

**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**

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.

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, 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



MEMORANDUM

TO: City Council
FROM: Brian Villalobos, City Manager
DATE: January 20, 2026
SUBJECT: Comments on Agenda Items, Meeting of January 27, 2026

ITEM 9.A. (Special Items). Mayor's Youth Council update - The Mayor's Youth Council will provide an update for the council.

ITEM 9.B. (Special Items). Introduction of Southern California Edison Government Relations Manager Daphne Sigala Morfin.

ITEM 9.C. (Special Items). Presentation by the Upper San Gabriel Valley Municipal Water District on the Pure Water Project - Assistant General Manager John Bednarski and General Manager Tom Love will provide the City Council with an overview of the Pure Water Project.

ITEM 9.D. (Special Items). Public Safety Department Update - Public Safety Director Larry Breceda will provide an update for the council.

ITEM 13.E. (Consent Calendar). The Public Safety Department has submitted the monthly report for January 2026 for review.

ITEM 13.F. (Consent Calendar). Production Agreement with Pyro Spectaculars, Inc. for 2026 Independence Day Celebration Fireworks Production - Since 2019, the City has proudly hosted an annual Independence Day Celebration and Fireworks Show on July 3rd. This free, community-wide special event features live music and dancing, food trucks and vendors, a family-friendly activity area, community resource booths, and a spectacular fireworks finale. With attendance continuing to grow and community feedback remaining overwhelmingly positive each year, the City Council has once again allocated funding for the 2026 Independence Day Celebration and Fireworks Show. Since the event's inception, Pyro Spectaculars, Inc. has served as the City's fireworks production provider, consistently delivering high-quality displays while maintaining an exemplary safety record. Pursuant to Municipal Code Section 2.36.050(O), staff recommends that the City Council waive the competitive bidding process for this procurement. Pyro Spectaculars, Inc.'s specialized qualifications, in-depth familiarity with the event venue, and proven safety record demonstrates their continued ability to provide the City with a high-quality fireworks display. The cost for Pyro Spectaculars, Inc. services is \$31,350.

ITEM 13.G. (Consent Calendar). Award of Contract to JD Glass Inc. - Community Center Door Replacement (Project No. 26-12) - Annually, City Council allocates funding to complete at least one project in accordance with the City's 2015 Americans with Disabilities Act (ADA) Transition Plan. Last June, during the adoption of the Fiscal Year 2025/26 Budget and Capital Improvement Program (CIP), the Council allocated funding for the replacement of the main entry doors of the Duarte Community Center. The project is intended to enhance accessibility and ensure this vital gathering space remains a welcoming environment for all users, while also addressing the needs associated with our aging infrastructure. On December 11, 2025, the City published an invitation to bid on the Duarte Community Center Main Entry Door Replacement, Project No. 26-12, in accordance with Duarte Municipal Code (DMC) Section 2.36.060. On January 8, 2026, the City received two (2) bids for the subject project. All bids were reviewed for their responsiveness to the bid specification requirements. JD Glass Inc., was the lowest responsive and responsible bidder, in the amount of \$32,000, plus a fifteen percent contingency.

ITEM 13.H. (Consent Calendar). Resolution No. 26-08 - Approving the renewal of the General Services Agreement with the County of Los Angeles for the term July 1, 2026 - June 30, 2031 - The City's current General Services Agreement (Agreement) with the County has a term starting July 1, 2021 through June 30, 2026. The Agreement allows the City to contract needed general services with the County for a five-year term. If this resolution and subsequent agreement is approved, the new Agreement will be valid from July 1, 2026, through June 30, 2031. To ensure a timely approval, the County requires that the City submit the adopted resolution, along with the executed Agreement and a copy of the certified minutes by May 1, 2026.

ITEM 13.I. (Consent Calendar). Resolution No. 26-09 - 2026 City of Duarte Local Hazard Mitigation Plan - The Disaster Mitigation Act of 2000 (DMA 2000) requires local jurisdictions to develop, implement, and periodically update a Local Hazard Mitigation Plan (LHMP) identifying potential natural hazards and strategies to reduce risks to life, property, and critical infrastructure. The Hazard Mitigation Plan serves as a planning tool to guide mitigation activities, support capital and infrastructure planning, and maintain eligibility for federal hazard mitigation funding. Federal regulations require hazard mitigation plans to be updated every five years. The City of Duarte's most recent Hazard Mitigation Plan was approved by the Federal Emergency Management Agency (FEMA) in 2020. To remain eligible for Hazard Mitigation Grant Program (HMGP) and other mitigation-related funding, the City Council must adopt the 2026 Local Hazard Mitigation Plan and forward the resolution to allow FEMA to issue a Letter of Approval.

ITEM 13.J. (Consent Calendar). Second Reading and Adoption of Ordinance No. 26-01 - The proposed project is to remove existing on-site improvements and construct eleven two-story attached townhomes in five buildings, at 1404-1414 Royal Oaks Drive. The property is currently two large single-family properties developed with single family homes each with a driveway with access to Royal Oaks Drive. Combining the two properties, the site is rectangular and roughly 40,540 square feet. The medium density residential land use designation is consistent with the neighboring properties to the west and south and provides a smooth transition to the single-family property to the east. At its meeting on January 13, 2026 the City Council conducted a first reading of this Ordinance. If adopted by the City Council, Ordinance No. 26-01 will go into effect in thirty (30) days.

ITEM 13.K. (Consent Calendar). Resolution No. 26-10 - Authorizing Select Public Safety Personnel to Perform Law Enforcement Related Functions - In the course of their duties, Duarte Public Safety personnel often need to access the California Law Enforcement Telecommunications System (CLETS) to obtain information while conducting their investigations. CLETS allows law enforcement and non-criminal justice agencies (i.e., Duarte Public Safety Department) with the capability to obtain information directly from federal and state computerized information files. The California Department of Justice (DOJ) recently advised that the City does not have an agreement on file that provides authorized access to CLETS. The City of Duarte must enter into an agreement with the Los Angeles County Sheriff's Department to receive information from CLETS on behalf of the Sheriff's Department. The delegation must be authorized pursuant to statute, regulation, or interagency agreement. Resolution No. 26-10 will meet the requirement of providing a regulation that requires Duarte Public Safety to perform a law enforcement-related function that necessitates receiving information from CLETS.

ITEM 13.L. (Consent Calendar). Letter of Support for the San Gabriel Valley Council of Governments Rivers and Mountains Conservancy Consolidated Grant Program Application - The SGVCOG is well positioned to lead the effort to reduce fire risk across the San Gabriel Valley. Since 2021, the SGVCOG has implemented multiple regional wildfire preparedness programs, including FirePrep SGV, a regional education and outreach program launched in partnership with the Rivers and Mountains Conservancy; development of a Regional Community Wildfire Protection Plan (CWPP) for the San Gabriel Valley; and a home ignition zone assessment program serving residents in high fire hazard severity zone areas. However, additional resources are needed to continue and expand these programs. Through the recently

completed Regional CWPP process, stakeholders across the San Gabriel Valley collaboratively identified key regional priorities to reduce wildfire risk, including, but not limited to, fuels mitigation projects, wildfire preparedness education and outreach, and home hardening and defensible space implementation. RMC funding is critical to ensure that the CWPP's regionally supported priorities are realized.

ITEM 15.A. (Public Hearings). Resolution No. 26-07 - To approve the full cost analysis of User Fees prepared by Willdan Financial Services and amend and augment the City of Duarte Fee Schedule - State law allows cities to establish charges for services through the adoption of either ordinances or resolutions. Over time, it has become common practice for cities to gather service charges into a master schedule and to adopt them as part of a single resolution. This approach allows charges to be established and updated in a less cumbersome fashion than would individual ordinances or resolutions. It also gives the general public a single source for reference. Although a handful of adjustments have been made to City service charges over the past few years, Duarte's last comprehensive update was completed in 2017. While State law requires that service charges not exceed the actual cost of providing services, it is also important that they do not fall too far below actual cost. As a result, on January 28, 2025, the City Council authorized staff to contract with Willdan Financial Services ("WFS") for the purpose of examining and updating the City's existing user fee schedule. The intent of the exercise was to determine the full cost of providing certain municipal services and has resulted in the creation of an updated Comprehensive Fee Schedule, which includes, but is not limited to the following department and fee groups: City Manager, Public Safety, Parks and Recreation, Administrative Services, Business License, Building, Planning and Public Works. As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of the fee schedule is that the City have the flexibility to remain current. Therefore, an inflationary factor is included in the resolution adopting the fee schedule to allow the City to annually increase or decrease the fees by the changes in the Consumer Price Index. This annual change to fees shall not exceed the reasonable estimated cost of providing services each year.

ITEM 17.A. (Business Items). Discussion Establishing the Date and Time of Regular City Council Meetings for the 2026 Calendar Year - At the January 13, 2026, City Council meeting the City Council directed staff to revisit this item after concerns were raised regarding potential schedule conflicts. Historically, the second City Council meeting in the month of November has fallen on the week of Thanksgiving. In both 2024 and 2025, three councilmembers were absent from said meetings.

