanup of trash and debris. The area used shall be cleaned of trash and debris upon completion of shooting at the scene and restored to the original condition before leaving the site.
5. Filming on Private Property: An applicant is required to obtain the property owner's permission, consent, and/or lease for use of property not owned or controlled by the city/county.
6. Flood Control (if applicable): When filming in a flood control channel, an applicant must vacate channel when permit indicates because of water releases. Please note that when filming in or on flood control properties, the agency must be named as an additional insured.
7. Public Works Department (Road and Streets): If the applicant must park equipment, trucks, and/or cars in zones that will not permit it, temporary "No Parking" signs must be posted with approval of the local authority. The applicant must also obtain permission to lay and safely mat cable across sidewalks, or from generator to service point.
8. Traffic Control: For filming that would impair traffic flow, an applicant must use California Highway Patrol (CHP), County Sheriff or local law enforcement personnel and comply with all traffic control requirements deemed necessary.
 - a. An applicant shall furnish and install advance warning signs and any other traffic control devices in conformance with the Manual of Traffic Controls, State of California Department of Transportation. All appropriate safety precautions must be taken.

- b. For any lane closure or intermittent traffic control (ITC), the period of time that traffic may be restricted will be determined by the city/county, based on traffic volumes for location and time of day.
 - c. Traffic shall not be detoured across a double line without prior approval of the appropriate department representative.
 - d. Unless authorized by the city/county, the camera cars must be driven in the direction of traffic and must observe all traffic laws.
 - e. Any emergency roadwork or construction by city or county crews and/or private contractors, under permit or contract to the appropriate department, shall have priority over filming activities.
9. Municipal Parking Lots: When parking in a municipal parking lot, an applicant may be billed according to the current rate schedule established by the city/county. In order to assure the safety of citizens in the surrounding community, access roads to beaches, which serve as emergency service roads, must never be blocked. No relocation, alteration, or moving of beach structures will be permitted without prior approval.

C. Other Considerations to Encourage Filming:

A city or county that wishes to actively recruit filming as part of its economic development plan should also consider providing the following services or incentives to encourage filming.

- 1. Provide service and support to each production company from the initial contact to the close of the production, including problem solving on film related matters. Support should include coordination between the film company, local residents and businesses and the city/county.
- 2. Offer fee-free city/county owned properties for use as filming locations. Charge applicants for cost recovery only - review time, police, fire or security monitors.
- 3. Waive permit fees.
- 4. Provide free vacant office space and / or free parking lots.
- 5. Create an on-line database of location photos;
- 6. Upload location photos to the California Film Commission website to market a local region.

Additional resources for jurisdictions interested in recruiting film production can be found at: www.film.ca.gov/production.



MEMORANDUM

TO: DARRELL GEORGE, CITY MANAGER

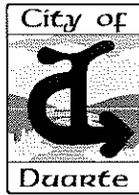
FROM: CESAR MONSALVE, DIRECTOR OF PARKS AND RECREATION

SUBJECT: APPOINTMENTS TO MAYOR'S YOUTH COUNCIL

DATE: 6/19/12

The application and interview process to select the new members to serve on the Mayor's Youth Council was recently completed. The minimum qualifications to serve on the Council includes the need to maintain a grade point average of 2.0 or better and be a City of Duarte resident or attend school in the Duarte Unified School District.

Twenty-two students applied to serve on the Council, and 16 qualified applicants were interviewed by the Duarte City Council on Tuesday, June 12. Attached are the names of the applicants.



Mayor's Youth Council Interviews

Conducted on
Tuesday, June 12, 2012
Community Center

5:00 p.m.	Abryanna Howard	Christina Howard	Nathaniel Jole	
5:15 p.m.	Anna Pasillas	Katrina LaMadrid	Lorelei Near	Olivia Lewis
5:30 p.m.	Yanely Serrano	Sonia Puri	Hazel Gonzalez	Erik Pacheco
5:45 p.m.	Angelica Valdez	Yvette Estephan	Joanna Martinez	
6:00 p.m.	Tiffany Felix	Natasha Martinez		

Note: Phillip Glover, Deanna Armstead, and William Glover did not attend the interviews.

Agenda Memo City Manager's Office

To: Mayor and Members of the Duarte City Council
From: Karen Herrera, Deputy City Manager
Date: 6/12/12
Re: Grant Writing Options for City of Duarte

Recommendation: That the City Council, by motion, direct staff on how to approach grant writing needs for the City of Duarte on a consistent basis during the upcoming Fiscal Year 2012-13.

Background: During the recent budget workshops in April and May, City Council directed staff to begin researching options for providing grant-writing services to the City on an ongoing basis for the upcoming fiscal year. Since this item was part of the "wish list" for the upcoming year, staff was going to bring the item to the Council at mid-year for consideration, pending the outcome of the potential revenue ballot measure vote. However, Council requested that this item return for discussion sooner rather than later, especially in light of the recent dissolution of the City's long-standing Redevelopment Agency. The need to systematically pursue low to no match grant opportunities is more critical than ever for both maintaining and restoring lost services and capital investment.

Discussion: In light of this request, staff contacted three different firms to gather a scope of services and cost. Each firm has a unique approach to providing grant-writing services, along with excellent track records in obtaining grants for multiple city clients. Proposals and references have been solicited from each and are attached as exhibits. The following firms submitted proposals:

- **eCivis:** Founded in 2000 and based in Pasadena, eCivis has contracted with thousands of local government clients nationwide to provide grant-writing solutions. eCivis approaches each client relationship as a consultative partnership with an emphasis on helping them develop grant practices powered by technological solutions teamed with a staff of grant writing professionals. eCivis is recommending providing the City of Duarte with a combination of self serve products including grants network research, tracking and reporting. From its "full service" menu it will be providing grant writing services for five applications plus administration services for any grant that they assist the City secure. The proposed cost for these services would be \$5,000 per month (plus out-of-pocket expenses) or \$60,000 for the fiscal year.
- **Arroyo Strategy Group:** Arroyo Strategy Group is a grant writing consultant that provides writing, research and administration services designed to make their clients grant proposals stand out from the competition and achieve winning results. Their skill set emphasizes creating detailed, informative and compelling grant applications. Their current clientele includes approximately one dozen Southern California communities. The firm's compensation is based on the size of the grant awarded, and only realized if the grant is awarded. Specifically, they receive 5% for grants up to \$100,000 down to 2% for grant awards over \$1 million dollars. In terms of grant administrative services,

- the firm would charge an hourly rate for actual hours worked on the grant billed on a monthly basis.
- **California Consulting, LLC:** Founded in 2004, California Consulting, LLC is one of the fastest growing advocacy and grant-writing firms in California. They have secured almost \$1.4 billion for their clients including approximately \$99 million in State and Federal grants alone. In addition to grant services, the office also regularly organizes Sacramento trips for clients in addition to hosting special guests from Sacramento at their northern and southern California offices. They currently are on retainer with 22 cities across California and over 30 School districts. California Consulting proposes a \$3500 per month retainer for grant research, writing and administrative services for a total annual cost of \$42,000, plus out of pocket expenses.

Fiscal Impact: The City of Duarte did not include an appropriation for a grant writer in the FY 2012-13 Budget. If the City Council decides to retain a grant writing firm at this time, an appropriation would need to be made ranging from no cost unless a grant is secured to a potential \$42,000 to \$60,000 plus out of pocket expenses to cover monthly retainer costs.

