



CITY OF LA PUENTE

PUBLIC PARTICIPATION IN CITY COUNCIL MEETINGS

How to Listen Live to the Meeting

Live Audio/Video: Visit the City's website at <https://lapuente.org/agenda/>. Click on "View Event" for the current meeting to view it live.

Spanish Translation/Interpretation Services

The City offers live translation and interpretation services in Spanish. To access translation/interpretation during the meeting, please scan the QR Code below or visit <https://attend.wordly.ai/join/FWOP-2761>.

Additionally, Spanish interpreting services are provided at City Council meetings upon request. Simultaneous interpretation (English-to-Spanish) is available for listening to the meeting and consecutive interpretation (Spanish-to-English) is available to anyone addressing the City Council during oral communications. The use of City provided interpreters is not required and persons are welcome to use their own interpreter. Because many dialects and regionalism exist, the City cannot guarantee that interpreters will be able to interpret into a particular dialect or regionalism, and disclaims any liability alleged to arise from such services.



How to Submit Public Comment

Please note that all comments are subject to the same Rules of Decorum as would otherwise apply to speakers at City Council meetings.

In Person: Public comment may be provided in-person at City Hall, 15900 E. Main Street.

In Writing: Written comments may be sent via email to cityclerk@lapuente.org no later than 2 hours prior to the meeting start time. Email comments will be distributed to the City Council and will become part of the official record for that meeting but will not be read at the time of the City Council Meeting. To ensure your correspondence is received by the Council and City staff, please include the subject line "PUBLIC COMMENT."



CITY OF LA PUENTE

PARTICIPACIÓN PÚBLICA EN LAS REUNIONES DEL CONCEJO MUNICIPAL

Cómo escuchar la reunión en vivo

Audio en vivo: visite el sitio web de la ciudad en <https://lapuente.org/agenda/>. Haga clic en "Ver evento" para ver la reunión en vivo.

Servicios de traducción/interpretación en español

La Ciudad ofrece traducción e interpretación en vivo en español. Para acceder a la traducción/interpretación durante la reunión, escanee el código QR a continuación o visite <https://attend.wordly.ai/join/FWOP-2761>.

Además, se ofrecen servicios de interpretación en español en las reuniones del Concejo Municipal a pedido. Hay interpretación simultánea (inglés-español) para escuchar la reunión y la interpretación consecutiva (español a inglés) está disponible para cualquier persona que se dirija al Concejo Municipal durante las comunicaciones orales. No se requiere el uso de intérpretes proporcionados por la Ciudad y las personas pueden utilizar su propio intérprete. Debido a que existen muchos dialectos y regionalismos, la Ciudad no puede garantizar que los intérpretes puedan interpretar a un dialecto o regionalismo en particular, y se exime de cualquier responsabilidad que supuestamente surja de dichos servicios.



Cómo enviar comentarios públicos

Tenga en cuenta que todos los comentarios están sujetos a las mismas reglas que se aplicarían a los oradores en las reuniones del Concejo Municipal.

En persona: Los comentarios públicos se pueden proporcionar en persona en el Ayuntamiento, 15900 E. Main Street.

Por escrito: Los comentarios escritos pueden enviarse por correo electrónico a cityclerk@lapuente.org a más tardar 2 horas antes del inicio de la reunión. Los comentarios por correo electrónico se distribuirán al Concejo Municipal y formarán parte del registro oficial de esa reunión, pero no se leerán en el momento de la reunión del Concejo Municipal. Para garantizar que el Concejo Municipal y el personal de la Ciudad reciba su correspondencia, incluya la línea de asunto "COMENTARIO PÚBLICO".



**NOTICE AND CALL OF MEETING
SPECIAL CLOSED SESSION AND REGULAR MEETING OF
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
COUNCIL CHAMBERS**

15900 EAST MAIN STREET, LA PUENTE

JULY 23, 2024

6:30 P.M. SPECIAL CLOSED SESSION

7:00 P.M. REGULAR SESSION

NOTICE IS HEREBY GIVEN that a Special Meeting of the City Council of the City of La Puente is hereby called to be held on Tuesday, July 23, 2024, commencing at 6:30 p.m., in City Council Chambers, 15900 E. Main Street, La Puente, CA 91744. The public will be provided an opportunity to provide public comment on the items listed on the agenda. The business to be discussed is as follows:

6:30 P.M. SPECIAL CLOSED SESSION

CALL TO ORDER

ROLL CALL

COUNCIL/AGENCY MEMBERS: Quinones, Klinakis, Argudo, Mendoza, Munoz

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS

At this time, only item(s) on the Closed Session agenda may be discussed in Public Comments.

RECESS INTO CLOSED SESSION

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code section 54956.9 subdivision (d)(1) – Kroger Multistate Settlement, *In re National Prescription Opiate Litigation*, MDL No. 2804.

RECONVENE TO OPEN SESSION

REPORT OUT OF CLOSED SESSION

ADJOURNMENT

AVAILABILITY

Any writings or documents provided to a majority of the City Council/Successor Agency regarding any item on this agenda will be made available for public inspection at the City Clerk Department at City Hall located at 15900 E. Main Street and the Reference Desk at the Library located at 15920 E. Central during normal business hours. In addition, such writings and documents will be posted on the City's website at <http://www.lapuate.org>.

AMERICANS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by the City, please contact the City Clerk's Office at (626) 855-1500. Notification at least 24 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

MEETING TIMES

Meetings of the City Council shall be adjourned no later than 10:30 p.m., unless a motion to supersede the 10:30 time limit to consider some or all of the remaining items listed on the Agenda, or to consider items which have been added to the Agenda in accordance with the provisions of the Ralph M. Brown Act, Government Code Section 54950, et seq., is approved by a majority of the members of the City Council. (Ordinance No. 95-727.)

Dated: July 19, 2024

_____/s/_____
Gabriel Quinones, Mayor

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF LA PUENTE)

AFFIDAVIT OF POSTING

I, Martha Torres, City Clerk for the City of La Puente, hereby certify that a copy of the Notice and Call of a Special Meeting of the La Puente City Council, to be held on July 23, 2024, commencing at 6:30 p.m., was posted in accordance with all applicable laws and provided not less than twenty-four hours before the time of the meeting to the following:

Mayor/Chair Gabriel Quinones

Council/Board Member Nadia Mendoza

Mayor Pro Tem/Vice Chair Charlie Klinakis

Council/Board Member Valerie Munoz

Council/Board Member David E. Argudo

I declare under penalty of perjury that the foregoing is true and correct. Dated this 19th day of July, 2024.

_____/s/_____
Martha Torres, MPA
City Clerk

7:00 P.M. REGULAR SESSION

CALL TO ORDER

ROLL CALL

COUNCIL/AGENCY MEMBERS: Quinones, Klinakis, Argudo, Mendoza, Munoz

PLEDGE OF ALLEGIANCE

PRESENTATIONS

Presentation of Certificates of Recognition to La Puente National Little League Baseball Team Athletes

Presentation of Certificates of Recognition to City of La Puente Student Scholarship Recipients

Los Angeles County Sheriff's Department and La Puente Programs, Re-Employment, Outreach Services (P.R.O.S.) Team Activity and Information Briefing

ORAL COMMUNICATIONS

If you wish to address the City Council - Successor Agency on an item other than a public hearing matter, please complete the Request for Oral Presentation form and submit it to the City Clerk no later than prior to the conclusion of the first speaker's remarks. All speakers are requested to observe the City's Rules of Decorum when addressing the City Council. (LPMC section 2.04.120.)

BOARDS/COMMISSION/COMMITTEE REPORTS

Council Members provide a report on any Boards/Commission/Committee meetings, listed below, that they have attended or that have occurred.

<u>ORGANIZATION</u>	<u>DEL/ALT</u>	<u>MONTHLY MEETINGS</u>	<u>TIME</u>
California Contract Cities Association	Argudo/Quinones	3 rd Wednesday	6:30 p.m.
Sanitation District 15 & 21	Quinones/Klinakis	4 th Wednesday	1:30 p.m.
League of California Cities L.A. Div.	Argudo/Mendoza	1 st Thursday	6:30 p.m.
City Selection Committee	Quinones/Klinakis	When Necessary	6:30 p.m.
San Gabriel Valley COG	Argudo/Quinones	3 rd Thursday	4:00 p.m.
California JPIA	Quinones/All Council	4 th Wednesday	6:30 p.m.
Foothill Transit Governing Board	Munoz/Klinakis	Last Friday of the Month	7:45 a.m.
San Gabriel Valley Mosquito & Vector Control District	Klinakis	2 nd Friday	7:00 a.m.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS

A-1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETING OF JULY 9, 2024

Staff Recommendation: It is recommended that the City Council and Successor Agency waive the reading and approve the Minutes of the City Council and Successor Agency meeting of July 9, 2024.

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL – None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL – None

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine in nature and may be enacted by one motion approving the recommendation listed on the Agenda. One or more items may be removed from the Consent Calendar so that said item(s) may be discussed and considered individually by the City Council/Successor Agency, if a motion to remove the item(s) is approved by an affirmative vote of a majority of the members of the City Council/Successor Agency.

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT RESOLUTION NO. 24-5889

Staff Recommendation: It is recommended that the City Council and Successor Agency adopt Resolution No. 24-5889 approving Warrant Register No. 1576.

D-2 PRESENTATION OF JUNE 2024 REQUISITION SUMMARY REPORT

Staff Recommendation: It is recommended that the City Council receive and file this report.

D-3 PRESENTATION OF JUNE 2024 INVESTMENT REPORT

Staff Recommendation: It is recommended that the City Council receive and file this report.

D-4 CONSIDERATION OF A MAINTENANCE SERVICES AGREEMENT WITH KSK FACILITIES SERVICES FOR JANITORIAL SERVICES FOR CITY HALL, THE SENIOR CENTER AND COMMUNITY CENTER/YOUTH LEARNING ACTIVITY CENTER IN AN AMOUNT NOT TO EXCEED \$269,820.00 FOR A THREE-YEAR TERM

Staff Recommendation: It is recommended that the City Council: (1) approve the Maintenance Services Agreement with KSK Facilities Services for janitorial services in an amount not to exceed \$269,820.00; and (2) authorize the City Manager to execute the Agreement on behalf of the City.

- D-5 CONSIDERATION OF A PURCHASE ORDER CONTRACT WITH ONYX PAVING COMPANY FOR ASPHALT PAVEMENT REPAIRS ON VALLEY BOULEVARD IN THE AMOUNT OF \$52,065.00

Staff Recommendation: It is recommended that the City Council: (1) approve the purchase order contract with Onyx Paving Company in the amount of \$52,065.00; and (2) authorize the City Manager to execute the Purchase Order.

- D-6 CONSIDERATION OF APPROVAL OF A COMMERCIAL LEASE AGREEMENT FOR 137 N. HUDSON AVENUE, UNIT B, CITY OF INDUSTRY

Staff Recommendation: It is recommended that the City Council 1) approve a Commercial Lease Agreement for 137 N. Hudson Ave., Unit B, City of Industry; and 2) authorize the City Manager to execute the agreement.

- D-7 CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN GLOBAL URBAN STRATEGIES, INC. AND THE CITY FOR ADMINISTRATION SERVICES RELATED TO THE CAL HOME HOUSING REHAB LOANS AND FIRST TIME HOMEBUYER HOME LOANS GRANT PROGRAM AND CAL HOME REUSE FUNDS

Staff Recommendation: It is recommended that the City Council: (1) approve the Agreement with Global Urban Strategies, Inc. and (2) authorize the City Manager to execute the Agreements on behalf of the City.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

- E-1 PRESENTATION OF JUNE 2024 BUDGET REPORT

Staff Recommendation: It is recommended that the City Council receive and file this report.

- E-2 DISCUSSION/CONSIDERATION OF THE DISBURSEMENT OF FUNDS ALLOCATED TO THE CITY COUNCIL FOR COMMUNITY NEEDS TO THE LA PUENTE VALLEY WOMAN'S CLUB AND LA PUENTE HIGH SCHOOL RUNS LA PROGRAM (MAYOR QUINONES/MAYOR PRO TEM KLINAKIS)

Staff Recommendation: It is recommended that the City Council discuss this item and provide any necessary direction to Staff.

ADHOC COMMITTEE REPORTS

Council Members provide a report on any Ad Hoc Committee meetings that they have attended.

NAME

Code Enforcement and Public Safety Committee
La Puente Park Fees, Ordinance and Program Oversight Committee
Project LEAD Committee
LPQT Action Committee
Rowland, Bassett, and Hacienda La Puente Unified School Districts Liaison Committee
Grant Writing Committee

MEMBERS

Klinakis/Mendoza
Quinones/Munoz
Quinones/Mendoza
Quinones/Mendoza
Klinakis/Munoz
Klinakis/Munoz

AB 1234 REPORTS

ORAL COMMENTS FROM COUNCIL

ORAL COMMENTS FROM STAFF

ADJOURNMENT

AVAILABILITY

Any writings or documents provided to a majority of the City Council/Successor Agency regarding any item on this agenda will be made available for public inspection at the City Clerk Department at City Hall located at 15900 E. Main Street and the Reference Desk at the Library located at 15920 E. Central during normal business hours. In addition, such writings and documents will be posted on the City's website at <http://www.lapuate.org>.

AMERICANS WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by the City, please contact the City Clerk's Office at (626) 855-1500. Notification at least 48 hours prior to the meeting or time when services are needed will assist City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

MEETING TIMES

Meetings of the City Council shall be adjourned no later than 10:30 p.m., unless a motion to supersede the 10:30 time limit to consider some or all of the remaining items listed on the Agenda, or to consider items which have been added to the Agenda in accordance with the provisions of the Ralph M. Brown Act, Government Code Section 54950, et seq., is approved by a majority of the members of the City Council. (Ordinance No. 95-727.)

CERTIFICATION

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements.

Dated this 19th day of July, 2024.

_____/s/_____
Martha Torres, MPA, City Clerk

MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
CLOSED SESSION AND REGULAR MEETING OF
JULY 9, 2024

Per *Robert's Rules of Order Newly Revised 11th Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the City's website www.lapueente.org.

A Closed Session and Regular Meeting of the City Council of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on Tuesday, July 9, 2024, at 6:00 p.m.

6:00 P.M. CLOSED SESSION

CALL TO ORDER

Mayor Quinones called the meeting to order at 6:09 p.m.

ROLL CALL

Members present: Quinones, Klinakis, Mendoza, Munoz (arrived at 6:15 p.m.).

Members absent: Argudo.

Staff members present: City Manager Bob Lindsey, City Attorney Susie Altamirano, Management Assistant Cece Dunlap, and Office Specialist Jackie Cortez.

PLEDGE OF ALLEGIANCE

Mayor Pro Tem Klinakis led the Pledge of Allegiance.

ORAL COMMUNICATIONS – None.

RECESS INTO CLOSED SESSION

The City Council recessed into closed session at 6:10 p.m. to discuss the items as posted on the agenda.

CLOSED SESSION

1. Conference With Labor Negotiators - Title: City Attorney pursuant to Government Codes Section 54957.6. Agency designated representatives: City Attorney Unrepresented Employee: Bob Lindsey, City Manager
2. Public Employment, City Manager (Government Code Section 54957(b)(1))

3. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Pursuant to Government Code section 54956.9 subdivision (d)(1) (Lewis v. City of La Puente, Los Angeles Superior Court Case No. 21STCV18841)

RECONVENE TO OPEN SESSION

The City Council reconvened to open session at 7:06 p.m.

REPORT OUT OF CLOSED SESSION

City Attorney Altamirano reported out of closed session and stated that with regard to Item No. 1, report was provided, feedback given, and no reportable action was taken. City Attorney Altamirano stated that with regard to Item No. 2, report was provided, feedback was given, and no reportable action was taken. In regard to Item No. 3, report was provided, feedback was given, and no reportable action was taken.

7:00 P.M. REGULAR SESSION

CALL TO ORDER

Mayor Quinones called the meeting to order at 7:08 p.m.

ROLL CALL

Members present: Quinones, Klinakis, Mendoza, Munoz.

Members absent: Argudo.

Staff members present: City Manager Bob Lindsey, City Attorney Susie Altamirano, Director of Administrative Services Troy Grunklee, Director of Development Services John Di Mario, Director of Community Services Alexander Bauman, Finance Manager Alexander Merkel Medina, Management Assistant Cece Dunlap, and Office Specialist Jackie Cortez.

PLEDGE OF ALLEGIANCE

Council Member Mendoza led the Pledge of Allegiance.

PRESENTATIONS

Director of Community Services Bauman provided a brief presentation regarding recent department highlights. Community Services Specialist Cindy Saucedo presented a proclamation declaring July as “Parks Make Life Better” Month.

The City Council thanked City Staff for their hard work and dedication to the success of the La Puente Park and the many community events, programs, and services.

City Manager Lindsey stated that Staff was working on appreciation events for employees and volunteers, as well as the creation of a new volunteer program dedicated to maintaining the La Puente Park clean and safe.

Sergeant Hugo Barajas of the Los Angeles County Sherriff's Department spoke regarding recent activity in the City of La Puente and recognized Deputy Zuniga for his hard work during the 3rd of July Event.

City Manager Lindsey recognized Deputy Perez for his patience and dedicated efforts.

ORAL COMMUNICATIONS – None.

BOARDS/COMMISSION/COMMITTEE REPORTS – None.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS

A-1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS OF JUNE 14, 2024, AND JUNE 25, 2024

A motion was made by Council Member Munoz, seconded by Council Member Mendoza, to waive the reading and approve the Minutes of the City Council and Successor Agency meetings of June 14, 2024, and June 25, 2024. The motion carried by the following roll call vote:

AYES: Quinones, Klinakis, Mendoza, Munoz
NOES: None
ABSTAIN: None
ABSENT: Argudo

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL

B-1 CONSIDERATION OF PROPOSED ANNUAL SEWER LEVY REPORTS FOR COLLECTION OF SEWER CAPITAL CHARGES AND SEWER MAINTENANCE CHARGES AND ADOPTION OF RESOLUTIONS CONFIRMING SEWER CHARGE RATES FOR FISCAL YEAR 2024-2025

Finance Manager Merkel Medina provided a report regarding sewer maintenance charges and the proposed sewer charge rates for fiscal year 2024-2025.

Mayor Quinones opened the public hearing at 7:39 p.m. There being no members of the public wishing to speak, Mayor Quinones closed the public hearing at 7:40 p.m.

A motion was made by Council Member Munoz, seconded by Council Member Mendoza, to: (1) adopt Resolution No. 24-5886 confirming the Fiscal Year 2024-2025 sewer capital

charge; and (2) adopt Resolution No. 24-5887 confirming the Fiscal Year 2024-2025 sewer maintenance charge. The motion carried by the following roll call vote:

AYES: Quinones, Klinakis, Mendoza, Munoz
NOES: None
ABSTAIN: None
ABSENT: Argudo

C. UNFINISHED BUSINESS OF THE CITY COUNCIL – None.

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

A motion was made by Council Member Munoz, seconded by Mayor Pro Tem Klinakis, to approve Consent Calendar Item D-1. The motion carried by the following roll call vote:

AYES: Quinones, Klinakis, Mendoza, Munoz
NOES: None
ABSTAIN: None
ABSENT: Argudo

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT RESOLUTION NO. 24-5888

Action Taken: The City Council and Successor Agency adopted Resolution No. 24-5888 approving Warrant Register No. 1575.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 DISCUSSION AND DIRECTION REGARDING BUILDING LEASE OPTIONS FOR THE LA PUENTE P.R.O.S. TEAM, LA PUENTE IT DEPARTMENT, AND GUERREROS JUDO CLUB

City Manager Lindsey provided a report regarding building lease options for the La Puente P.R.O.S. Team, La Puente IT Department, and Guerreros Judo Club.

City Manager Lindsey noted that the building is directly across from the Los Angeles County Sheriff's Station in the City of Industry. City Manager Lindsey noted that although the La Puente P.R.O.S. Team and IT Departments will continue to have a presence at City Hall, the departments need additional room for growth and storage. City Manager Lindsey also noted that this opportunity could also potentially benefit the La Puente Community Foundation and the Guerreros Judo Club.

City Manager Lindsey noted that the City could possibly lease a portion of the building for \$4,000 a month, and hopefully reduce that cost to \$3,500 by leasing out the additional, unused portion of the building.

Eric Sanchez from the Guerreros Judo Club spoke regarding the advantages of the prospective building lease.

In response to an inquiry from Mayor Pro Tem Klinakis regarding the proposed lease size, City Manager Lindsey stated that the City would have temporary use of the entire building if the City chose not to rent out the additional space. Mayor Pro Tem Klinakis stated that it may be beneficial to consider leasing the entire building, instead of just a portion.

Mayor Pro Tem Klinakis noted the limited parking that was available at the property. City Manager Lindsey stated that parking would need to be discussed.

Council Member Munoz noted that there may be temporary programming which would allow the City to take advantage of the full rental space.

A motion was made by Council Member Munoz, seconded by Mayor Quinones, to authorize the City Manager to enter negotiations for building lease options, for use of the full rental space, for the La Puente P.R.O.S. Team, La Puente IT Department, and Guerreros Judo Club. The motion carried by the following roll call vote:

AYES:	Quinones, Klinakis, Mendoza, Munoz
NOES:	None
ABSTAIN:	None
ABSENT:	Argudo

AD HOC COMMITTEE REPORTS

Code Enforcement and Public Safety Committee: Nothing to report.

La Puente Park Fees, Ordinance and Program Oversight Committee: Nothing to report.

Project LEAD Committee: Nothing to report.

LPQT Action Committee: Nothing to report.

Rowland, Bassett, and Hacienda La Puente Unified School Districts Liaison Committee: Nothing to report.

Grant Writing Committee: Nothing to report.

AB 1234 REPORTS – None.

ORAL COMMENTS FROM COUNCIL

Mayor Pro Tem Klinakis thanked City Staff for their work on the 3rd of July Event as well as their continuous work on the Movies in the Park and summer events.

Council Member Mendoza noted that should funding be necessary for volunteer appreciation activities, she may allocate funds from her Council allocated funds. Council Member Mendoza also noted that the football team may be a source of volunteers for the La Puente Park maintenance efforts.

Mayor Quinones recognized Planning Commissioner Marty Paz and thanked him for attending the City Council Meeting.

ORAL COMMENTS FROM STAFF – None.

ADJOURNMENT

There being no further business before the City Council, Mayor Quinones adjourned the meeting in memory of John Madrid at 8:02 p.m.

Approved this 23rd day of July, 2024.

Martha Torres, MPA
City Clerk

Gabriel Quiñones
Mayor/Chair

RESOLUTION NO. 24-5889

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LA PUENTE ALLOWING CERTAIN CLAIMS AND
DEMANDS IN THE AMOUNT \$1,467,795.48 (WARRANT
REGISTER 1576)**

THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY RESOLVE,
DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37202 of the Government Code, the Director of Administrative Services, or designated representative, hereby certifies, and the City Manager hereby approves the accuracy of the following demands and the availability of funds for payment thereof.

APPROVED

EXAMINED

Bob Lindsey, City Manager

Troy Grunklee, CPA
Director of Administrative Services

SECTION 2: That the following claims and demands numbered 12720 through 12826 ACH(s) numbered 738 through 742 and Draft numbered 02537 through 02550 except for voided warrants 12723, 12753, 12822 and 12823 have been audited as required by law and the same are hereby allowed in the amounts hereinafter set forth on the attached check registers.