ITEM 17.B. (Business Items). FY 25-26 Chamber of Commerce Update Presentation - On June 24, 2025, the City Council approved the FY 2025-26 Services agreement with the Duarte Chamber of Commerce ("Chamber") in the amount of \$73,600 through June 30, 2026. Part of that agreement includes the Chamber presenting updates to Council. In addition to the Chamber presenting updates to the City Council, the Chamber provides staff with monthly progress reports. For the months of October through December, Chamber membership has grown to 153 members, an increase of two members from September 2025. In those three months, the Chamber has also offered 21 webinars, received 170 inquiries from businesses (in person, email, and over the phone), and used traditional (flyers, public events, newsletters) and digital promotions (eBlasts) 105 times. The Chamber also hosted a Lunch and Learn as well as the Mayor's Prayer Breakfast in November. Chamber staff will provide more detail regarding its work conducted thus far this fiscal year during its presentation.

ITEM 17.C. (Business Items). Budget Amendment for 2026 FIFA World Cup Viewing Party - At its November 11th Regular City Council Meeting, the City Council established an Ad Hoc Committee to activate the City for the upcoming Summer Olympics and World Cup. On December 17th, the Ad Hoc Committee convened and discussed, among other items, a budget to host a World Cup Viewing Party and install World Cup street banners on Buena Vista. The estimated budget includes, among other items, renting the screen, entertainment, interactive fun zones for kids, staff and public safety time, as well as installing World Cup street banners, provided by LASEC, that would be installed leading up to the event, and kept

throughout the tournament. Attachment A shows a detailed budget breakdown of the event. Approval of the item would amend account number 100-1010-7980 of the City Manager's Office department budget by \$20,000.

CITY OF DUARTE

Minutes of the REGULAR JOINT MEETING OF THE
CITY COUNCIL/HOUSING AUTHORITY/DUARTE COMMUNITY FACILITIES
FINANCING AUTHORITY

Tuesday, January 13, 2026
7:00 PM — Regular Session

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Martin Del Campo called the open session to order at 7:02 p.m.

Councilmembers Present: Finlay, Lewis, Truong, Garcia, Kang (arrived at 7:09pm), Martin Del Campo
Councilmembers Absent: Calderon
Staff Present: Brian Villalobos, City Manager
Thai Viet Phan, City Attorney
Kristen Petersen, Assistant City Manager / Director of Administrative Services
Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation
Andres Rangel, Assistant to the City Manager
Stephanie Sandoval, Public Works Manager
Scott Nash, Associate Planner
Frances Jimenez, City Clerk
Patricia Alcala Aparicio, Deputy City Clerk

2. ADOPTION OF THE AGENDA

The City Council requested that the meeting be adjourned in honor of T.K. Carter, son of former Councilmember Lois Gaston and longtime Arcadia resident Betty McEwan.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to adopt the agenda.

AYES: FINLAY, LEWIS, TRUONG, GARCIA, KANG, MARTIN DEL CAMPO
NOES: NONE
ABSTAIN: NONE
ABSENT: CALDERON

3. PLEDGE TO THE FLAG

The flag salute was led by Joanna Gee.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

5. SPECIAL ITEMS

A. Community Development Department Update

Director of Community Development Hensley shared highlights from the end of 2025; reporting 656 building permits issued, 1,900 inspections conducted, and a total building valuation of \$197,927,000; shared key updates which included work related to City of Hope’s new PRO building, highlighted the progress on the Vallarta Supermarket project and the Andres Duarte School Project. He also provided an updated on the sinkhole located at Bloomdale Street and Broadland Avenue and introduced Alvaro Gomez who has joined the Community Development Department as the newly hired Planning Manager.

The City Council welcomed Alvaro Gomez.

The City Council thanked the Community Development department for the addition of a light post at Lena Valenzuela Park and thanked Councilmember Lewis for advocating for it.

B. Parks and Recreation Department Update

The Parks and Recreation Department shared updates on various Capital Improvement Projects, including the City Hall Exterior Refresh Project and the transition to a new recreation software system, Kaizen.

Parks and Recreation Director Enriquez responded to City Council questions regarding drop-in model classes at the Community Center, noting that while some instructors currently do not offer this format, the option will be proposed to them.

Director Enriquez provided information on upcoming events such as the MLK Peace Walk & Breakfast and the Lunar New Year Celebration – Year of the Horse, taking place in February.

The City Council raised questions regarding appropriate lighting for the Lunar New Year celebration and the walking path for the MLK Peace Walk; Director Enriquez confirmed that additional lighting will be provided for the Lunar New Year event, as it will take place in the evening this year, and that the MLK Peace Walk & Breakfast route was adjusted to allow for additional space due to the included breakfast.

The City Council praised the Mayor's Youth Council and the teen center for combining the MLK and Unity walk into one event.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

The City Council posed questions regarding the homeless count being conducted in the morning rather than at night, as done by surrounding cities; Assistant to the City Manager Rangel indicated that the matter would be raised with staff.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

None.

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

9. 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 – December 9, 2025 Regular Meeting (CC/HA/FA).

D. Approval of Warrants — December 23, 2025, and January 13, 2026 (CC/HA/FA).

E. Receive and File the Monthly Financial Report for the month of November 2025.

F. Receive and File the Community Development Department Update.

G. Receive and File the Parks and Recreation Department Update.

H. Removed from Consent Calendar for discussion.

I. Approval of City Council Conference attendance.

J. Rejection of All Bids for the Fiscal Year 2025-26 CDBG ADA Curb Ramps Project No. 26-4, CDBG Project No. 602731-25.

Moved by Councilmember Finlay, seconded by Councilmember Lewis, and carried by the following vote

of the City Council to approve items 9.A – 9.G and 9.I – 9J of the Consent Calendar.

AYES: FINLAY, LEWIS, TRUONG, GARCIA, KANG, MARTIN DEL CAMPO
NOES: NONE
ABSTAIN: NONE
ABSENT: CALDERON

The City Council raised questions regarding the proposed resolution establishing the date and time of regular City Council meetings for the 2026 calendar year due to a council meeting landing on the week of Thanksgiving.

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

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

The City Council discussed concerns about attendance during the City Council meeting being held on the week of Thanksgiving.

City Manager Villalobos mentioned that the council meetings had been scheduled during that week in the past but suggested further discussion and that the item be brought back to the next city council meeting. The City Council concurred.

11. PUBLIC HEARINGS

A. 1404 Royal Oaks Project - General Plan Amendment GPA 24-03; changing the General Plan designation from Low Density Residential to Medium Density Residential Zone Change ZC 24-03; Changing the zoning from R-1 to R-3 Multiple Family Residential Tentative Tract Map 84375 TTM 24-02; subdividing the property into a condominium lot of 11 residential units and a common lot; and Site Plan and Design Review SPDR 24-45; to construct eleven, two-story attached residential townhomes; and the related Mitigated Negative Declaration

Associate Planner Nash presented the Royal Oaks Project staff report, which proposed the construction of 11 two-story townhomes on two single-family properties located on the south side of Royal Oaks Drive. The requested entitlements include Site Plan and Design Review to address architectural design, compatibility, and site improvements; a General Plan Amendment to change the land use designation from Low Density Residential to Medium Density Residential; a Zone Change from R-1 Single-Family Residential to R-3 Multiple-Family Residential (Medium Density); a Tentative Tract Map to subdivide the property into condominium lots and a common lot; and a Mitigated Negative Declaration prepared in compliance with the California Environmental Quality Act (CEQA).

In response to questions posed by the City Council, Associate Planner Nash answered questions regarding cost of the units, type of housing, traffic concerns, design, explanations for the zoning change, parking concerns and enforcement of parking.

Additional discussion ensued regarding overflow parking and the City's ability to enforce garage parking. Public Safety Director Breceda confirmed that the City of Duarte does have a municipal code that states that garages must be used for parking spaces. The City Council considered addressing potential future parking issues and noted that the matter would be monitored moving forward.

Mayor Martin Del Campo opened the Public Hearing.

Public Comment:
None.

Mayor Martin Del Campo closed the Public Hearing.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Kang, and carried by the following vote of the City Council to certify and approve the Mitigated Negative Declaration (Resolution No. 26-03) and approve: General Plan Amendment 24-03 (Resolution No. 26-04); Tentative Parcel Map 24-02 (Resolution No. 26-05); Site Plan and Design Review 24-45 (Resolution No. 26-06.); and introduce Ordinance No. 26-01 for a first reading (Zone Change 24-03).

AYES: FINLAY, LEWIS, TRUONG, GARCIA, KANG, MARTIN DEL CAMPO
NOES: NONE
ABSTAIN: NONE

ABSENT: CALDERON

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. Annual Appointment of City Councilmembers to Intergovernmental Organizations

City Clerk Jimenez presented a staff report regarding the City Council appointing individual Council members to serve as either a Delegate, Representative, Director or Alternate to numerous intergovernmental organizations.

