



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

**CITY COUNCIL CHAMBERS  
1600 HUNTINGTON DRIVE, DUARTE, CA 91010  
Tuesday, May 26, 2026  
7:00 PM**

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**MISSION STATEMENT**

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

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Tera Martin Del Campo, Mayor  
Samuel Kang, Mayor Pro Tem  
Margaret Finlay, Councilmember  
Toney Lewis, Councilmember  
Vinh Truong, Councilmember  
Cesar A. Garcia, Councilmember  
Martin Calderon, Councilmember

**City/Authority Staff:**

Brian Villalobos, City Manager  
Kristen Petersen, Assistant City Manager and Director of Administrative Services  
Craig Hensley, Director of Community Development  
Manuel Enriquez, Director of Parks and Recreation  
Larry Breceda, Director of Public Safety Services  
Thai Viet Phan, City Attorney  
Frances Jimenez, City Clerk

**ADA ACCESSIBILITY NOTICE:**

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

**Notice:**

Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall,

1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

**Notice:**

Duarte City Council meetings are videotaped for later broadcast. Attendance at the meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

Members of the public may livestream the City Council meeting broadcast on the City's website. To access the meeting, log onto <https://www.cityofduarte.ca.gov/home>, then on the homepage, click on the Agendas & Meetings icon then click on the City Council Meeting link.

**Public comment:**

**In-Person:** Members of the public may provide in-person comments at the podium in the Council Chamber. Speakers who wish to address the Council must do so by submitting a speaker card **prior to the start of Closed Session for Closed Session items and prior to the start of the Regular Meeting for all other designated public comment periods as listed below.** Comments for public hearings will take place after the hearing is opened. Cards will not be accepted after the start of the meeting without the permission of the presiding chair. **Speakers shall be limited to three (3) minutes per person per designated public comment period.** At the Mayor's discretion, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

**Written:** Members of the public may submit written comment by emailing [duarte91010@cityofduarte.ca.gov](mailto:duarte91010@cityofduarte.ca.gov), prior to 4:00 p.m. on the day of the meeting. The subject line of your public comment email must contain the Agenda item number or title. Public comments, including personal contact information, are considered public record. Please do not provide any personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published. Comments will be distributed to the City Council and made available for public review.

**5:30 PM CLOSED SESSION**

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

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to Government Code Section 54957(b) Title: City Manager

CONFERENCE WITH LABOR NEGOTIATOR - The Closed Session is authorized by the Government Code Section 54957.6(a).

AGENCY NEGOTIATOR: Thai Viet Phan, City Attorney.

UNREPRESENTED EMPLOYEE: City Manager Brian Villalobos

**7:00 PM OPEN SESSION**

5. CALL TO ORDER AND ROLL CALL

6. PLEDGE TO THE FLAG

7. CITY ATTORNEY CLOSED SESSION REPORT

8. ORAL COMMUNICATIONS - SPECIAL ITEMS

Members of the public may address the City Council on agenda items listed under Special Items. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

9. SPECIAL ITEMS

A. Mayor's Youth Council Update

B. Public Safety Department Update

10. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

11. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Members of the public may address the City Council on matters which are not on the agenda but are within the subject matter jurisdiction of the City Council. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

12. ORAL COMMUNICATIONS - CONSENT CALENDAR

Members of the public may address the City Council on agenda items listed on the Consent Calendar. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

