



**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, November 26, 2024
7:00 PM**

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.

VINH TRUONG, MAYOR
CESAR A. GARCIA, MAYOR PRO TEM
MARGARET FINLAY, COUNCILMEMBER
SAMUEL KANG, COUNCILMEMBER
TONEY LEWIS, COUNCILMEMBER
JODY SCHULZ, COUNCILMEMBER
TERA MARTIN DEL CAMPO, 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
Annette Juarez, City Clerk

ADA ACCESSIBILITY NOTICE:

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

Notice:

Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing

Authority/Financing Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice:

Duarte City Council meetings are videotaped for later broadcast. 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 www.accessduarte.com, then on the homepage, click on the Agendas & Meetings icon then click on the City Council Meeting link. City Council meetings are also broadcast daily at 12:00 p.m. and 7:00 p.m., following each meeting, via Spectrum Cable - Channel 3.

Public comment:

In-Person: Complete a Speaker Card, indicating the agenda item number and submit it to the City Clerk. Speakers shall be limited to three (3) minutes per person per item. At the Mayor's discretion, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

Written: Submit written comment by emailing duarteinfo@accessduarte.com, prior to 4:00 p.m. on the day of the meeting. Comments will be distributed to the City Council and made available for public review.

PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments, 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.

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

1. CALL TO ORDER AND ROLL CALL
 - A. City Manager Written Comments
2. ADOPTION OF THE AGENDA
3. PLEDGE TO THE FLAG
4. SPECIAL ITEMS
 - A. Mayor's Youth Council Update

- B. Public Safety Department Update
- 5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS
- 6. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA
- 7. CONSENT CALENDAR
 - A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA)
 - B. Approve absence(s) of City Councilmember(s) from the City Council meeting
 - C. Approval of Minutes - November 12, 2024 Regular Meeting (CC/HA/FA)
Recommended Action: Approve the minutes of November 12, 2024.
 - D. Approval of Warrants - November 26, 2024 (CC/HA/FA)
Recommended Action: Approve the warrants of November 26, 2024.
 - E. Monthly Financial Report
Recommended Action: Receive and File the Monthly Financial Report for the month of September.
 - F. Public Safety Department Update
Recommended Action: Receive and file the Public Safety Department Update for the month of November.
 - G. Approval of City Council Expenses
Recommended Action: Approve the City Council expenses.
 - H. Award of Contract for Professional Design Services for the Completion of the Plans, Specifications and Cost Estimate for the FY 24-25 Street Rehabilitation Project
Recommended Action: Authorize the City Manager to sign a Professional Services Agreement with Elie Farah Inc. for the FY 24-25 Street Rehabilitation Project Design in the amount of \$33,800.00.
 - I. Notice of Completion: Fiscal Year 2023-24 Citywide Asphalt Repair Project No. 24-13 for Gentry General Engineering
Recommended Action: Accept the project as complete in the amount of \$108,046.
- 8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION
- 9. PUBLIC HEARINGS

10. BUSINESS ITEMS

- A. Authorizing the Change in Service Order with Southern California Edison for 1850 Highland Avenue – City Yard

Recommended Action: Authorize the City Manager to execute the purchase with Southern California Edison for the service change at 1850 Highland Avenue (City Yard), in the amount of \$67,232, as part of the City Yard Electrical Upgrades Project.

- B. Ordinance No. 928 amending the Duarte Municipal Code to comply with State law regarding tobacco, improve City enforcement of tobacco-related Municipal Code violations, and to enhance public safety, health and welfare

Recommended Action: Introduce for first reading Ordinance No. 928 amending the Duarte Municipal Code to comply with changes in State law, and improve regulation and enforcement regarding tobacco sales, consumption in public, and flavored tobacco

11. CONTINUATION OF ORAL COMMUNICATIONS

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

13. ADJOURNMENT

AFFIDAVIT OF POSTING

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

Dated this 20th day of November, 2024.

Annette Juarez, MMC
City Clerk