Attachments

Proposal Prepared For:



CITY OF
DECATUR
City of Health

Prepared by:

Jennifer S. Fernandez
Account Executive

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Introduction

eCivis is pleased to submit the following proposal to City of Duarte (City) for its review and consideration. This proposal (1) outlines our expertise in building and implementing grants solutions for local governments, and (2) outlines terms for a one-year partnership. Our mission is to help our clients increase their grant funding so they in turn can support and improve their local communities. We firmly believe our services will allow us to accomplish this mission, and our long history of proven success is our proof.

Over the past decade, our products and services have helped cities both large and small across the country. We have nearly 200 city and nonprofit clients in California alone. Nationally, we work with cities such as El Paso and Fort Worth, TX; Chicago, IL; Memphis, TN; Raleigh, NC; and Orlando, FL. Simply put, our work and results have translated into value for our clients and that's why we serve over 900 local governments and nonprofits. We look forward to exploring this opportunity with you.

Sincerely,



Jennifer Fernandez
Sr. Account Executive

Dr. Bev Browning
VP of Grants Professional Services

Overview

WHO WE ARE

eCivis is the nation's leading grants solution company. Founded in 2000 and based in Pasadena, California, eCivis has contracted with thousands of units of municipal government nationwide to offer critically needed grant-related information, professional services, and technology products. In California, eCivis has current long-standing contracts with the following abbreviated list of Los Angeles County clients:

- City & County of Los Angeles
- City of Cudahy
- City Artesia
- City of Burbank
- City of Glendale
- City of Azusa
- City of Gardena
- City of Pasadena
- City of Santa Clarita

eCivis approaches each client relationship as a consultative partnership. Its suite of grant information and management applications, Grants Network, offers a unique integration of grant-related content—including educational resources, grant management solutions, and examples of winning grant proposals—designed specifically to address the needs of grant-seeking agencies. Knowing that every client has a unique organizational structure and process flow, eCivis built Grants Network to respond flexibly to individual client needs. eCivis is committed to helping its clients develop a grant operational practice that is shared through powerful technology solutions and a strong team of dedicated grant professionals.

Methodology

OUR DIFFERENCE

Top Grant Professionals. eCivis Grants Professional Services (GPS) was created in 2011. Led by Dr. Beverly A. Browning (Dr. Bev), a 40-year grant writing veteran and municipal government grant specialist, GPS is positioned to supply the services of grant writers, grant managers, evaluation specialists, and budget analysts to public- and private-sector clients across the United States. Dr. Browning has helped secure more than \$350 million U.S.-wide for her clients and workshop trainees and has written 40 grants-related publications. Dr. Browning's national reputation has enabled eCivis to attract the attention of over 100 top grant professionals nationwide who are now profiled in our database and available for per-project assignments to eCivis clients. eCivis grant writers have, on average, an 80% funding success rate; many are members of the Grant Professionals Association and hold nationally recognized certification from the Grant Professionals Institute.

Unmatched Grants Research. Unlike grant clearinghouses and grant information brokers who provide copied text or repurposed information, eCivis maintains a full-time Research department that provides original, quality analysis to track and publish relevant funding opportunities for our clients. This is why our research product is considered by more than 72% of our local government clients as a sole-source offering. Our professional research team distills information, examines and clarifies grant solicitations, and reaches out to program officers to ensure that clients are provided a detailed and thorough analysis of all relevant funding sources. eCivis provides this research for federal, state and private foundation grants.

Unmatched Service. eCivis has a dedicated, full-time department of grant professionals committed to supporting our clients. We understand the diminished return on investment from any system/application if not implemented correctly. We will provide schedule trainings and ongoing support work with you to understand your organizational structure and current grants process. Drawing on experience working with hundreds of government systems, municipalities, and school districts, we will suggest enhancements. By using eCivis Grants Network products, clients will have access to a system that has helped tens of thousands of users find, manage and win grants.

Unmatched Speed of Innovation. eCivis has introduced new technologies at a pace and frequency that other grants solution providers have been unable to match. From new search technology to reporting features and new products, eCivis is without equal. This year, eCivis is working with several local governments to integrate Grants Network with existing financial systems to create the most seamless grants system in the industry. Our goal is to reduce costs, eliminate double-entry and create transparency.

Proposal

OUR PRODUCTS AND SERVICES

Grant Knowledge and Research. The eCivis research team adds more than 10,000 new federal, state, and foundation grant summaries to its Grants Network: Research database every year. Moreover, eCivis' database uses cutting-edge technology to produce fast and accurate search results. The "search within results" feature allows subscribers to quickly condense and filter search results to find relevant funding opportunities. Subscribers are also able to save search criteria, prompting the system to send automatically generated email alerts when new announcements that meet search criteria appear. In addition, relevant grant opportunities are attached to projects through Grants Network: Tracking & Reporting.

eCivis' web-based research tool allows clients to utilize its dedicated grant research department while saving the district hundreds of hours of work. Grant solicitations can be located and reviewed in minutes using Grants Network: Research.

Managing Grants. eCivis develops a Grant Routing Chain using a combination of tools to evaluate, set up, and manage the grant application process. eCivis also provides its clients with a grants management solution that centrally stores documents and standardizes tasks for the client's entire user group. Individuals within the City will be grouped into teams with different permissions to ensure the routing chain meets the district's requirements and transparency needs. Task reminders are easily managed using dashboards and reports, while a calendar gives an easy-to-view snapshot of requirements for each month. Any data stored in the eCivis' grants management solution is accessible using Excel and ready for posting on our client's website or internal network. Most of eCivis' clients use reports generated by the grants management solution to inform the public about special projects, and thus to improve community relations.

eCivis' grants management solution allow our clients to manage all their grants in a single seamless solution that can be accessed by anyone within the relevant department. eCivis begins this process by working with our clients to create an Administrative Policy Manual (APM). The APM identifies the key requirements and establishes guidelines necessary to the flow of effective communication by all personnel. The APM also allows the eCivis Client Services team to help set up the required tasks in the system, including due dates and reminders. Once the setup is complete, eCivis supports our clients by providing continued technical support throughout the life of the contract to ensure that the routing process is successful.

Grants Monitoring & Tracking. eCivis Grants Network: Tracking & Reporting allows the client's project manager to monitor the grants process on demand. The following outline provides capabilities within Tracking & Reporting to address the management and document storage requirements:

Proposal

PRODUCT BENEFITS

Features:

- Create an unlimited number of projects
- Set up project teams with specific permissions for each team member
- Select project teams across multiple consortium member organizations
- Align projects to organizational strategic objectives
- Associate projects with departments
- Support usage by internal organization staff and limit access to users outside the organization
- Import funding opportunities unique to the organization and not found within the Grants Network: Research database
- Track both original funding and allocation of a funding pool to multiple projects

Grants Workflow:

- Support for a traditional grants workflow, including consideration, application, award, implementation, reporting, close-out, and archival
- Integration of grants information from Grants Network: Research database such as due date and matching information
- Automated alerts to project team upon material change in grant application or compliance requirements
- Automated alerts sent to central management or finance when key milestones are achieved
- Collection of key financial, performance period, and compliance information
- Assignment of tasks to project team members
- Customized tasks and reminders
- Scheduling and assigning of all post-award financial and progress reports
- Alerts to indicate uncompleted tasks
- Configurable calendar functionality
- Validation of critical data entered to ensure they are completed correctly
- Notification if multiple departments are evaluating or applying for same grant program
- Configurable workflow to conform to the required grant process flows of the organization

File Management:

- Upload an unlimited number of documents at each stage of the grants workflow
- Automatically associate documents with grants workflow steps
- Support retrieval of documents at project, departmental, and organizational levels by document category

Proposal

PRODUCT BENEFITS

KnowledgeBase & Training Services:

- Optional onsite professional development courses
- On-demand self-guided courses on grant writing, grants management, compliance, and fundamentals of grants for beginning and intermediate-level users
- Searchable library of subject briefs on all aspects of the grants life cycle, including professional and organizational topics
- System-administered grant skills assessments
- Extensive grants glossary
- Analysis of key projects relevant to eCivis clients, including likely sources of funding and examples of previously funded applications

Support Services:

- Unlimited telephone support for every user
- On-demand self-guided training for all products
- Dedicated support personnel
- Personal onsite training
- Professional assistance with the import of current and historical grant data

Software Compatibility. Grants Network is a fully hosted web-based solution that has been built according to web application development best practices and industry standards. Users need to have available a standard email client (such as Outlook), a popular web browser (Internet Explorer 6 or higher, or Firefox 2.0 or higher), and Adobe Flash (8.0 or higher). Flash is not required for standard use of the application but is used for presentation of automated training materials and provides some preferred user interface (UI). UI utilizing Flash is built to include non-Flash versions; Grants Network detects the availability of Flash and displays the appropriate UI.

eCivis recognizes that no two networks are the same. Most network structures are fully compatible and only require the white listing of domain names and the inclusion of eCivis' trusted Internet providers. Occasionally, eCivis has dealt with initial implementation issues due to firewall settings, server caching, JavaScript settings, mail server settings, and so on; despite these concerns, eCivis is able to work with IT staff to identify and resolve issues with no impact to the organization's standards or network security.

Proposal

HOW WE CAN HELP

Proposed Products and Services:

- Grants Network: Research
- Grants Network: Tracking and Reporting
- Full service Grant Writing
- Post-Award Tracking and Reporting Assistance

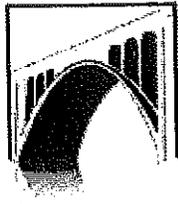
Self-Service Products and Services Menu	Units	Monthly Cost	Total Amount Annually
Grants Network: Research (GNR)*	1	\$250	\$3,000
Grants Network: Tracking and Reporting (T&R)	1	\$250	\$3,000
Total Monthly		\$500	

**Dr. Bev Browning will also receive the GNR email alerts and will review and qualify them for best opportunities for the City of Duarte. The initial GNR alerts will be set-up to receive "no matching funds" alerts for state, federal, and foundation grantmakers.*

Full-Service Menu - Grant Research, Grant Writing and Award Management	Units	Monthly Cost	Total Amount Annually
Writing Grant Applications (discounted \$1,000/month) And Tracking and Reporting Assistance for Grant Applications Written by eCivis (discounted \$1,500/month).	5	\$4,500	\$54,000
Total Monthly		\$4,500	

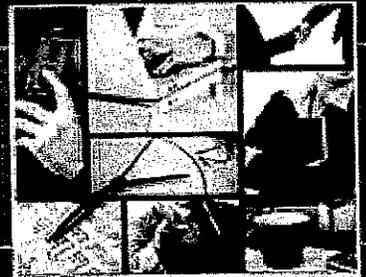
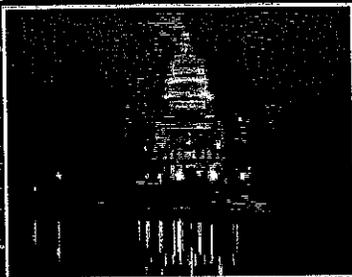
Add-On Option	Units	Flat One-Time Fee
Writing Grant Proposals to Foundations for Smaller Non-Capital/Non-Infrastructure Projects.	Per Proposal	\$2,500

If a federal grant program allows for indirect cost allocation/administrative expenses, the eCivis grants management fee can be paid from that source.



ARROYO STRATEGY
GROUP

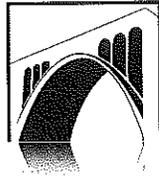
Proposal
for
Grant Writing and Administration Services
for the
City of Duarte



Prepared by:

ARROYO STRATEGY GROUP
2120 Huntington Dr Suite B
South Pasadena, CA 91030
Tel: 626.799.0677

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ARROYO STRATEGY
GROUP

June 20, 2012

Darrell George
City Manager
City of Duarte
1600 Huntington Drive
Duarte, CA 91010

Dear Mr. George:

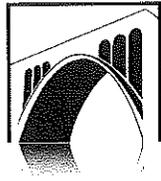
Arroyo Strategy Group is pleased to present this proposal for your consideration. With the loss of redevelopment funding, decreased sales taxes, lower property tax revenues, and less CDBG funding, it is increasingly difficult for cities to maintain the same level of services and staff while maintaining a balanced budget.

We are grant writing consultants that provide writing, research and related services to make your grant proposal stand out from the competition and achieve winning results. Arroyo Strategy Group is skilled in creating detailed, informative and compelling grant proposals. We have the experience to write and win foundation, government, non-government, school district and private, nonprofit organizations grants.

The scope of work, methodology and plan are included within this proposal. If you have any questions or require any additional information please do not hesitate to contact us at 626-383-6565. We look forward to working with you and the City of Duarte.

Sincerely,

Omar E. Hernandez



SCOPE OF WORK

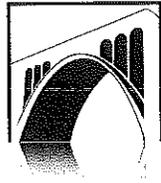
Grant Writing

Grant-writing is an essential need for any City that is seeking funds from state, federal, corporate and foundations. As grant funding become more limited in this challenging economy, the pressure for the City of Duarte to submit a professional and competitive proposal increases.

Our role at Arroyo Strategy Group (ASG) is to convert your city's ideas and concepts into a workable and concrete programs and projects. Arroyo Strategy Group will serve as the bridge between the grant applicant and the grant provider. Arroyo Strategy Group's role is to put into writing your municipality's concepts and transform them into projects that the funding institution will support. More than just providing a well-written document, Arroyo Strategy Group grant writers possess strong research skills. Part of the work of the grant writer is the identification and selection of appropriate potential donors. Arroyo will research grant-making organizations and analyze them to identify likely funding sources for specific projects and programs Arroyo will increase the chances of getting the funds by advising on submitting the proposal to the right institution.

Arroyo Strategy Group will provide the following services:

- To initiate this project properly, Arroyo Strategy Group Team will conduct a kick-off meeting with City Staff. The first part of the meeting will consist of a review of the proposed scope of work, anticipated project schedule for current grants, deliverables and discuss staff concerns and desires regarding the existing and proposed projects and needs of the City, respectively. The second part of the meeting will be a site reconnaissance with City staff to visit some of the potential project sites within the City. Following the field reconnaissance, Arroyo will provide a list of available grants that have little or no matching requirements by submission date and request approval by City Staff to pursue those available funds.
- ASG will work with Departments to refine projects to meet grant criteria.
- ASG will identify potential grant partners that results in the greatest impact on the City and its funding goals.
- ASG will prepare grant applications with assistance from Department staff including:
 - The development of critical timelines for each grant application
 - Write technical aspects of pertinent program/grant
 - Develop program budget
 - Coordinate input from stakeholders
 - Meet critical application deadlines
- Keep in contact with grant-making organizations during their review of a submitted grant application in order to be able to supply additional supportive material.



GRANT ADMINISTRATION

As the Grant Administrator, Arroyo Strategy Group will adhere to every grant's individual guideline requirements. Arroyo Strategy will provide, at a minimum, the following tasks:

1) Budget Process

- a) Initiate, direct and assist in the preparation, monitoring and management of Grant Funds
- b) Recommend policies and procedures for Grant Administration.
- c) Communicate procedures to departments and assist staff as necessary.
- d) Prepare reports for various grant submissions.
- e) Prepare budget entries to balance grant funds and reconciles accounts or provide the information to the appropriate department.
- f) Prepare final document for close out of grants.
- g) Ensure budget is in compliance with policies and statutes in conjunction with the Grant requirements.
- h) Compile and analyze performance measurements and related data.
- i) Prepare budgets for grants and performs review of grant budget, revenue, and expenditure analysis.