At the October 28, 2025, City Council meeting, the City Council voted to appoint Councilmember Finlay as the City of Duarte representative on the San Gabriel Valley Mosquito & Vector Control District Board of Trustees for a four-year term and with the recent City Council reorganization, the appointee to the City Selection Committee and the Los Angeles County Sanitation District #15 and #22 delegates will be reassigned to Mayor Martin Del Campo.

Discussion ensued regarding the various appointments on the remaining organizations.

Moved by Councilmember Finlay, seconded by Councilmember Lewis, and carried by the following vote of the City Council to make appointments to intergovernmental organizations for the upcoming year as discussed and directed.

AYES: FINLAY, LEWIS, TRUONG, GARCIA, KANG, MARTIN DEL CAMPO
NOES: NONE
ABSTAIN: NONE
ABSENT: CALDERON

B. Amendments to the Council Meeting Rules of Decorum Policy Regarding Councilmember Speaking Time Limits

City Manager Villalobos presented a staff report regarding the adoption Resolution No. 26-02 amending the Council Meeting Rules of Decorum Policy related to Councilmember speaking time limits and highlighted the proposed amendments.

The proposed changes through Resolution No. 26-02 to the Council Meeting Decorum Policy would revise subsection D to establish a five-minute time limit per speaking turn for all agenda items, including Council comments, business items, public hearings, presentations, and ceremonial matters. The timer would be paused when a Councilmember asks a question while staff or presenters respond, with additional rounds of comments allowed at the discretion of the Presiding Officer, who may also determine the order of speakers and adjust speaking times as needed; however, any decision regarding speaking time may be overridden by a majority of the City Council.

Moved by Councilmember Truong, seconded by Councilmember Finlay, and carried by the following vote of the City Council to adopt Resolution No. 26-02 amending the Council Meeting Rules of Decorum Policy related to Councilmember speaking time limits.

AYES: FINLAY, LEWIS, TRUONG, GARCIA, KANG, MARTIN DEL CAMPO
NOES: NONE
ABSTAIN: NONE
ABSENT: CALDERON

C. Underground Utility District No. 11 Update

Public Works Manager Sandoval presented a staff report providing an update on Underground Utility District (UUD) No. 11; and shared that in August 2024, the City Council directed staff to pursue undergrounding utilities on Huntington Drive to leverage up to \$1,000,000 in Southern California Edison (SCE) Rule 20A credits. In March 2025, the City established the underground utility district by resolution to meet eligibility requirements and Staff prepared a cost estimate of approximately \$1,250,000 for the project.

Recently, the City received SCE's cost estimate for the undergrounding of UUD No. 11, with a total

project estimate of \$2,400,000, which would require the City of Duarte to contribute \$1,333,056, with no assurance that this amount would represent the final project cost.

The City Council discussed staff's recommendation not to move forward with the undergrounding of UUD No.11 due to the higher than initially anticipated cost. Public Works Manager Sandoval responded to questions regarding the process for returning Rule 20A credits and explained the process of requesting an itemized cost estimate.

The City Council also inquired about communicating with Southern California Edison (SCE) to support the City's partnership with SCE and explore the possibility of reducing the project length from 200 feet to 100 feet.

Public Works Manager Sandoval explained that reducing the undergrounding scope would require requesting a new cost estimate from SCE, as SCE owns the utility poles and provides all cost estimates; she noted that SCE has not set a deadline for the credits, but any change in project length would require a revised estimate from Edison.

City Manager Villalobos clarified the next step per Council's direction, would be having a meeting with SCE to get further explanation of the cost and how the 20A credits can still be utilized.

The City Council continued discussing the importance of SCE's public outreach and expressed interest in receiving guidance from SCE on potential uses of the Rule 20A credits, as well as hearing directly from an SCE representative.

The City Council decided to table the item until a future Council meeting.

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

Public Safety Director Breceda stated he attended a meeting with Lieutenant Hernandez and Captain Meza regarding Temple station.

Assistant City Manager / Director of Administrative Services Petersen reported she attended the League of California Cities 2025 Municipal Finance Institute and wished everyone a happy New Year.

City Manager Villalobos wished everyone a happy New Year.

Councilmember Garcia shared kind words about T.K. Carter; shared he attended Monrovia's Satoru Tsuneishi Park Ribbon Cutting Ceremony; and stated his opinion on the current immigration situation, including a quote from Martin Luther King.

Councilmember Finlay thanked Parks and Recreation Director Enriquez for the successful Santa Drive-By event in December; provided suggestions regarding organizing meetings with individuals who have historical stories to share with youth at the Teen Center; and reported attending a LA County Sanitation District meeting.

Councilmember Lewis expressed his condolences to former Mayor Gaston; shared a fond memory of T.K. Carter; and wished a Happy New Year to everyone.

Councilmember Truong reported he attended the San Gabriel Valley Council of Governments Homelessness Committee and the Energy, Environment and Natural Resources Committee meetings; he also shared his opinion regarding the current immigration situation.

Councilmember Kang shared a few words about the yearly anniversary of the Eaton wildfires; reported he attended the San Gabriel Valley Council of Governments Transportation Committee; and wished everyone a Happy New Year.

Mayor Martin Del Campo shared her experience participating in the Rose Parade while representing the City and thanked City of Hope for inviting her; encouraged the community to attend the MLK Peace Walk and Breakfast, echoed her colleague's sentiments on the state of the world. She also thanked everyone for their support and encouraged everyone to attend the Mayor's Welcome Breakfast; shared a memory of T.K. Carter; and expressed her condolences to Lois Gaston and the family of Betty McEwin.

Councilmember Finlay requested that the next City Council meeting be adjourned in memory of Sherri Ho's mother.

15. ADJOURNMENT

At 8:34 p.m., the City Council adjourned the meeting in memory of T.K. Cater and Betty McEwin.

Tera Martin Del Campo, Mayor

Frances Jimenez, City Clerk



City of Duarte

Council Warrant Register By Vendor By Fund

Payment Dates 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
Vendor: 4209 - 10-8 RETROFIT INC					
100-1205-7650	10-8 RETROFIT INC	Vehicle #13 Lights/Equipment Installation	21998		3,159.38
Vendor 4209 - 10-8 RETROFIT INC Total:					3,159.38
Vendor: 5706 - ABRAHAM MARTINEZ					
100-1020-7711	ABRAHAM MARTINEZ	Annual Awards Band 1/30/2026	2026-001		750.00
Vendor 5706 - ABRAHAM MARTINEZ Total:					750.00
Vendor: 5086 - ACCO ENGINEERED SYSTEMS					
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVACV Quarterly Maintenance Contract	20774252		1,132.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr HVACV Quarterly Maintenance Contract	20774253		3,731.00
Vendor 5086 - ACCO ENGINEERED SYSTEMS Total:					4,863.00
Vendor: 6801 - ACTION DESIGNZ LLC					
100-1605-7735	ACTION DESIGNZ LLC	MLK Peace Walk/Breakfast Shirts	21966		1,209.98
Vendor 6801 - ACTION DESIGNZ LLC Total:					1,209.98
Vendor: 2061 - AIR-TRO INC					
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Service Call	462423		368.00
Vendor 2061 - AIR-TRO INC Total:					368.00
Vendor: 6588 - ALBERTO R PEREZ					
100-1610-7652	WET VIEWS	Fitness Ctr Pool Weekly Maintenance 12/2025	2965		1,950.00
Vendor 6588 - ALBERTO R PEREZ Total:					1,950.00
Vendor: 5561 - ALBERTOS PLUMBING					
100-1610-7652	ALBERTOS PLUMBING	Public Safety Sewer Drain Service	682216		450.00
100-1610-7652	ALBERTOS PLUMBING	Senior Ctr Kitchen Sink Leak Repair	682223		225.00
100-1610-7652	ALBERTOS PLUMBING	Cmty Ctr Toilet Replacement	682225		695.00
100-1610-7652	ALBERTOS PLUMBING	City Yard Pipe Leak Repair	682226		795.00
Vendor 5561 - ALBERTOS PLUMBING Total:					2,165.00
Vendor: 3661 - ALHAMBRA SUPERIOR COURT					
100-1205-7761	SUPERIOR CT OF CAL CO OF L...	Citation Revenue Tax 12/2025	1132026		4,117.00
Vendor 3661 - ALHAMBRA SUPERIOR COURT Total:					4,117.00
Vendor: 6117 - ALL CITY MANAGEMENT SERVICE INC					
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Srvcs 12/7/2025 - 12/20/2025	105913		7,502.20
Vendor 6117 - ALL CITY MANAGEMENT SERVICE INC Total:					7,502.20
Vendor: 1311 - ALLIANT INSURANCE SERVICES INC-NPB MAIN					
100-2123	ALLIANT INSURANCE SERVICES	Special Event Insurance Q4 2025	3383234		870.00
Vendor 1311 - ALLIANT INSURANCE SERVICES INC-NPB MAIN Total:					870.00
Vendor: 6840 - ANCHOR GARAGE DOOR AND GATE SERVICES INC					
100-1610-7652	ANCHOR GARAGE DOOR AND...	City Yard Gate Loop Detector/Maintenance	1416		1,253.00
Vendor 6840 - ANCHOR GARAGE DOOR AND GATE SERVICES INC Total:					1,253.00