CERTIFIED, PURSUANT TO GOVERNMENT CODE, SECTION 37208, AS CONFORMING TO ADOPTED BUDGET, EXCEPT WARRANT NOS: NONE

Martha Torres, MPA, City Clerk

PASSED, APPROVED AND ADOPTED this 23rd day of July, 2024, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Gabriel Quiñones, Mayor

ATTEST:

Martha Torres, MPA, City Clerk



City of La Puente

Check Register Report

By Payment Number

Payment Dates 7/1/2024 - 7/15/2024

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Payment Amount
Payment Number	Payable Number	Description	Vendor Name	Account Number	Item Amount
738	7/5/2024	GLOURB	GLOBAL URBAN STRATEGIES, INC		33,578.14
	645	SOCIAL MEDIA TECHNOLOGY		100-4140-53416	18,000.00
	646	06/24 DIGITAL LITERACY GRANT		280-3300-53111	10,397.50
	662	06/24 LOCAL AGING GRANT		280-3300-53111	5,180.64
739	7/12/2024	BRAHAW	BRACY HAWKINS LAW, PC		27,750.00
	00309	04/24 LEGAL-LEWIS VS CITY OF LP		100-1110-53114	26,630.00
	00340	05/24 LEGAL-LEWIS VS.CITY OF LP		100-1110-53114	1,120.00
740	7/12/2024	ENTFMT	ENTERPRISE FM TRUST		22,238.45
	FBN5075033	07/24 VEHICLE MTCE		555-3150-53812	1,967.54
	FBN5075033	07/24 VEHICLE LEASE		555-3150-53912	20,270.91
741	7/12/2024	TANKO	TANKO LIGHTING		5,868.50
	69614	06/24 ST LIGHT MTCE		285-3330-53111	1,612.00
	69633	06/24 ST LIGHT MTCE		285-3330-53111	1,284.50
	69642	06/24 TAMAR-WIRE REPAIR		285-3330-53111	2,972.00
742	7/12/2024	YUNLLC	YUNEX LLC		9,645.51
	5610002292	05/24 TS RESPONSE CALL OUTS		200-3120-53819	1,685.01
	90002272	TS RESPONSE-REPAIR SSAS		200-3120-53821	3,725.00
	90002273	TS REPAIR-AMAR & DEL VALLE		200-3120-53819	2,675.00
	90002386	06/24 TS MTCE		200-3120-53819	1,560.50
12720	7/5/2024	STADIS	CALIFORNIA STATE DISBURSEMENT UNIT		195.00
	INV0011029	CHILD SUPPORT		100-20399	195.00
12721	7/5/2024	NATRS	NATIONWIDE RETIREMENT		330.00
	INV0011035	Employee Contribution		100-20340	306.90
	INV0011035	Employee Contribution		200-20340	4.62
	INV0011035	Employee Contribution		203-20340	4.62
	INV0011035	Employee Contribution		205-20340	4.62
	INV0011035	Employee Contribution		210-20340	4.62
	INV0011035	Employee Contribution		215-20340	4.62
12722	7/5/2024	RELIAN	RELIANCE STANDARD LIFE INS.		3,713.32
	INV0011028	LIFE INSURANCE		100-20320	663.77
	INV0011028	LIFE INSURANCE		200-20320	18.01
	INV0011028	LIFE INSURANCE		202-20320	1.56
	INV0011028	LIFE INSURANCE		203-20320	10.12
	INV0011028	LIFE INSURANCE		205-20320	11.52
	INV0011028	LIFE INSURANCE		210-20320	14.62
	INV0011028	LIFE INSURANCE		215-20320	5.87
	INV0011028	LIFE INSURANCE		260-20320	22.14
	INV0011028	LIFE INSURANCE		264-20320	3.76
	INV0011028	LIFE INSURANCE		283-20320	6.30
	INV0011028	LIFE INSURANCE		285-20320	5.33
	INV0011033	LTD INSURANCE		100-20330	1,332.12
	INV0011033	LTD INSURANCE		200-20330	41.35
	INV0011033	LTD INSURANCE		202-20330	8.35
	INV0011033	LTD INSURANCE		203-20330	30.20
	INV0011033	LTD INSURANCE		205-20330	33.10
	INV0011033	LTD INSURANCE		210-20330	35.15
	INV0011033	LTD INSURANCE		215-20330	28.68
	INV0011033	LTD INSURANCE		260-20330	51.97
	INV0011033	LTD INSURANCE		264-20330	8.40

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0011033	LTD INSURANCE		283-20330	11.96
	INV0011033	LTD INSURANCE		285-20330	9.40
	INV0011040	STD INSURANCE		100-20330	1,138.78
	INV0011040	STD INSURANCE		200-20330	35.38
	INV0011040	STD INSURANCE		202-20330	7.14
	INV0011040	STD INSURANCE		203-20330	25.82
	INV0011040	STD INSURANCE		205-20330	28.31
	INV0011040	STD INSURANCE		210-20330	30.01
	INV0011040	STD INSURANCE		215-20330	24.52
	INV0011040	STD INSURANCE		260-20330	44.28
	INV0011040	STD INSURANCE		264-20330	7.12
	INV0011040	STD INSURANCE		283-20330	10.23
	INV0011040	STD INSURANCE		285-20330	8.05
12724	7/5/2024	FTB	STATE OF CALIFORNIA FRANCHISE TAX BOARD		647.95
	INV0011030	PR WITHOLDING ORDER		100-20399	647.95
12725	7/5/2024	USBANK	U.S BANK PARS ACCT# 6746022400		4,827.46
	INV0011039	PARS RETIREMENT		100-20340	4,088.28
	INV0011039	PARS RETIREMENT		200-20340	298.17
	INV0011039	PARS RETIREMENT		203-20340	90.55
	INV0011039	PARS RETIREMENT		205-20340	146.86
	INV0011039	PARS RETIREMENT		260-20340	144.82
	INV0011039	PARS RETIREMENT		285-20340	58.78
12726	7/5/2024	ACOGRO	ACOSTA GROWERS, INC.		110.25
	51848	LP PARK PLANTER		285-3330-53814	110.25
12727	7/5/2024	ALEXSAUTO	ALEX'S AUTO GLASS		250.00
	18079	WINDOW TINT		555-3150-53812	250.00
12728	7/5/2024	ALLIAN	ALLIANT INSURANCE SERVICES		3,718.00
	2720933	SPECIAL EVENT LIABILITY INS-3RD OF JULY		100-1135-53613	3,718.00
12729	7/5/2024	AMABUS	AMAZON CAPITAL SERVICES INC		131.38
	1GHQ-MQJV-RPVK	FIRST AID SUPPLIES		100-4140-53979	71.45
	1LJQ-X94Q-FYGK	OFFICE SUPPLIES		100-4100-53011	59.93
12730	7/5/2024	CAJPIA	CALIFORNIA JPIA		444,304.00
	PRIM02296	FY 24/25 WORKERS COMP ADJ		100-1135-53611	-4,086.00
	PRIM02296	FY 24/25 WORKERS COMPENSATION		100-1135-53611	95,122.00
	PRIM02296	FY 24/25 EXCESS POOL DISTRIBUTION		100-1135-53612	-19,973.00
	PRIM02296	FY 24/25 LIABILITY PROG		100-1135-53612	290,835.00
	PRIM02296	FY LAIBLITY PROGRAM		100-1135-53612	1,631.00
	PROP02424	FY 24/25 PROPERTY INSURANCE		100-1135-53614	80,775.00
12731	7/5/2024	TIMEWA	CHARTER COMMUNICATIONS		119.16
	0029105061424	06/14-07/13 SC CABLE/INTERNET		100-4130-53715	119.16
12732	7/5/2024	CHRPER	CHRISTOPHER PEREZ ARIAS		1,050.00
	35	Fitness Classes Payment		263-3320-53111	1,050.00
12733	7/5/2024	OROCIN	CINDY OROZCO		90.00
	INV0011052	SYMPATHY FLOWERS MADRID REIM-OROZCO		100-2110-53011	90.00
12734	7/5/2024	CINTA	CINTAS CORPORATION #693		543.36
	4196453084	06/20 SR CENTER MAT RENTAL		100-4130-53012	433.72
	4196453106	06/20 CH MAT RENTAL		100-1150-53813	109.64
12735	7/5/2024	SAMSAR	DR. SAMIR SARGIOS DVM		5,000.00
	27	06/24 VIDA MONTHLY RENT		100-2130-53111	5,000.00
12736	7/5/2024	ESP	EVENT SOUND PROFESSIONALS		4,300.00
	07324	SOUND SERVICES FOR CONCERTS IN THE PARK		100-4140-53979	2,500.00

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	71024	SOUND SERVICES FOR CONCERTS IN THE PARK		100-4140-53979	1,800.00
12737	7/5/2024 INV0011047	EXTOFF 07/24 PHONE SVC	EXTENDED OFFICE SOLUTIONS INC	100-1150-53715	627.14 627.14
12738	7/5/2024 CACIT74727 CACIT74870 CACIT74871 CACIT74945 CACIT74946 CACIT74947 CACIT75129 CACIT75130 CACIT75288 CACIT75289 CACIT75290	COMFAS LP PARK JANITORIAL SUPPLIES COMM CTR JANITORIAL SUPPLIES CH JANITORIAL SUPPLIES COMM CTR JANITORIAL SUPPLIES CH JANITORIAL SUPPLIES LP PARK JANITORIAL SUPPLIES CH JANITORIAL SUPPLIES LP PARK JANITORIAL SUPPLIES CH JANITORIAL SUPPLIES LP PARK JANITORIAL SUPPLIES COMM CTR JANITORIAL SUPPLIES	FASTENAL COMPANY	100-3330-53011 100-4100-53011 100-3330-53011 100-4100-53011 100-3330-53011 100-3330-53011 100-1150-53011 100-3330-53012 100-1150-53011 100-3330-53011 100-4100-53011	4,887.02 671.77 118.81 130.24 360.76 232.74 569.06 227.11 874.31 488.59 616.35 597.28
12739	7/5/2024 8306	FRAEXO BRUNCH BY THE BRIDGE EVENT	FRANCISCO'S EXOTIC DECO INC.	263-3320-53111	336.60 336.60
12740	7/5/2024 20091	HATCH CC FIRE DOOR REPAIR	HATCH DOOR SERVICE	100-4100-53813	295.00 295.00
12741	7/5/2024 124582	JCLBAR BOLTS,STEEL BANDING	JCL TRAFFIC	200-3120-53012	388.05 388.05
12742	7/5/2024 INV0011049	JOSREY 06/17-28 SHOPPING CART-MILEAGE REIM-REYES	JOSE REYES	555-3150-53014	104.52 104.52
12743	7/5/2024 INV0011051	RODJUL PHOTO SVC-3RD OF JULY	JULIE RODRIGUEZ	100-4140-53979	200.00 200.00
12744	7/5/2024 INV0011048	VALJUL SECURITY DEPOSIT REFUND-VALENZUELA	JULIET VALENZUELA	600-20230	250.00 250.00
12745	7/5/2024 19847	KSKFAC 06/24 COMM/YLAC JANITORIAL SVC	KSK FACILITIES	285-3330-53813	2,400.00 2,400.00
12746	7/5/2024 INV0011022	LPSTFT REIM-YOUTH GRANTS SOFTBALL (22)	LA PUENTE SOFTBALL	100-4140-53993	770.00 770.00
12747	7/5/2024 INV0011053	GOLLAT GOLF IN THE PARK EVENT	LATINA GOLFERS ASSOCIATION FOUNDATION INC	263-3320-53111	1,500.00 1,500.00
12748	7/5/2024 4266	LCAC 2025 LCC MEMBERSHIP DUES	LEAGUE OF CALIF CITIES	100-1100-53971	1,149.75 1,149.75
12749	7/5/2024 INV0011050	MICGOM BOOT REIM-GOMEZ	MICHAEL J GOMEZ	100-3330-53015	200.00 200.00
12750	7/5/2024 25090 25091 25092 25094 25095 25096 25098 25099 25238 25271	OMLO 05/24 LEGAL-CITY COUNCIL 05/24 LEGAL-CODE ENFORCEMENT 05/24 LEGAL-CITY CLERK 05/24 LEGAL- 05/24 LEGAL-PUBLIC WORKS 05/24 LEGAL-HUMAN RESOURCES 05/24 LEGAL-COMMUNITY FOUNDATION 05/24 LEGAL-PLANNING 05/24 LEGAL-FINANCE 05/24 LEGAL-COMMUNITY SVC	OLIVAREZ MADRUGA LAW ORGANIZATION, LLP	100-1110-53114 100-1110-53114 100-1110-53114 100-1110-53114 100-1110-53114 100-1110-53114 100-1110-53114 100-1110-53114 100-1110-53114 100-1110-53114	24,904.54 12,556.27 1,563.50 2,439.77 946.00 93.00 185.50 503.50 5,239.00 106.00 1,272.00

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
12751	7/5/2024	OREILLY	O'REILLY AUTO PARTS		67.17
	3607-429345	TORO CART SUPPLIES		555-3150-53812	52.21
	3607-430007	ARCTIC FREEZ/CORE CHARGE		555-3150-53812	60.59
	3607-430153	PWR RTD BELT		555-3150-53812	31.12
	3607-430351	ARCTIC FREEZ		555-3150-53812	-60.59
	3607-430352	PWR RTD BELT		555-3150-53812	-16.16
12752	7/5/2024	PYROSP	PYRO SPECTACULARS, INC.		18,000.00
	59121	Pyro - Firework Show		100-4140-53979	18,000.00
12754	7/5/2024	RESOUR	RESOURCE BUILDING MATERIALS		392.93
	3823824	CONCRETE MIX HI SPEC		285-3330-53822	392.93
12755	7/5/2024	SAFBUS	SAFEGUARD BUSINESS SYSTEMS		1,257.78
	9005106662	AP/PAYROLL CHECKS		100-1130-53011	1,257.78
12756	7/5/2024	STANLE	STANLEY PEST CONTROL, INC.		580.00
	1737975	PEST CONTROL DEVICES		555-3150-53812	495.00
	1740079	04/24 ABBEY ST PEST CONTROL		200-3120-53814	85.00
12757	7/5/2024	SWAMOP	SWANK MOTION PICTURES INC.		520.00
	RG 3673644	07/15 MOVIES@THE PARK		100-4140-53979	520.00
12758	7/5/2024	TERMI	TERMINIX PROCESSING CENTER		90.00
	447750410	06/07 SR CTR PEST CONTROL		100-4130-53813	90.00
12759	7/5/2024	TMOBILE	T-MOBILE		556.67
	INV0011024	05/21-06/20 PHONE-PUBLIC SAFETY		100-2100-53715	556.67
12760	7/5/2024	TMOBILE	T-MOBILE		226.94
	INV0011023	05/21-06/20 PHONE-CE WIRELESS		100-2110-53715	226.94
12761	7/5/2024	TMOBILE	T-MOBILE		1,159.00
	INV0011025	05/21-06/20 PHONE-MTCE WIRELESS		100-3100-53715	1,159.00
12762	7/5/2024	V&V	V & V MANUFACTURING, INC.		674.91
	58290	LP PUBLIC SAFETY BADGE		100-2110-53012	674.91
12763	7/5/2024	TURFWE	WEST COAST TURF		577.50
	INV129838	LP PARK-SOD		285-3330-53822	577.50
12764	7/5/2024	WILENG	WILLDAN ENGINEERING		2,669.34
	003-39143	05/24 NPDES SVC		284-3100-53111	1,781.34
	00626484	09/23 LANDSCAPE PLAN CHECK MWEL0		100-3300-53111	630.00
	00626811	11/23 PLAZA PARK CONCEPTUAL PLAN		285-3330-53111	258.00
12765	7/5/2024	JACAR	JACOB ARECHIGA		2,000.00
	INV0011060	ENTERTAINMENT SVC-3RD OF JULY		100-10250	2,000.00
12766	7/5/2024	SUAVE	RENE BURGUAN		1,100.00
	0250-1	BAND FOR CONCERTS IN THE PARK 2024		100-4140-53979	1,100.00
12767	7/12/2024	TRACAL	CALI TRANSLATIONS, LLC		675.00
	0058	AGING GRANT TRANSLATION SVC		280-3300-53111	675.00
12768	7/12/2024	AEGSLN	AEG SOLUTIONS		731.49
	82673	HEAVY BANNER FABRIC		100-4100-53811	731.49
12769	7/12/2024	ALLIAN	ALLIANT INSURANCE SERVICES		1,329.00
	2705198	FY 24/25 CRIME INSURANCE		100-1135-53615	1,329.00
12770	7/12/2024	AMABUS	AMAZON CAPITAL SERVICES INC		388.25
	13JV-3M6T-GV3V	CODE ENF-RADIOS		100-2110-53011	104.25
	1VNY-JV9C-JMVD	CODE ENF-SUPPLIES		100-2130-53011	284.00

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
12771	7/12/2024	ATT	AT&T		497.74
	000021912054	05/28-06/24 PHONE-SR CTR 911 LN		100-4130-53715	82.69
	000021912055	05/28-06/27 PHOHE-MTCE YARD ALARM		285-3330-53715	27.56
	000021912056	05/28-06/27 PHONE-CH FAX LINE		100-1150-53715	112.22
	000021912057	05/28-06/27 PHONE-CH LINE		100-1150-53715	275.27
12772	7/12/2024	BLEBAR	BARNEY'S BLENDS, INC.		1,522.50
	4571	INFIELD MIX		285-3330-53822	1,522.50
12773	7/12/2024	INDBRA	BRADY INDUSTRIES, LLC		221.70
	9008117	SR CENTER JANITORIAL SUPPLIES		100-4130-53012	221.70
12774	7/12/2024	CABUST	CALIFORNIA BUILDING STANDARDS		527.40
	INV0011070	04-06/24 BLDG REV FUND		100-48900	-58.60
	INV0011070	04-06/24 BLDG REV FUND		600-47441	586.00
12775	7/12/2024	CCCA	CALIFORNIA CONTRACT CITIES ASSOCIATION		3,897.62
	515531	FY 24/25 CCCA MEMBERSHIP		100-1100-53971	3,897.62
12776	7/12/2024	CARSER	CARLOS SERVIN		200.00
	INV0011094	BOOT REIM-SERVIN		100-3330-53015	200.00
12777	7/12/2024	CBEEQU	CELL BUSINESS EQUIPMENT		1,162.59
	5030377632	07/12-08/11 FACILITY COPIER		100-1150-53911	1,162.59
12778	7/12/2024	CHRPER	CHRISTOPHER PEREZ ARIAS		750.00
	36	Fitness Classes Payment		263-3320-53111	750.00
12779	7/12/2024	CROWN	CROWN GRAPHICS		655.16
	53121	VEH-SAFETY REFLECTIVE GRAPHICS		555-3150-53812	655.16
12780	7/12/2024	DELCOM	DELHAVEN COMMUNITY CENTER		160.00
	112	06/24 CAR DETAILING		555-3150-53812	160.00
12781	7/12/2024	DEPTC	DEPT OF CONSERVATION		2,864.82
	INV0011071	03-06/24 SMIP FEES		100-48900	-150.78
	INV0011071	03-06/24 SMIP FEES		600-47440	3,015.60
12782	7/12/2024	SAMSAR	DR. SAMIR SARGIOS DVM		5,000.00
	28	07/24 VIDA MONTHLY RENT		100-2130-53111	5,000.00
12783	7/12/2024	EDISON	EDISON CO		42,561.88
	INV0011072	05/28-06/25 ELEC-YLAC		100-4110-53712	4,351.21
	INV0011077	05/08-06/05 ELEC-VARIOUS		200-3120-53713	308.26
	INV0011078	05/07-06/19 ELEC-13798 TEMPLE		200-3120-53713	28.61
	INV0011079	05/28-06/25 ELEC-15612 TEMPLE		285-3330-53712	10,353.79
	INV0011080	05/28-06/25 ELEC-15614 TEMPLE		285-3330-53712	2,314.41
	INV0011081	06/01-30 ELEC-VARIOUS		200-3120-53713	7,904.28
	INV0011082	06/01-30 ELEC-ST LIGHTS LS-2B		285-3330-53712	2,021.17
	INV0011083	06/01-30 ELEC-1744 ST LIGHTS LS-1/OPTION E		285-3330-53712	13,137.91
	INV0011084	05/28-06/25 ELEC-14416 AMAR		200-3120-53713	67.31
	INV0011085	05/28-06/25 ELEC-501 GLENDORA SOLAR PANELS		285-3330-53712	2,074.93
12784	7/12/2024	EMPAME	EMPLOY AMERICA		4,004.00
	58F2401-IN	06/24 BUS SHELTER MTCE		210-3130-53816	4,004.00
12785	7/12/2024	ESP	EVENT SOUND PROFESSIONALS		5,400.00
	71724	SOUND SERVICES FOR CONCERTS IN THE PARK		100-4140-53979	1,800.00
	72424	SOUND SERVICES FOR CONCERTS IN THE PARK		100-4140-53979	1,800.00
	73124	SOUND SERVICES FOR CONCERTS IN THE PARK		100-4140-53979	1,800.00
12786	7/12/2024	COMFAS	FASTENAL COMPANY		2,620.64
	CACIT75483	LP PARK JANITORIAL SUPPLIES		100-3330-53011	877.66
	CACIT75682	LP PARK JANITORIAL SUPPLIES		100-3330-53011	678.24

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	CACIT75696	LP PARK JANITORIAL SUPPLIES		100-3330-53011	814.57
	CACIT75744	LP PARK JANITORIAL SUPPLIES		100-3330-53011	250.17
12787	7/12/2024 028267037	GALLS CODE ENF-UNIFORMS	GALLS	100-2110-53015	15.02 15.02
12788	7/12/2024 10786281	GARDA 07/24 ARMORED TRANS SVC	GARDAWORLD	100-1130-53111	447.26 447.26
12789	7/12/2024 INV0011098	AGUGEO SPECIAL EVENT SUPPLIES REIM-AGUILAR	GEORGE AGUILAR	100-2110-53012	78.25 78.25
12790	7/12/2024 P2668	GLEHEN ENTERTAINMENT SERVICES FOR CONCERTS IN THE P...	GLENN HENRY ENT. MGMT. LLC	100-4140-53979	1,800.00 1,800.00
12791	7/12/2024 5324	HACLWN MTCE TOOLS	HACIENDA LAWNMOWER SHOP	100-3100-53012	871.21 131.96
	5330	MTCE-EQUIPMENT REPAIR		100-3100-53012	113.61
	5333	MTCE TOOLS		100-3330-53012	22.98
	5349	MTCE-EQUIPMENT REPAIR		100-3100-53012	239.73
	5350	MTCE-EQUIPMENT REPAIR		100-3100-53012	188.03
	5383	MTCE TOOLS		100-3330-53012	174.90
12792	7/12/2024 24316	HACOUT MTCE-UNIFORMS	HACIENDA OUTLET	100-3330-53015	151.76 151.76
12793	7/12/2024 SIN039788 SIN040013	HDLASS 04-06/24 SALES TAX/AUDIT SVC 04-06/24 TRANSACTION TAX	HINDERLITER DE LLAMAS & ASSOCIATES	100-1130-53111 100-1130-53111	1,793.39 1,493.39 300.00
12794	7/12/2024 2032781 274885 281336 41875 4904530 6516792 6523286 7516636 7972301 8193112 8273956 9340645	HMEDEP HARDBOARD POWER STRIP YLAC SUPPLIES YLAC-SUPPLIES E-DEP YLAC-ELECTRICAL SUPPLIES LOCKS-YLAC ELECTRICAL SUPPLIES GRAFFITI REMOVAL SUPPLIES CC-BLACK NURSERY CONTAINER BLACK NURSERY CONTAINER MTCE SUPPLIES	HOME DEPOT CRC	285-3330-53822 100-1150-53012 100-4110-53813 100-4110-53813 285-3330-53822 100-4110-53813 100-3330-53012 100-4110-53813 200-3120-53016 100-4100-53811 100-4100-53811 285-3330-53822	2,907.72 30.52 10.93 355.23 629.10 1.00 62.86 146.15 388.57 1,152.42 -218.32 313.35 35.91
12795	7/12/2024 INV0011095	JAMRIC BOOT REIM-RICHARDS	JAMES M. RICHARDS	100-3330-53015	200.00 200.00
12796	7/12/2024 1985	KSKFAC 06/24 SR CENTER JANITORIAL SVC	KSK FACILITIES	100-4130-53813	1,130.00 1,130.00
12797	7/12/2024 48	LAONUE ENTERTAINMENT FOR CONCERTS IN THE PARK	L.A. ORQUESTA NUEVA REVOLUCION INC	100-4140-53979	2,500.00 2,500.00
12798	7/12/2024 INV0011069	LACAC FY 24/25 LAFCO FEES	LA CO AUDITOR/CONTROLLER	100-1130-53965	765.79 765.79
12799	7/12/2024 243565MR	LACSHF 03/24 IDT CRIME SUPPRESSION	LA CO SHERIFF'S DEPT	100-2100-53113	8,549.63 8,549.63
12800	7/12/2024 INV0011073 INV0011073 INV0011088 INV0011089	LPVCWD 04/17-06/17 WTR-COMM CTR 04/17-06/17 WTR-YLAC 04/17-06/17 WTR-VALLEY-CENTRAL 04/17-06/17 WTR-NELSON	LA PUENTE VALLEY CO WATER	100-4100-53714 100-4110-53714 200-3120-53714 200-3120-53714	4,783.74 807.07 807.07 920.02 679.36

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0011090	04/17-06/17 WTR-OLD VALLEY BLVD		200-3120-53714	237.38
	INV0011091	04/17-06/17 WTR-ABBAY-CENTRAL		200-3120-53714	440.24
	INV0011092	04/17-06/17 WTR-MAIN & LEVERETTE		200-3120-53714	59.52
	INV0011093	04/17-06/17 WTR-501 GLENDORA PARK		285-3330-53714	833.08
12801	7/12/2024	LAWARB	LAWN AND ARBORIST DEPOT		671.00
	2036	REGULATORY SIGNS		200-3120-53821	164.25
	2037	MTCE TOOLS		100-3100-53012	403.40
	2045	IRRIGATION SUPPLIES		285-3330-53822	103.35
12802	7/12/2024	MARLAC	MARY'S LACE N CRAFT		160.00
	INV0011100	REFUND-BL# 15972		100-48900	160.00
12803	7/12/2024	ONYPAY	ONYX PAVING COMPANY INC		258,606.54
	INV0011104	04/24 LOCAL ST IMRPOVEMENT RETENTION		200-20220	3,000.00
	INV0011104	04/24 LOCAL ST IMRPOVEMENT RETENTION		200-5598-59300	0.01
	INV0011104	04/24 LOCAL ST IMRPOVEMENT RETENTION		202-20220	147,003.71
	INV0011104	04/24 LOCAL ST IMRPOVEMENT RETENTION		203-20220	8,700.00
	INV0011104	04/24 LOCAL ST IMRPOVEMENT RETENTION		205-20220	8,150.00
	INV0011104	04/24 LOCAL ST IMRPOVEMENT RETENTION		215-20220	54,012.90
	INV0011104	04/24 LOCAL ST IMRPOVEMENT RETENTION		405-20220	28,968.60
	INV0011104	04/24 LOCAL ST IMRPOVEMENT RETENTION		410-20220	8,771.32
12804	7/12/2024	PROYOU	PROTECT YOUTH SPORTS		56.50
	1163303	BACKGROUND CHECKS-SPORTS PROGRAMS		100-4110-53980	56.50
12805	7/12/2024	READYP	PUENTE READY MIX, INC.		1,230.30
	110876	CEMENT-OLD VALLEY		200-3120-53817	1,230.30
12806	7/12/2024	QUINMO	QUINTIN'S MOBIL		62.50
	INV0011102	FUEL		555-3150-53014	62.50
12807	7/12/2024	REGION	REGIONAL TAP SERVICE CENTER		1,502.82
	6022977	06/24 EZ/FOOTHILL MONTHLY PASS		210-3130-53915	1,502.82
12808	7/12/2024	CERROB	ROBERTO CERVANTES TORRES		389.00
	INV0011066	TOWING REIMB-TORRES		100-47220	389.00
12809	7/12/2024	SARGER	SARAH M. GERTMENIAN		1,100.00
	01	ENTERTAINMENT FOR CONCERTS IN THE PARK		100-4140-53979	1,100.00
12810	7/12/2024	SOCAS	SOUTHERN CALIFORNIA ASSOCIATION		5,401.00
	SCAG FY25 0095	FY 24/25 SCAG DUES		100-1100-53971	5,401.00
12811	7/12/2024	SOSUBW	SUBURBAN WATER SYSTEMS		804.45
	180052118280	05/22-06/20 WTR-6000076363		200-3120-53714	331.75
	180052118332	05/22-06/20 WTR-6000076674		200-3120-53714	91.42
	180061927880	05/22-06/20 WTR-6000078449		200-3120-53714	296.62
	181004019605	05/22-06/20 WTR-6000078315		200-3120-53714	42.33
	181004019606	05/22-06/20 WTR-6000133466		200-3120-53714	42.33
12812	7/12/2024	SUNGRO	SUNSHINE GROWERS		424.74
	7465/1	CH PLANTERS		100-1150-53814	424.74
12813	7/12/2024	SUPRAD	SUPERIOR RADIATOR AND AIR CONDITIONING		1,570.94
	72695	GRAFFITI TRUCK-A/C REPAIR		555-3150-53812	1,570.94
12814	7/12/2024	SWAMOP	SWANK MOTION PICTURES INC.		565.00
	RG 3676645	07/22 MOVIES@THE PARK		100-4140-53979	565.00
12815	7/12/2024	TANPA	TANIA'S PARTY RENTALS		631.80
	229773532	RENTAL-3RD OF JULY EVENT		100-4140-53979	631.80
12816	7/12/2024	GASCO	THE GAS COMPANY		1,058.49
	INV0011074	05/31-07/01 GAS-SR CENTER		100-4130-53711	104.94