2. Accounting and Related

- a) Proof and prepare financial documents, e.g. budget, audits, monthly and annual reports.
- b) Coordinate collection of data with other departments.
- c) Meet with builders, developers, contractors, building owners and citizens.
- d) Schedule and facilitate public meetings as necessary for Grant compliance.
- e) Participates in committees as necessary.

3. Interdepartmental Functions

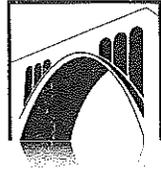
- a) Interface with departments of the City to gather data for reports.
- b) Reviews quotes, and initiates purchases as directed.

4. Public Relations

- a) Attends meetings with architects, engineers and contractors to establish a productive, working relationship, while answering questions concerning the jobs and requirements.

5. Investigation/Field Inspection

- a) Conduct job checks and inspections at job sites for compliance with grant requirements.
- b) Conduct Davis Bacon Act interviews.
- c) Prepare the correct documentation of each inspection to include all pertinent information, i.e. who, what, when where, why, etc.



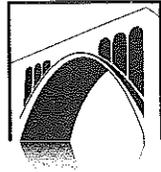
PARTIAL LIST OF CLIENTS

Some of the clients we have had the privilege to work with

City of El Monte
City of Industry
City of La Puente
City of Montebello
City of Pomona
City of Rosemead
City of South El Monte
City of South Gate
City of West Covina
SR-60 Coalition

List of References

Name	Title	City	Phone
Jennifer Vasquez	Assistant City Manager	South El Monte	626-579-6540
Rene Bobadilla	City Manager	El Monte	626-329-2339
Mike Touhey	Mayor	West Covina	626-825-5099
Louie Aguinaga	Mayor	South El Monte	626-641-3024



COST PROPOSAL

Grant Writing

Compensation to Arroyo Strategy Group will be based on the size of the grant.

<i>Grant Size</i>		<i>Compensation</i>
<i>From</i>	<i>To</i>	<i>Based on Grant Size</i>
\$ 1	\$ 100,000	5%
\$ 100,001	\$ 500,000	4%
\$ 500,001	\$ 1,000,000	3%
\$1,000,001	& Up	2%

Grant Administration

In regards to the administration of the grants, Arroyo Strategy Group's hourly rate is based on allowable amounts by the grant, which is not to exceed the grant limits. Hourly Rates will be as such:

- \$100 per hour for Grant Administrator
- \$65 per hour for Grant Coordinator
- \$45 per hour for Support Staff

Most of the work will be completed by the Grant Coordinator and Support Staff with the Grant Administrator overseeing the entire project.

California Consulting, LLC
A Full Service Governmental Affairs Agency
www.californiaconsulting.org

A Proposal for City of Duarte

History

Founded in 2004 California Consulting, LLC has quickly established a reputation for hard work and a commitment to success for its clients. Through that special hard work ethic, California Consulting, LLC has become one of the fastest growing advocacy and grant writing companies in California. With more than 65 clients statewide, California Consulting's success has translated into rapid and unprecedented growth. Put simply, no lobbying/grant writing firm has grown faster in California in recent history.

Owner Steve Samuelian has more than two decades of experience dealing with Government, including 8 years as District Director for a U. S. Congressman. Additionally, Mr. Samuelian served in the California Legislature. The company has a professional team of Governmental affairs advocates and grant writers to successfully serve our client's needs.

California Consulting has developed an expertise in representing public agencies, private companies, and non-profit organizations.

California Consulting has secured almost \$1.4 billion for our clients. Since inception, California Consulting has generated \$98,044,160.00 for clients through State and Federal avenues.

Grant Writing:

The California Consulting team boasts ten grant writers. Through years of experience our grant writers have a proven track record of success and have mastered their skills of identifying, researching, and obtaining funding for significant projects at every level of government. Our team has successfully written competitive federal and state grants totaling more than \$88 million for our clients. Our aggressive, hard-working, and results-oriented style has translated into millions of dollars for our clients. Our professional grant writers are diligent and stay current on every federal and state grant available on a myriad of different topics and public policy areas. Whether it is recreation, education, parks money, or public safety our grants team knows where to locate grant funds and how to successfully write the applications.

State Government Advocacy:

Specializing in relations with State Government Agencies, California Consulting assists clients specifically with the Governor's Office, the State Legislature, and the State Agencies that issue grant monies. With three registered lobbyists at the State Level,

California Consulting, LLC has the expertise, experience, and relationships in Sacramento to successfully advocate for your issues. With Mr. Samuelian's former role as an elected State Legislator, our company is uniquely positioned to represent our clients with every facet of state government. If you want to pass, amend, or stop state legislation, California Consulting has a proven track record of success. We also have secured funding for our clients through legislative avenues including budget trailer bills specifically for our clients needs.

California Consulting maintains strong relationships with the Governor's Senior Staff and with the Departments that have grant money available for cities, i.e., Department of Housing and Community Development, Integrated Waste Management Board, State Water Resources Control Board, Department of Water Resources, Cal-Trans, Department of Parks and Recreation, Cal-EPA, Office of Traffic & Safety and many others.

Sacramento Trips:

Our office regularly organizes trips to Sacramento for our clients. We organize a full day of meetings with key State Agencies that have grant monies available. Usually the City Manager (or Superintendent if School District) and some city elected officials attend the day long visit to the Capitol accompanied by California Consulting Manager Steve Samuelian. Our team makes weekly trips to Sacramento to stay in constant contact with State Agencies and Legislators.

We provide, coordinate, and arrange consistent visits to Sacramento for our clients. These visits include a full day of lobbying State Agencies and key decision makers for grant money.

With an affiliate office in Sacramento, California Consulting is well equipped to host visits of local elected and appointed officials.

Quarterly Events:

In order to keep our clients regularly informed of updates from the Capitol, we routinely invite special guests from Sacramento to visit with our clients. Each quarter we host a roundtable with a key elected or appointed official from the Capitol. Recent events have been held in Montebello, Salinas and Fresno in conjunction with our office. Guests have included CalTrans Interim Director, Malcolm Dougherty, the Governor's Cabinet Secretary, current State Superintendent Tom Torlakson, and other key policymakers. This allows our clients to interact with major policymakers in a unique small group setting.

References:

California Consulting references include key leaders from around the State. Our relationships are bi-partisan and we have references from major figures and leaders in

both political parties. A full list of our references can be viewed at www.californiaconsulting.org

California Consulting currently represents 22 cities across California, over 30 School Districts, Fresno Council of Governments (COG), Kern Council of Governments (COG), and others. We have also been retained to work for agencies including Chevron Corporation and academic institutions including the California Institute of Technology in Pasadena, as well as several private sector clients. A full client list can be obtained at www.californiaconsulting.org

Scope of Services and Cost:

1. We have a Southern California Office in Montebello that will service the City of Duarte account.
2. Our contracts include a 30 day no cause cancellation clause.
3. We will put an emphasis on grants for the City with little to no matching requirement.
4. We propose cost of \$3,500.00 per month plus reimbursement of out of pocket expenses.
5. We propose that to the extent legally allowed the City hire California Consulting as grant administrators when dollars are available from within the grant (at no cost to the city). When grant dollars from the grant are not available for administration, reporting and evaluation purposes we will provide these services to the city at no cost as part of our scope of services.
6. California Consulting's grant research, identification, and writing is unlimited during the length of the contract. On average our team writes between 15-20 grant applications per year for each city that we serve.