Council Warrant Register By Vendor

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5505 - AQUATIC DESIGN GROUP INC					
100-1605-7965	AQUATIC DESIGN GROUP INC	Design Svcs-FC Pool Deck Renovation 12/2025	34860	202421-Prof Svcs-FC Pool Deck..	346.28
Vendor 5505 - AQUATIC DESIGN GROUP INC Total:					346.28
Vendor: T5108 - ARMANDO RIVERA					
100-2120	ARMANDO RIVERA	SC Rent Deposit Refund 1/10/2026	R110256		500.00
Vendor T5108 - ARMANDO RIVERA Total:					500.00
Vendor: 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT					
100-1405-7965	ARMSTRONG & WALKER LAN...	Landscape Upgrades-Recreation Trail 7/1 - 11/30/25	12012025	202412-Prof Svc-FY24 Bike Tra...	8,730.00
Vendor 3579 - ARMSTRONG & WALKER LANDSCAPE ARCHITECT Total:					8,730.00
Vendor: 1491 - AUTOZONE					
100-1610-7650	AUTOZONE	Vehicle #21 Wiper Blades	02814821592		19.88
Vendor 1491 - AUTOZONE Total:					19.88
Vendor: 6653 - BAKERS MAN PRODUCTIONS LLC					
100-1020-7726	BAKERS MAN PRODUCTIONS L...	Live-Switching & Recording of CC Mtg 12/9/2025	408726		300.00
100-1020-7712	BAKERS MAN PRODUCTIONS L...	Raw Footage of Fall Events	408727		200.00
Vendor 6653 - BAKERS MAN PRODUCTIONS LLC Total:					500.00
Vendor: 6062 - BROADCAST MUSIC INC					
100-1020-7716	BMI	Music Licensing 1/01/2026 - 12/31/2026	63101695		459.00
Vendor 6062 - BROADCAST MUSIC INC Total:					459.00
Vendor: 0243 - BSN SPORTS LLC					
100-1610-7618	BSN SPORTS LLC	Futsal Court Nets	932709792		530.40
Vendor 0243 - BSN SPORTS LLC Total:					530.40
Vendor: 6669 - C J CONCRETE CONSTRUCTION INC					
100-2126	C J CONCRETE CONSTRUCTION..	Const/Demo Deposit Refund (P#2025-073ROW)	R110325		2,058.00
100-5004	C J CONCRETE CONSTRUCTION..	Administrative Fee (P#2025-073ROW)	R110325		-125.00
Vendor 6669 - C J CONCRETE CONSTRUCTION INC Total:					1,933.00
Vendor: 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION					
100-1205-7780	CALIFORNIA ANIMAL WELFARE..	Juan Oseguera Animal Control Training	200008954		25.00
Vendor 6008 - CALIFORNIA ANIMAL WELFARE ASSOCIATION Total:					25.00
Vendor: 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION					
100-2012	CALIFORNIA BUILDING STAND...	Green Bldg Fee Q4 2025	10/2025 - 12/2025		142.00
100-5004	CALIFORNIA BUILDING STAND...	Local Gov't Retainer Q4 2025	10/2025 - 12/2025		-14.20
Vendor 4495 - CALIFORNIA BUILDING STANDARDS COMMISSION Total:					127.80
Vendor: 1563 - CALIFORNIA PARK & RECREATION SOCIETY					
100-1605-7612	CALIFORNIA PARK & RECREAT...	Alexis Corral Membership Renewal	126598-12222025		170.00
100-1605-7612	CALIFORNIA PARK & RECREAT...	Manuel Enriquez Membership Renewal	128909-12222025		165.00
100-1605-7612	CALIFORNIA PARK & RECREAT...	Alberto Castaneda-Salazar Membership Renewal	133984-1152026		170.00
Vendor 1563 - CALIFORNIA PARK & RECREATION SOCIETY Total:					505.00
Vendor: 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE					
100-1205-7779	DEPARTMENT OF JUSTICE	Fingerprint Apps 12/2025	014830		15.00
100-1810-7660	DEPARTMENT OF JUSTICE	Fingerprint Apps 12/2025	014830		32.00
Vendor 0065 - CALIFORNIA STATE DEPARTMENT OF JUSTICE Total:					47.00
Vendor: 6592 - CGAA INC					
100-1605-7650	M K FUELS	Parks & Recreation Fuel 12/2025	1033		153.65
Vendor 6592 - CGAA INC Total:					153.65

Council Warrant Register By Vendor

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 5792 - CHALLENGER TEAMWEAR					
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports Volleyball Jerseys	1306807-IN		43.13
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports Basketball Jerseys	1315981-IN		3,947.02
Vendor 5792 - CHALLENGER TEAMWEAR Total:					3,990.15
Vendor: 5120 - CHARLES ABBOTT ASSOCIATES INC					
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Svcs 12/2025	69819		654,345.68
Vendor 5120 - CHARLES ABBOTT ASSOCIATES INC Total:					654,345.68
Vendor: 5504 - CHRISTINA M CARREON					
100-1205-7779	CMC LIVSCAN & NOTARY SE...	Livescan Services 12/2025	CMC18084		28.00
100-1810-7660	CMC LIVSCAN & NOTARY SE...	Livescan Services 12/2025	CMC18084		56.00
Vendor 5504 - CHRISTINA M CARREON Total:					84.00
Vendor: 5140 - CINTAS CORPORATION #693					
100-1610-7652	CINTAS CORPORATION #693	Public Safety Logo Mats	4254748384		69.33
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4254748573		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4254748573		4.15
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4255538571		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4255538571		4.15
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	4256139653		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	4256139653		4.15
Vendor 5140 - CINTAS CORPORATION #693 Total:					174.33
Vendor: 6544 - CLOUD CONNECT SOLUTIONS INC					
100-1815-7830	CLOUD CONNECT SOLUTIONS ...	Phone-SD Wan w/VELO/SIP&E911 Bundle 2/2026	1620		1,728.00
Vendor 6544 - CLOUD CONNECT SOLUTIONS INC Total:					1,728.00
Vendor: 0868 - CPRS DISTRICT 13					
100-1605-7610	CPRS DISTRICT XIII	Victoria Andrade Power Breakfast Registration	1132026		40.00
Vendor 0868 - CPRS DISTRICT 13 Total:					40.00
Vendor: 5494 - CURO MANAGED PRINT PRODUCTION					
100-1605-7636	CURO MANAGED PRINT PRO...	Part Time Employee Name Badges	104476		17.13
Vendor 5494 - CURO MANAGED PRINT PRODUCTION Total:					17.13
Vendor: 6718 - DE NOVO PLANNING GROUP					
100-2121	DE NOVO PLANNING GROUP	1404 Royal Oaks CEQA Thru 12/15/2025	4952	202512-100-2121/1404-1411 ...	4,960.00
Vendor 6718 - DE NOVO PLANNING GROUP Total:					4,960.00
Vendor: 5132 - DEPARTMENT OF CONSERVATION					
100-2013	DEPARTMENT OF CONSERVAT...	Strong Motion Fee (SMIP) Q4 2025	10/2025 - 12/2025		457.50
100-5004	DEPARTMENT OF CONSERVAT...	Local Agency Fee (SMIP) Q4 2025	10/2025 - 12/2025		-22.88
Vendor 5132 - DEPARTMENT OF CONSERVATION Total:					434.62
Vendor: T5107 - DIANA ORTIZ					
100-4809	DIANA ORTIZ	Basketball Refund (Valentina Levano)	2002443.002		60.00
Vendor T5107 - DIANA ORTIZ Total:					60.00
Vendor: 5248 - DIVISION OF THE STATE ARCHITECT					
100-2122	DIVISION OF THE STATE ARCH...	Disability Access Fee Q4 2025	10/2025 - 12/2025		128.00
Vendor 5248 - DIVISION OF THE STATE ARCHITECT Total:					128.00
Vendor: 0074 - DUARTE CHAMBER OF COMMERCE					
100-1010-7610	DUARTE CHAMBER OF COMM...	Andres R/Brian V Mayor Breakfast 1/29/2026	15099		70.00
100-1005-7642	DUARTE CHAMBER OF COMM...	Margaret Finlay Mayors Breakfast 1/29/2026	15111		35.00
Vendor 0074 - DUARTE CHAMBER OF COMMERCE Total:					105.00