### 13. CONSENT CALENDAR

- A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA)
- B. Approve absence(s) of City Councilmember(s) from the City Council meeting
- C. Approval of Minutes - May 12, 2026 Regular Meeting (CC/HA/FA)  
Recommended Action: Approve the minutes of May 12, 2026.
- D. Approval of Warrants - May 26, 2026 (CC/HA/FA)  
Recommended Action: Approve the warrants of May 26, 2026.
- E. Public Safety Department Update  
Recommended Action: Receive and File the Public Safety Department Update.
- F. Strategic Plan Update  
Recommended Action: Receive and File the Strategic Plan Update.
- G. Resolution to approve Fiscal Year 2026-27 SB1 Funding: The Road Repair and Accountability Act of 2017 Project List  
Recommended Action: Adopt Resolution No. 26-18, setting forth the project list for Fiscal Year 2026-27 funded by SB1: The Road Repair and Accountability Act of 2017.
- H. GANN Appropriation Limit  
Recommended Action: Adopt by title only, Resolution No. 26-16, a Resolution of the City Council of the City of Duarte, California Establishing an Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.
- I. Adoption of the November 3, 2026, General Municipal Election Resolutions  
Recommended Action: Adopt Resolution No. 26-19 calling for a General Municipal Election to be held on November 3, 2026, to fill seats for four City Council Districts; Resolution No. 26-20 requesting that the Los Angeles County Board of Supervisors consolidate the General Municipal Election with the Statewide General Election; and Resolution No. 26-21 adopting regulations pertaining to candidate statements.
- J. Notice of Completion: Highland Promenade Project for Green Giant Landscape Inc.  
Recommended Action: Accept the project as complete in the amount of \$1,140,648.61.
- K. Amendment to Professional Services Agreement with Dahlin Group, Inc. Expanding Design Services Scope to Include Parking Lot for Phase II of the Duarte Park

## Revitalization Project

Recommended Action: 1.) Authorize the City Manager to execute this Request for Additional Services with Dahlin Group, Inc, for the expanded design scope, which includes incorporation of a parking lot into Phase II of the Duarte Revitalization Project and 2.) Approve a budget amendment of \$17K.

### 14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

### 15. PUBLIC HEARINGS

- A. Adoption of Ordinance amending portions of Chapter 19.38.050 of the Duarte Development Code “Off-street Parking requirements”, specifically sections 19.38.050(F), 19.38.050(I)(4) and Table 3-4 including Chapter 19.100.020 to update standards related to single-family residential additions and off-street parking requirements

Recommended Action: Conduct a public hearing and introduce for first reading Ordinance No. 26-04, amending Chapters 19.38.050 and 19.100.020 of the Duarte Development Code to update standards for single-family residential additions and off-street parking requirements.

- B. Amendments to the Duarte Municipal Code (“DMC”) to clarify inconsistencies regarding posting of political campaign signs in the DMC and the Duarte Development Code

Recommended Action: Conduct a public hearing and approve the introduction of Ordinance No. 26-03 for the first reading of An Ordinance of the City Council of the City of Duarte, California, Amending Section 9.34.040 of Chapter 9.34 of the Duarte Municipal Code Regarding Political Campaign Signs.

### 16. ORAL COMMUNICATIONS - BUSINESS ITEMS

Members of the public may address the City Council on agenda items listed under Business Items. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

### 17. BUSINESS ITEMS

- A. Citywide Objective Design Standards for Multifamily and Mixed-Use Residential Development Projects

Recommended Action: Conduct a public hearing and adopt Resolution No. 26-17 establishing Citywide Objective Design Standards for multifamily and mixed-use residential development projects as required by State law.

B. Selection and Approval of 2025 Call for Artists Utility Box Art Designs and Implementation of Remaining City-Owned Utility Box Locations

Recommended Action: 1) Select and approve recommended designs for each utility box location as part of the 2025 Call for Artists for the City's Utility Box Art Program 2) Authorize City staff to retain and implement non-selected finalist artwork submissions from the 2025 Call for Artists at remaining City-owned utility box locations, subject to artist consent 3) Approve a budget amendment in the amount of \$22,000 for implementation of the remaining utility box locations.

18. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS ATTENDED PER GOVERNMENT CODE SECTION 53232.3

19. ADJOURNMENT

In memory of Simon Wondergem

AFFIDAVIT OF POSTING

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

Dated this 21th day of May 2026.

Frances Jimenez  
City Clerk