References

California Consulting references include key leaders from around the State. Our relationships are bi-partisan and you can view the list of our references from major figures and leaders in both political parties.

Former Senate Majority Leader Dean Florez

Supervisor Judith Case
County of Fresno

Senator Michael Rubio

Councilmember Grace Vallejo
City of Delano

Supervisor Henry Perea,
Fresno County Board of Supervisors

Assemblyman Henry T. Perea

Mayor Dennis Donahue
City of Salinas

Former Mayor Victor Lopez
City of Orange Cove

Alan Bengyel, City Manager
City of Orange Cove

Councilmember Blong Xiong
City of Fresno District 1

Peter Weber
Regional Jobs Initiative

Mayor Armando Lopez
City of Parlier

Councilmember Victor Ruiz
City of Sanger

Mayor Ron Lander
City of Coalinga

Mayor Dennis Lujan
City of Selma

Councilmember Martin Castellano
City of Sanger

Supervisor Frank Bigelow
County of Madera

Supervisor Vern Moss
County of Madera

Stell Manfredi
Former County Administrative Officer
County of Madera

Jeff Britz, City Manager
City of Lemoore

David Elias, City Manager
City of Fowler

Bill Skinner, City Manager
City of Coalinga

Rich Merlo, Superintendent
Corcoran Unified School District

Abdel Salem, City Manager
City of Delano

Jeff Roberts
Granville Homes

Al Smith, President and CEO
Greater Fresno Area Chamber of
Commerce

Ed Kashian, CEO
Lance-Kashian and Company

Richard Spencer, CEO
Spencer Enterprises

Councilmember Rico Aguayo
City of Fowler

Richard Gunner
Gunner & Andros Investments

Juan Garza, Superintendent
Kings Canyon Unified School District

Ralph Vandro, Superintendent
Laton Unified School District

Councilmember Danny Parra,
City of Fowler

Former Mayor Trinidad Rodriguez
City of Kerman

Ron Manfredi, City Manager
City of Kerman

Don Pauley, City Manager
City of Kingsburg

Councilmember Leland Bergstrom
City of Kingsburg

Bruce Rudd, Assistant City Manager
City of Fresno

Lowell T. Carruth, Partner
McCormick Barstow LLP

Tony Boren, Executive Director
Fresno Council of Governments (COG)

Cliff Tutelian, CEO
Tutelian and Company

Rocky Rogers, City Manager
City of Reedley

Ray Soleno, Councilman
City of Reedley

Kirk Hunter, CEO
Southwest Transportation Agency

Supervisor Simon Salinas
Monterey County

Grants Secured by California Consulting, LLC

1. Corcoran Unified \$200,000 Planning Grant / EDA
(Teacher Education Facility)
2. City of Parlier \$18,700 Tree Grant / CDF
(180 trees throughout City of Parlier)
3. City of Sanger \$1.4 million TE Grant (11th to North)
(Transportation enhancement 11th to North St.)
4. Corcoran Unified \$21,000 Computer Grant / USDA
(30 computers for learning center)
5. McFarland Unified \$66,000 Playground Tire Derived / California Integrated Waste Management Board
(CIWMB) (Playground cover in two schools)
6. Kings Canyon Unified \$1.4 million CMAQ (buses) /
(9 new CNG buses)
7. City of Huron \$2 million BEGIN / HCD
(Down payment assistance to homebuyers South of Huron)
8. City of Sanger \$990,000 BEGIN / HCD
(Down payment assistance for home buyers in Sanger)
9. City of Huron \$50,000 Police Equipment / USDA
(Patrol car and ballistics equipment)
10. City of Delano \$150,000 Targeted RAC / California Integrated Waste Management Board (CIWMB)
(Rubberized asphalt on several streets of Delano)
11. City of Delano \$14,350 RAC / CIWMB
(Rubberized asphalt on several streets of Delano)
12. City of McFarland \$12,000 RAC / CIWMB
(Rubberized asphalt on several streets of McFarland)
13. City of McFarland \$150,000 Targeted RAC / CIWMB
(Rubberized asphalt on several streets of McFarland)
14. City of Parlier, P.D. \$5,000 Bullet Proof Vest / Dept. of Justice
(Ten bullet-proof vests)
15. City of Huron, P.D. \$15,000 Seatbelt Mini-grant/ Office of Traffic Safety
(Officer overtime to implement "Click It Or Ticket" program)
16. City of Selma, P.D. \$234,592 DUI Grant / Office of Traffic Safety
(Officer time and equipment to implement regional DUI program)
17. City of Sanger, P.D. \$111,000 Public Safety Equipment / Office of Traffic Safety
(Equipment for Sanger Police Department)]
18. Corcoran Unified School District \$88,000 Playground Cover / CIWMB
(Playground cover for three schools)
19. City of Sanger \$59,000 Playground Cover / CIWMB
(Playground cover at two city parks)

20. City of Parlier \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
21. City of McFarland \$8,000 Amnesty Day / CIWMB
(Tire collection event in McFarland)
22. Kings Canyon Unified \$500,000 School Violence Prevention / CDE
(Five years of school violence prevention program)
23. Orange Cove \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
24. City of Coalinga, P.D. \$1,400 Bullet Proof Vest / Dept. of Justice
(Two bullet proof vests for Police Department)
25. City of Sanger \$175,000 Targeted RAC / CIWMB
(Rubberized asphalt on several streets of Sanger)
26. City of Arvin \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
27. City of Sanger \$6,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
28. City of McFarland \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
29. City of Delano \$12,090 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
30. Kings Canyon Unified \$299,000 Library Literacy Program / Federal ED
(Additional librarian and materials for school library in Orange Cove)
31. City of Parlier \$140,000 Soccer Field / Stewardship Council
(New soccer field to be constructed in City)
32. City of Huron \$175,000 Rubberized Asphalt Concrete / CIWMB
(Rubberized asphalt on several streets of Huron)
33. City of Parlier \$175,000 Rubberized Asphalt Concrete / CIWMB
(Rubberized asphalt on several streets of Parlier)
34. Corcoran Unified School District \$2 million Joint Use / California Department of Education-(Teacher Education facility for 26,000 sq. ft. facility)
35. City of Fowler \$175,000 Rubberized Asphalt Concrete / CIWMB
(Rubberized asphalt on several streets of Fowler)
36. City of Arvin \$150,000 Rubberized Asphalt Concrete / CIWMB
(Rubberized asphalt on several streets of Arvin)
37. City of Selma \$175,000 Rubberized Asphalt Concrete / CIWMB
(Rubberized asphalt on several streets of Selma)
38. City of Parlier \$33,000 Community Facilities / USDA Rural Dev.
(Computers for Police Department)
39. City of Selma \$2,024 Bullet Proof Vest Program / Dept. of Justice
(Four bullet proof vests)