Council Warrant Register By Vendor

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY					
100-1605-7733	DUARTE PETTY CASH/BINGO ...	Senior Center Bingo Prize Money	2/2026		165.00
Vendor 0476 - DUARTE PETTY CASH/BINGO PRIZE MONEY Total:					165.00
Vendor: 0311 - DUARTE RECREATION PETTY CASH					
100-1020-7716	DUARTE RECREATION PETTY ...	Flower Mart Parking	1142026		2.00
100-1605-7610	DUARTE RECREATION PETTY ...	IDC Meeting Snacks	1142026		19.35
100-1605-7730	DUARTE RECREATION PETTY ...	Auxillary Cable	1142026		11.04
Vendor 0311 - DUARTE RECREATION PETTY CASH Total:					32.39
Vendor: 6460 - ELIJAH ROY MORALES					
100-1205-7779	ELIJAH ROY MORALES	DUSD Tutoring Program	12/2025	202418-FY23-26-Exp-Tutors,S...	450.00
Vendor 6460 - ELIJAH ROY MORALES Total:					450.00
Vendor: 6189 - ENTERPRISE FM TRUST					
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		531.41
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		546.07
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		800.69
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R22 Tax on Gain on Prior	FBN5531270		1,211.03
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		703.61
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R13 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		709.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		530.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		1,088.94
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		1,147.73
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		477.31
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R23 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		470.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,25,35 Maint Fees 1/2026	FBN5531270		259.83
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		223.54
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Sales Tax (12/19/2025)	FBN5531270		-1,333.23
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R22 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		491.82
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Sales Tax (12/17/2025)	FBN5531270		-1,210.98
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		784.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R23 Tax on Gain on Prior	FBN5531270		1,333.27

Council Warrant Register By Vendor

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R27 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		710.42
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 1/01/2026 - 1/31/2026	FBN5531270		1,819.25
Vendor 6189 - ENTERPRISE FM TRUST Total:					15,570.77
Vendor: 1357 - EXECUTIVE ELEVATOR INC					
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 12/2025	10842157		188.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 1/2026	10842260		190.00
Vendor 1357 - EXECUTIVE ELEVATOR INC Total:					378.00
Vendor: 5761 - EXTRASPACE STORAGE 3426					
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 1/1/2026 - 1/31/2026	343147423		618.20
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 1/1/2026 - 1/31/2026	343147982		604.20
Vendor 5761 - EXTRASPACE STORAGE 3426 Total:					1,222.40
Vendor: 6736 - FABIAN ANDRADE					
100-1205-7779	FABIAN ANDRADE	PS Intern Stipend	12/2025		100.00
Vendor 6736 - FABIAN ANDRADE Total:					100.00
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	00936		64.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	Sheriff Dept Vehicle Cleaning 12/2025	00936		88.00
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	00936		72.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	00936		8.00
100-1605-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	00936		16.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					248.00
Vendor: 0087 - FEDEX					
100-1825-7626	FEDEX	Document Delivery 1/14/2026	9-140-83131		104.68
Vendor 0087 - FEDEX Total:					104.68
Vendor: 5404 - FEHR & PEERS					
100-2121	FEHR & PEERS	COH Parking Assessment 8/30/2025 - 9/26/2025	189345	202519-Pass Thru-COH Parkin...	7,930.13
100-2121	FEHR & PEERS	COH Parking Assessment 9/27/2025 - 10/31/2025	190262	202519-Pass Thru-COH Parkin...	43,213.13
100-2121	FEHR & PEERS	COH Parking Assessment 11/1/2025 - 11/28/2025	191651	202519-Pass Thru-COH Parkin...	7,481.25
Vendor 5404 - FEHR & PEERS Total:					58,624.51
Vendor: 4690 - FULLER ENGINEERING INC					
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	154589		1,372.82
Vendor 4690 - FULLER ENGINEERING INC Total:					1,372.82
Vendor: 6181 - GOOGLE LLC					
100-1815-7632	GOOGLE LLC	Gsuite-cityofduarte.ca.gov 12/1/25 - 12/31/25	5448753406		2,463.00
Vendor 6181 - GOOGLE LLC Total:					2,463.00
Vendor: 5340 - GRAND PRINTING INC					
100-1825-7613	GRAND PRINTING INC	Business Cards-Carlos Grider	113771		108.73
Vendor 5340 - GRAND PRINTING INC Total:					108.73
Vendor: 6002 - HEULYN REGINA DUMAS-JOHNSON					
100-1605-7733	HEULYN REGINA DUMAS-JOH...	SC Sewing Lessons 12/2025	SC-12/2025		121.00
Vendor 6002 - HEULYN REGINA DUMAS-JOHNSON Total:					121.00
Vendor: 6309 - INX BUILDING MAINTENANCE					
100-1610-7652	INX BUILDING MAINTENANCE	Credit for Non Service Holiday Closures	942152		-570.60

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1610-7652	INX BUILDING MAINTENANCE	CH/TC/Yard Janitorial Services 1/2026	998870		4,754.61
Vendor 6309 - INX BUILDING MAINTENANCE Total:					4,184.01
Vendor: 0594 - J & J SPORTS & TROPHIES					
100-1605-7741	J & J SPORTS & TROPHIES	Youth Sports Cross Country Shirts	32038		216.91
Vendor 0594 - J & J SPORTS & TROPHIES Total:					216.91
Vendor: 6673 - JOSE GONZALEZ					
100-1605-7736	TCBRODERS	Instructor Fees-Futsal Flight 9/29/25 - 11/28/25	12035/12036		325.50
Vendor 6673 - JOSE GONZALEZ Total:					325.50
Vendor: T5104 - JOSE MARIA BARAJAS-CASTILLO					
100-4201	JOSE MARIA BARAJAS-CASTIL...	Electrical Permit Refund (P#2025-674/1214 Hunt)	R110648		432.80
Vendor T5104 - JOSE MARIA BARAJAS-CASTILLO Total:					432.80
Vendor: T5106 - KEELI MADDOX					
100-4806	KEELI MADDOX	Excursion Refund (Golden Dragon Parade 2/21/2026)	2000746.005		25.00
Vendor T5106 - KEELI MADDOX Total:					25.00
Vendor: 6837 - KHADIJAH BLANCHE-DIOP					
100-1020-7711	KHADIM ENTERPRISE LLC	Balance-Annual Awards Dessert 1/30/2026	00969		450.00
Vendor 6837 - KHADIJAH BLANCHE-DIOP Total:					450.00
Vendor: 1345 - LEAGUE OF CALIFORNIA CITIES					
100-1025-7699	LEAGUE OF CALIFORNIA CITIES	2026 Membership Dues	INV-45232-R2L9C8		10,312.00
Vendor 1345 - LEAGUE OF CALIFORNIA CITIES Total:					10,312.00
Vendor: T4237 - LIDIA VALDEZ					
100-4809	LIDIA VALDEZ	Basketball Refund (Sarah Alvarez)	2002444.002		60.00
Vendor T4237 - LIDIA VALDEZ Total:					60.00
Vendor: 5981 - MARCUS LEON BANKS SR					
100-1610-7652	MARCUS LEON BANKS SR	SC Kiln Receptacle Replacement	000186		475.00
Vendor 5981 - MARCUS LEON BANKS SR Total:					475.00
Vendor: T5109 - MARIA TORRES					
100-4806	MARIA TORRES	Excursion Refund (Golden Dragon Parade 2/21/2026)	2000734.005		25.00
Vendor T5109 - MARIA TORRES Total:					25.00
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 12/2025	117757		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 12/2025	117757		2,080.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 12/2025	117757		76.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 12/2025	117757		3,426.72
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					5,894.72
Vendor: 4286 - MAXTREME INC					
100-1815-7980	MAXTREME SERVICES	Printer Return (Restocking Fee)	13854		70.18
100-1815-7965	MAXTREME SERVICES	IT Helpdesk 1/2026 (Remaining Balance)	13857		5,000.00
Vendor 4286 - MAXTREME INC Total:					5,070.18
Vendor: 5454 - MOORE IACOFANO GOLTSMAN INC					
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Garden Specific Plan 10/2025	0094270	202417-dep-Westminister Ga...	16,500.00
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Garden Specific Plan 11/2025	0094498	202417-dep-Westminister Ga...	275.00