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0011075	06/03-07/02 GAS-YLAC		100-4110-53711	84.27
	INV0011086	06/03-07/02 GAS-CITY HALL		100-1150-53711	664.84
	INV0011087	06/03-07/02 GAS-PARK SVCS		285-3330-53711	204.44
12817	7/12/2024 8936653	TCFNAT TORO REELMASTER SVC	THE HUNTINGTON NATIONAL BANK	285-3330-53911	1,512.00 1,512.00
12818	7/12/2024 INV026585	TUST TRACTOR SUPPLIES	TURF STAR, INC.	555-3150-53812	267.57 267.57
12819	7/12/2024 179654041	ULINE FIRST AID KIT	ULINE	100-3330-53011	762.71 762.71
12820	7/12/2024 234823563-1	UNREN SCISSOR LIFT RENTAL	UNITED RENTALS	285-3330-53911	1,040.40 1,040.40
12821	7/12/2024	CALCARD	US Bank CalCard		12,002.97
	INV0011057	NALEO CONF-ARGUDO		100-1100-53972	1,671.25
	INV0011057	SYMPATHY FLOWERS		100-1100-53976	155.49
	INV0011057	SPOKEO SEARCH		100-1110-53971	29.95
	INV0011057	SPOKEO SEARCH		100-1110-53971	29.95
	INV0011057	LUNCH MTG		100-1110-53972	45.56
	INV0011057	LUNCH MTG		100-1110-53972	59.44
	INV0011057	MTG W/LASD		100-1110-53972	16.80
	INV0011057	LUNCH MTG		100-1110-53972	39.61
	INV0011057	LUNCH MTG		100-1110-53972	33.04
	INV0011057	LUNCH MTG		100-1110-53972	74.59
	INV0011057	LUNCH MTG		100-1110-53972	86.90
	INV0011057	MTG-MTCE DEPT		100-1110-53972	15.45
	INV0011057	LUNCH MTG		100-1110-53972	8.55
	INV0011057	TRUTHFINDER		100-1135-53406	16.95
	INV0011057	AMAZON		550-6100-53018	801.04
	INV0011057	FUEL		555-3150-53014	48.30
	INV0011057	FUEL		555-3150-53014	58.41
	INV0011057	FUEL		555-3150-53014	58.96
	INV0011057	FUEL		555-3150-53014	46.71
	INV0011057	FUEL		555-3150-53014	65.76
	INV0011057	FUEL		555-3150-53014	26.78
	INV0011057	FUEL		555-3150-53014	24.84
	INV0011057	FUEL		555-3150-53014	97.77
	INV0011057	FUEL		555-3150-53014	40.00
	INV0011057	FUEL		555-3150-53014	86.10
	INV0011057	FUEL		555-3150-53014	85.31
	INV0011057	PRIMEWASH		555-3150-53812	47.99
	INV0011062	OFFICE SUPPLIES		100-4100-53011	184.75
	INV0011062	OFFICE SUPPLIES		100-4100-53011	5.49
	INV0011062	OFFICE SUPPLIES		100-4100-53011	14.23
	INV0011062	OFFICE SUPPLIES		100-4100-53011	197.20
	INV0011062	CLEANING SUPPLIES		100-4100-53012	110.00
	INV0011062	CARD STOCK FRAMES		100-4100-53012	21.89
	INV0011062	CJPIA TRAINING		100-4100-53972	224.51
	INV0011062	CJPIA TRAINING		100-4100-53972	9.73
	INV0011062	CJPIA TRAINING		100-4100-53972	336.25
	INV0011062	CJPIA TRAINING		100-4100-53972	42.43
	INV0011062	TABLE COVERS		100-4100-53976	52.48
	INV0011062	OFFICE SUPPLIES		100-4110-53011	34.64
	INV0011062	RADIO ANTENNA/BATTERIE		100-4110-53012	65.50
	INV0011062	CLEANING SUPPLIES		100-4110-53012	110.01
	INV0011062	T-BALLS		100-4110-53980	78.80
	INV0011062	T BALLS		100-4110-53980	43.78
	INV0011062	T-BALLS		100-4110-53980	71.13

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0011062	SUBSCRIPTION FEES-CANVA		100-4140-53961	120.00
	INV0011062	CONCERT BANNERS		100-4140-53979	164.61
	INV0011062	LINEN RENTAL		100-4140-53979	162.00
	INV0011062	SOCCER MEDALS		100-4140-53993	785.40
	INV0011062	LUCH MTG-TEEN VOICE		600-20250	23.07
	INV0011062	LUNCH MTG-TEEN VOICE		600-20250	41.78
	INV0011062	CONCERTS@THE PARK-TEEN VOICE		600-20250	111.00
	INV0011062	MOVIES@THE PARK-TEEN VOICE		600-20250	69.56
	INV0011062	MOVIES@PARK SUPPLIES		600-20250	117.84
	INV0011063	LA CO REGISTRAR RECORDER		100-3300-53976	76.75
	INV0011063	YLAC FLOORING		100-4110-53813	394.36
	INV0011063	PUSH VACUUM		200-3120-53012	3,528.00
	INV0011063	CABLE TIES		285-3330-53822	396.85
	INV0011064	LUNCH MTG-CODE		100-2110-53972	27.49
	INV0011064	CODE ENF MTG		100-2110-53972	36.00
	INV0011064	CODE ENF MTG		100-2110-53972	6.14
	INV0011064	PROS MTG		100-3325-53011	60.70
	INV0011064	SPOTIFY ANNUAL GIFT CARD		100-4100-53111	99.00
	INV0011064	AT&T		100-48900	105.00
	INV0011064	AT&T		100-48900	105.00
	INV0011064	REMARKABLE (3)		550-6100-53017	8.97
	INV0011064	MONOPRICE,INC		550-6100-53018	189.13
12824	7/12/2024	WCADAY	W C ADULT DAY HEALTH CARE CENTER		160.00
	INV0011101	REFUND-BL# 16661		100-48900	160.00
12825	7/12/2024	WESCO	WEST COAST ARBORISTS INC		11,306.15
	211400	02/01-15 PKWY TREE MTCE		200-3120-53815	1,525.05
	212939	03/16-31 PKWY TREE MTCE		200-3120-53815	4,306.10
	213483	04/01-15 PKWY TREE MTCE		200-3120-53815	5,475.00
12826	7/12/2024	WILENG	WILLDAN ENGINEERING		65,246.08
	002-32093	06/24 BLDG & SAFETY		100-3310-53111	65,246.08
DFT0002537	7/5/2024	AFLAC	AFLAC		93.75
	INV0011026	EMPLOYEE LIFE ASSURANCE		100-20399	87.83
	INV0011026	EMPLOYEE LIFE ASSURANCE		260-20399	2.96
	INV0011026	EMPLOYEE LIFE ASSURANCE		264-20399	2.96
DFT0002538	7/5/2024	AFLAC	AFLAC		151.90
	INV0011027	EMPLOYEE INSURANCE		100-20399	113.18
	INV0011027	EMPLOYEE INSURANCE		260-20399	19.36
	INV0011027	EMPLOYEE INSURANCE		264-20399	19.36
DFT0002539	7/5/2024	ICMARC	MISSION SQUARE RETIREMENT		76.78
	INV0011031	EMPLOYEE LOAN REPYMT		100-20399	49.84
	INV0011031	EMPLOYEE LOAN REPYMT		200-20399	7.82
	INV0011031	EMPLOYEE LOAN REPYMT		203-20399	1.74
	INV0011031	EMPLOYEE LOAN REPYMT		205-20399	1.74
	INV0011031	EMPLOYEE LOAN REPYMT		210-20399	10.42
	INV0011031	EMPLOYEE LOAN REPYMT		215-20399	1.74
	INV0011031	EMPLOYEE LOAN REPYMT		260-20399	3.48
DFT0002540	7/5/2024	ICMARC	MISSION SQUARE RETIREMENT		1,900.00
	INV0011032	EMPLOYEE CONTRIBUTIONS		100-20399	1,127.55
	INV0011032	EMPLOYEE CONTRIBUTIONS		200-20399	70.40
	INV0011032	EMPLOYEE CONTRIBUTIONS		202-20399	62.31
	INV0011032	EMPLOYEE CONTRIBUTIONS		203-20399	104.45
	INV0011032	EMPLOYEE CONTRIBUTIONS		205-20399	101.34
	INV0011032	EMPLOYEE CONTRIBUTIONS		210-20399	148.06
	INV0011032	EMPLOYEE CONTRIBUTIONS		215-20399	189.62
	INV0011032	EMPLOYEE CONTRIBUTIONS		260-20399	64.99

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0011032	EMPLOYEE CONTRIBUTIONS		264-20399	31.28
DFT0002541	7/5/2024	CPERS-HEALTH	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		72,666.94
	INV0011034	HEALTH INSURANCE		100-20399	60,311.01
	INV0011034	HEALTH INSURANCE		200-20399	2,312.17
	INV0011034	HEALTH INSURANCE		202-20399	244.34
	INV0011034	HEALTH INSURANCE		203-20399	1,339.11
	INV0011034	HEALTH INSURANCE		205-20399	1,553.71
	INV0011034	HEALTH INSURANCE		210-20399	1,893.63
	INV0011034	HEALTH INSURANCE		215-20399	843.84
	INV0011034	HEALTH INSURANCE		260-20399	2,621.91
	INV0011034	HEALTH INSURANCE		264-20399	563.12
	INV0011034	HEALTH INSURANCE		283-20399	547.14
	INV0011034	HEALTH INSURANCE		285-20399	436.96
DFT0002542	7/5/2024	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		19,846.50
	INV0011036	EMPLOYER CONTRIBUTION		100-20360	16,663.89
	INV0011036	EMPLOYER CONTRIBUTION		200-20360	592.48
	INV0011036	EMPLOYER CONTRIBUTION		202-20360	78.67
	INV0011036	EMPLOYER CONTRIBUTION		203-20360	369.37
	INV0011036	EMPLOYER CONTRIBUTION		205-20360	390.48
	INV0011036	EMPLOYER CONTRIBUTION		210-20360	484.64
	INV0011036	EMPLOYER CONTRIBUTION		215-20360	275.55
	INV0011036	EMPLOYER CONTRIBUTION		260-20360	634.62
	INV0011036	EMPLOYER CONTRIBUTION		264-20360	144.24
	INV0011036	EMPLOYER CONTRIBUTION		283-20360	105.33
	INV0011036	EMPLOYER CONTRIBUTION		285-20360	107.23
DFT0002543	7/5/2024	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		14,563.57
	INV0011037	PERS- NEW EMPLY CONTRB		100-20399	12,259.01
	INV0011037	PERS- NEW EMPLY CONTRB		200-20399	351.80
	INV0011037	PERS- NEW EMPLY CONTRB		202-20399	76.53
	INV0011037	PERS- NEW EMPLY CONTRB		203-20399	273.78
	INV0011037	PERS- NEW EMPLY CONTRB		205-20399	300.66
	INV0011037	PERS- NEW EMPLY CONTRB		210-20399	306.46
	INV0011037	PERS- NEW EMPLY CONTRB		215-20399	262.64
	INV0011037	PERS- NEW EMPLY CONTRB		260-20399	470.26
	INV0011037	PERS- NEW EMPLY CONTRB		264-20399	74.32
	INV0011037	PERS- NEW EMPLY CONTRB		283-20399	102.48
	INV0011037	PERS- NEW EMPLY CONTRB		285-20399	85.63
DFT0002544	7/5/2024	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		899.47
	INV0011038	EMPLOYEE PORTION		100-20360	871.01
	INV0011038	EMPLOYEE PORTION		200-20360	18.97
	INV0011038	EMPLOYEE PORTION		210-20360	9.49
DFT0002545	7/5/2024	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		64.00
	INV0011041	SURVIVORS LIFE INSURANCE		100-20350	57.57
	INV0011041	SURVIVORS LIFE INSURANCE		200-20350	1.14
	INV0011041	SURVIVORS LIFE INSURANCE		202-20350	0.10
	INV0011041	SURVIVORS LIFE INSURANCE		203-20350	0.66
	INV0011041	SURVIVORS LIFE INSURANCE		205-20350	0.74
	INV0011041	SURVIVORS LIFE INSURANCE		210-20350	0.95
	INV0011041	SURVIVORS LIFE INSURANCE		215-20350	0.38
	INV0011041	SURVIVORS LIFE INSURANCE		260-20350	1.44
	INV0011041	SURVIVORS LIFE INSURANCE		264-20350	0.24
	INV0011041	SURVIVORS LIFE INSURANCE		283-20350	0.43
	INV0011041	SURVIVORS LIFE INSURANCE		285-20350	0.35
DFT0002546	7/5/2024	EMPLOY	EMPLOYMENT DEVELOPMENT DEPT		7,773.79
	INV0011044	STATE INCOME TAX		100-20310	6,638.83

Check Register Report

Payment Dates: 7/1/2024 - 7/15/2024

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0011044	STATE INCOME TAX		200-20310	172.02
	INV0011044	STATE INCOME TAX		202-20310	41.35
	INV0011044	STATE INCOME TAX		203-20310	111.19
	INV0011044	STATE INCOME TAX		205-20310	130.03
	INV0011044	STATE INCOME TAX		210-20310	140.91
	INV0011044	STATE INCOME TAX		215-20310	145.41
	INV0011044	STATE INCOME TAX		260-20310	282.70
	INV0011044	STATE INCOME TAX		283-20310	44.87
	INV0011044	STATE INCOME TAX		285-20310	66.48
DFT0002547	7/5/2024	IRSPR	IRS PAYROLL TAX DEPOSIT		21,319.71
	INV0011045	FEDERAL WITHHOLDING		100-20300	18,361.98
	INV0011045	FEDERAL WITHHOLDING		200-20300	390.61
	INV0011045	FEDERAL WITHHOLDING		202-20300	108.19
	INV0011045	FEDERAL WITHHOLDING		203-20300	276.67
	INV0011045	FEDERAL WITHHOLDING		205-20300	337.58
	INV0011045	FEDERAL WITHHOLDING		210-20300	397.96
	INV0011045	FEDERAL WITHHOLDING		215-20300	372.92
	INV0011045	FEDERAL WITHHOLDING		260-20300	774.54
	INV0011045	FEDERAL WITHHOLDING		283-20300	117.42
	INV0011045	FEDERAL WITHHOLDING		285-20300	181.84
DFT0002548	7/5/2024	IRSPR	IRS PAYROLL TAX DEPOSIT		7,643.36
	INV0011046	MEDICARE TAX		100-20300	6,514.86
	INV0011046	MEDICARE TAX		200-20300	248.46
	INV0011046	MEDICARE TAX		202-20300	26.90
	INV0011046	MEDICARE TAX		203-20300	132.34
	INV0011046	MEDICARE TAX		205-20300	163.42
	INV0011046	MEDICARE TAX		210-20300	113.24
	INV0011046	MEDICARE TAX		215-20300	92.38
	INV0011046	MEDICARE TAX		260-20300	225.50
	INV0011046	MEDICARE TAX		264-20300	29.28
	INV0011046	MEDICARE TAX		283-20300	42.22
	INV0011046	MEDICARE TAX		285-20300	54.76
DFT0002549	7/5/2024	CPERS-HEALTH	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		16,803.85
	INV0011056	07/24 RETIREES HEALTH INSURANE		100-1135-51314	16,518.46
	INV0011056	07/24 CalPERs Admin		100-1135-51314	285.39
DFT0002550	7/12/2024	CITNAT	CITY NATIONAL BANK		200,000.00
	INV0011065	ESCROW DOWNPAYMENT-14411 BECKNER ST		264-3320-53977	200,000.00
Grand Total:					1,467,795.48

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	840,788.56
200 - GAS TAX FUND	46,512.52
202 - RMRA (SB 1)	147,659.15
203 - MEASURE M FUND	11,470.62
205 - MEASURE R FUND	11,354.11
210 - PROP A FUND	9,096.98
215 - PROP C FUND	56,261.07
260 - CDBG PROGRAM FUND	5,364.97
263 - AMERICAN RESCUE PLAN ACT FUND	3,636.60
264 - HOUSING-PLHA	200,884.08
280 - MISCELLANEOUS GRANTS FUND	16,253.14
283 - MEASURE A SAFE PARKS FUND	988.38
284 - MEASURE W	1,781.34
285 - LIGHTING & LANDSCAPE MAINTENANCE	46,231.81
405 - 2019A CAPITAL PROJECT FUND	28,968.60
410 - 2019B CAPITAL PROJECT FUND	8,771.32
550 - EQUIPMENT REPLACEMENT FUND	999.14
555 - VEHICLE MAINTENANCE & REPLACEMENT FUND	26,558.24
600 - SPECIAL DEPOSIT FUND	4,214.85
Grand Total:	1,467,795.48

Account Summary

Account Number	Account Name	Payment Amount
100-10250	Prepaid Expenses	2,000.00
100-1100-53971	Dues & Memberships	10,448.37
100-1100-53972	Conferences & Meetings	1,671.25
100-1100-53976	Special Departmental	155.49
100-1110-53114	Legal Services - General	52,654.54
100-1110-53971	Dues & Memberships	59.90
100-1110-53972	Conferences & Meetings	379.94
100-1130-53011	Operating Supplies	1,257.78
100-1130-53111	Contract Services - Priva...	2,240.65
100-1130-53965	Financial Service Fees	765.79
100-1135-51314	Health Insurance	16,803.85
100-1135-53406	Recruitment Expenses	16.95
100-1135-53611	Workers Compensation ...	91,036.00
100-1135-53612	Insurance-General Liabili...	272,493.00
100-1135-53613	Insurance-Special Events	3,718.00
100-1135-53614	Insurance-Property	80,775.00
100-1135-53615	Employee Fidelity Bond	1,329.00
100-1150-53011	Operating Supplies	715.70
100-1150-53012	Small Tools & Equipment	10.93
100-1150-53711	Utility - Gas	664.84
100-1150-53715	Utility - Communications	1,014.63
100-1150-53813	Facility Maintenance	109.64
100-1150-53814	Landscape Maintenance	424.74
100-1150-53911	Equipment Lease/Rental	1,162.59
100-20300	FIT Payable	24,876.84
100-20310	SIT Payable	6,638.83
100-20320	Life Ins Payable	663.77
100-20330	LTD Payable	2,470.90
100-20340	PARS	4,395.18
100-20350	Group Insurance	57.57
100-20360	PERS	17,534.90
100-20399	Other Payroll Deductions	74,791.37
100-2100-53113	Contract Services - Speci...	8,549.63
100-2100-53715	Utility - Communications	556.67

Account Summary

Account Number	Account Name	Payment Amount
100-2110-53011	Operating Supplies	194.25
100-2110-53012	Small Tools & Equipment	753.16
100-2110-53015	Uniform/Boot Reimburs...	15.02
100-2110-53715	Utility - Communications	226.94
100-2110-53972	Conferences & Meetings	69.63
100-2130-53011	Operating Supplies	284.00
100-2130-53111	Contract Services - Priva...	10,000.00
100-3100-53012	Small Tools & Equipment	1,076.73
100-3100-53715	Utility - Communications	1,159.00
100-3300-53111	Contract Services - Priva...	630.00
100-3300-53976	Special Departmental	76.75
100-3310-53111	Contract Services - Priva...	65,246.08
100-3325-53011	Operating Supplies	60.70
100-3330-53011	Operating Supplies	5,603.51
100-3330-53012	Small Tools & Equipment	1,218.34
100-3330-53015	Uniform/Boot Reimburs...	751.76
100-4100-53011	Operating Supplies	1,538.45
100-4100-53012	Small Tools & Equipment	131.89
100-4100-53111	Contract Services - Priva...	99.00
100-4100-53714	Utility - Water	807.07
100-4100-53811	Equipment Maintenance	826.52
100-4100-53813	Facility Maintenance	295.00
100-4100-53972	Conferences & Meetings	612.92
100-4100-53976	Special Departmental	52.48
100-4110-53011	Operating Supplies	34.64
100-4110-53012	Small Tools & Equipment	175.51
100-4110-53711	Utility - Gas	84.27
100-4110-53712	Utility - Electricity	4,351.21
100-4110-53714	Utility - Water	807.07
100-4110-53813	Facility Maintenance	1,830.12
100-4110-53980	Sports Activities	250.21
100-4130-53012	Small Tools & Equipment	655.42
100-4130-53711	Utility - Gas	104.94
100-4130-53715	Utility - Communications	201.85
100-4130-53813	Facility Maintenance	1,220.00
100-4140-53416	Social Media Technology	18,000.00
100-4140-53961	Subscriptions & Publicat...	120.00
100-4140-53979	Special Events	36,514.86
100-4140-53993	Youth Activities Program	1,555.40
100-47220	Vehicle Impound Fees	389.00
100-48900	Miscellaneous	320.62
200-20220	Retention Payable	3,000.00
200-20300	FIT Payable	639.07
200-20310	SIT Payable	172.02
200-20320	Life Ins Payable	18.01
200-20330	LTD Payable	76.73
200-20340	PARS	302.79
200-20350	Group Insurance	1.14
200-20360	PERS	611.45
200-20399	Other Payroll Deductions	2,742.19
200-3120-53012	Small Tools & Equipment	3,916.05
200-3120-53016	Graffiti Removal Supplies	1,152.42
200-3120-53713	Utility - Hwy Lights	8,308.46
200-3120-53714	Utility - Water	3,140.97
200-3120-53814	Landscape Maintenance	85.00
200-3120-53815	Parkway Tree Maintena...	11,306.15
200-3120-53817	Street/Sidewalk Mainte...	1,230.30
200-3120-53819	Signal Maintenance	5,920.51

Account Summary

Account Number	Account Name	Payment Amount
200-3120-53821	Traffic Markings/Signs	3,889.25
200-5598-59300	Construction Costs	0.01
202-20220	Retention Payable	147,003.71
202-20300	FIT Payable	135.09
202-20310	SIT Payable	41.35
202-20320	Life Ins Payable	1.56
202-20330	LTD Payable	15.49
202-20350	Group Insurance	0.10
202-20360	PERS	78.67
202-20399	Other Payroll Deductions	383.18
203-20220	Retention Payable	8,700.00
203-20300	FIT Payable	409.01
203-20310	SIT Payable	111.19
203-20320	Life Ins Payable	10.12
203-20330	LTD Payable	56.02
203-20340	PARS	95.17
203-20350	Group Insurance	0.66
203-20360	PERS	369.37
203-20399	Other Payroll Deductions	1,719.08
205-20220	Retention Payable	8,150.00
205-20300	FIT Payable	501.00
205-20310	SIT Payable	130.03
205-20320	Life Ins Payable	11.52
205-20330	LTD Payable	61.41
205-20340	PARS	151.48
205-20350	Group Insurance	0.74
205-20360	PERS	390.48
205-20399	Other Payroll Deductions	1,957.45
210-20300	FIT Payable	511.20
210-20310	SIT Payable	140.91
210-20320	Life Ins Payable	14.62
210-20330	LTD Payable	65.16
210-20340	PARS	4.62
210-20350	Group Insurance	0.95
210-20360	PERS	494.13
210-20399	Other Payroll Deductions	2,358.57
210-3130-53816	Bus Shelter Maintenance	4,004.00
210-3130-53915	Public Transit Subsidy	1,502.82
215-20220	Retention Payable	54,012.90
215-20300	FIT Payable	465.30
215-20310	SIT Payable	145.41
215-20320	Life Ins Payable	5.87
215-20330	LTD Payable	53.20
215-20340	PARS	4.62
215-20350	Group Insurance	0.38
215-20360	PERS	275.55
215-20399	Other Payroll Deductions	1,297.84
260-20300	FIT Payable	1,000.04
260-20310	SIT Payable	282.70
260-20320	Life Ins Payable	22.14
260-20330	LTD Payable	96.25
260-20340	PARS	144.82
260-20350	Group Insurance	1.44
260-20360	PERS	634.62
260-20399	Other Payroll Deductions	3,182.96
263-3320-53111	Contract Services - Priva...	3,636.60
264-20300	FIT Payable	29.28
264-20320	Life Ins Payable	3.76

Account Summary

Account Number	Account Name	Payment Amount
264-20330	LTD Payable	15.52
264-20350	Group Insurance	0.24
264-20360	PERS	144.24
264-20399	Other Payroll Deductions	691.04
264-3320-53977	Grants & Loans - Residen...	200,000.00
280-3300-53111	Contract Services - Priva...	16,253.14
283-20300	FIT Payable	159.64
283-20310	SIT Payable	44.87
283-20320	Life Ins Payable	6.30
283-20330	LTD Payable	22.19
283-20350	Group Insurance	0.43
283-20360	PERS	105.33
283-20399	Other Payroll Deductions	649.62
284-3100-53111	Contract Services - Priva...	1,781.34
285-20300	FIT Payable	236.60
285-20310	SIT Payable	66.48
285-20320	Life Ins Payable	5.33
285-20330	LTD Payable	17.45
285-20340	PARS	58.78
285-20350	Group Insurance	0.35
285-20360	PERS	107.23
285-20399	Other Payroll Deductions	522.59
285-3330-53111	Contract Services - Priva...	6,126.50
285-3330-53711	Utility - Gas	204.44
285-3330-53712	Utility - Electricity	29,902.21
285-3330-53714	Utility - Water	833.08
285-3330-53715	Utility - Communications	27.56
285-3330-53813	Facility Maintenance	2,400.00
285-3330-53814	Landscape Maintenance	110.25
285-3330-53822	Park Maintenance & Re...	3,060.56
285-3330-53911	Equipment Lease/Rental	2,552.40
405-20220	Retention Payable	28,968.60
410-20220	Retention Payable	8,771.32
550-6100-53017	Software & Licensing	8.97
550-6100-53018	Computer Hardware & S...	990.17
555-3150-53014	Fuel	805.96
555-3150-53812	Vehicle Maintenance	5,481.37
555-3150-53912	Vehicle Lease	20,270.91
600-20230	Refundable Special Depo...	250.00
600-20250	Deposit - Teen Voice Pro...	363.25
600-47440	Strong Motion Inst. Fee	3,015.60
600-47441	SB1473 (Green Fee)	586.00
Grand Total:		1,467,795.48

Project Account Summary

Project Account Key	Payment Amount
None	1,425,415.98
61024E	18,000.00
61025E	6,421.25
61124E	9,700.00
61125E	6,700.00
62125E	1,085.00
68424E	473.25
Grand Total:	1,467,795.48



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 23, 2024

Via: Bob Lindsey, City Manager

By: Troy O. Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Finance Manager

SUBJECT: PRESENTATION OF JUNE 2024 REQUISITION SUMMARY REPORT

BACKGROUND

On April 24, 2018, the City Council adopted several ordinances and accompanying resolutions amending the City's purchasing procedures to streamline and make the procurement process more efficient. One of the amendments to the purchasing procedures was a provision setting a \$5,000 spending limit for Department Heads and a separate provision increasing the City Manager's spending limit to \$20,000 for professional services, supplies and equipment. In order to document purchases approved by the City Manager and/or Department Heads the City Council directed that a monthly report be prepared and filed with the City Council. This action is to receive and file the requisition summary report for the month of June 2024.