40. City of Delano \$99,596 Playground Cover / CIWMB
(Playground cover at every park in Delano)
41. Kings Canyon Unified School District \$100,000 Running Track, Playground Cover / CIWMB (Running track and playground cover at four schools)
42. City of Selma \$44,000 Playground Cover / CIWMB
(Playground cover at two city parks)
43. McFarland Parks and Rec. District \$57,807 Playground Cover / CIWMB
(Playground cover at two city parks)
44. City of Arvin \$66,000 Jogging Track / CIWMB
(Jogging path around Smothermon Park in Arvin)
45. City of Huron \$31,693 Walking Paths / CIWMB
(Walking paths throughout city)
46. City of Fowler \$81,500 Tire Derived/CIWMB
(Jogging path and playground cover in park)
47. City of McFarland \$64,288 Tire Derived/ CIWMB
(Sidewalks in City)
48. City of Parlier \$75,000 Tire Derived/ CIWMB
(Artificial turf for medians in City)
49. City of Sanger \$88,000 Tire Derived / CIWMB
(Playground cover)
50. City of Coalinga \$30,000 Tire Derived / CIWMB
(Playground cover)
51. Corcoran Unified School District \$93,000 Tire Derived / CIWMB
(Playground cover)
52. Malaga County Water District \$66,000 Tire Derived / CIWMB
(Jogging path)
53. City of Parlier \$15,000 Seat Belt Campaign / Office of Traffic Safety
(Officer overtime for seat belt campaign)
54. City of Selma \$15,000 Seat Belt Campaign / Office of Traffic Safety
(Officer overtime for seat belt campaign)
55. City of Coalinga \$15,000 Seat Belt Campaign / Office of Traffic Safety
(Officer overtime for seat belt campaign)
56. City of Huron \$3,000 Seat Belt Campaign / Office of Traffic Safety
(Officer overtime for seat belt campaign)
57. City of Delano \$15,000 Seat Belt Campaign / Office of Traffic Safety
(Officer overtime for seat belt campaign)
58. City of Reedley \$15,000 Seat Belt Campaign / Office of Traffic Safety
(Officer overtime for seat belt campaign)
59. Parlier Unified School District \$919,829 annually for seven years QEIA /CDE
(Assists low performing schools increase student achievement)

60. McFarland Unified School District \$1,085,499 annually for seven years QEIA / CDE
(Assists low performing schools increase student achievement)
61. City of Arvin \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
62. City of Sanger \$6,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
63. City of McFarland \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
64. City of Parlier \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
65. City of Parlier \$300,000 CDBG / Housing and Community Development
(Disaster relief from 2007 freeze)
66. City of Arvin \$154,368 Selective Traffic Enforcement Program / Office of Traffic Safety
(One officer and officer overtime)
67. City of Parlier \$60,000 DUI / Office of Traffic Safety
(Officer overtime and DUI enforcement equipment)
68. City of Huron \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
69. City of Orange Cove \$5,000 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
70. City of Reedley \$6,203 City Allotment / Dept. of Conservation
(Beverage recycling city allotment)
71. McFarland Unified School District \$283,739/ Office of Public School Construction
(Portables for schools)
72. Malaga Water District \$8,000/CIWMB/Waste Tire Amnesty
(Conduct three waste tire amnesty events)
73. Kingsburg \$5,000/Department of Conservation
(City Allotment)
74. McFarland Unified School District \$60,000/Department of Justice, G.R.E.A.T.
(Gang resistance curriculum for Middle School)
75. City of Delano \$300,000 CDBG / Housing and Community Development
(Disaster relief from 2007 freeze)
76. Kings Canyon Unified School District/\$184,000
(Library Literary Program/Federal ED/Additional librarian & materials)
77. Kings Canyon Unified School District/\$428,728 California Dept. of Education
Education Technology Voucher (Vouchers for equipment & software)
78. Kings Canyon Unified School District/\$9.5 million
California Dept. of Education/Joint Use (Facilities at six school sites)
79. City of Huron/\$80,000
Department of Justice, G.R.E.A.T. (Gang resistance curriculum for Middle School)

80. City of Parlier/\$2,680,000
Economic Development Administration (Parlier Industrial Park Infrastructure Improvements)
81. City of Fowler/\$3,098.99
Department of Justice/Bullet Proof Vest Program
82. City of Parlier/\$4,106.84
Department of Justice/Bullet Proof Vest Program
83. City of Coalinga/\$31,848.46
Department of Justice/Bullet Proof Vest Program
84. City of Selma/\$21,000
FEMA/Asst. to Firefighters
85. City of Arvin/\$546,700
ARB/Vehicles, Street Sweeper & Backhoe
86. City of Lemoore/\$99,281
CIWMB/Tire Derived Program – Rubber Mulch (2/2008)
87. City of Tehachapi/\$99,384
CIWMB/Tire Derived Program – Rubber Mulch
88. City of Kerman/\$99,558
CIWMB/Tire Derived Program – Rubber Mulch
89. Madera Irrigation District/\$99,340
CIWMB/Tire Derived Program – Rubber Mulch
90. City of Reedley/\$59,835
FEMA/AFG – Facilities, Equipment
91. City of Lemoore/\$70,000
HCD/CDBG – Planning and Technical Assistance – Development Study (11/2008)
92. City of McFarland/\$70,000
HCD/CDBG – Planning and Technical Assistance – Development Study
93. Cities of Sanger, Selma, Fowler, Orange Cove, Parlier, Kingsburg & Reedley/\$400,000
Calgrip Anti-Gang Grant
94. City of Orange Cove/\$298,800
Cal Trans/SAFE ROUTES TO SCHOOLS – Traffic Signal
95. Kings Canyon Unified School District/\$330,000
CDE – Prop 1D, Dunlap High School
96. City of Parlier/\$500,000
HCD/CDBG Enterprise Fund
97. City of Fowler/\$280,000
CMAQ – Golden State Bike Trail
98. Parlier Unified School District/ \$340,000
CMAQ – Buses (2006)
99. City of Reedley/ Kings Canyon Unified/\$990,000
CMAQ – Joint Transportation Yard

100. City of McFarland/\$220,000
Parks & Rec. – Community Project
101. City of Reedley/\$69,530
Office of Traffic Safety – Motorcycles
102. City of Sanger/\$79,306
Office of Traffic Safety – DUI Trailer
103. City of Salinas/\$190,071
Office of Traffic Safety – Motorcycles and Computers (June 2008)
104. Parlier Unified School District/\$97,500
CDE – Special Education – Teacher Professional Development Pilot (2008)
105. City of Arvin/\$11,000
CDF - Beautification Tree Grant
106. Corcoran Unified/\$3.8 million
EDA – Federal Economic Development Administration
107. City of Delano/\$126,000
CDF – Beautification Tree Grant
108. City of Fowler/\$11,000
CDF – Beautification Tree Grant
109. City of Fowler/\$9,621
FEMA-Radios for Fire Department
110. City of Huron/\$9,566
CDF – Beautification Tree Grant
111. City of Kerman/\$6,275
CIWMB-Tire Clean-up
112. Laton Unified School District/\$144,000
Office of Public School Construction - Emergency Repair Grant
113. Malaga/\$26,000
CDF – Beautification Tree Grant
114. City of Reedley/\$69,000
Office of Traffic Safety - Motorcycles
115. City of Reedley/\$66,483
FEMA/AFG-Fire Fighter Equipment
116. Salinas Valley (2008)
HCD-Enterprise Zone Designation for 5 Salinas Valley cities including Monterey County
117. City of Selma/\$33,000
CMAQ-3 GEM cars
118. City of Selma/\$30,000
CDF-Tree Beautification Grant
119. City of Tehachapi/\$40,000
USDA-Equipment for PD

- 120. City of Arvin/\$5,000
DOC-City Allotment
- 121. City of Huron/\$5,000
DOC-City Allotment
- 122. City of McFarland/\$5,000
DOC-City Allotment
- 123. City of Orange Cove/\$5,000
DOC-City Allotment (2008)
- 124. City of Sanger/\$6,000
DOC-City Allotment (2008)
- 125. City of Reedley/\$6,534
DOC-City Allotment
- 126. City of Taft/\$5,000
DOC-City Allotment
- 127. Kings Canyon Unified School District/\$321,662
DOE-Improving Literacy through School Libraries
- 128. City of Fowler/\$38,250
Cal Grip Anti-Gang Grant (2008)
- 129. City of Taft/\$500,000
CDBG, FTHB & Housing Rehab
- 130. City of Parlier/\$250,000
Water Use Efficiency
- 131. Parlier Unified/\$50,000
Low Emission School Buses (2008)
- 132. McFarland Unified/\$50,000
Low Emission School Buses
- 133. City of Fowler/\$15,000
Tony Hawk Foundation/Panzak Park
- 134. City of Parlier/\$3,785
CEDAP Night Vision Equipment
- 135. City of Kerman/\$8,000
CEDAP Mini Thermal Monocular
- 136. City of Delano/\$8,000
CEDAP/Delano PD
- 137. City of Lemoore/\$102,419
Safe Routes to Schools/Non-Infrastructure (10/2008)
- 138. City of Parlier/\$205,000
(Parlier Unified School District) Safe Routes to Schools (2010)
- 139. City of McFarland/\$367,268
Safe Routes to Schools