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Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1010-7965	MOORE IACOFANO GOLTSMA...	Strategic Planning Services 11/01/25 - 12/31/25	0094801		4,895.25
Vendor 5454 - MOORE IACOFANO GOLTSMAN INC Total:					21,670.25
Vendor: 6833 - MULTI SERVICE TECHNOLOGY SOLUTIONS INC					
100-1805-7614	TREVIPAY	Office Supplies	99a97bb2		9.27
100-1805-7614	TREVIPAY	Office Supplies	b6964942		9.26
100-1805-7614	TREVIPAY	Office Supplies	e65de81a		25.70
100-1805-7614	TREVIPAY	Office Supplies	9e19b2ab		4.82
Vendor 6833 - MULTI SERVICE TECHNOLOGY SOLUTIONS INC Total:					49.05
Vendor: T5105 - NATALIE MEDINA GOMEZ					
100-4809	NATALIE MEDINA GOMEZ	Basketball Refund (Mia Gomez)	2002442.002		60.00
Vendor T5105 - NATALIE MEDINA GOMEZ Total:					60.00
Vendor: 6280 - ONLY CREMATIONS FOR PETS					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 7/2025	74406		875.00
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 12/2025	103669		192.50
Vendor 6280 - ONLY CREMATIONS FOR PETS Total:					1,067.50
Vendor: 6019 - PARCELQUEST					
100-1405-7980	PARCELQUEST	GIS Parcel Sales Data 1/1/2026 - 12/31/2026	28271		9,499.00
Vendor 6019 - PARCELQUEST Total:					9,499.00
Vendor: T4322 - PARI-MUTUEL EMPLOYEES GUILD - LOCAL 280					
100-2120	PARI-MUTUEL EMPLOYEES GU...	SC Mtg Room Deposit Refund 12/16/2025	R110421		100.00
Vendor T4322 - PARI-MUTUEL EMPLOYEES GUILD - LOCAL 280 Total:					100.00
Vendor: 4616 - QUADIENT FINANCE USA INC					
100-1825-7626	QUADIENT FINANCE USA INC	Public Safety Postage	81017521-126		1,000.00
Vendor 4616 - QUADIENT FINANCE USA INC Total:					1,000.00
Vendor: 6176 - QUADIENT LEASING USA INC					
100-1825-7630	QUADIENT LEASING USA INC	PS Postage Machine Lease 2/1/2026 - 4/30/2026	Q2165504		665.71
Vendor 6176 - QUADIENT LEASING USA INC Total:					665.71
Vendor: 0768 - RALPHS GROCERY COMPANY					
100-1605-7735	RALPHS	Teen Ctr Snack Bar Supplies	019181		52.15
Vendor 0768 - RALPHS GROCERY COMPANY Total:					52.15
Vendor: 6788 - RAYCOM DATA TECHNOLOGIES INC					
100-1405-7980	RAYCOM DATA TECHNOLOGIE...	Dept Wide Scanning Project	238455		5,302.50
Vendor 6788 - RAYCOM DATA TECHNOLOGIES INC Total:					5,302.50
Vendor: 6652 - RAYMOND ABERNATHY					
100-1205-7783	TRAIN UP A CHILD LLC	A-Team Contract Services 1/2026	TRA-22		6,740.00
Vendor 6652 - RAYMOND ABERNATHY Total:					6,740.00
Vendor: 6057 - REGIONAL TAP SERVICE CENTER					
100-2125	REGIONAL TAP SERVICE CENT...	TAP Card Reload 12/2025	6026491		60.00
Vendor 6057 - REGIONAL TAP SERVICE CENTER Total:					60.00
Vendor: 0904 - RKA CONSULTING GROUP					
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 11/2025	36656		2,640.00
100-1405-7965	RKA CONSULTING GROUP	Watson Multi-Use Trail Rehab Grant Support 11/2025	36657	202412-Prof Svc-FY24 Bike Tra...	1,865.00
Vendor 0904 - RKA CONSULTING GROUP Total:					4,505.00
Vendor: 6585 - RUBEN VIOLA					
100-1605-7733	QUALITY PRINTING AND MAIL...	SC Jan/Feb 2026 Newsletter	4002		818.61
Vendor 6585 - RUBEN VIOLA Total:					818.61

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6382 - SALINA BAUTISTA					
100-1405-7076	SALINA BAUTISTA	Tuition Reimbursement	1132026		420.39
Vendor 6382 - SALINA BAUTISTA Total:					420.39
Vendor: 3115 - SAN GABRIEL VALLEY CITY MANAGERS' ASSOCIATION					
100-1010-7610	SAN GABRIEL VALLEY CITY M...	Brian Villalobos 2026 Law for Cities Meeting	1/21/2026		40.00
100-1205-7610	SAN GABRIEL VALLEY CITY M...	Larry Breceda 2026 Law for Cities Meeting	1/21/2026		40.00
Vendor 3115 - SAN GABRIEL VALLEY CITY MANAGERS' ASSOCIATION Total:					80.00
Vendor: 6442 - SCOTT NASH					
100-1405-7076	SCOTT NASH	Tuition Reimbursement	01122026		3,136.50
Vendor 6442 - SCOTT NASH Total:					3,136.50
Vendor: 4909 - SCP DISTRIBUTORS LLC					
100-1610-7616	SCP DISTRIBUTORS LLC	Training Pool Covers	71690346		5,355.88
Vendor 4909 - SCP DISTRIBUTORS LLC Total:					5,355.88
Vendor: 6277 - SECTRAN SECURITY INC					
100-1805-7653	SECTRAN SECURITY INC	January 2026 Courier Pick-up	26010689		359.35
Vendor 6277 - SECTRAN SECURITY INC Total:					359.35
Vendor: T5110 - SHEILA VALDEZ					
100-4809	SHEILA VALDEZ	Basketball Refund (Malachi Valdez)	2002441.002		60.00
100-4809	SHEILA VALDEZ	Basketball Refund (Faith Valdez)	2002441.002		60.00
Vendor T5110 - SHEILA VALDEZ Total:					120.00
Vendor: 6401 - SIGNAL HILL AUTO ENTERPRISES					
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	156562		2,114.06
Vendor 6401 - SIGNAL HILL AUTO ENTERPRISES Total:					2,114.06
Vendor: 0209 - SMART & FINAL					
100-1810-7980	SMART & FINAL	Employee New Years Eve Toast Supplies	055000		38.62
100-1605-7741	SMART & FINAL	Sports Coach's Meeting	078088		57.14
100-1605-7735	SMART & FINAL	TC New Years Eve Event Supplies	941022		91.04
100-1605-7730	SMART & FINAL	New Years Event Pop-UP Cider	322744		41.45
100-1605-7733	SMART & FINAL	SC New Years Brunch Beverages	814455		404.21
100-1605-7610	SMART & FINAL	IDC Meeting Snacks	873222		39.67
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	582422		499.29
100-1605-7735	SMART & FINAL	Teen Ctr Snack Bar Supplies	316500		105.52
100-1605-7733	SMART & FINAL	Senior Ctr Cleaning Supplies	961055		59.10
Vendor 0209 - SMART & FINAL Total:					1,336.04
Vendor: 4597 - SOUTH COAST LIGHTING & DESIGN INC					
100-1405-7980	SOUTH COAST LIGHTING & DE...	Lena Valenzuela Park Light Poles	S503401		2,748.13
100-1405-7980	SOUTH COAST LIGHTING & DE...	Lena Valenzuela Park Light Poles	S503401		4,264.20
Vendor 4597 - SOUTH COAST LIGHTING & DESIGN INC Total:					7,012.33
Vendor: 5447 - SOUTHERN CALIFORNIA EDISON					
100-1020-7724	SOUTHERN CALIFORNIA EDIS...	PO Parking Lot Lease 2/01/2026 - 4/30/2026	7701296487		2,541.75
Vendor 5447 - SOUTHERN CALIFORNIA EDISON Total:					2,541.75
Vendor: 0220 - SOUTHERN CALIFORNIA NEWS GROUP					
100-1010-7670	SOUTHERN CALIFORNIA NEWS...	Legal Advertising 12/2025	632975		6,789.07
Vendor 0220 - SOUTHERN CALIFORNIA NEWS GROUP Total:					6,789.07
Vendor: 2688 - STAPLES CONTRACT & COMMERCIAL INC					
100-1010-7614	STAPLES	Office Supplies	6052157769		82.30
100-1205-7614	STAPLES	Office Supplies	6052381389		215.83
Vendor 2688 - STAPLES CONTRACT & COMMERCIAL INC Total:					298.13