DISCUSSION

City staff initiated eighteen (18) requisitions during the month totaling \$95,168.91.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

Attachment "A": Requisition Summary Report for June 2024



City of La Puente

Requisition Summary Report

Requisition Detail

Issued Date Range 06/01/2024 - 06/30/2024

Requisition Number	Description	Status	Requested by	Issue Date	Trade Discount	Dist Amount
REQ000966	Vendor Instructor Fitness Payment CHRPER - CHRISTOPHER PEREZ ARIAS	Approved	Approved by ADRIANA DOMINGUEZ Director of Community Services	6/10/2024	0	1,050.00

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
Instructor Fitness Payment	1		0	0	0	0	0	1,050.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
263-3320-53111	Contract Services - Private			100.00%	1,050.00

REQ000968	ENTERTAINMENT SERVICES FOR CONCERT BENADE - CHIDO ENTERTAINMENT	Approved	ANGEL MORALES Director of Community Services	6/11/2024	0	1,500.00
-----------	--	----------	---	-----------	---	----------

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
ENTERTAINMENT SERVICES FOR	1		0	0	0	0	0	1,500.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61124E		100.00%	1,500.00

REQ000970	SOUND SERVICES FOR CONCERTS IN THE P ESP - EVENT SOUND PROFESSIONALS	Approved	ANGEL MORALES City Council	6/11/2024	0	20,000.00
-----------	---	----------	-------------------------------	-----------	---	-----------

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
SOUND SERVICES FOR CONCERT	1		0	0	0	0	0	9,700.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61124E		100.00%	20,000.00

REQ000971	Movies in the park - June 17th VISEXP - THE VISION EXPERIENCE	Approved	ADRIANA DOMINGUEZ Director of Community Services	6/11/2024	0	1,450.00
-----------	--	----------	---	-----------	---	----------

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
Movies in the park - June 17th	1		0	0	0	0	0	1,450.00

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	62124E		100.00%	1,450.00

REQ000972	TV-BINGO AMABUS - AMAZON CAPITAL SERVICES INC	Approved	REGINA NEWCOMB Director of Administrative Services	6/17/2024	0	1,105.99
-----------	--	----------	---	-----------	---	----------

Items

Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid
TV-BINGO	1		0	0	0	0	0	-

Distributions

Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
700-4150-53011	Operating Supplies			100.00%	1,105.99

Requisition Summary Report

Issued Date Range 06/01/2024 - 06/30/2024

Requisition Number	Description Vendor	Status	Requested by Approved by	Issue Date	Trade Discount	Dist Amount
REQ000973	BINGO LAPTOP & BALL BLOWER BINGO - BINGO WEST	Approved	Alexander Merkel City Manager	6/17/2024	0	6,169.90

Items						
Description	Sequence	Part Number	Units	Price	Tax	Paid
BINGO LAPTOP & BALL BLOWER	1		0	0	0	6,169.90

Distributions					
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
700-4150-53011	Operating Supplies			100.00%	6,169.90

REQ000974	Fitness Instructor Payment CHRPER - CHRISTOPHER PEREZ ARIAS	Approved	ADRIANA DOMINGUEZ Director of Community Services	6/18/2024	0	1,050.00
-----------	--	----------	---	-----------	---	----------

Items						
Description	Sequence	Part Number	Units	Price	Tax	Paid
Fitness Instructor Payment	1		0	0	0	1,050.00

Distributions					
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
263-3320-53111	Contract Services - Private			100.00%	1,050.00

REQ000976	Concerts - T-Shirts THESAU - THE SAUCE CREATIVE SERVICES CORP	Approved	ADRIANA DOMINGUEZ Director of Community Services	6/18/2024	0	3,816.32
-----------	--	----------	---	-----------	---	----------

Items						
Description	Sequence	Part Number	Units	Price	Tax	Paid
Concerts - T-Shirts	1		0	0	0	3,816.32

Distributions					
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61124E		100.00%	3,816.32

REQ000977	AUDINATE ADP-DAI-AU-2XO (PARK AUDIO SUPALA - SUPERIOR ALARM SYSTEMS	Approved	Alexander Merkel City Manager	6/20/2024	0	8,507.32
-----------	---	----------	----------------------------------	-----------	---	----------

Items						
Description	Sequence	Part Number	Units	Price	Tax	Paid
AUDINATE ADP-DAI-AU-2XO (PA	1		0	0	0	-

Distributions					
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
550-6100-53018	Computer Hardware & Suppli			100.00%	8,507.32

REQ000979	LPCF BINGO AMABUS - AMAZON CAPITAL SERVICES INC	Approved	REGINA NEWCOMB Director of Administrative Services	6/24/2024	0	2,303.22
-----------	--	----------	---	-----------	---	----------

Items						
Description	Sequence	Part Number	Units	Price	Tax	Paid
LPCF BINGO	1		0	0	0	2,303.22

Distributions					
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
700-4150-54585	Furniture/Office Equipment			100.00%	2,303.22

Requisition Summary Report

Issued Date Range 06/01/2024 - 06/30/2024

Requisition Number	Description	Status	Requested by	Issue Date	Trade Discount	Dist Amount
REQ000980	Vendor AC REPAIR FRANKL - FRANKLIN AIR CONDITIONING &	Approved	Approved by NORMA RAMIREZ Director of Development Services	6/24/2024	0	4,651.50

Items									
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid	
AC REPAIR	1		0	0	0	0	0	-	

Distributions						
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount	
100-1150-53811	Equipment Maintenance			100.00%	4,651.50	

REQ000984	JULY 3-RENTALS-JUMPERS/LINENS/TABLES TANPA - TANIA'S PARTY RENTALS	Approved	MARISSA CARRILLO Director of Administrative Services	6/25/2024	0	2,160.03
-----------	---	----------	---	-----------	---	----------

Items									
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid	
JULY 3-RENTALS-JUMPERS/LINE	1		0	0	0	0	0	2,160.03	

Distributions						
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount	
700-4150-53979	Special Events			100.00%	2,160.03	

REQ000985	Fitness Classes - Week 8 CHRPER - CHRISTOPHER PEREZ ARIAS	Approved	ADRIANA DOMINGUEZ Director of Community Services	6/25/2024	0	1,050.00
-----------	--	----------	---	-----------	---	----------

Items									
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid	
Fitness Classes - Week 8	1		0	0	0	0	0	1,050.00	

Distributions						
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount	
263-3320-53111	Contract Services - Private			100.00%	1,050.00	

REQ000986	Movies in the Park VISEXP - THE VISION EXPERIENCE	Approved	ADRIANA DOMINGUEZ City Manager	6/25/2024	0	7,250.00
-----------	--	----------	-----------------------------------	-----------	---	----------

Items									
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid	
Movies in the Park	1		0	0	0	0	0	5,800.00	

Distributions						
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount	
100-4140-53979	Special Events	62124E		100.00%	7,250.00	

REQ000987	UNIFORM SHIRTS-PUBLIC SAFETY OFFICER PROSAO - SAO PRODUCTIONS	Approved	Alexander Merkel City Manager	6/26/2024	0	2,454.63
-----------	--	----------	----------------------------------	-----------	---	----------

Items									
Description	Sequence	Part Number	Units	Price	Tax	Shipping	Discount	Paid	
UNIFORM SHIRTS-PUBLIC SAFET	1		0	0	0	0	0	-	

Distributions						
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount	
100-2110-53015	Uniform/Boot Reimbursemer			100.00%	2,454.63	

Requisition Summary Report

Issued Date Range 06/01/2024 - 06/30/2024

Requisition Number	Description Vendor	Status	Requested by Approved by	Issue Date	Trade Discount	Dist Amount
REQ000988	COFFEE SHOP SCREEN - LP PARK MARK - MARK'S WELDING SERVICE	Approved	Alexander Merkel City Manager	6/27/2024	0	6,200.00

Items						
Description	Sequence	Part Number	Units	Price	Tax	Paid
COFFEE SHOP SCREEN - LP PARK	1		0	0	0	6,200.00

Distributions					
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-5596-59300	Construction Costs			100.00%	6,200.00

REQ000989	PROTECTIVE FENCING-SEQUOIA TREE @LF MARK - MARK'S WELDING SERVICE	Approved	Alexander Merkel City Manager	6/27/2024	0	6,450.00
-----------	--	----------	----------------------------------	-----------	---	----------

Items						
Description	Sequence	Part Number	Units	Price	Tax	Paid
PROTECTIVE FENCING-SEQUOIA	1		0	0	0	6,450.00

Distributions					
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-5596-59300	Construction Costs			100.00%	6,450.00

REQ000990	Pyro - Firework Show PYROSP - PYRO SPECTACULARS, INC.	Approved	ADRIANA DOMINGUEZ Director of Community Services	6/27/2024	0	18,000.00
-----------	--	----------	---	-----------	---	-----------

Items						
Description	Sequence	Part Number	Units	Price	Tax	Paid
Pyro - Firework Show	1		0	0	0	18,000.00

Distributions					
Account Number	Account Name	Project Account Key	Separate Sales Tax	Percent	Dist Amount
100-4140-53979	Special Events	61024E		100.00%	18,000.00

Requisition Count:	18	Paid:	95,168.91
--------------------	----	-------	-----------



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: July 23, 2024

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Finance Manager

SUBJECT: PRESENTATION OF JUNE 2024 INVESTMENT REPORT

BACKGROUND

This report presents the City's investment portfolio for the period of June 2024. The attachment provides details of the City's portfolio. It has been prepared to comply with regulations contained in California Government Code Section 53600 and the Statement of Investment Policy approved by the City Council on May 23, 2023.

The investment objectives of the City of La Puente are first, to provide safety of principal to ensure the preservation of capital in the overall portfolio, second, to provide sufficient liquidity to meet all operating requirements, and third, to earn a commensurate rate of return consistent with the constraints imposed by the safety and liquidity objectives.

The City follows the practice of pooling cash and investments for all funds under its direct control. Interest earned on pooled cash and investments is allocated to the various funds based on the respective fund's average quarterly cash balance. It is common for governments to pool the cash and investments of various funds to improve investment performance. By pooling funds, cities are able to benefit from economies of scale, diversification, liquidity and ease of administration.

DISCUSSION

The Investment Report for June 2024 has been provided as an attachment for your review. Investment activity for the period is summarized as follows:

DATE	TRANSACTION	ASSET TYPE	RATE	AMOUNT
06/12/2024	Purchase	US Government Obligation-Treasury	5.15%	\$497,340
06/17/2024	Sale/Redemption	US Government Obligation-FHLMC	6.00%	\$500,000

FISCAL IMPACT

Idle cash invested in certificates of deposit, government securities, and corporate bonds typically return higher yields than LAIF (Local Agency Investment Fund). This maximizes returns without assuming substantial additional risk.

SUMMARY

In summary, the City has conservatively placed its investment portfolio in LAIF, federal agency securities, corporate bonds, and certificates of deposit. The portfolio complies with the Statement of Investment Policy and the City has the ability to meet its expenditure requirements for the next six months.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

Attachment A – Investment Report
Attachment B – Certificates of Deposit
Attachment C – Municipal Bonds
Attachment D – Charts

Cash and Investment Report
June 30, 2024

Investment Type	Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Market Valuation
Local Agency Investment Fund	State of California			4.480%	\$ 3,239,483	\$ 3,239,483	\$ 3,220,665	LAIF
Government Obligations								
U.S. Agency Security	FFCB	06/10/20	06/10/25	0.680%	250,000	250,000	\$239,038	Multi-Bank
U.S. Agency Security	FFCB	06/02/20	06/09/25	0.500%	250,000	250,000	\$239,285	Stifel
U.S. Agency Security	FFCB	03/22/21	04/01/25	0.710%	250,000	250,000	\$241,320	Stifel
U.S. Agency Security	FFCB	02/24/21	03/03/26	0.790%	250,000	250,000	\$233,908	Stifel
U.S. Agency Security	FFCB	08/03/21	08/10/26	0.710%	250,000	250,000	\$229,568	Stifel
U.S. Agency Security	FFCB	08/30/21	09/01/26	0.870%	500,000	499,800	\$459,690	Stifel
U.S. Agency Security	FFCB	08/30/21	02/10/25	0.480%	250,000	249,750	\$242,568	Stifel
U.S. Agency Security	FFCB	09/23/21	09/28/26	0.940%	250,000	249,500	\$229,548	Stifel
U.S. Agency Security	FFCB	09/02/21	09/08/26	0.870%	250,000	250,000	\$229,673	Stifel
U.S. Agency Security	FFCB	07/29/20	07/29/25	0.580%	250,000	250,000	\$238,370	Stifel
U.S. Agency Security	FFCB	10/07/21	10/07/26	1.000%	250,000	249,625	\$229,818	Stifel
U.S. Agency Security	FFCB	10/28/21	11/03/26	1.330%	250,000	250,000	\$230,930	Stifel
U.S. Agency Security	FFCB	11/10/21	11/16/26	1.270%	250,000	250,000	\$230,110	Stifel
U.S. Agency Security	FFCB	11/24/21	11/30/26	1.460%	500,000	500,000	\$462,560	Stifel
U.S. Agency Security	FFCB	06/27/23	06/09/28	4.690%	250,000	250,060	\$247,865	Stifel
U.S. Agency Security	FHLB	05/05/20	05/19/25	0.750%	250,000	250,000	\$240,333	Stifel
U.S. Agency Security	FHLB	03/02/21	02/26/26	0.850%	250,000	250,000	\$233,770	Stifel
U.S. Agency Security	FHLB	03/08/21	03/30/26	0.980%	250,000	250,000	\$233,638	Stifel
U.S. Agency Security	FHLB	03/11/21	03/25/26	0.875%	250,000	251,000	\$233,325	Stifel
U.S. Agency Security	FHLB	06/29/20	06/30/25	0.650%	375,000	375,000	\$365,835	Stifel
U.S. Agency Security	FHLB	02/09/21	02/09/26	0.300%	250,000	250,000	\$234,248	Stifel
U.S. Agency Security	FHLB	08/10/21	02/18/26	0.600%	250,000	248,250	\$232,730	Stifel
U.S. Agency Security	FHLB	02/18/21	02/18/26	0.600%	250,000	250,000	\$232,730	Multi-Bank
U.S. Agency Security	FHLB	02/26/21	02/26/26	0.580%	250,000	250,000	\$232,440	Multi-Bank
U.S. Agency Security	FHLB	01/26/21	01/26/26	0.560%	250,000	250,000	\$233,210	Multi-Bank
U.S. Agency Security	FHLB	02/24/21	02/24/26	0.625%	250,000	249,500	\$232,663	Stifel
U.S. Agency Security	FHLB	02/25/21	02/25/26	0.660%	250,000	250,000	\$232,790	Stifel
U.S. Agency Security	FHLB	02/12/21	02/12/26	0.520%	250,000	249,750	\$232,783	Stifel
U.S. Agency Security	FHLB	05/18/21	05/26/26	1.030%	250,000	250,000	\$232,348	Multi-Bank
U.S. Agency Security	FHLB	06/29/20	06/30/25	0.680%	250,000	250,000	\$239,065	Stifel
U.S. Agency Security	FHLB	09/30/21	10/13/26	1.100%	250,000	249,823	\$229,768	Stifel
U.S. Agency Security	FHLB	04/22/21	02/24/26	0.750%	250,000	249,375	\$233,345	Stifel
U.S. Agency Security	FHLB	02/25/22	02/25/27	2.000%	250,000	250,000	\$233,513	Stifel
U.S. Agency Security	FHLB	04/28/22	05/10/27	3.100%	250,000	249,750	\$238,953	Stifel
U.S. Agency Security	FHLB	07/12/22	06/30/27	3.250%	250,000	250,089	\$247,263	Stifel
U.S. Agency Security	FHLB	08/18/22	04/21/27	2.250%	250,000	248,406	\$247,708	Stifel
U.S. Agency Security	FHLB	08/29/22	08/28/25	3.600%	250,000	249,625	\$246,488	Stifel
U.S. Agency Security	FHLB	11/04/22	04/21/27	3.200%	760,000	715,928	\$730,238	Stifel
U.S. Agency Security	FHLB	02/15/23	02/09/28	5.050%	700,000	698,336	\$699,237	Stifel
U.S. Agency Security	FHLB	06/21/23	04/05/27	5.500%	250,000	250,000	\$249,540	Stifel
U.S. Agency Security	FHLB	07/13/23	09/16/27	5.050%	440,000	439,968	\$436,933	Stifel
U.S. Agency Security	FHLB	06/14/23	05/28/27	5.600%	250,000	250,622	\$249,515	Stifel
U.S. Agency Security	FHLMC	06/19/20	06/30/25	0.720%	250,000	250,000	\$238,615	Stifel
U.S. Agency Security	FHLMC	07/14/20	07/14/25	0.600%	250,000	250,000	\$238,860	Stifel
U.S. Agency Security	FHLMC	07/23/20	07/23/25	0.500%	250,000	249,625	\$238,300	Stifel
U.S. Agency Security	FHLMC	05/05/22	05/26/27	3.250%	250,000	250,000	\$246,795	Stifel
U.S. Agency Security	FHLMC	09/15/22	08/01/27	3.740%	250,000	248,540	\$240,638	Stifel
U.S. Agency Security	FNMA	06/04/20	06/04/25	0.710%	250,000	250,000	\$239,383	Multi-Bank
U.S. Agency Security	FNMA	07/22/20	07/22/25	0.600%	250,000	250,000	\$237,643	Stifel
U.S. Agency Security	FNMA	08/03/20	08/19/25	0.625%	250,000	250,000	\$237,845	Stifel
U.S. Agency Security	FNMA	08/03/20	08/12/25	0.500%	250,000	250,000	\$237,570	Stifel
U.S. Agency Security	FNMA	07/21/21	10/22/25	0.560%	250,000	249,529	\$235,813	Stifel
U.S. Agency Security	FNMA	08/17/20	08/14/25	0.500%	250,000	249,875	\$237,723	Stifel
U.S. Agency Security	FNMA	07/21/22	09/01/26	2.150%	250,000	238,655	\$235,144	Stifel
U.S. Agency Security	FNMA	08/16/22	04/01/26	2.670%	250,000	224,798	\$210,848	Stifel
U.S. Agency Security	FNMA	07/29/20	07/29/25	0.700%	250,000	250,000	\$238,683	Multi-Bank
U.S. Agency Security	Treasury	05/12/21	12/31/25	0.375%	250,000	245,850	\$233,800	Stifel
U.S. Agency Security	Treasury	06/15/21	11/30/25	0.375%	250,000	247,659	\$234,533	Stifel
U.S. Agency Security	Treasury	06/24/21	02/28/26	0.500%	250,000	246,775	\$232,803	Stifel
U.S. Agency Security	Treasury	07/21/21	09/30/25	0.250%	250,000	246,675	\$235,733	Stifel
U.S. Agency Security	Treasury	07/29/21	08/31/25	0.250%	250,000	248,150	\$236,533	Stifel
U.S. Agency Security	Treasury	08/10/21	10/31/25	0.250%	250,000	246,725	\$233,953	Stifel
U.S. Agency Security	Treasury	09/29/21	06/30/26	0.875%	250,000	249,550	\$231,915	Stifel
U.S. Agency Security	Treasury	04/29/21	04/30/26	0.750%	500,000	497,800	\$465,020	Stifel
U.S. Agency Security	Treasury	06/12/24	07/25/24	5.150%	500,000	497,340	\$498,260	Stifel
Total Government Securities					18,525,000	18,411,703	17,585,056	
Municipal Bonds***				various	250,000	247,965	216,847	
Negotiable Certificates of Deposit ***				various	10,662,000	10,662,000	10,152,123	
Corporate Bonds***				various				
Total Investments					\$ 32,676,483	\$ 32,561,151	\$31,174,692.01	
Deposits in Bank							- *	
Miscellaneous Cash						2,200	**	
Total Cash and Deposits						2,200		
Total Investments, Cash and Deposits					\$ 32,676,483	\$32,563,351		

I certify that this investment portfolio is in conformity with the Investment Policy of the City of La Puente as stated in Resolution No. 23-5798 dated May 23, 2023. The Investment Program provides sufficient liquidity to meet the next six months' estimated expenditures.

* Deposits represent the equity in the checking & payroll accounts.
** Miscellaneous cash represents a total of all petty cash accounts.
*** Detailed list of Negotiable Certificates of Deposit/Corporate Bonds attached

Troy O. Grunklee, CPA
Dir. Of Administrative Services

Alex Merkel Medina
Finance Manager

CITY OF LA PUENTE **Cash and Investment Report** **June 30, 2024**

Negotiable Certificates of Deposit

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Valuation
JP Morgan Chase Bank	5/19/20	5/28/25	1.00%	248,000	248,000	238,767	Stifel
Greenstate Credit Union	3/30/21	4/16/26	0.95%	249,000	249,000	232,924	Stifel
UBS Bank	6/15/21	6/23/26	0.75%	248,000	248,000	228,651	Stifel
Parsons FCU	6/24/21	6/30/26	0.50%	249,000	249,000	230,686	Stifel
State Bank of India, NY	5/5/21	5/19/26	1.00%	248,000	248,000	230,580	Stifel
Sallie Mae Bank	6/30/21	7/8/26	1.00%	247,000	247,000	228,717	Stifel
Medallion Bank	9/14/21	9/30/26	0.90%	249,000	249,000	227,887	Stifel
Goldman Sachs Bank	7/20/21	7/28/26	1.00%	248,000	248,000	228,825	Stifel
Capital One Bank NA	11/8/21	11/17/26	1.10%	248,000	248,000	227,039	Stifel
East Boston Savings Bank	8/14/20	8/14/25	0.50%	248,000	248,000	235,369	Stifel
Citadel Federal Credit Union	2/26/20	2/27/25	1.65%	248,000	248,000	242,142	Stifel
Pathfinder Bank	10/2/20	10/14/25	0.50%	249,000	249,000	234,670	Stifel
Toyota Bank	7/21/21	7/29/26	0.95%	248,000	248,000	228,897	Stifel
Synchrony Bank	8/24/21	8/27/26	0.90%	248,000	248,000	228,564	Stifel
Pentagon FCU	8/17/21	9/1/26	0.85%	249,000	249,000	228,353	Stifel
Texas Exchange Bank	9/28/21	11/14/25	0.85%	249,000	249,000	235,026	Stifel
USF Federal Credit Union	10/14/21	10/28/26	0.90%	249,000	249,000	227,230	Stifel
Live Oak Bank	10/4/21	10/19/26	0.90%	249,000	249,000	227,442	Stifel
Bank Hapoalim	12/8/21	12/26/26	1.35%	248,000	248,000	227,805	Stifel
Connexus Credit Union	12/20/21	12/23/26	1.15%	249,000	249,000	227,915	Stifel
Amerant Bank	1/24/22	2/2/27	1.45%	248,000	248,000	227,471	Stifel
Amerant Bank	2/14/22	2/16/27	1.60%	248,000	248,000	228,128	Stifel
Beal Bank	3/1/22	3/3/27	2.05%	248,000	248,000	230,489	Stifel
Ally Bank	7/22/22	7/28/26	3.25%	246,000	246,000	238,118	Stifel
Capital One Bank USA	7/14/22	7/20/27	3.40%	245,000	245,000	234,847	Stifel
Discover Bank	7/14/22	7/20/27	3.35%	245,000	245,000	234,502	Stifel
American Express National Bank	7/22/22	7/27/27	3.45%	245,000	245,000	235,104	Stifel
St. Vincent Medical Center Credit Union	8/3/22	8/12/27	3.50%	249,000	249,000	239,267	Stifel
Belmont Bank	8/5/22	8/24/27	3.15%	249,000	249,000	236,679	Stifel
Resource One Credit Union	8/3/22	8/18/25	3.30%	249,000	249,000	243,925	Stifel
Cobalt Credit Union	9/1/22	9/15/27	3.60%	249,000	249,000	239,899	Stifel
Healthcare System FCU	9/7/22	9/21/26	3.60%	249,000	249,000	242,297	Stifel
Coca Cola FCU	1/31/23	2/2/26	4.60%	249,000	249,000	247,481	Stifel
Affinity Bank	3/13/23	3/17/28	4.90%	248,000	248,000	249,567	Stifel
Morgan Stanley Bank NA	3/17/23	3/23/28	4.90%	244,000	244,000	245,420	Stifel
Morgan Stanley Private Bank	3/17/23	3/23/28	4.90%	244,000	244,000	245,420	Stifel
American First Credit Union	4/24/23	4/27/27	4.40%	249,000	249,000	245,853	Stifel
Cy Fair FCU	5/4/23	5/19/27	4.35%	248,000	248,000	244,466	Stifel
Alabama Credit Union	6/7/23	12/21/26	4.85%	248,000	248,000	247,841	Stifel
Jeep Country FCU	6/21/23	6/29/27	4.70%	248,000	248,000	246,728	Stifel
First Bank of DeQueen	8/21/19	8/30/24	1.80%	249,000	249,000	247,464	Multi-Bank
Luana Savings Bank	2/28/20	2/28/25	1.55%	248,000	248,000	241,969	Multi-Bank
Celtic Bank	4/17/20	4/17/25	1.50%	249,000	249,000	241,699	Multi-Bank
Total for Negotiable Certificates of Deposit				\$ 10,662,000	\$ 10,662,000	\$ 10,152,123	