140. City of Taft/\$300,000
Cal-Home
141. City of Fowler/\$2,212
Bureau of Justice Assistance/7 Bullet Proof Vests
142. City of Kingsburg/\$14,000
AFG /Fire Department Equipment
143. City of Greenfield/\$300,000
CDBG Enterprise Fund
144. City of Sanger & Central Valley Cities/\$395,786
CalGrip Anti-Gang Grant
145. City of Salinas/\$400,000
CalGrip/Operation Ceasefire (May 2009)
146. Corcoran High School/\$104,204
SB70 Distance Learning Pilot Grant
147. Corcoran Joint Unified School District/\$54,495
Tire Derived/Running Track
148. City of Gonzales/\$24,010
PG&E Climate Smart Program
149. City of Delano Waste Water Treatment/\$2,000,000
State Water Resources Control Board
150. City of Lemoore/\$300,000
CDBG Enterprise Fund (7/2009)
151. City of Taft/\$300,000
CDBG Enterprise Fund
152. City of Coalinga/\$37,004
Office of Traffic & Safety
153. City of Parlier/\$56,250
Tire Derived/Rubberway softwalk
154. City of Salinas/\$184,189
Office of Traffic & Safety (June 2009)
155. City of Greenfield/\$25,777
Office of Traffic & Safety
156. City of Arvin/\$34,391
Justice Assistance Grant/Arvin Police Dept.
157. City of Soledad/\$150,000
Tire Derived/Rubber Mulch
158. City of Lemoore, for Lemoore H.S. Dist./\$146,945
Tire Derived/Rubber – Crumb 5/2009)
159. City of Lemoore/\$149,994
Tire Derived/Rubber Matting (5/2009)

160. City of Coalinga/\$15,000
Tire Amnesty
161. City of Delano/\$131,225
Justice Assistance Grant /Delano PD
162. City of Kerman/\$8,310
Tire Amnesty
163. City of Delano/\$276,904
Chip Seal \$ RAC/CIWMB
164. City of Taft/\$77,000
USDA
165. City of Avenal/\$22,663
Justice Assistance Grant
166. City of Lemoore/35,000
Office of Traffic Safety – DUI Enforcement & Awareness Program (6/2009)
167. City of Delano/423,134
COPS Hiring Recovery Program (CHRP)
168. City of Arvin/\$198,501
COPS Hiring Recovery Program (CHRP)
169. City of Sanger/\$518,954
COPS Hiring Recovery Program (CHRP) (2009)
170. City of Huron/\$135,944
COPS Hiring Recovery Program (CHRP)
171. City of Parlier/\$252,554
COPS Hiring Recovery Program (CHRP)
172. City of Salinas/\$3,837,546 (May 2009)
COPS Hiring Recovery Program (CHRP)
173. City of Coalinga/\$33,066
CalFire Tree Beautification Grant
174. McFarland Unified School District/\$40,000
USDA Rural Development
175. City of Taft/\$63,000
USDA Rural Development
176. City of Delano/\$31,924
Justice Assistance Grant
177. City of Delano/\$733,210
Neighborhood Stabilization Program
178. City of Wasco/\$303,592
Neighborhood Stabilization Program
179. City of McFarland/\$149,629
Neighborhood Stabilization Program

- 180. City of Taft/\$149,286
Neighborhood Stabilization Program
- 181. City of Lemoore/\$39,300
Lemoore PD/ Justice Assistance Grant (7/2009)
- 182. City of Avenal/\$5,437
Office of Traffic Safety /Click It or Ticket
- 183. City of Soledad/\$16,429
Office of Traffic Safety / DUI
- 184. Fresno County/\$147,758
Adjudication Grant
- 185. Kern County/\$147,092
Adjudication Grant
- 186. Fresno County/\$98,000
USDA Farmer's Market Grant
- 187. City of Soledad-PD/\$20,654
Click It or Ticket
- 188. City of Avenal - Office of Traffic Safety - \$14,555
Click It or Ticket
- 189. City of Avenal -- Office of Traffic Safety - \$7,309
DUI Checkpoints
- 190. City of Reedley - \$66,088
Justice Assistance Grant
- 191. City of Kerman - \$14,897
Justice Assistance Grant
- 192. City of Parlier - \$46,119
Justice Assistance Grant
- 193. City of Delano - \$31,350
REMOVE
- 194. Colorado NW Community College - \$430,000
DOE – Geothermal Energy – (10/29/09)
- 195. McFarland Unified School District - \$314,859
EETT C – (10/29/09)
- 196. Fresno County - \$3,151,300
EECBG – (11/4/09)
- 197. City of Reedley - \$212,472
CMAQ – Trail (11/5/09)
- 198. Kings Canyon Unified School District - \$635,400
CMAQ – 3 buses (11/09)
- 199. Chevron Energy Solutions/UC Davis - \$2,500,000
DOE FOA #122 West Village Project (1/10)

200. Grapevine-Colleyville School District/\$1,700,000
Department of Energy, State of Texas, ARRA grant (3/2010)
201. City of Greenfield/\$95,660
Cal Grip Anti- Gant (3/2010)
202. City of Gonzales/\$95,660
Cal Grip Anti-Gant (3/2010)
203. City of King City/\$95,660
Cal Grip Anti-Gang (3/2010)
204. City of Soledad/\$95,660
Cal Grip Anti-Gang (3/2010)
205. City of Huron/\$2,500
PG & E (4/2010)
206. City of Huron/\$90,000
Prop 40 per Capita (4/2010)
207. Kings Canyon Unified School District/\$200,000
Fresno County First 5 Family Strengthening (4/2010)
208. City of Delano/\$36,872
Baseball Tomorrow (4/2010)
209. City of Avenal/\$13,426
Baseball Tomorrow (5/2010)
210. City of Parlier/\$54,000
Planning and Technical Assistance General Allocation (5/2010)
211. City of Lemoore/\$136,469
EECBG (5/2010)
212. City of Lemoore/\$200,000
AB 118 Alternative Fuel/CNG Station (5/2010)
213. City of Reedley/\$480,000
AB 118 Transportation Yard (5/2010)
214. City of Taft/\$300,000
CDBG Enterprise Fund (5/2010)
215. Gonzales Unified School District/\$4,000
IFT Mini-Grant for 2010-11 School Year (5/2010)
216. City of Delano/\$379,650
Southern California Edison Local Government Strategic Plan (5/2010)
217. City of Reedley/\$10,000
General Mills Foundation/Champions grant/Learning Healthy Habits (6/2010)
218. City of Reedley/PD/\$35,000
DOJ Gang Resistance Education and Training (7/2010)
219. Salinas Union High School District/\$300,000
ASES Grant (8/2010)