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 6343 - STUBBIES PROMOTIONS INC					
100-1810-7980	STUBBIES PROMOTIONS INC	Annual Awards Gifts	25432		342.84
100-1605-7739	STUBBIES PROMOTIONS INC	Trail Event Giveaways	25443		584.06
Vendor 6343 - STUBBIES PROMOTIONS INC Total:					926.90
Vendor: 1610 - SUNWEST ENGINEERING					
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 12/3/2025	SA-61570		160.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Spill Bucket Cleaning	SA-64807		30.00
Vendor 1610 - SUNWEST ENGINEERING Total:					190.00
Vendor: 5351 - SUPERIOR PRESS					
100-1805-7653	SUPERIOR PRESS	A/P Account Deposit Slips	5076955		171.00
Vendor 5351 - SUPERIOR PRESS Total:					171.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 12/2025	18608		1,584.38
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					1,584.38
Vendor: 5296 - THE BASHFUL BUTLER LLC					
100-1605-7733	THE BASHFUL BUTLER LLC	SC New Years Brunch Catering	2783		2,805.56
Vendor 5296 - THE BASHFUL BUTLER LLC Total:					2,805.56
Vendor: 6838 - THE HUMANE SOCIETY OF POMONA VALLEY INC					
100-1205-7780	SAN GABRIEL VALLEY HUMAN...	Animal Shelter Services 1/2026	1/2026D		6,666.67
Vendor 6838 - THE HUMANE SOCIETY OF POMONA VALLEY INC Total:					6,666.67
Vendor: 5544 - THEODORE SIEGEL					
100-1605-7733	THEODORE SIEGEL	SC 'Heaven Can Wait' Screening/Presentation	1/29/2026		150.00
Vendor 5544 - THEODORE SIEGEL Total:					150.00
Vendor: 5581 - THOMSON REUTERS-WEST PUBLISHING CORP					
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 11/2025	852884761		237.71
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 12/2025	853023469		237.71
Vendor 5581 - THOMSON REUTERS-WEST PUBLISHING CORP Total:					475.42
Vendor: 4484 - U.S. BANK					
100-1005-7640	U.S. BANK	Cesar Garcia Mayors Breakfast (DuarteChamber)	12262025BV		35.00
100-1010-7610	U.S. BANK	Brian V Mtg w/Sergeant Dobbins (The Habit)	12262025BV		31.58
100-1010-7610	U.S. BANK	Brian V Mtg w/Dr Medrano 12/22/25 (Hope Village)	12262025BV		59.73
100-1010-7610	U.S. BANK	Brian V Mtg w/Superintendent Crosby (Mikomi Sushi)	12262025BV		62.52
100-1010-7610	U.S. BANK	Annual Holiday Lunch 12/16/25 (Hope Village)	12262025BV		725.28
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	12262025BV		18.00
100-1010-7612	U.S. BANK	Admin CAPIO Membership Thru 12/16/2026	12262025BV		300.00
100-1010-7614	U.S. BANK	Ergonomic Computer Mouse (Amazon)	12262025BV		82.86
100-1010-7614	U.S. BANK	Ergonomic Desk (Amazon)	12262025BV		545.83
100-1010-7980	U.S. BANK	CC Meeting 12/9/25 Supplies (InstaCart)	12262025BV		59.02
100-1010-7980	U.S. BANK	DashPass 12/5/2025 - 1/5/2026 (DoorDash)	12262025BV		9.99
100-1020-7712	U.S. BANK	Spotify Subscription	12262025BV		19.99
100-1020-7712	U.S. BANK	Social Media Ads (Facebook)	12262025BV		59.05
100-1020-7712	U.S. BANK	X Premium Membership 12/2/25 - 12/2/26 (X Corp)	12262025BV		84.00
100-1020-7712	U.S. BANK	Social Media Ads (Facebook)	12262025BV		89.67
100-1020-7712	U.S. BANK	Hootsuite Membership	12262025BV		149.00
100-1020-7721	U.S. BANK	Call for Artists Application Platform(PayPal-Cafe)	12262025BV		250.00

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
100-1205-7610	U.S. BANK	Larry B Mayor Breakfast 1/29/26 (Duarte Chamber)	12262025LB		35.00
100-1205-7610	U.S. BANK	LASD Reserves Training/Mtg Food (Old Spaghetti)	12262025LB		624.49
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	12262025LB		22.47
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	12262025LB		50.08
100-1205-7615	U.S. BANK	EOC USB-C Splitter (Amazon)	12262025LB		27.28
100-1205-7615	U.S. BANK	EOC Communication Device Case (Amazon)	12262025LB		48.57
100-1205-7779	U.S. BANK	DART Trip 12/20/25 Dinner (In- N-Out Burger)	12262025LB		149.62
100-1205-7779	U.S. BANK	DART Turkey Giveaway Event (Norms Restaurant)	12262025LB		146.64
100-1205-7779	U.S. BANK	Toy Drive Candy Canes (Grocery Outlet)	12262025LB		16.07
100-1205-7779	U.S. BANK	Toy Drive Decorations (Amazon)	12262025LB		43.63
100-1205-7779	U.S. BANK	Toy Drive Decorations (Dollar Tree)	12262025LB		42.35
100-1205-7779	U.S. BANK	Toy Drive Lunch (Little Caesars)	12262025LB		41.06
100-1205-7779	U.S. BANK	DART Meeting 12/3/25 (Dominos Pizza)	12262025LB		37.97
100-1205-7780	U.S. BANK	Animal Control Vehicle Camera Mounts (Amazon)	12262025LB		7.98
100-1205-7780	U.S. BANK	Animal Control Vehicle Camera Mounts (Amazon)	12262025LB		31.28
100-1205-7780	U.S. BANK	AC Vehicle Camera Mounts/Organizers (Amazon)	12262025LB		292.08
100-1205-7780	U.S. BANK	Animal Control Vehicle Trunk Organizers (Amazon)	12262025LB		44.19
100-1205-7783	U.S. BANK	A-Team Takeover Supplies (Grocery Outlet)	12262025LB		34.33
100-1205-7783	U.S. BANK	A-Team Takeover Prizes (Target)	12262025LB		294.64
100-1205-7783	U.S. BANK	A-Team Takeover Lunch 12/23/25 (Dominos Pizza)	12262025LB		245.18
100-1205-7783	U.S. BANK	A-Team Takeover Breakfast (Starbucks)	12262025LB		67.05
100-1205-7783	U.S. BANK	A-Team Takeover Supplies (Smart & Final)	12262025LB		60.90
100-1205-7783	U.S. BANK	A-Team Activity Supplies (Amazon)	12262025LB		59.64
100-1205-7980	U.S. BANK	Larry Breceda Dot Card Replacement (Amazon)	12262025LB		20.87
100-1205-7980	U.S. BANK	Tobacco Giveaway Merchandise (Yeti)	12262025LB	202419/1205-7980 Other Exps..	383.55
Vendor 4484 - U.S. BANK Total:					5,408.44
Vendor: 6586 - UNIFORM HEADQUARTERS					
100-1205-7636	KEystone UNIFORMS	CSO Castaneda Uniforms	071667		236.25
Vendor 6586 - UNIFORM HEADQUARTERS Total:					236.25
Vendor: 1304 - US BANK					
100-1825-7782	US BANK	1999 TAB Trustee Fees 12/1/2025 - 11/30/2026	8017308		1,625.00
Vendor 1304 - US BANK Total:					1,625.00
Vendor: 6113 - WARDS SERVICE					
100-1205-7650	WARDS SERVICE	Vehicle #23 Cage Removal	101444		215.00
Vendor 6113 - WARDS SERVICE Total:					215.00
Vendor: 5015 - WILLDAN FINANCIAL SERVICES					
100-1805-7965	WILLDAN FINANCIAL SERVICES	Cost Allocation Plan & User Fee Study 12/31/2025	010-64776		1,340.00
Vendor 5015 - WILLDAN FINANCIAL SERVICES Total:					1,340.00

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: T5097 - YOLANDA VILLEGAS					
100-4806	YOLANDA VILLEGAS	Excursion Refund (Golden Dragon Parade 2/21/2026)	2000733.005		25.00
Vendor T5097 - YOLANDA VILLEGAS Total:					25.00
Fund 100 - GENERAL FUND Total:					919,556.79
Fund: 220 - GAS TAX FUN					
Vendor: 0904 - RKA CONSULTING GROUP					
220-2225-8100	RKA CONSULTING GROUP	Speed Surveys and Traffic Counts 11/2025	36658		1,830.00
Vendor 0904 - RKA CONSULTING GROUP Total:					1,830.00
Fund 220 - GAS TAX FUN Total:					1,830.00
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
Vendor: 4686 - CONSOLIDATED ELECTRICAL DISTRIBUTORS INC					
240-2405-7888	CED	Citywide Street Light Supplies	3301-1024508		688.28
Vendor 4686 - CONSOLIDATED ELECTRICAL DISTRIBUTORS INC Total:					688.28
Vendor: 3968 - LANDSCAPE WAREHOUSE III					
240-2410-7888	LANDSCAPE WAREHOUSE INC	Citywide Irrigation Repairs	2601-572608		324.76
Vendor 3968 - LANDSCAPE WAREHOUSE III Total:					324.76
Vendor: 4434 - MARIPOSA LANDSCAPES INC					
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 12/2025	117757		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 12/2025	117757		15,265.88
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 12/2025	117757		1,509.99
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwy (19) Landscape Maintenance 12/2025	117757		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 12/2025	117757		459.54
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 12/2025	117757		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	117757		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 12/2025	117757		708.33
Vendor 4434 - MARIPOSA LANDSCAPES INC Total:					40,366.67

