



**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, January 27, 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.

**6:00 PM CLOSED SESSION**

1. CALL TO ORDER AND ROLL CALL
  - A. City Manager Written Comments
2. ADOPTION OF THE AGENDA
3. ORAL COMMUNICATIONS - CLOSED SESSION

Members of the public may address the City Council on agenda items listed under Closed Session. 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.

4. CLOSED SESSION

- A. CLOSED SESSION: CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Government Code § 54956.8:  
Property: 1303-1305 Huntington Dr., Duarte, CA 91010  
Agency negotiator: Community Development Director Craig Hensley  
Negotiating parties: Graham Allchorn, Red Mountain Group  
Under negotiation: Price and terms related to the possible disposition/acquisition of real property interest.

**7:00 PM OPEN SESSION**

5. CALL TO ORDER AND ROLL CALL
6. PLEDGE TO THE FLAG
7. ADOPTION OF THE AGENDA
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. SCE Government Relations Manager Introduction
- C. Presentation by Upper San Gabriel Valley Municipal Water District on the Pure Water Project
- D. 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 - January 13, 2026 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of January 13, 2026.

D. Approval of Warrants - January 27, 2026 (CC/HA/FA)

Recommended Action: Approve the warrants of January 27, 2026.

E. Public Safety Department Update

Recommended Action: Receive and File the Public Safety Department Update.

F. Production Agreement with Pyro Spectaculars, Inc. for 2026 Independence Day Celebration Fireworks Production

Recommended Action: Authorize the City Manager to execute this production agreement with Pyro Spectacular, Inc. in the amount of \$31,350 to produce the fireworks display at the City's Independence Day Celebration & Fireworks Show on July 3, 2026.

G. Award of Contract - Community Center Door Replacement (26-12)

Recommended Action: 1) Award the construction contract for the Duarte Community Center Main Entry Door Replacement Project to JD Glass Inc., as the lowest responsive and responsible bidder, in the amount of \$32,000, plus a fifteen percent contingency and 2) Approve a budget amendment in the amount of \$2,800 from the General Fund.

H. Adoption of Resolution No. 26-08 approving the renewal of the General Services Agreement with the County of Los Angeles for the term July 1, 2021 - June 30, 2026

Recommended Action: Adopt a resolution of the City Council of the City of Duarte, California, approving the renewal of the General Services Agreement with the County

of Los Angeles and approve the agreement with the County of Los Angeles for general services for the term July 1, 2026 – June 30, 2031.

I. Adoption of the 2026 City of Duarte Local Hazard Mitigation Plan

Recommended Action: Adopt Resolution No. 26-09 for the 2026 Local Hazard Mitigation Plan, and authorize City staff to forward the resolution of adoption to FEMA for issuance of a Letter of Approval. It is also recommended that the City Council authorize adoption of the 2026 Local Hazard Mitigation Plan into the General Plan Safety Element.

J. Second Reading and Adoption of Ordinance No. 26-01

Recommended Action: Adopt Ordinance No. 26-01.

K. Adoption of Resolution No. 26-10, Authorizing Select Public Safety Personnel to Perform Law Enforcement Related Functions

Recommended Action: Adopt Resolution No. 26-10, authorizing select public safety personnel to perform law enforcement-related functions.

L. Letter of Support for the San Gabriel Valley Council of Governments Rivers and Mountains Conservancy Consolidated Grant Program Application

Recommended Action: Authorize the Mayor to Sign the Letter of Support for the San Gabriel Valley Council of Governments Rivers and Mountains Conservancy Consolidated Grant Program Application.

14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

15. PUBLIC HEARINGS

A. Public Hearing to consider and approve a resolution to approve the full cost analysis of User Fees prepared by Willdan Financial Services and amend and augment the City of Duarte Fee Schedule

Recommended Action: Approve Resolution No. 26-07 (Attachment A) approving the full cost analysis of user fees prepared by Willdan Financial Services and amend and augment the City of Duarte Fee Schedule effective February 2, 2026, except for fees related to the filing, accepting, reviewing, approving, or issuing of a land use application, permit, or entitlement to use, which shall not take effect until at least sixty (60) days from the adoption or increase of the fees and specifically will go into effect March 30, 2026.

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. Discussion Establishing the Date and Time of Regular City Council Meetings for the 2026 Calendar Year

Recommended Action: Discuss establishing the date and time of regular City Council meetings for the 2026 calendar year.

B. FY 25-26 Chamber of Commerce Update Presentation

Recommended Action: Receive and File the Duarte Chamber of Commerce Update Report.

C. Budget Amendment for 2026 FIFA World Cup Viewing Party

Recommended Action: Approve a \$20,000 budget amendment to account 100-1010-7980 to fund the 2026 FIFA World Cup Viewing Party.

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 Yufeng Li.

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 21st day of January 2026.

Frances Jimenez  
City Clerk