



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

TUESDAY, FEBRUARY 13, 2024
 7:00 PM

CITY COUNCIL CHAMBERS,
 1600 HUNTINGTON DRIVE,
 DUARTE, CALIFORNIA 91010

MISSION STATEMENT

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

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

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

Members of the public may listen/view the City Council meeting broadcast on the City's website following each

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

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

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

1. CALL TO ORDER AND ROLL CALL

A. [City Manager Written Comments](#)

2. PLEDGE TO THE FLAG

3. ADOPTION OF THE AGENDA

4. SPECIAL ITEMS

A. [HumanGood Donation to the Duarte Senior Center](#)

B. [Community Development Department Update](#)

C. [Parks and Recreation 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 - January 23, 2024 \(CC/HA/FA\)](#)

D. [Approval of Warrants - February 13, 2024 \(CC/HA/FA\)](#)

E. [Receive and File the Community Development Department Update](#)

F. [Receive and File the Parks and Recreation Department Update](#)

G. [Award of Contract for the Fiscal Year 2023-24 CDBG ADA Curb Ramps Project No. 24-7, CDBG Project No. 602643-23](#)

It is recommended that the City Council: Approve the award of contract for the FY 2023-24 CDBG ADA Curb Ramps Project to TVR Construction Engineering LLC in the amount of \$118,550.00; and 2) Approve a budget amendment to use additional Community Development Block Grant (CDBG) Funds in the amount of \$100,000.00.

H. [Contract with Bucknam Infrastructure Group, Inc. to Complete the Update of the Pavement Management Program](#)

It is recommended that the City Council authorize the City Manager to sign a Professional Services Agreement with Bucknam Infrastructure Group, Inc. for the Update of the Pavement Management Program in the amount of \$29,742.00

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

9. PUBLIC HEARINGS

A. [Adding Section 9.19 to the Duarte Municipal Code \("DMC"\) establishing rules and regulations governing the public use of City Facilities.](#)

It is recommended that the City Council conduct a public hearing and approve the introduction of Ordinance No. 921 for first reading that will add Section 9.19 to the DMC which establishes rules and regulations governing the public use of City Facilities, to be read by number and title only, and waive further reading of the Ordinance.

10. BUSINESS ITEMS

A. [Joint Resolution between the Board of Supervisors of the County of Los Angeles and the City Council of the City of Duarte Approving and Accepting the Negotiated Exchange of Property Tax Revenue resulting from the Annexation of Territory known as Annexation No. 2023-07 to the City of Duarte and Withdrawal from County Road District No. 5](#)

It is recommended that the City Council approve the Joint Resolution between the Board of Supervisors of the County of Los Angeles and the City Council of the City of Duarte Approving and Accepting the Negotiated Exchange of Property Tax Revenue resulting from the Annexation of Territory known as Annexation No. 2023-07 to the City of Duarte and Withdrawal from County Road District No. 5

B. [Parks and Recreation Commission Recommendation to Approve the Pickleball Court Conversion at Royal Oaks Park](#)

It is recommended that the City Council approve the pickleball court conversion at Royal Oaks Park

C. [Ordinance No. 922 Purchasing Requirements](#)

It is recommended that the City Council approve Ordinance No. 922 to add language to the Duarte Municipal Code relating to Exemptions from Purchasing Requirements

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 - In memory of Patrick Paddock

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 7th day of February, 2023.