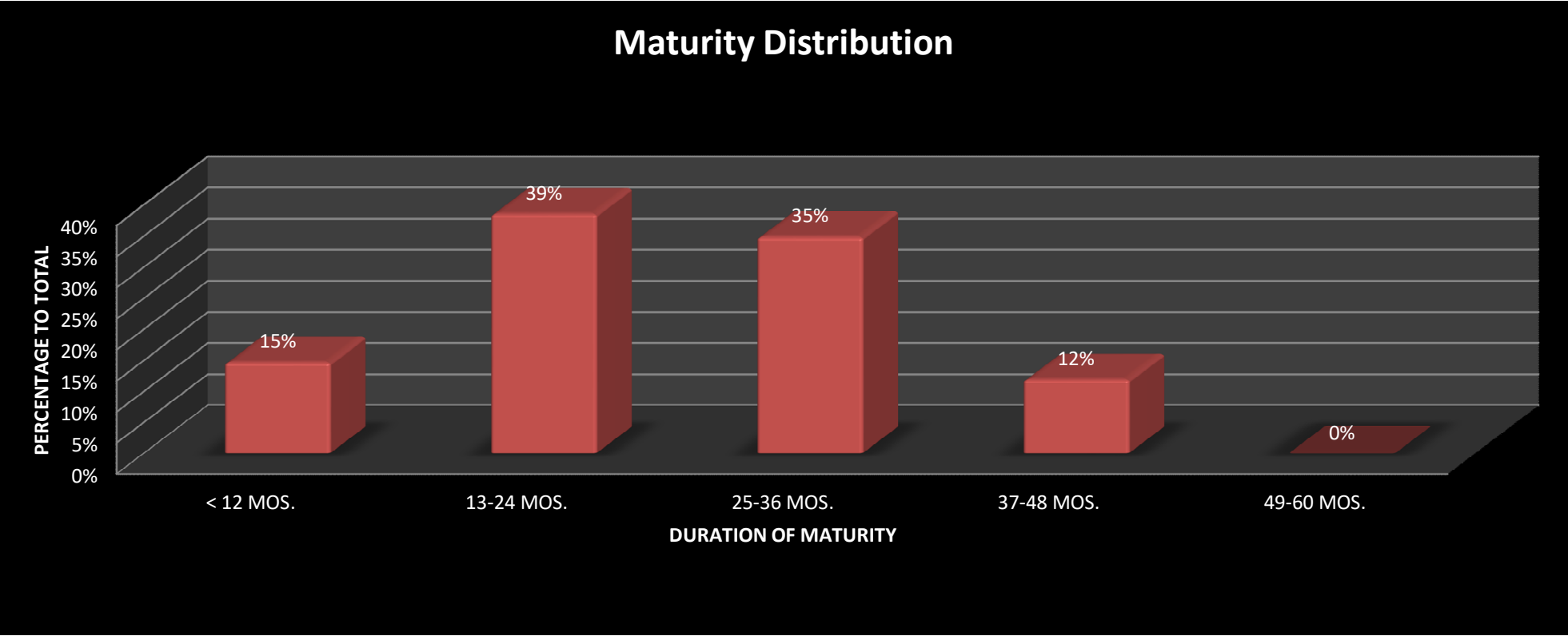
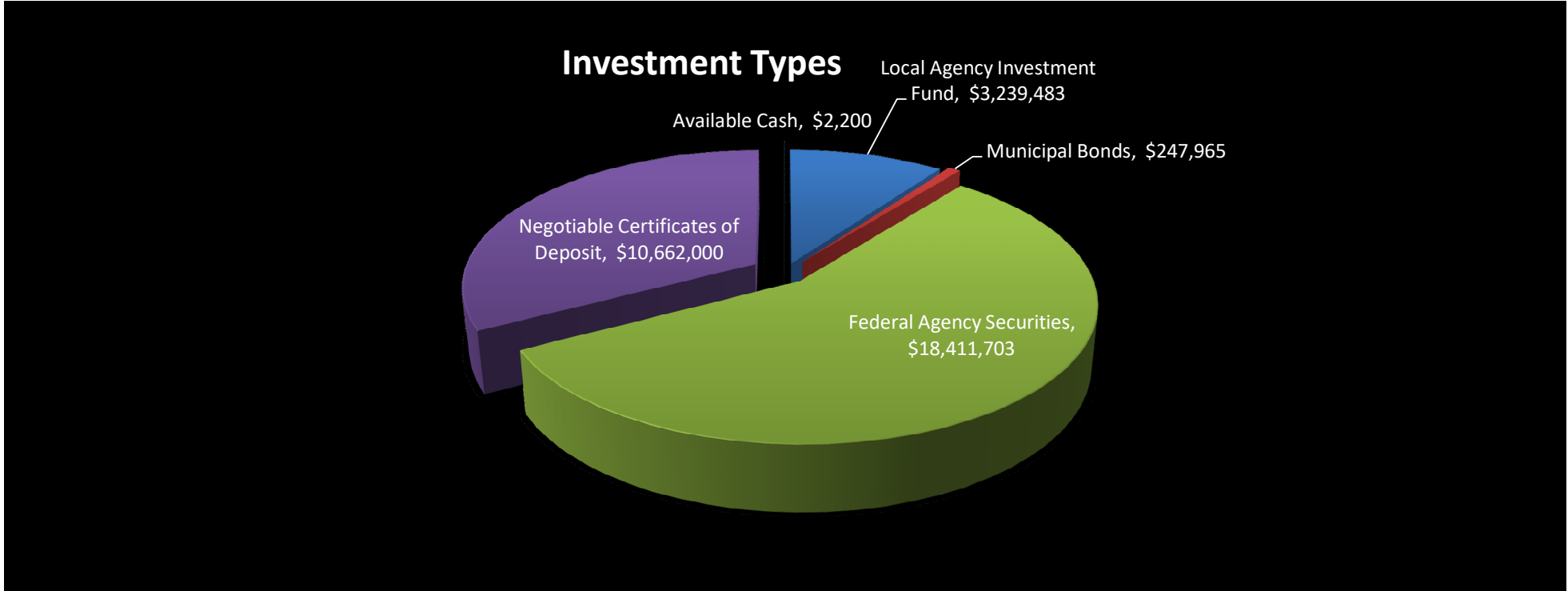
CITY OF LA PUENTE

Cash and Investment Report

June 30, 2024

Municipal Bonds

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Market Valuation
State of California	1/11/21	4/1/25	3.38%	250,000	247,965	216,847	Multi-Bank
Total for Municipal Bonds				\$ 250,000	\$ 247,965	\$ 216,847	





City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: July 23, 2024

From: Bob Lindsey, City Manager

By: John Di Mario, Development Services Director
Gisel Rubio, Rehabilitation Grant Specialist

SUBJECT: CONSIDERATION OF A MAINTENANCE SERVICES AGREEMENT WITH KSK FACILITIES SERVICES FOR JANITORIAL SERVICES FOR CITY HALL, THE SENIOR CENTER AND COMMUNITY CENTER/YOUTH LEARNING ACTIVITY CENTER IN AN AMOUNT NOT TO EXCEED \$269,820.00 FOR A THREE-YEAR TERM

BACKGROUND

At the meeting of June 25, 2019, the City Council approved a Maintenance Services Agreement (“Agreement”) with KSK Facilities Services (“KSK”) to provide janitorial services for City Hall, the Senior Center, and Community Center/Youth Learning. The initial term of the Agreement was for three (3) years, ending on June 30, 2022, with the option of renewing the Agreement for two (2) additional one-year terms upon City approval. In June 2022 and in July 2023 the City Council approved amendments to the Agreement. Amendment No. 2 to the Agreement expired on June 30, 2024.

DISCUSSION

On June 24, 2024 the City issued a Request for Proposals (“RFP”) seeking janitorial maintenance services from qualified firms. A total of five firms requested a copy of the RFP which were due on July 11th. The City received two proposals which are listed below:

Company	Cost/Year
KSK Facilities Services	\$89,940.00
Jonco West	\$102,600.00

The City has been pleased and satisfied with the services and responsiveness that has been provided by KSK. Staff at all three City facilities have reported satisfaction with the level and quality of janitorial services being provided by KSK. Attached is a Maintenance Services Agreement (“Agreement”) with KSK for a term of three (3) years and two additional one-year term options at the discretion of the City. Should the City exercise either of the two (2) additional one-year term extensions, the monthly rate would be negotiated.

FISCAL IMPACT

The City was previously paying \$5,445 per month or \$65,340.00 annually for the three facilities. The new contract with KSK will result in an overall increase of just over \$2,000.00 per month to a new monthly cost of \$7,495.00 for the City's three facilities. As part of the Fiscal Year 2024-25 budget development process, additional amounts were budgeted in anticipation of an increase as result of releasing the RFP. As part of the mid-year budget review process, Staff will evaluate the expenditures for the respective budget accounts to determine if any budgetary adjustments need to be made. Per the terms of the new Agreement, the noted annual cost is fixed for a period of three years.

RECOMMENDATION

It is recommended that the City Council: (1) approve the Maintenance Services Agreement with KSK Facilities Services for janitorial services in an amount not to exceed \$269,820.00; and (2) authorize the City Manager to execute the Agreement on behalf of the City.

ATTACHMENTS

Attachment "A": Maintenance Services Agreement

CITY OF LA PUENTE
MAINTENANCE SERVICES AGREEMENT

This MAINTENANCE SERVICES AGREEMENT (“Agreement”), is made and effective as of the August 1, 2024 (“Effective Date”), between the City of La Puente, a municipal corporation (“City”) and KSK Facilities Services LLC, a California Limited Liability Company, (“Contractor”). The City and Contractor are hereinafter collectively referred to as the “Parties”.

RECITALS

WHEREAS, City desires to engage Contractor to perform the services described herein, and Contractor desires to perform such services in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Contractor agree as follows:

1. TERM

This Agreement shall commence on the Effective Date, and shall remain and continue in effect until the tasks described herein are completed, but in no event later than July 31, 2027, unless sooner terminated pursuant to the provisions of this Agreement. The Agreement may be extended for two (2) additional one-year terms upon approval by the City.

2. SERVICES

(a) Contractor shall perform the tasks (“Services”) described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full (“Scope of Services”). Tasks other than those specifically described in the Scope of Services shall not be performed without prior written approval of the City. In the event of conflict or inconsistency between the terms of this Agreement and Exhibit A, the terms of this Agreement shall prevail.

(b) City shall have the right to request, in writing, changes to the Services. Any such changes mutually agreed upon by the Parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

(c) Contractor shall perform all Services in a manner reasonably satisfactory to the City and in a first-class manner in conformance with the standards of quality normally observed by an entity providing janitorial services serving a municipal agency.

(d) Contractor shall comply with all applicable federal, state, and local laws, regulations and ordinances in the performance of this Agreement, including but not limited to, the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*). During the term of this Agreement, Contractor shall not perform any work for another person or entity for whom Contractor was not working on the Effective Date if both (i) such work would require Contractor to abstain from a decision under this Agreement pursuant to a conflict of interest statute or law; and (ii) City has not consented in writing to Contractor’s performance of such work. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections

1090 *et seq.* Contractor hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Contractor was an employee, agent, appointee, or official of the City in the previous twelve (12) months, Contractor warrants that it did not participate in any manner in the forming of this Agreement. Contractor understands that, if this Agreement is made in violation of Government Code §1090 *et. seq.*, the entire Agreement is void and Contractor will not be entitled to any compensation for Services performed pursuant to this Agreement, and Contractor will be required to reimburse the City for any sums paid to the Contractor. Contractor understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

(e) Contractor represents that it has, or will secure at its own expense, all licensed personnel required to perform the Services. All Services shall be performed by Contractor or under its supervision, and all personnel engaged in the Services shall be qualified and licensed to perform such services.

3. MANAGEMENT

City's Development Services Director shall represent the City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Contractor, but shall have no authority to modify the Services or the compensation due to Contractor, except for services as requested by the City on a time and materials basis per written cost proposal from the Contractor.

4. PAYMENT

(a) The City agrees to pay Contractor monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B ("Rate Schedule"), attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed Two Hundred Sixty Nine Thousand Eight Hundred and Twenty Dollars (\$269,820.00) for the services in Exhibit "A" during the total Term of the Agreement unless additional payment is approved as provided in this Agreement.

(b) Contractor shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City. Contractor shall be compensated for any additional services in the amounts and in the manner as agreed to by City and Contractor at the time City's written authorization is given to Contractor for the performance of said services.

(c) Contractor shall submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Contractor's fees it shall give written notice to Contractor within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within 45 days of receipt of an invoice therefore.

5. LABOR CODE AND PREVAILING WAGES

(a) Contractor represents and warrants that it is aware of the requirements of California Labor Code Section 1720, *et seq.*, and 1770, *et seq.*, as well as California Code of Regulations, Title 8, Section 16000, *et seq.*, (“Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “Public Works” and “Maintenance” projects. If the Services are being performed as part of an applicable “Public Works” or “Maintenance” project, as defined by the Prevailing Wage Laws, Contractor agrees to fully comply with such Prevailing Wage Laws. City shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor’s principal place of business and any location where the Services are performed. Contractor shall indemnify, defend and hold harmless, the City, its elected officials, officers, employees and agents, from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, Contractor’s or by any individual or agency for which Contractor is legally liable, including but not limited to officers, agents, employees or subcontractors of Contractor, failure or alleged failure to comply with Prevailing Wage Laws.

(b) In accordance with the requirements of Labor Code Section 1776, Contractor shall keep accurate payroll records which are either on forms provided by the Division of Labor Standards Enforcement or which contain the same information required by such forms. Contractor shall make all such records available for inspection at all reasonable hours.

(c) To the extent applicable, Contractor shall comply with the provisions of Section 1777.5 of the Labor Code with respect to the employment of properly registered apprentices upon public works.

(d) Contractor shall comply with the legal days work and overtime requirements of Sections 1813 and 1815 of the Labor Code.

(e) If the Services are being performed as part of an applicable Public works or Maintenance project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Contractor and all subcontractors performing such Services must be registered with the Department of Industrial Relations. Contractor shall maintain registration for the duration of the Agreement and require the same of any subcontractors, as applicable. This Services set forth in this Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Contractor’s sole responsibility to comply with all applicable registration and labor compliance requirements.

6. SUSPENSION OR TERMINATION OF AGREEMENT

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Contractor at least ten (10) days prior written

notice. Upon receipt of said notice, the Contractor shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to Contractor the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Contractor shall submit an invoice to the City pursuant to Section 4 of this Agreement.

(c) The Contractor may terminate this Agreement, or any portion hereof, by serving upon the City at least 45 days prior written notice. Notwithstanding the provisions in Section 4, above, in the event the Contractor terminates this Agreement without providing 45 days written notice, it is hereby acknowledged that the City will suffer damages and the Contractor hereby agrees that the City shall retain one month's payment as the City's damages.

7. OWNERSHIP OF DOCUMENTS

(a) Contractor shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Contractor shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Contractor shall provide free access to the representatives of City or its designees at reasonable times to review such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Contractor. With respect to computer files, Contractor shall make available to the City, at the Contractor's office, and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. Contractor hereby grants to City all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by Contractor in the course of providing the services under this Agreement. All reports, documents, or other written material developed by Contractor in the performance of the Services pursuant to this Agreement, shall be and remain the property of the City.

8. INDEMNIFICATION

(a) Indemnity for professional liability

When the law establishes a professional standard of care for Contractor's Services, to the fullest extent permitted by law, Contractor shall indemnify, protect, defend and hold harmless the City

and any and all of its officials, employees and agents (“Indemnified Parties”) from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel’s fees and costs caused in whole or in part by any negligent or wrongful act, error or omission of Contractor, its officers, agents, employees or Subcontractors (or any agency or individual that Contractor shall bear the legal liability thereof) in the performance of professional services under this Agreement.

(b) Indemnity for other than professional liability

Other than in the performance of professional services and to the full extent permitted by law, Contractor shall indemnify, defend and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Contractor or by any individual or agency for which Contractor is legally liable, including but not limited to officers, agents, employees or subcontractors of Contractor.

(c) Duty to Defend

In the event the City, its officers, employees, agents and/or volunteers are made a party to any action, claim, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this Agreement, and upon demand by City, Contractor shall have an immediate duty to defend the City at Contractor’s cost or at City’s option, to reimburse the City for its costs of defense, including reasonable attorney’s fees and costs incurred in the defense of such matters.

Payment by City is not a condition precedent to enforcement of this indemnity. In the event of any dispute between Contractor and City, as to whether liability arises from the sole negligence of the City or its officers, employees, or agents, Contractor will be obligated to pay for City’s defense until such time as a final judgment has been entered adjudicating the City as solely negligent. Contractor will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney’s fees, expert fees and costs of litigation.

9. INSURANCE

Contractor shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit C attached hereto and incorporated herein by reference.

10. INDEPENDENT CONTRACTOR

(a) Contractor is and shall at all times remain as to the City a wholly independent consultant and/or independent contractor. The personnel performing the services under this Agreement on behalf of Contractor shall at all times be under Contractor’s exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Contractor or any of Contractor’s officers, employees, or agents, except as set forth in this Agreement. Contractor shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Contractor shall not incur or have the power to incur any debt, obligation, or liability whatever against the City, or bind the City in any manner.

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

11. LEGAL RESPONSIBILITIES

The Contractor shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Contractor shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Contractor to comply with this Section.

12. UNDUE INFLUENCE

Contractor declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City has or will receive compensation, directly or indirectly, from Contractor, or from any officer, employee or agent of Contractor, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

13. NO BENEFIT TO ARISE TO LOCAL OFFICERS AND EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

14. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

(a) All information gained by Contractor in performance of this Agreement shall be considered confidential and shall not be released by Contractor without City's prior written authorization. Contractor, its officers, employees, agents, or subcontractors, shall not without written authorization from the City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City, unless otherwise required by law or court order.

(b) Contractor shall promptly notify City should Contractor, its officers, employees, agents, or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this Agreement and the work performed there under or with respect to any project or property located within the City, unless Contractor is prohibited by law from informing the City of such Discovery, court order or subpoena. City retains the right, but has no obligation, to represent Contractor and/or be present at any deposition, hearing, or

similar proceeding as allowed by law. Unless City is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to Contractor in such proceeding, Contractor agrees to cooperate fully with the City and to provide the opportunity to review any response to discovery requests provided by Contractor. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

15. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) 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 (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

If to City:

Bob Lindsey, City Manager
City of La Puente
15900 E. Main Street
La Puente, CA 91744
Email: blindsey@lapuente.org
Tel: (626) 855-1501
Fax: (626) 961-4626

With a copy to:

Susie Altamirano, Esq.
Olivarez Madruga Law Organization, LLP
500 S. Grand Avenue, 12th Floor
Los Angeles, CA 90071
Tel: (213) 744-0099

If to Contractor:

Elias Becerra, Jr., President
KSK Facilities Services, LLC
8335 Winnetka Ave., Suite 409
Winnetka, CA 91306
Email: ebecerra@kskfacilitieservices.com
Tel: (818) 219-3114

16. ASSIGNMENT

The Contractor shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City.

Before retaining or contracting with any subcontractor for any services under this Agreement, Contractor shall provide City with the identity of the proposed subcontractor, a copy of the proposed written contract between Contractor and such subcontractor which shall include an indemnity

provision similar to the one provided herein and identifying City as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subcontractor carries insurance at least equal to that required by this Agreement or obtain a written waiver from the City for such insurance.

Notwithstanding Contractor's use of any subcontractor, Contractor shall be responsible to the City for the performance of its subcontractor as it would be if Contractor had performed the Services itself. Nothing in this Agreement shall be deemed or construed to create a contractual relationship between the City and any subcontractor employed by Contractor. Contractor shall be solely responsible for payments to any subcontractors. Contractor shall indemnify, defend and hold harmless the Indemnified Parties for any claims arising from, or related to, the services performed by a subcontractor under this Agreement.

17. GOVERNING LAW/ATTORNEYS' FEES

The City and Contractor understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court in Los Angeles County, California. If any action at law or suit in equity is brought to enforce or interpret the provisions of this Agreement, or arising out of or relating to the Services provided by Contractor under this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and all related costs, including costs of expert witnesses and consultants, as well as costs on appeal, in addition to any other relief to which it may be entitled.

18. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

19. SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

20. COUNTERPARTS

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

21. CAPTIONS

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and shall have no significance in the interpretation of this Agreement.

22. WAIVER

The waiver by City or Contractor of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Contractor unless in writing.

23. REMEDIES

Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies.

Signature block on next page

24. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Contractor represents and warrants that he/she has the authority to execute this Agreement on behalf of the Contractor and has the authority to bind Contractor to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date.

"CITY"
City of La Puente

By: _____
Bob Lindsey, City Manager

"CONTRACTOR"
KSK Facilities Services

By: Elias Becerra Jr
Elias Becerra, Jr., President

Attest:

By: _____
Martha Torres, MPA, City Clerk

Approved as to form:

By: _____
City Attorney

Attachments:	Exhibit A	Scope of Services
	Exhibit B	Rate Schedule
	Exhibit C	Insurance Requirements

EXHIBIT A

SCOPE OF SERVICES

The City shall provide toilet tissue, hand soap, proper towels, trash can liners, and toilet seat covers. Contractor shall furnish and provide air fresheners/deodorizers for all restroom facilities and all cleaning supplies, materials, and tools/equipment.

FACILITIES

I. CITY HALL – DAILY CLEANING:

General Office Areas:

- a) Disinfect and thoroughly clean all desks, tables, chairs, filing cabinets, hand rails, telephones, pen sets, bookcases and other office equipment. *Do not remove papers left on desks or tables.*
- b) Clean, polish and sanitize all drinking fountains.
- c) Damp wipe and disinfect any glass top desk and all counter tops and facings.
- d) Check and spot clean all walls, switch plates, doors, glass doors, door frames, partitions and woodwork. Remove fingerprints from all painted surfaces near light switches, entrance doors, etc.
- e) Thoroughly vacuum and spot clean all carpeted areas wall to wall.
- f) Sweep and/or dust mop all floors using dust control sweeping mops.
- g) Empty all wastebaskets (recycle and trash containers). All trash shall be placed inside trash dumpsters. The area around all dumpsters shall be kept clean of all materials, paper, litter, etc. Dumpsters shall be closed after use. Recycle container areas shall be kept clean and free of trash. Recycling materials shall not be placed in trash dumpsters. *All recyclables belong to the City.*

Conference Rooms, Meeting Areas and Council Chambers:

- a) Vacuum carpet.
- b) Mop all tiled or hard floor surfaces to remove stains and spillage marks.
- c) Dust off equipment and furniture (televisions', desks, etc.) and wax any wood or wood laminate surfaces including storage cabinets.
- d) Empty and reline trash and recycling cans.
- e) Clean and polish sinks and counters.

Entrance/Lobbies/Common Areas/Stairwells/Hallways:

- a) Vacuum and spot clean carpet in high-traffic areas.
- b) Wipe and polish all metal surfaces within hand reach.
- c) Empty and clean trash receptacles.
- d) Dust pictures and clean glass as necessary.
- e) Vacuum or brush all lobby furniture.
- f) Clean directory glass and spot clean lobby glass.
- g) Clean thresholds.
- h) Spot clean handrail glass, handrails, doors and walls.
- i) Dust mop and damp mop all hard surface floors.
- j) Damp mop tile using neutral cleaner only.

Break Rooms/Lunchrooms/Kitchen Areas:

- a) Dust mop and/or sweep all hard surface flooring to remove loose debris.
- b) Damp mop all hard surface flooring to remove soil and spills.
- c) Vacuum all high traffic carpeted areas, inspect and spot clean as needed.
- d) Wipe down all counters and tables with a disinfectant.
- e) Clean, disinfect and polish sinks and back splash areas.
- f) Wipe down exterior of appliances and/or vending machines.
- g) Clean interior and exterior of microwave ovens.
- h) Dust all accessible horizontal surfaces/ Restock paper supplies as needed.
- i) Remove all trash to collection point and replace liners as needed.

Storage Rooms/Janitor's Closet:

- a) Remove trash from area.
- b) Maintain an orderly arrangement of all janitorial supplies and paper products in the storage rooms and janitorial closets, including labeling of all cleaning products.
- c) Maintain an orderly arrangement of all equipment stored in these areas such as mops, buckets, brooms, vacuum cleaners, scrubbers, etc.
- d) Clean and disinfect service sinks.

Restrooms:

- a) Dust and clean walls. Wash tiled walls and partitions.
- b) Sweep floors including behind doors, under toilet stools and furniture.
- c) High dust walls, light fixtures and ventilation grilles.
- d) Wash all floors with germicidal disinfectant and remove all spots and stains.
- e) Wash and polish all mirrors and bright work.
- f) Wash and wipe dry all plumbing fixtures.
- g) Wash and disinfect all toilet seats, both sides.
- h) Scour, wash and disinfect all basins, bowls and urinals.
- i) Empty paper towel trash receptacles and dispose in building trash receptacle. Replace trash liners.
- j) Fill soap dispensers and paper towel dispensers as needed.
- k) Fill toilet tissue, seat covers and sanitary napkin dispensers as needed.
- l) Empty and clean sanitary napkin disposal receptacles.
- m) Clean and wash receptacles and dispensers.
- n) Remove fingerprints and spots from walls.
- o) Remove all unauthorized marks and writing from walls, partitions, etc.
- p) Report all maintenance problems to building manager (dripping faucets, broken fixture handles, graffiti, etc.)

II. COMMUNITY CENTER – DAILY CLEANING:**General Office Areas:**

- a) Disinfect and thoroughly clean all desks, tables, chairs, filing cabinets, hand rails, telephones, pen sets, bookcases and other office equipment. *Do not remove papers left on desks or tables.*
- b) Clean, polish and sanitize all drinking fountains.
- c) Damp wipe and disinfect any glass top desk and all counter tops and facings.
- d) Check and spot clean all walls, switch plates, doors, glass doors, door frames, partitions and woodwork. Remove fingerprints from all painted surfaces near light switches, entrance doors, etc.
- e) Thoroughly vacuum and spot clean all carpeted areas wall to wall.
- f) Sweep and/or dust mop all floors using dust control sweeping mops.

- g) Empty all wastebaskets (recycle and trash containers). All trash shall be placed inside trash dumpsters. The area around all dumpsters shall be kept clean of all materials, paper, litter, etc. Dumpsters shall be closed after use. Recycle container areas shall be kept clean and free of trash. Recycling materials shall not be placed in trash dumpsters. *All recyclables belong to the City.*

Break Rooms/Lunchrooms/Kitchen Areas:

- a) Dust mop and/or sweep all hard surface flooring to remove loose debris.
- b) Damp mop all hard surface flooring to remove soil and spills.
- c) Vacuum all high traffic carpeted areas, inspect and spot clean as needed.
- d) Wipe down all counters and tables with a disinfectant.
- e) Clean, disinfect and polish sinks and back splash areas.
- f) Wipe down exterior of appliances and/or vending machines.
- g) Clean interior and exterior of microwave ovens.
- h) Dust all accessible horizontal surfaces/ Restock paper supplies as needed.
- i) Remove all trash to collection point and replace liners as needed.

Courtyard

- a) Empty and reline trash bins.
- b) Sweep patio area.

Rowland Room and Workman Room

- a) Dust all vents, light fixtures and ledges.
- b) Sweep and mop floors
- c) Wipe down counter tops and any assembled tables.
- d) Disinfect door handles, faucet and sink.
- e) Empty and reline all trash and recycle bins.
- f) Clean glass doors, panel and windows.

Dance Room

- a) Sweep and dry mop floor.
- b) Dust light fixtures.
- c) Wipe down and disinfect dance bar.
- d) Disinfect door handle.
- e) Empty and reline trash and recycle bins.
- f) Clean glass doors and mirrored wall panels.

Tiny Tot Room

- a) Dust toy bins, bookshelves and cabinets.
- b) Wipe down all counter tops, desks, tables and chairs
- c) Disinfect all tables and child desks and child chairs.
- d) Sweep and mop floor.
- e) Vacuum rug.
- f) Empty and reline trash and recycle bins.
- g) Disinfect all handles and door release bars.
- h) Sweep and mop Tiny Tot bathroom floor.
- i) Clean and disinfect toilet bowl and seat in Tiny Tot restroom.
- j) Clean and disinfect sink and faucet, faucet handles in Tiny Tot restroom.
- k) Empty and reline trash bins in Tiny Tot restroom.