- 220. Great Valley Energy, LLC/\$1,989,010
AB118 (8/2010)
- 221. City of Gonzales/\$40,000
Transportation Planning (8/2010)
- 222. City of Kerman/\$157,500
Transportation Planning (8/2010)
- 223. Greenfield Union School District/\$23,000
AB 2766 (8/2010)
- 224. Parlier Unified School District/51,731
USDA Community Facilities (9/2010)
- 225. Orange Cove PD/Kings Canyon Unified School District/\$53,968
COPS Secure Our Schools (9/2010)
- 226. Fairfield PD/Travis Unified School District/\$99,306
COPS Secure Our Schools (9/2010)
- 227. Dixon Unified School District/\$14,560
School Breakfast Program (9/2010)
- 228. Ripon Unified School District/\$6,259
COPS Secure Our Schools
- 229. City of Kerman/\$31,600
Gang Resistance Education and Training Grant for 2009 (9/2010)
- 230. City of Kingsburg/\$29,000
Gang Resistance Education and Training Grant (9/2010)
- 231. Sanger PD/\$11,873
Justice Assistance Grant (9/2010)
- 232. Fresno EOC/\$1,530,950
Civic Justice Corps Program (CJC) (10/2010)
- 233. Fresno County/\$38,750
Co. Complete Count Com. Census Outreach Funds
(10/2010)
- 234. City of Salinas/Police Dept./Salinas City Elementary School Dist./\$198,249
COPS Secure Schools (10/2010)
- 235. Farmersville Unified School District/\$1,081,500
School Improvement Grant (SIG) app. (10/2010)
- 236. City of Orange Cove/\$250,000
Safe Routes to School (10/2010)
- 237. City of Reedley/\$249,469
COPS Hiring (10/2010)
- 238. City of Avenal/\$530,000
Prop. 84 Parks Grant (11/2010)
- 239. City of Arvin/\$3,397,000
Prop. 84 Parks Grant (11/2010)

240. McFarland Unified School District/\$50,000
Enhancing Education through Technology (EETT) (11/2010)
241. City of Arvin/\$150,000
Sustainable Communities*
242. City of Greenfield/\$40,000
DUI Enforcement & Awareness (2010)
243. City of Arvin/\$1,273
Office of Traffic Safety Click It or Ticket Mini Grant (10/2010)
244. City of Sanger/\$1,507
Office of Traffic Safety Click It or Ticket Mini Grant (10/2010)
245. City of Delano/\$1,854
Office of Traffic Safety Click It or Ticket Mini Grant (10/2010)
246. City of Farmersville/\$1,204
Office of Traffic Safety Click It or Ticket Mini Grant (10/2010)
247. City of Gonzales/\$1,714
Office of Traffic Safety Click It or Ticket Mini Grant (10/2010)
248. City of Greenfield/\$1,456
Office of Traffic Safety Click It or Ticket Mini Grant (10/2010)
249. City of Orange Cove/\$1,056
Office of Traffic Safety Click It or Ticket Mini Grant (10/2010)
250. City of Salinas/\$3,135
Office of Traffic Safety Sobriety Checkpoint Mini Grant (10/2010)
251. City of Sanger/\$20,000
First 5 Fresno CO. Special Projects – Shade Structures (12/2010)
252. Dixon Unified School District/C.A. Jacobs Middle School/\$500
Target Field Trip
253. City of Orange Cove/\$100,000
US Soccer Foundation – Field Grant (01/2011)
254. Salinas Union High School District/\$26,042
California Postsecondary Education Commission
Improving Teacher Quality State Grant Program (Foundation) (01/2011)
255. City of Kingsburg/Fire Department/\$21,494
AFG for Firefighters PPE Equipment (01/2011)
256. City of Lemoore/\$100,000
Dept. of Forestry & Fire Protection
CAL FIRE Green Trees for the Gold State Grant Program (03/2011)
257. Caruthers Unified School District/\$3,300
Dept. of Forestry & Fire Protection
CAL FIRE Green Trees for the Gold State Grant Program (03/2011)
258. City of Newman/\$32,038
Dept. of Forestry & Fire Protection CAL FIRE Green Trees for the Gold State Grant Program (03/2011)

- 259. City of Avenal/\$3,824
Dept. of Forestry & Fire Protection CAL FIRE Green Trees for the Gold State Grant Program (03/2011)
- 260. Salinas City Elementary School District/El Gabilan Elementary School/\$50,000
EISS (Early Intervention for School Success) (04/2011)
- 261. City of Lemoore/\$16,164
ABC GAP Grant Assistance Program (04/2011)
- 262. City of Arvin/\$10,783
Justice Assistance Grant (05/2011)
- 263. City of Delano/\$31,442
Justice Assistance Grant (05/2011)
- 264. City of Reedley/\$13,906
Justice Assistance Grant (05/2011)
- 265. Fresno Economic Opportunity Commission (EOC)/\$70,000
CSBG Targeted Initiatives & Innovative Projects (05/2011)
- 266. Alvina Elementary School District/\$54,250
Tire Derived (05/2011)
- 267. City of Delano/\$144,625
Tire Derived (05/2011)
- 268. City of Gonzales/\$36,350
Tire Derived (05/2011)
- 269. City of Lemoore/\$150,000
Tire Derived (05/2011)
- 270. City of Newman/\$122,545
Tire Derived (05/2011)
- 271. City of Orange Cove/\$25,375
Tire Derived (05/2011)
- 272. City of Sanger/\$14,790
Tire Derived (05/2011)
- 273. Farmersville Unified School District/\$150,000
Tire Derived (05/2011)
- 274. Newman Crows Landing Unified School District/\$150,000
Tire Derived (05/2011)
- 275. Parlier Unified School District/\$150,000
Tire Derived (05/2011)
- 276. City Elementary School District/\$149,945
Tire Derived (05/2011)
- 277. City of Oakdale/\$7,500
Cal Fire Urban Forestry (05/2011)
- 278. City of Salinas/\$148,793
Office of Traffic Safety DUI Enforcement and Awareness (06/2011)

- 279. City of Oakdale/\$11,368
Office of Traffic Safety (07/2011)
- 280. Kings Canyon Unified School District/\$500,000
USD HRSA (07/2011)
- 281. Arvin Union School District/\$75 per Student/\$157,380
Fresh Fruit and Vegetable Grant (07/2011)
- 282. Greenfield Unified School District/\$75 per Student/ \$105,600
Fresh Fruit and Vegetable Grant (07/2011)
- 283. Salinas City Elementary School District/\$75 per Student/\$289,320
Fresh Fruit and Vegetable Grant (07/2011)
- 284. City of Reedley - \$13,906
Justice Assistance Grant (08/2011)
- 285. City of Tracy - \$12,734
BIA Justice Assistance Grant (08/2011)
- 286. City of Delano Police Department - \$23,199
BIA Justice Assistance Grant (08/2011)
- 287. City of Reedley Police Department - \$12,492
BIA Justice Assistance Grant (08/2011)
- 288. Newman Crows Landing Unified School District - \$25,138
SFYAB Farmers Market Project (09/2011)
- 289. Alum Rock Union Elementary School - \$150,000
Kaiser Permanente HEALS (09/2011)
- 290. Kern County Public Health Services Department - \$416,577
Community Transformation Grant (09/2011)
- 291. City of Lemoore - \$91,850
CalTrans Planning Grant (09/2011)
- 292. City of Gonzales - \$116,150
Planning and Technical Assistance Grant (10/2011)
- 293. City of Orange Cove - \$6,947
Bulletproof Vest Partnership Program (10/2011)
- 294. City of Gustine - \$5,655
Bulletproof Vest Partnership Program (10/2011)
- 295. City of McFarland - \$2,450
Bulletproof Vest Partnership Program (10/2011)

TOTAL AMOUNT: \$ 89,883,973

*Recommended for funding

(10/18/11)