Storage Room/Janitor's Closet:

- a) Remove trash from area.

- b) Maintain an orderly arrangement of all janitorial supplies and paper products in the storage rooms and janitorial closets, including labeling of all cleaning products.
- c) Maintain an orderly arrangement of all equipment stored in these areas such as mops, buckets, brooms, vacuum cleaners, scrubbers, etc.
- d) Clean and disinfect service sinks.

Restrooms:

- a) Dust and clean walls. Wash tiled walls and partitions.
- b) Sweep floors including behind doors, under toilet stools and furniture.
- c) High dust walls, light fixtures and ventilation grilles.
- d) Wash all floors with germicidal disinfectant and remove all spots and stains.
- e) Wash and polish all mirrors and bright work.
- f) Wash and wipe dry all plumbing fixtures.
- g) Wash and disinfect all toilet seats, both sides.
- h) Scour, wash and disinfect all basins, bowls and urinals.
- i) Empty paper towel trash receptacles and dispose in building trash receptacle. Replace trash liners.
- j) Fill soap dispensers and paper towel dispensers as needed.
- k) Fill toilet tissue, seat covers and sanitary napkin dispensers as needed.
- l) Empty and clean sanitary napkin disposal receptacles.
- m) Clean and wash receptacles and dispensers.
- n) Remove fingerprints and spots from walls.
- o) Remove all unauthorized marks and writing from walls, partitions, etc.
- p) Report all maintenance problems to building manager (dripping faucets, broken fixture handles, graffiti, etc.)

III. YOUTH LEARNING AND ACTIVITY CENTER – DAILY CLEANING:

General Office Areas:

- a) Disinfect and thoroughly clean all desks, tables, chairs, filing cabinets, hand rails, telephones, pen sets, bookcases and other office equipment. *Do not remove papers left on desks or tables.*
- b) Clean, polish and sanitize all drinking fountains.
- c) Damp wipe and disinfect any glass top desk and all counter tops and facings.
- d) Check and spot clean all walls, switch plates, doors, glass doors, door frames, partitions and woodwork. Remove fingerprints from all painted surfaces near light switches, entrance doors, etc.
- e) Thoroughly vacuum and spot clean all carpeted areas wall to wall.
- f) Sweep and/or dust mop all floors using dust control sweeping mops.
- g) Empty all wastebaskets (recycle and trash containers). All trash shall be placed inside trash dumpsters. The area around all dumpsters shall be kept clean of all materials, paper, litter, etc. Dumpsters shall be closed after use. Recycle container areas shall be kept clean and free of trash. Recycling materials shall not be placed in trash dumpsters. *All recyclables belong to the City.*

Break Rooms/Lunchrooms/Kitchen Areas:

- a) Dust mop and/or sweep all hard surface flooring to remove loose debris.
- b) Damp mop all hard surface flooring to remove soil and spills.
- c) Vacuum all high traffic carpeted areas, inspect and spot clean as needed.
- d) Wipe down all counters and tables with a disinfectant.
- e) Clean, disinfect and polish sinks and back splash areas.
- f) Wipe down exterior of appliances and/or vending machines.

- g) Clean interior and exterior of microwave ovens.
- h) Dust all accessible horizontal surfaces/ Restock paper supplies as needed.
- i) Remove all trash to collection point and replace liners as needed.
- j) Refill soap and towel dispenser.
- k) Scrub sink.

Game Room

- a) Dust edge of pool table, game tables and video game console.
- b) Dust light fixture and door frame.
- c) Sweep and mop
- d) Empty and reline trash bins.
- e) Clean glass door and windows.
- f) Wipe down and disinfect door handles.

Computer Room

- a) Dust computer monitors, light fixtures, door frames, keyboards and tables.
- b) Wipe down tables.
- c) Clean and disinfect door handles.
- d) Sweep and mop floor,
- e) Empty and reline trash and recycle bins.

Arts and Crafts Room / Library

- a) Dust shelves, computers, tables, light fixtures, door frame and television,
- b) Wipe down tables,
- c) Sweep and mop the floor.
- d) Clean and disinfect door handles.
- e) Empty and reline trash and recycle bins.

Cable Room / Cable Room Office

- a) Dust counter, light fixtures, vents, door frames, windowsills.
- b) Sweep and mop floors.
- c) Clean counters.
- d) Clean and disinfect all door handles and cabinet handles.
- e) Empty and reline trash and recycle bins.
- f) Clean all windows.

Multipurpose Room

- a) Dust counter, light fixtures, vents, door frames, windowsills.
- b) Sweep and mop floors.
- c) Clean counters.
- d) Clean and disinfect all door handles and cabinet handles.
- e) Empty and reline trash and recycle bins.
- f) Clean all windows.
- g) Clean and disinfect all faucets, faucet handles, sinks and soap dispensers.
- h) Clean all glass doors.
- i) Refill soap and paper towel dispensers.

Storage Rooms/Janitor's Closet:

- a) Remove trash from area.
- b) Maintain an orderly arrangement of all janitorial supplies and paper products in the storage rooms and janitorial closets, including labeling of all cleaning products.

- c) Maintain an orderly arrangement of all equipment stored in these areas such as mops, buckets, brooms, vacuum cleaners, scrubbers, etc.
- d) Clean and disinfect service sinks.

Restrooms:

- a) Dust and clean walls. Wash tiled walls and partitions.
- b) Sweep floors including behind doors, under toilet stools and furniture.
- c) High dust walls, light fixtures and ventilation grilles.
- d) Wash all floors with germicidal disinfectant and remove all spots and stains.
- e) Wash and polish all mirrors and bright work.
- f) Wash and wipe dry all plumbing fixtures.
- g) Wash and disinfect all toilet seats, both sides.
- h) Scour, wash and disinfect all basins, bowls and urinals.
- i) Empty paper towel trash receptacles and dispose in building trash receptacle. Replace trash liners.
- j) Fill soap dispensers and paper towel dispensers as needed.
- k) Fill toilet tissue, seat covers and sanitary napkin dispensers as needed.
- l) Empty and clean sanitary napkin disposal receptacles.
- m) Clean and wash receptacles and dispensers.
- n) Remove fingerprints and spots from walls.
- o) Remove all unauthorized marks and writing from walls, partitions, etc.
- p) Report all maintenance problems to the building manager (dripping faucets, broken fixture handles, graffiti, etc.)

IV. SENIOR CENTER – DAILY CLEANING:

General Office Areas:

- a) Disinfect and thoroughly clean all desks, tables, chairs, filing cabinets, handrails, telephones, pen sets, bookcases and other office equipment. *Do not remove papers left on desks or tables.*
- b) Clean, polish and sanitize all drinking fountains.
- c) Damp wipe and disinfect any glass top desk and all counter tops and facings.
- d) Check and spot clean all walls, switch plates, doors, glass doors, door frames, partitions and woodwork. Remove fingerprints from all painted surfaces near light switches, entrance doors, etc.
- e) Thoroughly vacuum and spot clean all carpeted areas wall to wall.
- f) Sweep and/or dust mop all floors using dust control sweeping mops.
- g) Empty all wastebaskets (recycle and trash containers). All trash shall be placed inside trash dumpsters. The area around all dumpsters shall be kept clean of all materials, paper, litter, etc. Dumpsters shall be closed after use. Recycling container areas shall be kept clean and free of trash. Recycling materials shall not be placed in trash dumpsters. *All recyclables belong to the City.*

Break Rooms/Lunchrooms/Kitchen Areas:

- a) Dust mop and/or sweep all hard surface flooring to remove loose debris.
- b) Damp mop all hard surface flooring to remove soil and spills.
- c) Vacuum all high traffic carpeted areas, inspect and spot clean as needed.
- d) Wipe down all counters and tables with a disinfectant.
- e) Clean, disinfect and polish sinks and back splash areas.
- f) Wipe down exterior of appliances and/or vending machines.
- g) Clean interior and exterior of microwave ovens.
- h) Dust all accessible horizontal surfaces/ Restock paper supplies as needed.
- i) Remove all trash to collection point and replace liners as needed.

- j) Refill soap and towel dispenser.
- k) Scrub sink.

Computer Room

- a) Dust computer monitors, light fixtures, door frames, keyboards and tables.
- b) Wipe down tables.
- c) Clean and disinfect door handles.
- d) Sweep and mop floor,
- e) Empty and reline trash and recycle bins.

Arts and Crafts Room

- a) Dust Counter, computers, tables, light fixtures, door frame and television,
- b) Wipe down tables,
- c) Sweep and mop the floor.
- d) Clean and disinfect door handles.
- e) Empty and reline trash and recycle bins.

Library

- a) Dust shelves, computers, tables, light fixtures, door frame and television.
- b) Wipe down tables.
- c) Vacuum the floor.
- d) Clean and disinfect door handles.
- e) Empty and reline trash bins.
- f) Vacuum sofa cushion.

Exercise Room

- a) Vacuum the floor.
- b) Dust light fixtures.
- c) Wipe down and disinfect the dance bar.
- d) Disinfect door handle.
- e) Empty and reline trash and recycle bins.
- f) Clean glass doors and mirrored wall panels.

Conference Room

- a) Dust frames.
- b) Wipe down table.
- c) Disinfect door handles.
- d) Vacuum floor.
- e) Empty and reline trash and recycle bins.

Storage Room/Janitor's Closet:

- a) Remove trash from area.
- b) Maintain an orderly arrangement of all janitorial supplies and paper products in the storage rooms and janitorial closets, including labeling of all cleaning products.
- c) Maintain an orderly arrangement of all equipment stored in these areas such as mops, buckets, brooms, vacuum cleaners, scrubbers, etc.
- d) Clean and disinfect service sinks.

Restrooms:

- a) Dust and clean walls. Wash tiled walls and partitions.
- b) Sweep floors including behind doors, under toilet stools and furniture.
- c) High dust walls, light fixtures and ventilation grilles.

- d) Wash all floors with germicidal disinfectant and remove all spots and stains.
- e) Wash and polish all mirrors and bright work.
- f) Wash and wipe dry all plumbing fixtures.
- g) Wash and disinfect all toilet seats, both sides.
- h) Scour, wash and disinfect all basins, bowls and urinals.
- i) Empty paper towel trash receptacles and dispose in building trash receptacle. Replace trash liners.
- j) Fill soap dispensers and paper towel dispensers as needed.
- k) Fill toilet tissue, seat covers and sanitary napkin dispensers as needed.
- l) Empty and clean sanitary napkin disposal receptacles.
- m) Clean and wash receptacles and dispensers.
- n) Remove fingerprints and spots from walls.
- o) Remove all unauthorized marks and writing from walls, partitions, etc.
- p) Report all maintenance problems to building manager (dripping faucets, broken fixture handles, graffiti, etc.)

PERIODIC CLEANING OF ALL FACILITIES

Weekly:

- a) Dust all windowsills, ledges, and baseboards.
- b) Sweep City Hall downstairs utility hallways.
- c) Clean and mop City Hall elevator and Community Center handicap elevator. Remove dust and trash that collects in the grove of the elevator door.

Bi-Weekly:

- a) Vacuum or brush all upholstered furniture.
- b) High dust lighting and ventilating ducts.
- c) Clean inside facing windows and vertical blinds.
- d) Sweep stage flooring area in the gym at the Community Center.
- e) Spot clean walls, doors, and partitions of the coffee room/employee break room.

Quarterly:

- a) Thoroughly clean the passenger elevators entire interior stainless steel surfaces of all doors and frames and outside painted and chrome surfaces of all doors and frames.
- b) Machine scrub and apply non-skid polish to all floors.
- c) Oil/polish woodwork.

I. COMMUNITY CENTER

Monthly:

Lobby/Front Counter

- a) Shampoo carpets and floor mats (First Friday of every month).
- b) Spot clean carpets and floor mats (as needed).
- c) Refill hand sanitizer dispenser (as needed).

Tiny Tot Room

- a) Shampoo rug (first Friday of every month).
- b) Refill soap, paper towels, toilet paper and seat in Tiny Tot restroom (as needed).
- c) Deep clean the entire room and restroom.

II. YOUTH LEARNING AND ACTIVITY CENTER**Quarterly:****Kitchen**

- a) Deep clean the entire kitchen.

III. SENIOR CENTER**Monthly:****Lobby/Front Counter**

- a) Shampoo floor mats (First Friday of every month).
- b) Spot clean floor mats (as needed).
- c) Refill hand sanitizer dispenser (as needed).

Quarterly:**Kitchen**

- a) Deep clean the entire kitchen.

Three Times Annually:

- a) Shampoo carpet throughout ALL facilities including Employee Lounge areas during the month of July, November, and March – within a seven (7) day period.
- b) Wax floors and remove any scuff marks at all City facilities during the month of July, November, and March – within a seven (7) day period.
- c) Clean and wash ALL exterior and interior facing window glass and frames at City Hall, Senior Center, Community Center and Youth Learning Activity Center.

EXHIBIT B
RATE SCHEDULE

<u>FACILITY</u>	<u>MONTHLY RATE</u>				
CITY HALL	\$ 2,650.00				
SENIOR CENTER	\$ 1,495.00				
COMMUNITY CENTER/YLAC	\$ 3,350.00				
GRAND TOTAL	<table border="1"><tr><td>\$ 7,495.00</td><td>per Month</td></tr><tr><td>\$ 89,940.00</td><td>per Year</td></tr></table>	\$ 7,495.00	per Month	\$ 89,940.00	per Year
\$ 7,495.00	per Month				
\$ 89,940.00	per Year				

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting Contractor's indemnification of City, and prior to commencement of the Services, Contractor shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

General liability insurance. Contractor shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Contractor shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000.00 combined single limit for each accident.

Professional liability (errors & omissions) insurance. Contractor shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Contractor agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

Workers' compensation insurance. Contractor shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000.00).

Contractor shall submit to City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of City, its officers, agents, employees and volunteers.

Proof of insurance. Contractor shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsement must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this contract. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Contractor, his agents, representatives, employees or subcontractors.

Primary/noncontributing. Coverage provided by Contractor shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that

such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Contractor, or City will withhold amounts sufficient to pay premium from Contractor payments. In the alternative, City may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Contractor or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Contractor hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subcontractors.

Enforcement of contract provisions (non estoppel). Contractor acknowledges and agrees that any actual or alleged failure on the part of the City to inform Contractor of non-compliance with any requirement imposes no additional obligations on the City nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Contractor maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Notice of cancellation. Contractor agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Contractor's insurance shall apply separately to each insured against whom claim is

made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass Through Clause. Contractor agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Contractor, provide the same minimum insurance coverage and endorsements required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this Section. Contractor agrees that upon request, all agreements with subconsultants, subcontractors, and others engaged in the project will be submitted to City for review.

City's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Contractor, the City and Contractor may renegotiate Contractor's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.

Timely notice of claims. Contractor shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Contractor's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Contractor shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: July 23, 2024

From: Bob Lindsey, City Manager

By: John Di Mario, Development Services Director
Rey Alfonso, City Engineer

SUBJECT: CONSIDERATION OF A PURCHASE ORDER CONTRACT WITH ONYX PAVING COMPANY FOR ASPHALT PAVEMENT REPAIRS ON VALLEY BOULEVARD IN THE AMOUNT OF \$52,065.00

BACKGROUND/DISCUSSION

In December 2020, the City completed sewer improvements in Valley Boulevard between Ferrero Lane and Wickford Avenue. That project also included repairs of deteriorated pavement areas at scattered locations and a slurry seal of the full length of Valley Boulevard from the west City limit to Azusa Way. However, since then, due to the heavy daily truck traffic and rainfall from significant recent rainy seasons, new areas of pavement deterioration and potholes have formed. This requires ongoing temporary asphalt patches by City maintenance crews. At this time, staff has identified 39 pavement locations in need of repair. Staff is recommending these areas (average size of approximately 20 square feet) be grinded down four inches deep and repaved with four inches of new asphalt to provide a more durable roadway surface.

Section 2.21.020 (b) (1) of the La Puente Municipal Code authorizes the City to contract for public works projects by negotiated contract or purchase order, when the price of the project is under certain established thresholds. The current threshold per Section 22032 (a) of the California Public Contracts Code is \$60,000.00. Staff has obtained a bid proposal from Onyx Paving in the amount of \$52,065.00 to complete the above-described work.

FISCAL IMPACT

Prop C funding is available in the Fiscal Year 2023-24 Capital Improvement budget for this work.

RECOMMENDATION

It is recommended that the City Council: (1) approve the purchase order contract with Onyx Paving Company in the amount of \$52,065.00; and (2) authorize the City Manager to execute the Purchase Order.

ATTACHMENTS

Attachment "A": Onyx Paving Proposal

Atten: Rey Alfonso
City of La Puente
15900 Main Street
La Puente, CA 91744
(626) 855-1540
ralfonso@lapuente.org



From: **Onyx Paving Company, Inc.**
2890 E. La Cresta Ave.
Anaheim, CA 92806
(714)632-6699
Lic# 630360 Class A & C-12 DIR# 1000004798

Proj. Name: **La Puente - Valley Blvd. Localized R&Rs**
Work Type: **Asphalt Dig-Outs**

Proposal Date: **7/10/2024**
Bid/Proposal #: **1491-PW**

ITEM #	OPTION #2 - 4" AC DIG-OUTS	QTY	UNIT	UNIT PRICE	TOTAL
O2	Remove & Replace AC Pavement Avg. 4" Depth at approx. 39 Locations (20 SF Avg. Patch Size)	39	EA	\$1,335.00	\$52,065.00
				OPT. #2 TOTAL:	\$52,065.00

A MINIMUM 8 WEEK NOTIFICATION PRIOR TO MOBILIZATION IS REQUIRED.
PLEASE CONTACT JUSTIN KIRSCHNER FOR ALL SCHEDULING QUESTIONS - JUSTINK@ONYXPAVING.COM OR (714) 402-0904.

Notes: - Addendum numbers acknowledged: **0**

- This proposal must be inclusive to the Contract as Exhibit or all quantities/unit prices/notes/exclusions must be part of the scope in the contract.
- This proposal is valid for **30** calendar days. All Base Bid items listed above must be included otherwise subject to price change.
- Asphalt Material price good through: **12/31/24**; Final payment will be based on Field measurement of all unit price items.
- Price is based on **1** Move-In. Each Additional move cost will be **\$15,000.00**. All contracted items have 1 year warranty from the item installed date.
- Bid is based on normal working hours **(Monday-Friday 7:00am to 4:00pm)**.
- Subcontract will require monthly progress invoices to be paid in full with 0% retention withheld.
- Insurance Included in this Bid: Commercial Liability \$1MM per occurrence / \$2MM aggregate; \$2MM Products and Completed Operations Aggregate; \$1MM Personal and Advertising Injury; \$1MM Commercial Auto; Worker's Compensation coverage per statute.
- **Includes: Basic Traffic Control for Onyx's Scope of Work Only. (Flagging, Delineators/Cones, Etc.)**
- **Excludes: Traffic Control Plans, Permits, Bonds, Testing/Inspections, QA/QC, Survey, SWPPP, Prime Coat, Fog Seal, Weed Kill, Seal Coat/Slurry, Crack Seal/Crack Fill, CMS Boards, Removal Petromat/Fabric, Utility Adjusting, Signage/Striping, Temp. Tabs/Markers, and Traffic Loops.**

Exclusions: Any and all items not listed above, Permits, Bonds, Fees, Testing, Inspections, Shop Drawing, Survey, Staking, Engineering, Erosion Control, SWPPP, Traffic Control/Plans, Dewatering, Dirt movement/Stockpile, Import/Export of Dirt, Rough Grading, Fine Grading, Construction Water, Crushed Aggregate Base (CAB), Rubber Asphalt, Petromat/Fabric/Fiber, Prime/Fog/Seal Coat, Slurry Seal, Thickened Edge, Redwood Header, Crack Seal or Prep., Flood Testing, Sawcutting, Sign & Striping, Adjusting or Patching Manhole/Valve/Boxes, Night Work, Weekend Work, Overtime, Restricted Hours, Unforeseen and/or Undisclosed Conditions.

Thank you for the opportunity.

Jay Kirscher
Vice President
Office: (714) 632-6699 Cell: (714) 397-0400 Email: Jay@onyxpaving.com
Lic# 630360 Class A & C-12 DIR# 1000004798

ACCEPTANCE (Signature/Print Name)

BY: _____ / _____

DATE: _____



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 23, 2024

From: Robert Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Finance Manager

SUBJECT: CONSIDERATION OF APPROVAL OF A COMMERCIAL LEASE AGREEMENT
FOR 137 N. HUDSON AVENUE, UNIT B, CITY OF INDUSTRY

BACKGROUND/DISCUSSION

In recent years, the City of La Puente has greatly expanded its service offerings to the public. A result of this is the increased need for building space for daily operations, storage, and recreational opportunities. Management has identified a suitable location in a combined office/warehouse space at 137 N. Hudson Avenue, Unit B, in City of Industry. This building provides an adequate footprint and is less than one mile in distance from City Hall. Furthermore, its location directly across the street from the LA Sheriff Station would allow for collaborative work with law enforcement partners.

At its regular meeting on July 9, 2024, the City Council authorized the City Manager to begin tentative lease negotiations for Unit B of the Hudson Avenue building. The lessor of the property has subsequently agreed to the terms and conditions that are proposed in the attached Commercial Lease Agreement. The rented area is approximately 9,000 square feet. Rent will be set at \$10,000 per month and all utilities and janitorial maintenance costs will be incurred by the City in conjunction with tenants. The term of the lease agreement would commence on August 1, 2024, and continue until December 1, 2027, a forty (40) month period. The rental price is guaranteed to remain constant for the entire duration of the lease.

Several prospective sublessees have been evaluated for the building, and staff intends to enter into contractual relationships with them should this Agreement be approved. These tenants would utilize excess space not needed for city business and would provide a combined rental revenue of \$6,000 per month. This revenue would be used to offset the \$10,000 monthly rent expense, resulting in a net expenditure of \$4,000 per month.

FISCAL IMPACT

Appropriations for the net expenditure of \$48,000 per year are available in the General Fund due to budgetary savings in the Public Safety function.

RECOMMENDATIONS

It is recommended that the City Council 1) approve a Commercial Lease Agreement for 137 N. Hudson Ave., Unit B, City of Industry; and 2) authorize the City Manager to execute the agreement.

ATTACHMENTS

Attachment “A” – Commercial Lease Agreement

**CITY OF LA PUENTE
COMMERCIAL LEASE AGREEMENT**

This Commercial Lease Agreement ("Lease") is made and effective August 01, 2024, by and between Salim Danny Chamsi ("LANDLORD") and City of La Puente, a municipal corporation ("TENANT") for the land and improvements commonly known and numbered as 137 North Hudson Avenue, Unit B, City of Industry, CA 91744 (the "Building") and legally described as follows ("Leased Premises"):

Lot 6, of Tract No. 28350, in the City of City of Industry, County of Los Angeles, State of California, as per map recorded in Book 276 Page(s) 27 and 28 of Maps, In the office of the County Recorder of said county;

Assessor's Parcel No. 8208-024-028.

The Leased Premises are depicted in the site plan attached hereto as Exhibit "A" to this Agreement.

THEREFORE, in consideration of the mutual promises herein, contained and other good and valuable consideration, it is agreed:

I. TERM

LANDLORD hereby leases the Leased Premises to TENANT, and TENANT hereby leases the same from LANDLORD, for an "Initial Term" beginning August 01, 2024, and ending December 01, 2027.

LANDLORD shall use its best efforts to give TENANT possession as nearly as possible at the beginning of the Lease Term. If LANDLORD is unable to timely provide the Leased Premises, rent shall abate for the period of delay. TENANT shall make no other claim against LANDLORD for any such delay.

Any holding after the terms of this agreement expires, with LANDLORD's consent, shall create a month-to-month tenancy that either party may terminate by giving written notice to the other at least 30 days prior to the intended termination date, subject to any applicable laws. Such notice may be given on any date.

II. BASE RENT

- A.** TENANT agrees to pay Base Rent at the rate of \$10,000.00 per month for the term of the agreement.
- B.** Base Rent is payable in advance on the 1st day of each calendar month and is delinquent on the 10th day of each calendar month.

- C. If the Commencement Date falls on any day other than the first day of the month, Base Rent for the first calendar month shall be prorated based on a 30-day period. If TENANT has paid one full month's Base Rent in advance of the Commencement Date, Base Rent for the second calendar month shall be prorated based on a 30-day period.

III. **RENT**

- A. Definition: "Rent" shall mean all monetary obligations of TENANT to LANDLORD under the terms of this agreement, except security deposit.
- B. Payment: Rent shall be paid to Salim Danny Chamsi at 137 N. Hudson Avenue, Unit A, City of Industry, CA 91744 or at any other location specified by LANDLORD in writing to TENANT.
- C. Timing: Base Rent shall be paid as specified in Paragraph 2. All other Rent shall be paid within 30 days after TENANT is billed by LANDLORD.

IV. **EARLY POSSESSION**

TENANT is entitled to possession of the Leased Premises on August 01, 2024. If TENANT is in possession prior to the Commencement Date, during this time (i) TENANT is not obligated to pay Base Rent, and (ii) TENANT is not obligated to pay Rent other than Base Rent. Whether or not TENANT is obligated to pay Rent prior to Commencement Date, TENANT is obligated to comply with all other terms of this agreement.

V. **SECURITY DEPOSIT**

- A. TENTANT agrees to pay landlord \$10,000.00 as a security deposit.

The Security Deposit shall be held by LANDLORD without liability for interest and as security for the performance by TENANT of TENANT's covenants and obligations under this Lease, it being expressly understood that the Security Deposit shall not be considered an advance payment of rental or a measure of LANDLORD's damages in case of default by TENANT. Unless otherwise provided by mandatory non-waivable law or regulation, LANDLORD may commingle the Security Deposit with LANDLORD's other funds. LANDLORD may, from time to time, without prejudice to any other remedy, use the Security Deposit to the extent necessary to make good any arrearages of rent or to satisfy any other covenant or obligation of TENANT hereunder. Following any such application of the Security Deposit, TENANT shall pay to LANDLORD on demand the amount so applied in order to restore the Security Deposit to its original amount. If TENANT is not in default at the termination of this Lease, the balance of the Security Deposit remaining after any such application shall be returned by LANDLORD to TENANT. If LANDLORD transfers its interest in the

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

Premises during the term of this Lease, LANDLORD may assign the Security Deposit to the transferee and thereafter shall have no further liability for the return of such Security Deposit.

VI. USE

The premises are for sole use as office, recreational, and storage facilities. No other use is permitted without the LANDLORD's prior written consent. Notwithstanding the forgoing, TENANT shall not use the Leased Premises for the purposes of storing, manufacturing or selling any explosives, flammables or other inherently dangerous substance, chemical, thing or device. TENANT must abide by all applicable laws and regulations affecting use of the Leased Premises.

VII. SUBLEASE AND ASSIGNMENT

TENANT shall have the right to sublease the Leased Premises, in whole or in part, to other parties.

VIII. REPAIRS

During the Lease Term, TENANT shall make, at TENANT's expense, all necessary repairs to the Leased Premises. Repairs shall include such items as routine repairs of floors, walls, ceilings, and other parts of the Leased Premises damaged or worn through normal occupancy, except for major mechanical systems or the roof, the exterior walls and hallways, however including inside walls and all plaster, tile, structural glass and glazing, light fixtures, interior plumbing, hereby waiving all rights as provided in Sections 1941 and 1942 of the Civil Code of the State of California. LESSEE shall, in maintaining said premises in good sanitary order and condition, hire or furnish their own janitorial service without expense to the LESSOR.

IX. ALTERATIONS AND IMPROVEMENTS

TENANT, at TENANT's expense, shall have the right following LANDLORD's written consent to remodel, redecorate, and make additions, improvements and replacements of and to all or any part of the Leased Premises from time to time as TENANT may deem desirable, provided the same are made in a workmanlike manner and utilizing good quality materials. TENANT shall have the right to place and install personal property, trade fixtures, equipment and other temporary installations in and upon the Leased Premises, and fasten the same to the premises. Any and all alterations to the Leased Premises must be made in a workmanlike manner. All personal property, equipment, machinery, trade fixtures and temporary installations, whether acquired by TENANT at the commencement of the Lease Term or placed or installed on the Leased Premises by TENANT thereafter, shall remain TENANT's property free and clear of any claim by LANDLORD. TENANT shall have the right to remove the same at any time

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

during the term of this Lease provided that all damage to the Leased Premises caused by such removal shall be repaired by TENANT at TENANT's sole expense.

X. PROPERTY TAXES

LANDLORD shall pay, prior to delinquency, all general real estate taxes and installments of special assessments coming due during the Lease Term on the Leased Premises, and all personal property taxes with respect to LANDLORD's personal property, if any, on the Leased Premises.

XI. INSURANCE

- A.** If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from negligence of TENANT or any of TENANT's agents, employees or invitees, rent shall not be diminished or abated while such damages are under repair, and TENANT shall be responsible for the costs of repair not covered by insurance.
- B.** LANDLORD shall maintain fire and extended coverage insurance on the Building and the Leased Premises in such amounts as LANDLORD shall deem appropriate. TENANT shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises.
- C.** Without limiting TENANT's indemnification of LANDLORD, and prior to commencement of Lease, TENANT shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to LANDLORD.

General liability insurance. TENANT shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. TENANT shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the TENANT arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000 combined single limit for each accident.

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

Workers' compensation insurance. TENANT shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000). TENANT shall submit to LANDLORD, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of LANDLORD, its officers, agents, employees, and volunteers.

Property insurance. Upon commencement of construction of tenant improvements and betterments, or installation of equipment, with approval of LANDLORD, TENANT shall obtain and maintain insurance on TENANT's improvements and betterments. Policy shall be provided for replacement value on an "all risk" basis. There shall be no coinsurance penalty provision in any such policy.

Commercial property insurance. Upon commencement of construction of tenant improvements and betterments, or installation of equipment, with approval of LANDLORD, TENANT shall obtain and maintain insurance on TENANT's and any improvements. Coverage shall be at least as broad as the Insurance Services Offices broad causes of loss form CP 10 20, and approved of in writing by LANDLORD. Coverage shall be sufficient to insure 100% of the replacement value and there shall be no coinsurance provisions. The policy shall include an inflation guard endorsement, 100% rents coverage, contents coverage, coverage for personal property of others, ordinance or law and increased cost of construction coverage. LANDLORD shall be included as an insured and as loss payee on any such insurance. LANDLORD shall not be liable for any business income or other consequential loss sustained by LESSEE. LANDLORD shall not be liable for any loss of LESSEE's personal property even if such loss is caused by negligence of LANDLORD, LANDLORD's employees or agents.

Boiler and machinery insurance with limits of not less than actual replacement cost for all property and improvements, encompassing explosion and breakdown. LESSEE shall obtain and deliver to LANDLORD, along with copies of all policies of insurance required here, a joint loss endorsement for property and boiler and machinery policies. The LANDLORD is to be added as insured to boiler and machinery coverage. LESSEE also agrees to provide builder's all-risk insurance using an inland marine form during the period of any major alteration or improvement, using the broadest form available. LANDLORD shall be named as loss payee under all first party coverages.

Commercial pollution legal liability with limits no less than \$1,000,000 per occurrence or claim, and \$2,000,000 policy aggregate. *(If no such exposure exists, this coverage requirement may be deleted.)*

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

Other Insurance Provisions or Requirements

Proof of insurance. TENANT shall provide certificates of insurance to LANDLORD as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsements must be approved by LANDLORD's risk manager prior to commencement of performance. Current certification of insurance shall be kept on file with LANDLORD at all times during the term of this contract. LANDLORD reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. TENANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Work hereunder by TENANT, his agents, representatives, employees, or subconsultants.

Primary/noncontributing. Coverages provided by LESSEE shall be primary and any insurance or self-insurance procured or maintained by LANDLORD shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of LANDLORD before the LANDLORD's own insurance or self-insurance shall be called upon to protect it as a named insured.

LANDLORD's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, LANDLORD has the right but not the duty to obtain the insurance it deems necessary and any premium paid by LANDLORD will be promptly reimbursed by TENANT or LANDLORD will withhold amounts sufficient to pay premium from TENANT payments. In the alternative, LANDLORD may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the LANDLORD's Risk Manager.

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

Requirements not limiting. Requirements of specific coverage features or limits contained in this section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the TENANT maintains higher limits than the minimums shown above, the LANDLORD requires and shall be entitled to coverage for the higher limits maintained by the TENANT. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the LANDLORD.

Notice of cancellation. TENANT agrees to oblige its insurance agent or broker and insurers to provide to LANDLORD with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage. Proof of such obligation shall be in the form of a special endorsement.

Additional insured status. General liability policies shall provide, or be endorsed to provide, that LANDLORD and its officers, officials, employees, agents, and volunteers shall be additional insureds under such policies. This provision shall include endorsement covering liabilities arising out of the TENANT's "operations" in the leased space. This provision shall also apply to any excess/umbrella liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to LANDLORD and approved of in writing.

Separation of insureds. A severability of interests provision must apply for all additional insureds ensuring that LESSEE insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass through clause. TENANT agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by TENANT, provide the same minimum insurance coverage and endorsements required of TENANT. TENANT agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. TENANT agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to LANDLORD for review.

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

Self-insured retentions. Any self-insured retentions must be declared to and approved by LANDLORD. LANDLORD reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by LANDLORD.

Timely notice of claims. TENANT shall give LANDLORD prompt and timely notice of claims made or suits instituted that arise out of or result from TENANT's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. TENANT shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection.

TENANT's personal property, fixtures, equipment, inventory and vehicles are not insured by LANDLORD against loss or damage due to fire, theft, vandalism, rain, water, criminal or negligent acts of others, or any other cause.

XII. INDEMNITY

Except for the sole negligence of LANDLORD, LESSEE shall defend, indemnify and keep and hold LANDLORD, including LANDLORD's officers, employees and agents, their successors and assigns, harmless from any and all costs, liability, damage or expense (including costs of suit and fees and expenses of legal services) claimed by anyone by reason of injury to or death of persons, or damage to or destruction of property, including property of LESSEE, sustained in, on or about the demised premises or arising out of LESSEE's use or occupancy thereof, as a proximate result of the acts or omissions of LESSEE, its employees and agents, or its contractors, licensees, invitees or subtenants, their successors and assigns or arising out of the condition of the property. LANDLORD shall, by appropriate, written notice to LESSEE, advise LESSEE as soon as practicable regarding any potential liability of LESSEE under this Section.

XIII. UTILITIES

TENANT shall pay all charges for water, sewer, gas, electricity, telephone and other services and utilities used by TENANT on the Leased Premises during the term of this Lease unless otherwise expressly agreed in writing by LANDLORD. LANDLORD shall be responsible for all utilities, custodial services, and maintenance in the area indicated as "Shared Use Area" on Exhibit A. In the event that any utility or service provided to the Leased Premises is not separately metered, LANDLORD shall pay the amount due and separately invoice TENANT

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

for TENANT's pro rata share of the charges. TENANT shall pay such amounts within fifteen (15) days of invoice. TENANT acknowledges that the Leased Premises are designed to provide standard office use for electrical facilities and standard office lighting. TENANT shall not use any equipment or devices that utilize excessive electrical energy or which may, in LANDLORD's reasonable opinion, overload the wiring or interfere with electrical services to other tenants.

XIV. SIGNS

Following LANDLORD's written consent, TENANT shall have the right to place on the Leased Premises, at locations selected by TENANT, any signs which are permitted by applicable zoning ordinances and private restrictions. LANDLORD may refuse consent to any proposed signage that is in LANDLORD's opinion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Leased Premises or use of any other tenant. LANDLORD shall assist and cooperate with TENANT in obtaining any necessary permission from governmental authorities or adjoining owners and occupants for TENANT to place or construct the foregoing signs. TENANT shall repair all damage to the Leased Premises resulting from the removal of signs installed by TENANT. TENANT authorizes the LANDLORD to place a "For Sale" sign on the Leased Premises at any time, and a "For Lease" sign on the Leased Premises within the ninety (90) day period preceding termination of this Agreement.

XV. ENTRY

LANDLORD shall have the right to enter upon the Leased Premises and Building at reasonable hours to inspect the same, provide reasonable agreed upon services, or to show the Leased Premises to prospective or actual purchasers, tenants, mortgagees, lenders, appraisers or contractors provided LANDLORD shall not thereby unreasonably interfere with TENANT's business on the Leased Premises. LANDLORD shall endeavor to give TENANT forty-eight (48) hours notice of the intent to enter the Leased Premises, but absent an emergency or exigent circumstance, shall give the TENANT at least twenty-four (24) hours notice of intent to enter.

XVI. PARKING

During the term of this Lease, TENANT shall have the non-exclusive use in common with LANDLORD, other tenants of the Leased Premises and Building, their guests and invitees, of the non-reserved common automobile parking areas, driveways, and footways, subject to rules and regulations for the use thereof as prescribed from time to time by LANDLORD. LANDLORD reserves the right to designate parking areas within the Leased Premises or in reasonable proximity thereto, for TENANT and TENANT's agents and employees.

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

XVII. DAMAGE AND DESTRUCTION

Subject to Section 11 A. above, if the Leased Premises or any part thereof or any appurtenance thereto is so damaged by fire, casualty or structural defects that the same cannot be used for TENANT's purposes, then TENANT shall have the right within ninety (90) days following damage to elect by written notice to LANDLORD to terminate this Lease as of the date of such damage. In the event of minor damage to any part of the Leased Premises, and if such damage does not render the Leased Premises unusable for TENANT's purposes, LANDLORD shall promptly repair such damage at the cost of the LANDLORD. In making the repairs called for in this paragraph, LANDLORD shall not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials or labor or other matters which are beyond the reasonable control of LANDLORD. During the period of non-used under this paragraph, TENANT shall be relieved from paying rent and other charges during any portion of the Lease Term that the Leased Premises are inoperable or unfit for occupancy, or use, in whole or in part, for TENANT's purposes. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if any, but if no further payments are to be made, any such advance payments shall be refunded to TENANT. The provisions of this paragraph extend not only to the matters aforesaid, but also to any occurrence which is beyond TENANT's reasonable control and which renders the Leased Premises, or any appurtenance thereto, inoperable or unfit for occupancy or use, in whole or in part, for TENANT's purposes.

XVIII. DEFAULT

If default shall at any time be made by TENANT for any reasons, including but not limited in the payment of rent when due to LANDLORD as herein provided, and if said default shall continue for fifteen (15) days after written notice thereof shall have been given to TENANT by LANDLORD, or if default shall be made in any of the other covenants or conditions to be kept, observed and performed by TENANT, and such default shall continue for fifteen (15) days after notice thereof in writing to TENANT by LANDLORD without correction thereof then having been commenced and thereafter diligently prosecuted, LANDLORD may declare the term of this Lease ended and terminated by giving TENANT written notice of such intention, and if possession of the Leased Premises is not surrendered, LANDLORD may reenter said premises. LANDLORD shall have, in addition to the remedy above provided, any other right or remedy available to LANDLORD on account of any TENANT default, either in law or equity. LANDLORD shall use reasonable efforts to mitigate its damages.

XIX. QUIET POSSESSION

LANDLORD covenants and warrants that upon performance by TENANT of its obligations hereunder, LANDLORD will keep and maintain TENANT in exclusive,

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

quiet, peaceable and undisturbed and uninterrupted possession of the Leased Premises during the term of this Lease.

XX. CONDEMNATION

If any legally, constituted authority condemns the Leased Premises and/or Building or such part thereof which shall make the Leased Premises unsuitable for leasing, this Lease shall cease when the public authority takes possession, and LANDLORD and TENANT shall account for rental as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation. Neither party shall have any rights in or to any award made to the other by the condemning authority.

XXI. SUBORDINATION

TENANT accepts this Lease subject and subordinate to all existing mortgage, deed of trust or other lien presently existing or hereafter arising upon the Leased Premises, or upon the Building and to any renewals, refinancing and extensions thereof, but TENANT agrees that any such mortgagee shall have the right at any time to subordinate such mortgage, deed of trust or other lien to this Lease on such terms and subject to such conditions as such mortgagee may deem appropriate in its discretion.

XXII. NOTICE

Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States certified mail, return receipt requested, addressed as follows:

If to Landlord: Salim Danny Chamsi
137 N. Hudson Ave., Unit A, City of Industry, CA 91744
If to Tenant: City of La Puente
Attn: City Manager
15900 E. Main Street, La Puente, CA 91744

LANDLORD and TENANT shall each have the right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other party.

XXIII. BROKERS

TENANT represents that TENANT was not shown the Leased Premises by any real estate broker or agent and that TENANT has not otherwise engaged in, any activity which could form the basis for a claim for real estate commission, brokerage fee, finder's fee or other similar charge, in connection with this Lease.

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

XXIV. WAIVER

The waiver of any breach of any term, condition and/or obligation under this Lease shall not be construed as a continuing waiver of the same breach or a waiver if any subsequent breach.

XXV. SUCCESSORS

The provisions of this Lease shall extend to and be binding upon LANDLORD and TENANT and their respective legal representatives, successors and assigns.

XXVI. CONSENT

LANDLORD shall not unreasonably withhold or delay its consent with respect to any matter for which LANDLORD's consent is required or desirable under this Lease. TENANT shall not unreasonably withhold or delay its consent with respect to any matter for which TENANT's consent is required or desirable under this Lease.

XXVII. PERFORMANCE

If there is a default with respect to any of LANDLORD's covenants, warranties or representations under this Lease, and if the default continues more than fifteen (15) days after notice in writing from TENANT to LANDLORD specifying the default, TENANT may, at its option and without affecting any other remedy hereunder, cure such default and deduct the cost thereof from the next accruing installment or installments of rent payable hereunder until TENANT shall have been fully reimbursed for such expenditures. If this Lease terminates prior to TENANT's receiving full reimbursement, LANDLORD shall pay the unreimbursed balance to TENANT on demand.

XXVIII. COMPLIANCE WITH LAW

TENANT shall comply with all laws, orders, ordinances and other public requirements now or hereafter pertaining to TENANT's use of the Leased Premises. LANDLORD shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the Leased Premises.

LESSOR, not LESSEE, shall at its sole cost cause the Premises and Building to comply with all applicable statutes, ordinances, rules, regulations, orders and requirements in effect during the term hereof, including without limitation, the Americans with Disabilities Act, regulating the use, occupancy or improvement of the Premises, except to the extent such compliance is made necessary as a result of LESSEE's particular use of or alterations or improvement to the Premises. In such latter event, compliance with such statutes, ordinances, rules,

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

regulations or requirements with regard to the Building shall be the responsibility of LESSEE at LESSEE's sole cost and expense.

XXIX. FINAL AGREEMENT

This Lease terminates and supersedes all prior understandings or agreements on the subject matter hereof by and between LANDLORD and TENANT. This Agreement may be modified only by a further writing that is duly executed by both parties.

XXX. GOVERNING LAW

This Agreement shall be governed, construed and interpreted by, through and under the Laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Lease as of the day and year first above written.

Tenant _____ Date _____
Robert Lindsey, City Manager
City of La Puente
15900 E. Main Street, La Puente, CA 91744

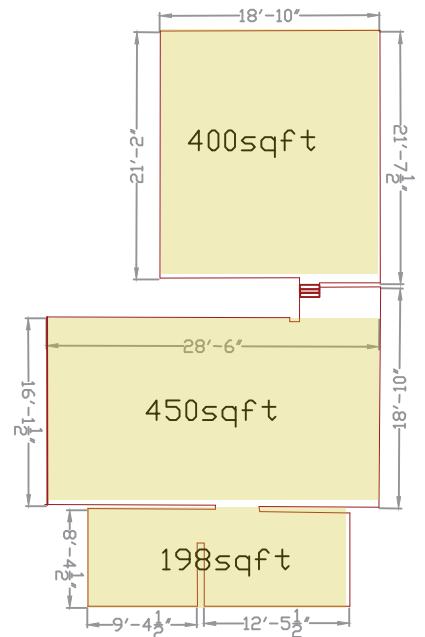
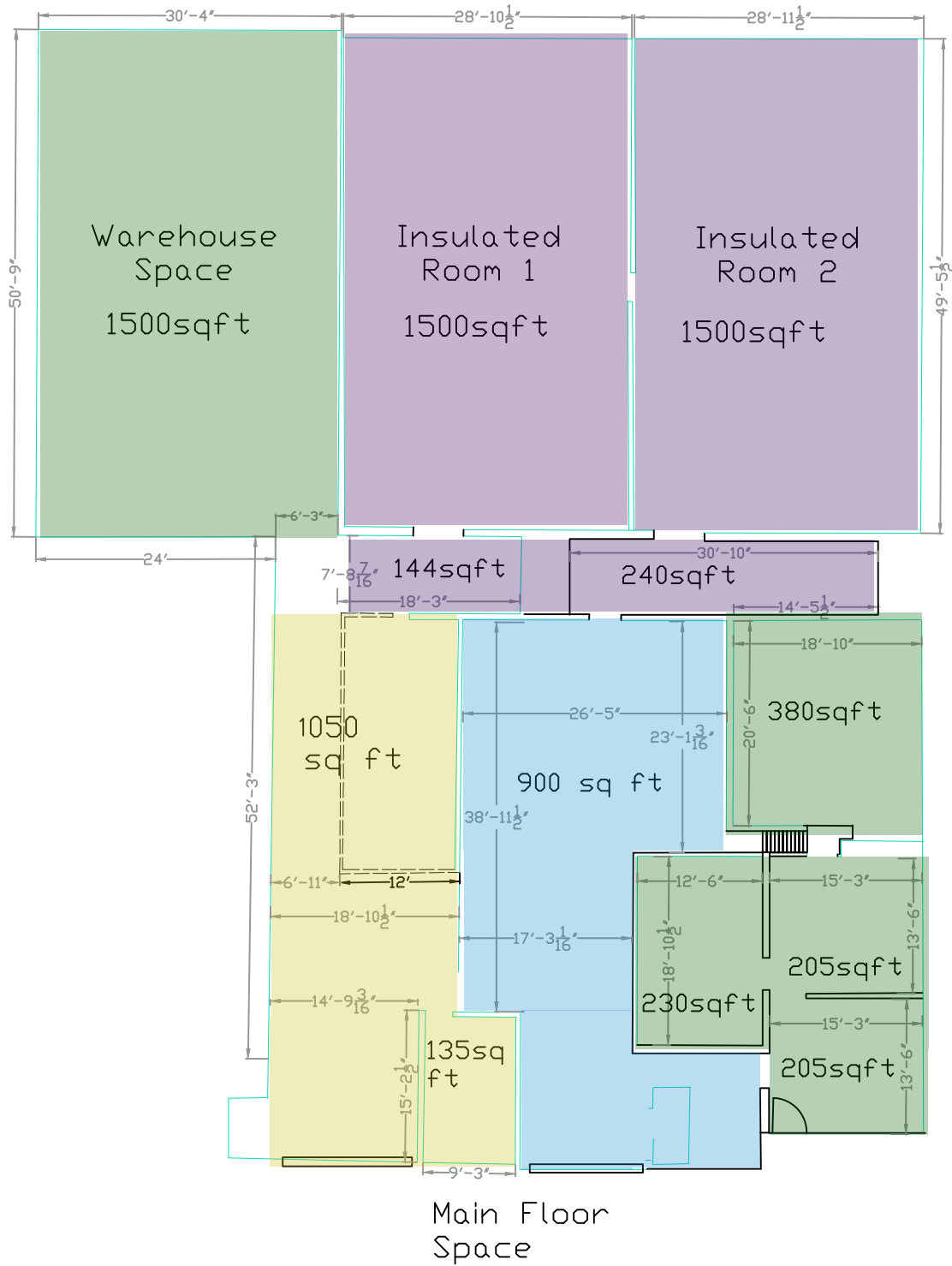
Landlord agrees to rent the Premises on the above terms and conditions.

Landlord _____ Date _____
Salim Danny Chamsi
137 N. Hudson Ave., Unit A, City of Industry, CA 91744

Landlord's Initials (____)(____) Tenant's Initials (____)(____)

Exhibit "A"

Site Plan - 137 N. Hudson Ave., Unit B



- City Use Area
- Blackwater Use Area
- Shared Use Are (maintained by leasor)
- Judo Use Area



City of La Puente **AGENDA REPORT**

To: Mayor and City Council

For meeting of: July 23, 2024

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN GLOBAL URBAN STRATEGIES, INC. AND THE CITY FOR ADMINISTRATION SERVICES RELATED TO THE CAL HOME HOUSING REHAB LOANS AND FIRST TIME HOMEBUYER HOME LOANS GRANT PROGRAM AND CAL HOME REUSE PROGRAM FUNDS

BACKGROUND

At its Council Meeting on February 14, 2023, the City Council approved Resolution No. 23-5777 which allowed the City to apply for new grants funds to be used for the City's new First Time Homebuyer Program in the form of mortgage assistance.

On May 1, 2024, City staff received notification from the State that the City had been awarded funding related to the submitted application. The award amount received was \$529,500 for the First Time Homebuyer Program and \$360,000 for the Housing Rehab Program.

DISCUSSION

City staff are recommending that the City Council approve a Professional Services Agreement with Global Urban Strategies, Inc. for the grant administration and program management related to the Cal Home Housing Rehab and First-Time Homebuyer Home Loans grant program in the amount not to exceed \$179,000. Global Urban Strategies, Inc. will be responsible for marketing the grant programs, reviewing all potential applicants for income requirements, and preparing all documentation for City Staff to review prior to submitting to the State for reimbursement and compliance for newly awarded funds as well as the Re-use funds that the City currently has.

FISCAL IMPACT

The contract fee of \$179,000 proposed by Global Urban Strategies, Inc. will be paid using the administrative allocation allowed under the requirements of the grant programs. No General Funds will be used in connection with this contract nor is there a matching funds requirement from the City.

RECOMMENDATION

It is recommended that the City Council: (1) approve the Agreement with Global Urban Strategies, Inc. and (2) authorize the City Manager to execute the Agreements on behalf of the City.

ATTACHMENTS

Attachment “A”: Agreement with Global Urban Strategies, Inc.

CITY OF LA PUENTE
PROFESSIONAL SERVICES AGREEMENT

This PROFESSIONAL SERVICES AGREEMENT (“Agreement”), is made and effective as of July 23, 2024, between the City of La Puente, a municipal corporation (“City”), and Global Urban Strategies, Inc., a C Corporation (“Consultant”). The City and Consultant are hereinafter collectively referred to as the “Parties”.

RECITALS

WHEREAS, City desires to engage Consultant to perform the services described herein, and Consultant desires to perform such services in accordance with the terms and conditions set forth herein.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

1. TERM

This Agreement shall commence on the Effective Date, and shall remain and continue in effect for an initial two-year term unless sooner terminated pursuant to the provisions of this Agreement. This Agreement may be extended for one additional year by mutual written agreement of the parties.

2. SERVICES

(a) Consultant shall perform the tasks (“Services”) described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full (“Scope of Services”). Tasks other than those specifically described in the Scope of Services shall not be performed without prior written approval of the City. In the event of conflict or inconsistency between the terms of this Agreement and Exhibit A, the terms of this Agreement shall prevail.

(b) City shall have the right to request, in writing, changes to the Services. Any such changes mutually agreed upon by the Parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

(c) Consultant shall perform all Services in a manner reasonably satisfactory to the City and in a manner in conformance with the standards of quality normally observed by an entity providing Cal-HOME Housing Rehab Loans and First Time Homebuyer Home Loans administrative support serving a municipal agency.

(d) Consultant shall comply with all applicable federal, state, and local laws, regulations and ordinances in the performance of this Agreement, including but not limited to, the conflict of interest provisions of Government Code Section 1090 and the Political Reform Act (Government Code Section 81000 *et seq.*). During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working on the Effective Date if both (i) such work would require Consultant to abstain from a decision under this Agreement pursuant to a conflict of interest statute or law; and (ii) City has not consented in writing to Consultant’s performance of

such work. No officer or employee of City shall have any financial interest in this Agreement that would violate California Government Code Sections 1090 *et seq.* Consultant hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of the City. If Consultant was an employee, agent, appointee, or official of the City in the previous twelve (12) months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of Government Code §1090 *et. seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for Services performed pursuant to this Agreement, and Consultant will be required to reimburse the City for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

(e) Consultant represents that it has, or will secure at its own expense, all licensed personnel required to perform the Services. All Services shall be performed by Consultant or under its supervision, and all personnel engaged in the Services shall be qualified and licensed to perform such services.

3. MANAGEMENT

The City Manager, or his/her designee, shall represent the City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Consultant, but shall have no authority to modify the Services or the compensation due to Consultant.

4. PAYMENT

(a) The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B ("Rate Schedule"), attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed One Hundred Seventy-Nine Thousand Dollars (\$179,000.00) for the total Term of the Agreement unless additional payment is approved as provided in this Agreement.

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City and Consultant at the time City's written authorization is given to Consultant for the performance of said services.

(c) Consultant shall submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Consultant's fees it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice. Any final payment under this Agreement shall be made within 45 days of receipt of an invoice therefore.

5. SUSPENSION OR TERMINATION OF AGREEMENT

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant shall submit an invoice to the City pursuant to Section 4 of this Agreement.

6. OWNERSHIP OF DOCUMENTS

(a) Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to review such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts or copies therefrom as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office, and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, copying and/or printing computer files. Consultant hereby grants to City all right, title, and interest, including any copyright, in and to the documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared by Consultant in the course of providing the services under this Agreement excluding Consultants standard details, standard specifications and calculations. All reports, documents, or other written material developed by Consultant in the performance of the Services pursuant to this Agreement, shall be and remain the property of the City.

7. INDEMNIFICATION

(a) Indemnity for professional liability

When the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless the City

and any and all of its officials, employees and agents (“Indemnified Parties”) from and against any and all losses, liabilities, damages, costs and expenses, including legal counsel’s fees and costs caused in whole or in part by any negligent or wrongful act, error or omission of Consultant, its officers, agents, employees or Subconsultants (or any agency or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement.

(b) Indemnity for other than professional liability

Other than in the performance of professional services and to the full extent permitted by law, Consultant shall indemnify, defend and hold harmless City, and any and all of its employees, officials and agents from and against any liability (including liability for claims, suits, actions, arbitration proceedings, administrative proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including legal counsel fees and costs, court costs, interest, defense costs, and expert witness fees), where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or agency for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

(c) Duty to Defend

In the event the City, its officers, employees, agents and/or volunteers are made a party to any action, claim, lawsuit, or other adversarial proceeding arising from the performance of the services encompassed by this Agreement, and upon demand by City, Consultant shall reimburse the City for its costs of defense, including reasonable attorney’s fees and costs incurred in the defense of such matters in an amount that is proportionate to the finding of liability against Consultant.

Payment by City is not a condition precedent to enforcement of this indemnity.

8. INSURANCE

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit C attached hereto and incorporated herein by reference.

9. INDEPENDENT CONSULTANT

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

(b) No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City.

City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

10. LEGAL RESPONSIBILITIES

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

11. UNDUE INFLUENCE

Consultant declares and warrants that no undue influence or pressure was used against or in concert with any officer or employee of the City in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City has or will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

12. NO BENEFIT TO ARISE TO LOCAL OFFICERS AND EMPLOYEES

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

13. RELEASE OF INFORMATION/CONFLICTS OF INTEREST

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents, or subconsultants, shall not without written authorization from the City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City, unless otherwise required by law or court order.

(b) Consultant shall promptly notify City should Consultant, its officers, employees, agents, or subconsultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request ("Discovery"), court order, or subpoena from any person or party regarding this Agreement and the work performed there under or with respect to any project or property located within the City, unless Consultant is prohibited by law from informing the City of such Discovery, court order or subpoena. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding as allowed by law. Unless City is a party to the lawsuit, arbitration, or administrative proceeding and is adverse to Consultant in such proceeding, Consultant agrees to cooperate fully with the City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

14. NOTICES

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) 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 (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

If to City:

Bob Lindsey, City Manager
City of La Puente
15900 E. Main Street
La Puente, CA 91744
Tel: (626) 855-1501

With a copy to:

Susie Altamirano, Esq.
Olivarez Madruga Law Organization, LLP
500 S. Grand Avenue, 12th Floor
Los Angeles, CA 90071
Tel: (213) 744-0099

If to Consultant:

Global Urban Strategies, Inc.
Omar E. Hernandez, Chief Executive Officer
100 E. Huntington Drive, Suite 207
Alhambra, CA 91801
Tel: (626) 383-6565

15. ASSIGNMENT

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City.

Before retaining or contracting with any subconsultant for any services under this Agreement, Consultant shall provide City with the identity of the proposed subconsultant, a copy of the proposed written contract between Consultant and such subconsultant which shall include and indemnity provision similar to the one provided herein and identifying City as an indemnified party, or an incorporation of the indemnity provision provided herein, and proof that such proposed subconsultant carries insurance at least equal to that required by this Agreement or obtain a written waiver from the City for such insurance.

Notwithstanding Consultant's use of any subconsultant, Consultant shall be responsible to the City for the performance of its subconsultant as it would be if Consultant had performed the Services itself. Nothing in this Agreement shall be deemed or construed to create a contractual relationship between the City and any subconsultant employed by Consultant. Consultant shall be solely responsible for payments to any subconsultants. Consultant shall indemnify, defend and hold harmless the Indemnified Parties for any claims arising from, or related to, the negligent services performed by a subconsultant under this Agreement.

16. GOVERNING LAW/ATTORNEYS' FEES

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court in Los Angeles County, California. If any action at law or suit in equity is brought to enforce or interpret the provisions of this Agreement, or arising out of or relating to the Services provided by Consultant under this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees and all related costs, including costs of expert witnesses and consultants, as well as costs on appeal, in addition to any other relief to which it may be entitled.

17. ENTIRE AGREEMENT

This Agreement contains the entire understanding between the Parties relating to the obligations of the Parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written and pertaining to the subject of this Agreement or with respect to the terms and conditions of this Agreement, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based

solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

18. SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to, the extent necessary to cure such invalidity or unenforceability, and in its amended form shall be enforceable. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

19. COUNTERPARTS

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

20. CAPTIONS

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and shall have no significance in the interpretation of this Agreement.

21. WAIVER

The waiver by City or Consultant of any breach of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition or of any subsequent breach of the same or any other term, covenant or condition herein contained. No term, covenant or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing.

22. REMEDIES

Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance of the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any of all of such other rights, powers or remedies.

(Signatures on following page)

23. AUTHORITY TO EXECUTE THIS AGREEMENT

The person or persons executing this Agreement on behalf of Consultant represents and warrants that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date.

“CITY”

City of La Puente

“CONSULTANT”

Global Urban Strategies, Inc

By: _____
Bob Lindsey, City Manager

By: _____
Omar E. Hernandez, CEO

Attest:

By: _____
Martha Torres, MPA, City Clerk

Approved as to form:

By: _____
City Attorney

Attachments:	Exhibit A	Scope of Services
	Exhibit B	Rate Schedule
	Exhibit C	Insurance Requirements

EXHIBIT A

SCOPE OF SERVICES

Consultant, on behalf of the City, shall administer the CalHome program funds to operate a First Time Homebuyer Manufactured Homes Local Mortgage Assistance program and an Owner-Occupied Rehabilitation Manufactured Homes program and shall be responsible for the following activities in compliance with the CalHome Program Final Guidelines 2023 and any subsequent amendments, CalHome Program Notice of Funding Availability 2023 and any other requirements as required by the California Department of Housing and Community Development:

GRANT ADMINISTRATION

1. Serve as the City liaison on project-related activities.
2. Assist in the preparation of agreements and miscellaneous project-related documents, including but not limited to Local Program Guidelines, Loan Documents, Reuse Agreements, etc.
3. Coordinate with funding agencies on project delivery and prepare funding requests for City to review prior to submission.
4. Coordinate with the City Attorney for the preparation of agreements.
5. Prepare agenda reports for City Council meetings as needed.
6. Prepare and implement a marketing plan for the local program.
7. Receive, review, and screen program applications for eligibility and make recommendations to the City.
8. Coordination for programming and preparation of fund requests as needed.
9. Prepare quarterly and annual reports as needed for City to review prior to submission.
10. Attending scheduled program development team meetings.
11. Provide support for community relations and preparation of information materials.
12. Prepare miscellaneous reports and assist City staff as needed.

PROGRAM MANAGEMENT

1. Attend program kick-off meetings and team meetings and serve as City liaison on program-related activities.
2. Evaluate work performed to determine the program's progression and identify any issues that may result in any delays.
3. Keep the City abreast of the program's development and findings.
4. Market the Cal Home Program to City Residents to include:
 - a. Website for La Puente CalHome
 - b. Social Media Posts
 - c. Potential Mailers or advertising
 - d. Community Outreach events

FIRST-TIME HOMEBUYER MANUFACTURED HOMES MORTGAGE ASSISTANCE PROGRAM

Consultant, on behalf of the City, shall administer the Cal Home program funds to operate a local First Time Homebuyer Manufactured Homes Mortgage Assistance Program and shall be responsible for the following activities not limited:

1. Providing information and assistance to First-Time Homebuyers in obtaining the maximum amount of first Mortgage Financing pursuant to the underwriting requirements in Section 7731.
2. Reviewing the CalHome program required appraisals for property eligibility under value limits established pursuant to Section 7731(b)(3). The appraised value shall not exceed these limits.
3. Ensuring completion by each assisted Household of a Homebuyer Education class that meets the requirements of Section 7722; and
4. Originating, underwriting, packaging, and closing CalHome program Loans in accordance with program requirements.

Underwriting Requirements

Consultant shall develop and employ Mortgage Assistance Program Underwriting Guidelines addressing the following underwriting topics:

1. Establish Front-and Back-End Ratios used to qualify the Borrower.
2. What criteria will determine the creditworthiness of the Borrower?

OWNER-OCCUPIED REHABILITATION MANUFACTURED HOMES PROGRAM

Consultant, on behalf of the City, shall administer the CalHome program funds to operate a local Owner-Occupied Rehabilitation Manufactured Homes Program and shall be responsible for the following activities and not limited to:

1. Reviewing the CalHome program required After-Rehabilitation appraisals for property eligibility under value limits established in the current published **NOFA**.
2. Originating, underwriting, packaging, and closing CalHome program Loans in accordance with program requirements and Department of Housing and Community Development Cal Home Program Guidelines.
3. Completion of Rehabilitation construction requirements pursuant to the Owner-occupied Rehabilitation Manufactured Homes Program Guidelines required by Section 7735(a) of the CalHome Program.

1. Consultant shall develop and employ Owner-Occupied Rehabilitation Manufactured Homes Underwriting Guidelines.

CITY RE-USE FUNDS

Consultant will review and evaluate all applications submitted for the Owner-Occupied Rehabilitation based on existing Re-Use account program guidelines.

SCHEDULE OF SERVICES

The schedule of services and completion of the project shall follow the CalHome Program Final Guidelines 2023 and any subsequent Amendments, CalHome Program Notice of Funding Availability 2023 and any other requirement as required by the California Department of Housing and Community Development. The program shall be fully implemented, and grant funds shall be expended no later than 36 months from the fully executed Standard Agreement between the La Puente and the California Department of Housing and Community Development.

EXHIBIT B

RATE SCHEDULE

Grant administration services will be provided for a total contract amount not exceeding **\$42,000.00 for the FTHB Programs, \$62,000.00 for the OOR Program, and \$75,000.00 for the City Re-Use funds**, paid by the administrative allocation from the grant. The total compensation for the Project shall be for the performance of all work contemplated under this Agreement. The consultant is dedicated to thoroughly vetting all applications for the duration of the contract period or until all program funds are expended, irrespective of the expenditure of administrative funds. Completing the Project Scope of Services will not exceed the budgeted **\$179,000.00**. If necessary, the term of the Agreement may be extended to fulfill all work contemplated in the Agreement. Such time shall be paid from the budgeted sum.

• Principal	\$300.00/hour	Color Copies	.72 cents/each
• Senior Staff	\$200.00/hour	B/W Copies	.35 cents/each
• Associate Staff	\$150.00/hour		
• Art Director	\$150.00/hour		
• Graphic Artist	\$100.00/hour		
• Clerical	\$75.00/hour		
• Mailing Fees	Cost plus 15%		
• Binding Fee	Cost Plus 15%		

EXHIBIT C

INSURANCE REQUIREMENTS

Without limiting Consultant's indemnification of City, and prior to commencement of the Services, Consultant shall obtain, provide and maintain at its own expense during the term of this Agreement, policies of insurance of the type and amounts described below and in a form satisfactory to City.

General liability insurance. Consultant shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than \$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted.

Automobile liability insurance. Consultant shall maintain automobile insurance at least as broad as Insurance Services Office form CA 00 01 covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with Work to be performed under this Agreement, including coverage for any owned, hired, non-owned or rented vehicles, in an amount not less than \$1,000,000.00 combined single limit for each accident.

Professional liability (errors & omissions) insurance. Consultant shall maintain professional liability insurance that covers the Services to be performed in connection with this Agreement, in the minimum amount of \$1,000,000 per claim and in the aggregate. Any policy inception date, continuity date, or retroactive date must be before the effective date of this agreement and Consultant agrees to maintain continuous coverage through a period no less than three years after completion of the services required by this agreement.

Workers' compensation insurance. Consultant shall maintain Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000.00).

Consultant shall submit to City, along with the certificate of insurance, a Waiver of Subrogation endorsement in favor of Agency, its officers, agents, employees and volunteers.

Proof of insurance. Consultant shall provide certificates of insurance to City as evidence of the insurance coverage required herein, along with a waiver of subrogation endorsement for workers' compensation. Insurance certificates and endorsement must be approved by City's Risk Manager prior to commencement of performance. Current certification of insurance shall be kept on file with City at all times during the term of this contract. City reserves the right to require complete, certified copies of all required insurance policies, at any time.

Duration of coverage. Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the Services hereunder by Consultant, his agents, representatives, employees or subconsultants.

Primary/noncontributing. Coverage provided by Consultant shall be primary and any insurance or self-insurance procured or maintained by City shall not be required to contribute with it. The limits of insurance required herein may be satisfied by a combination of primary and umbrella or excess

insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

City's rights of enforcement. In the event any policy of insurance required under this Agreement does not comply with these specifications or is canceled and not replaced, City has the right but not the duty to obtain the insurance it deems necessary and any premium paid by City will be promptly reimbursed by Consultant, or City will withhold amounts sufficient to pay premium from Consultant payments. In the alternative, City may cancel this Agreement.

Acceptable insurers. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VI (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City's Risk Manager.

Waiver of subrogation. All insurance coverage maintained or procured pursuant to this agreement shall be endorsed to waive subrogation against City, its elected or appointed officers, agents, officials, employees and volunteers or shall specifically allow Consultant or others providing insurance evidence in compliance with these specifications to waive their right of recovery prior to a loss. Consultant hereby waives its own right of recovery against City, and shall require similar written express waivers and insurance clauses from each of its subconsultants.

Enforcement of contract provisions (non estoppel). Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any requirement imposes no additional obligations on the Agency nor does it waive any rights hereunder.

Requirements not limiting. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Notice of cancellation. Consultant agrees to oblige its insurance agent or broker and insurers to provide to City with a thirty (30) day notice of cancellation (except for nonpayment for which a ten (10) day notice is required) or nonrenewal of coverage for each required coverage.

Additional insured status. General liability policies shall provide or be endorsed to provide that City and its officers, officials, employees, and agents, and volunteers shall be additional insureds under such policies. This provision shall also apply to any excess liability policies.

Prohibition of undisclosed coverage limitations. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.

Separation of Insureds. A severability of interests provision must apply for all additional insureds ensuring that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the insurer's limits of liability. The policy(ies) shall not contain any cross-liability exclusions.

Pass Through Clause. Consultant agrees to ensure that its subconsultants, subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage and endorsements required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with consultants, subcontractors, and others engaged in the project will be submitted to City for review.

City's right to revise specifications. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City and Consultant may renegotiate Consultant's compensation.

Self-insured retentions. Any self-insured retentions must be declared to and approved by the City. The City reserves the right to require that self-insured retentions be eliminated, lowered, or replaced by a deductible. Self-insurance will not be considered to comply with these specifications unless approved by the City.

Timely notice of claims. Consultant shall give the City prompt and timely notice of claims made or suits instituted that arise out of or result from Consultant's performance under this Agreement, and that involve or may involve coverage under any of the required liability policies.

Additional insurance. Consultant shall also procure and maintain, at its own cost and expense, any additional kinds of insurance, which in its own judgment may be necessary for its proper protection and prosecution of the work.



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: July 23, 2024

From: Bob Lindsey, City Manager

By: Troy O. Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Finance Manager

SUBJECT: PRESENTATION OF JUNE 2024 BUDGET REPORT

BACKGROUND

The City Council adopted the Fiscal Year 2023-2024 Budget and Capital Improvement Program on May 31, 2023. The attached report examines fiscal activity taking place during the month of June 2024 and includes all funds within the operating budget. The report analyzes year-to-date transactions in comparison to budgeted amounts for the entire fiscal year, expressing each category using a percentage-of-completion methodology. It additionally provides comparisons in activity level to the same time period last fiscal year.

DISCUSSION

As of June 30, 2024, one hundred (100) percent of the fiscal year has elapsed.

REVENUES

General Fund revenues to date have reached \$18,498,796 or 96.3% of the budget for FY 2023/2024. It is important to note that although the fiscal year has ended from a calendar perspective, revenues that are pertinent to the period will continue to be posted until the end of August. This is because governmental fund revenues are recognized on a modified accrual basis. For instance, Sales Tax and Measure LP Tax will receive two (2) more monthly remittances (for the May and June 2024 periods) subsequent the publication of this report. Since these two taxes are currently showing 80.4% and 74.5% of budget, respectively, staff is optimistic that the final payments will help to shore up these accounts. Property Tax, which has already reached 104.2% of budgeted expectations, is scheduled to receive two additional small payments for FY 23/24.

Licenses and Permits, Fines and Forfeitures, and Charges for Services, which have all largely been finalized but are subject to small adjustments, ended the fiscal year attaining 175.8%, 157.3%, and 128.3%, respectively. This is attributable to both the level of economic activity occurring in the local area, as well as the implementation of the newly adopted fee schedule towards the end of FY 23/24. The strength of these operational revenues is encouraging as the City enters a new fiscal year.

EXPENDITURES

Much like revenues, expenditures will continue to be recorded to FY23/24 for several more months, and results will not be finalized until the publication of the audited financial statements in Fall 2024. As of the publication of this report, 86.7% of budgeted expenditures have been realized in the General Fund. Within the various operating departments there are a few noteworthy variances. General Government has reached 117% of budget, with excess expense of \$291,000. This is entirely due to Legal Fees, which have incurred a \$298,980 overage. Were it not for this line item, there would actually be savings in this department. General Services, at 173.6% of budget, was selected to serve as the cost center for several transfers. This does not represent an actual excess of expenditures, but rather a reconfiguration of financial reporting that is corrected in the FY24/25 budget. Public Safety, under budget at 73.6%, remains low due to the longer timeline of billing from LASD with regard to the monthly police services invoices. These expenses will be received as time progresses.

In aggregate of all funds, 80.5% of the annual budget has been expended to date, in comparison to 81.6% at this time last fiscal year.

RECOMMENDATION

It is recommended that the City Council receive and file this report.

ATTACHMENTS

Attachment “A”: Monthly Budget Report – June 2024

CITY OF LA PUENTE
Monthly Budget Report - June 2024
Statement of Revenues
100% of the Fiscal Year Complete

	FY 2023-2024 BUDGET	FY 2023-2024 YTD ACTUAL	%	FY 2022-2023 BUDGET	FY 2022-2023 YTD ACTUAL	%
GENERAL FUND						
Property Tax	7,654,500	7,975,291	104.2%	7,299,700	7,501,108	102.8%
Sales Tax	3,695,400	2,969,576	80.4%	3,742,000	2,950,743	78.9%
Sales Tax - Measure LP	3,548,000	2,644,359	74.5%	3,586,000	2,828,975	78.9%
Other Taxes and Assesments	1,728,900	1,499,908	86.8%	1,568,300	1,487,148	94.8%
Licenses and Permits	590,700	1,038,192	175.8%	530,400	859,970	162.1%
Fines and Forfeitures	399,500	628,254	157.3%	307,500	469,068	152.5%
Use of Money	200,000	443,081	221.5%	200,000	267,060	133.5%
Intergovernmental	74,000	198,137	267.8%	300,000	239,625	79.9%
Charges for Services	764,300	980,763	128.3%	622,900	888,547	142.6%
Other	549,600	121,235	22.1%	637,700	57,749	9.1%
TOTAL GENERAL FUND	19,204,900	-	96.3%	18,794,500	17,549,994	93.4%
SPECIAL REVENUE FUNDS						
Gas Tax	1,094,700	946,325	86.4%	1,162,900	873,015	75.1%
RMRA (SB1)	942,800	810,132	85.9%	916,800	622,752	67.9%
Measure M	768,900	644,557	83.8%	692,500	741,291	107.0%
Measure R	678,800	570,998	84.1%	611,400	655,306	107.2%
Prop A Fund	1,132,300	949,531	83.9%	1,033,500	1,087,739	105.2%
Prop C Fund	909,100	761,780	83.8%	819,200	873,993	106.7%
AQMD	77,000	37,680	48.9%	77,000	82,224	106.8%
Miscellaneous Grants	3,632,900	1,723,971	47.5%	5,046,600	5,159,600	102.2%
Lighting & Landscape Maintenance District	959,600	965,568	100.6%	920,300	970,977	105.5%
CDBG	410,000	332,249	81.0%	446,200	294,728	66.1%
PEG Access	39,700	27,783	70.0%	35,600	28,187	79.2%
Supplemetal Law Enforcement Fund	165,000	186,159	112.8%	160,000	165,271	103.3%
American Rescue Plan Act Fund	572,500	-	0.0%	4,738,200	7,449,493	100.0%
Other Special Revenue	1,220,900	1,276,490	104.6%	1,257,400	584,117	46.5%
TOTAL SPECIAL REVENUE FUNDS	12,604,200	9,233,222	73.3%	17,917,600	19,588,692	109.3%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service	831,000	830,960	100.0%	743,800	743,801	0.0%
2019A Debt Service	261,800	53,419	20.4%	262,800	56,419	0.0%
2019B Debt Service	235,000	47,500	20.2%	235,400	50,200	0.0%
Capital Projects	53,300	53,287	100.0%	53,300	580,030	1088.2%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	1,381,100	-	71%	1,295,300	1,430,450	110.4%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	661,600	700,197	105.8%	677,300	664,456	98.1%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,467,000	1,461,047	99.6%	1,461,000	1,324,454	90.7%
Equipment Replacement Fund	193,500	313,255	161.9%	188,000	251,947	134.0%
Vehicle Maintenance & Replacement Fund	455,800	538,669	118.2%	420,000	459,762	109.5%
TOTAL REVENUES	35,968,100	31,730,352	88.2%	40,753,700	41,269,755	101.3%

CITY OF LA PUENTE
Monthly Budget Report - June 2024
Statement of Operating Expenditures
100% of the Fiscal Year Complete

	FY 2023-2024 BUDGET	FY 2023-2024 YTD ACTUAL	%	FY 2022-2023 BUDGET	FY 2022-2023 YTD ACTUAL	%
GENERAL FUND						
General Government	1,448,100	1,693,998	117.0%	1,699,000	1,486,689	87.5%
Administrative Services	2,412,900	2,442,658	101.2%	1,580,900	2,397,324	151.6%
General Services	244,100	423,741	173.6%	249,800	230,693	92.4%
Public Safety	11,692,100	8,610,488	73.6%	10,278,100	8,233,069	80.1%
Development Services	3,514,300	3,744,291	106.5%	2,219,000	3,082,933	138.9%
Community Services	2,652,100	2,138,110	80.6%	1,943,400	1,869,620	96.2%
Transfers	-	-	0.0%	824,300	-	0.0%
TOTAL GENERAL FUND	21,963,600	19,053,286	86.7%	18,794,500	17,300,327	92.0%
SPECIAL REVENUE FUNDS						
Gas Tax	1,074,700	1,050,954	97.8%	1,158,400	764,502	66.0%
RMRA/SB1	27,000	23,737	87.9%	25,400	23,266	91.6%
Measure M	443,500	212,105	47.8%	486,500	211,807	43.5%
Measure R	487,700	262,502	53.8%	509,700	244,600	48.0%
Prop A	1,071,500	924,005	86.2%	1,362,500	899,502	66.0%
Prop C	119,900	84,995	70.9%	77,500	47,117	60.8%
AQMD	148,900	167	0.1%	151,700	124	0.1%
Lighting & Landscape Maintenance District	1,028,400	963,466	93.7%	942,700	862,805	91.5%
CDBG	410,000	371,161	90.5%	445,600	296,934	66.6%
Supplemental Law Enforcement Fund	165,000	186,158	112.8%	160,000	50,500	0.0%
PEG Access	29,000	19,009	65.5%	28,000	19,942	71.2%
American Rescue Plan Act Fund	306,300	162,007	52.9%	3,900,700	2,355,532	0.0%
Other Special Revenue	3,649,100	2,223,907	60.9%	286,200	615,100	214.9%
TOTAL SPECIAL REVENUE FUNDS	8,961,000	6,484,173	72.4%	9,534,900	6,391,731	67.0%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service Fund	831,000	830,961	100.0%	743,800	743,801	100.0%
Capital Projects	53,300	53,287	100.0%	53,500	53,287	99.6%
Series 2019A Debt Service	261,800	261,838	89.8%	262,800	262,838	100.0%
Series 2019 B Debt Service	235,000	235,000	100.0%	235,400	235,400	100.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	1,381,100	1,381,085	100.0%	1,295,500	1,295,326	100.0%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	1,035,100	474,838	45.9%	1,066,400	485,654	45.5%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,232,900	212,697	17.3%	1,369,300	376,466	27.5%
Equipment Replacement Fund	202,500	318,959	157.5%	187,000	306,976	164.2%
Vehicle Maintenance & Replacement Fund	487,700	475,344	97.5%	420,000	493,483	117.5%
TOTAL OPERATING EXPENDITURES	35,263,900	28,400,381	80.5%	32,667,600	26,649,963	81.6%



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: July 23, 2024

From: Bob Lindsey, City Manager

SUBJECT: DISCUSSION/CONSIDERATION OF THE DISBURSEMENT OF FUNDS ALLOCATED TO THE CITY COUNCIL FOR COMMUNITY NEEDS TO THE LA PUENTE VALLEY WOMAN'S CLUB AND LA PUENTE HIGH SCHOOL RUNS LA PROGRAM (MAYOR QUINONES/MAYOR PRO TEM KLINAKIS)

BACKGROUND/DISCUSSION

At its May 28, 2024, City Council meeting, the City Council adopted Resolution No. 24-582 requiring City Council approval for any disbursement of funds allocated to the City Council for Community needs during a campaign period and suspending the City Manager's authority to accept, consider, or approve individual Council Members requests for the disbursement of funds allocated to the City Council for Community needs of \$4,000 or less during a campaign period. The campaign period for 2020 commenced on July 15, 2024, and will end on November 6, 2024.

Mayor Quinones and Mayor Pro Tem Klinakis have requested the City Council discuss and consider the disbursement of funds allocated to the City Council for Community needs to the La Puente Valley Woman's Club to support revitalization and to the La Puente High School Runs LA program.

FISCAL IMPACT

The fiscal impact would be based on the direction from the City Council, so long as the monetary amount does not go over the allocated Council fund balance.

RECOMMENDATION

It is recommended that the City Council discuss this item and provide any necessary direction to Staff.

ATTACHMENTS

None.