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Account Number	Vendor DBA	Description (Item)	Payable Number	Project Account Key	Amount
Vendor: 1521 - WEST COAST ARBORISTS INC					
240-2410-7909	WEST COAST ARBORISTS INC	Tree Removal/Pruning	238482		4,008.15
Vendor 1521 - WEST COAST ARBORISTS INC Total:					4,008.15
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					45,387.86
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
Vendor: 6189 - ENTERPRISE FM TRUST					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 1/01/2026 - 1/31/2026	FBN5531270		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 1/01/2026 - 1/31/2026	FBN5531270		681.15
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 1/01/2026 - 1/31/2026	FBN5531270		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 1/01/2026 - 1/31/2026	FBN5531270		442.41
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 1/01/2026 - 1/31/2026	FBN5531270		429.95
Vendor 6189 - ENTERPRISE FM TRUST Total:					2,612.75
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					2,612.75
Fund: 440 - PROPOSITION A TRANSIT FUND					
Vendor: 6237 - FAST 5 HOLDING COMPANY LLC					
440-4405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	00936		24.00
Vendor 6237 - FAST 5 HOLDING COMPANY LLC Total:					24.00
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 12/2025	18608		106.81
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					106.81
Fund 440 - PROPOSITION A TRANSIT FUND Total:					130.81
Fund: 460 - PROPOSITION C TRANSIT FUND					
Vendor: 5307 - SUPERIOR PROPERTY SERVICES INC					
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 12/2025	18608		89.01
Vendor 5307 - SUPERIOR PROPERTY SERVICES INC Total:					89.01
Fund 460 - PROPOSITION C TRANSIT FUND Total:					89.01
Fund: 470 - MEASURE R LR TRANSIT FUND					
Vendor: 5406 - JOSE ANGEL FIERROS					
470-4705-8100	FS CONTRACTORS INC	Potholing Signals at Buena Vista & Kellwil	3713	202127/Other Cap-TS Buena V..	12,110.00
Vendor 5406 - JOSE ANGEL FIERROS Total:					12,110.00
Vendor: 6524 - SAFE SIDEWALKS INCORPORATED					
470-4705-8060	PRECISION CONCRETE CUTTI...	Sidewalk Maint Project Crestview/Royal Oaks Dr	COD 112025-10		4,474.50
470-4705-8060	PRECISION CONCRETE CUTTI...	Sidewalk Maint Project-Royal Oaks/Junipero	COD 123125-12		2,041.00
Vendor 6524 - SAFE SIDEWALKS INCORPORATED Total:					6,515.50
Fund 470 - MEASURE R LR TRANSIT FUND Total:					18,625.50
Grand Total:					988,232.72

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	919,556.79
220 - GAS TAX FUN	1,830.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	45,387.86
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	2,612.75
440 - PROPOSITION A TRANSIT FUND	130.81
460 - PROPOSITION C TRANSIT FUND	89.01
470 - MEASURE R LR TRANSIT FUND	18,625.50
Grand Total:	988,232.72

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	35.00
100-1005-7642	Travel & Exp - Finlay	35.00
100-1010-7610	Travel, Mtgs & Conf	989.11
100-1010-7612	Publications and Dues	318.00
100-1010-7614	Office Supplies	710.99
100-1010-7670	Legal Notices	6,789.07
100-1010-7965	Professional Services	4,895.25
100-1010-7980	Other Expenses	69.01
100-1020-7711	Employee Recognition C...	1,200.00
100-1020-7712	Community Information ...	601.71
100-1020-7716	Special Community Even...	461.00
100-1020-7721	Public Art	250.00
100-1020-7724	Post Office Parking	2,853.75
100-1020-7726	Council Cablecasting	300.00
100-1025-7699	League Of Calif Cities	10,312.00
100-1205-7610	Travel, Mtgs & Conf	699.49
100-1205-7614	Office Supplies	288.38
100-1205-7615	Emergency Supplies	75.85
100-1205-7636	Uniforms	236.25
100-1205-7650	Vehicle Maintenance	3,438.38
100-1205-7655	Emergency Services	475.42
100-1205-7761	Parking Ticket Collect	4,117.00
100-1205-7779	Youth Programs	1,070.34
100-1205-7780	Animal Control	8,134.70
100-1205-7781	Contract Law Enforceme...	88.00
100-1205-7782	Crossing Guard Contract...	7,502.20
100-1205-7783	A-Team Program	7,501.74
100-1205-7980	Other Expenses	404.42
100-1405-7076	Tuition Reimbursement	3,556.89
100-1405-7650	Vehicle Maintenance	72.00
100-1405-7800	Building Department Ser...	655,568.08
100-1405-7965	Professional Services	10,595.00
100-1405-7969	City Engineer	2,640.00
100-1405-7980	Other Expenses	21,813.83
100-1410-7650	Vehicle Maintenance	8.00
100-1410-7656	Emergency Generator	190.00
100-1410-7814	Graffiti Removal	1,584.38
100-1410-7815	Brush Clearance	2,156.00
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	99.02
100-1605-7612	Publications and Dues	505.00
100-1605-7636	Uniforms	17.13
100-1605-7650	Vehicle Maintenance	169.65
100-1605-7730	Special Events	52.49
100-1605-7733	Senior Center	4,523.48
100-1605-7735	Teen Center	1,458.69

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7736	Youth & Adult Recreatio...	325.50
100-1605-7739	Publicity	584.06
100-1605-7741	Sports/Playground Progr...	4,264.20
100-1605-7965	Professional Services	346.28
100-1610-7616	Pool Supplies	5,355.88
100-1610-7617	Pool Chemicals	1,372.82
100-1610-7618	Building Supplies	3,143.75
100-1610-7636	Uniforms	92.55
100-1610-7650	Vehicle Maintenance	19.88
100-1610-7652	Building Maint Services	15,717.79
100-1805-7614	Office Supplies	49.05
100-1805-7653	Bank Charges	530.35
100-1805-7965	Professional Services	1,340.00
100-1810-7660	Other Services	88.00
100-1810-7980	Other Expenses	381.46
100-1815-7632	Software	2,463.00
100-1815-7830	Telephone Services	1,728.00
100-1815-7965	Professional Services	5,000.00
100-1815-7980	Other Expenses	70.18
100-1825-7613	Duplications And Photos	108.73
100-1825-7626	Postage	1,104.68
100-1825-7630	Equipment Lease	665.71
100-1825-7782	Admin Support of Debt ...	1,625.00
100-1830-8100	Vehicle Replacement (C...	15,570.77
100-2012	Green Building Fees Pay...	142.00
100-2013	Strong Motions Fees Pay...	457.50
100-2120	Refundable Deposits	600.00
100-2121	Pass Through Deposits	80,359.51
100-2122	Disability Access & Educ ...	128.00
100-2123	Special Event Insurance ...	870.00
100-2125	Metro Pass Through (TA...	60.00
100-2126	Construction and Demoli...	2,058.00
100-4201	Building Permits	432.80
100-4806	Excursion Fees	75.00
100-4809	Sports Program Fees	300.00
100-5004	Other Revenue	-162.08
220-2225-8100	Other Capital Improvem...	1,830.00
240-2405-7888	Repairs-Citywide	688.28
240-2410-7888	Repairs-Citywide	324.76
240-2410-7909	Tree Trim-Residential	4,008.15
240-2410-7915	Landscape-Citywide	19,509.19
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
320-3205-8013	Vehicles (Capital)	2,612.75

Account Summary

Account Number	Account Name	Payment Amount
440-4405-7650	Vehicle Maintenance	24.00
440-4405-7814	Graffiti Removal	106.81
460-4605-7814	Graffiti Removal	89.01
470-4705-8060	Sidewalk/Concrete Repai...	6,515.50
470-4705-8100	Other Capital Improvem...	12,110.00
Grand Total:		988,232.72

Project Account Summary

Project Account Key	Payment Amount
None	883,988.38
202127/Other Cap-TS Buena Vista & Kellwil Way	12,110.00
202412-Prof Svc-FY24 Bike Trail Rehab Proj	10,595.00
202417-dep-Westminister Garden Specific Plan & EIR	16,775.00
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	450.00
202419/1205-7980 Other Exps-Tobacco Grant	383.55
202421-Prof Svcs-FC Pool Deck Renovation	346.28
202512-100-2121/1404-1411 Royal Oaks Environmental	4,960.00
202519-Pass Thru-COH Parking Analysis/Audit	58,624.51
Grand Total:	988,232.72



City of Duarte

Council Warrant Register By Account By Fund

Payment Dates 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
Fund: 100 - GENERAL FUND					
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 7/2025	6821		875.00
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports Volleyball Jerseys	6800		43.13
100-2121	FEHR & PEERS	COH Parking Assessment 8/30/2025 - 9/26/2025	6808	202519-Pass Thru-COH Parkin...	7,930.13
100-2121	FEHR & PEERS	COH Parking Assessment 9/27/2025 - 10/31/2025	6808	202519-Pass Thru-COH Parkin...	43,213.13
100-1610-7652	MARCUS LEON BANKS SR	SC Kiln Receptacle Replacement	221774		475.00
100-1610-7616	SCP DISTRIBUTORS LLC	Training Pool Covers	6826		5,355.88
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Garden Specific Plan 10/2025	221798	202417-dep-Westminister Ga...	16,500.00
100-1405-7965	ARMSTRONG & WALKER LAN...	Landscape Upgrades- Recreation Trail 7/1 - 11/30/25	6795	202412-Prof Svc-FY24 Bike Tra...	8,730.00
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 11/2025	6835		237.71
100-1205-7636	KEYSTONE UNIFORMS	CSO Castaneda Uniforms	6836		236.25
100-1205-7779	FABIAN ANDRADE	PS Intern Stipend	221771		100.00
100-1205-7779	ELIJAH ROY MORALES	DUSD Tutoring Program	6818	202418-FY23-26-Exp-Tutors,S...	450.00
100-1405-7980	PARCELQUEST	GIS Parcel Sales Data 1/1/2026 - 12/31/2026	6822		9,499.00
100-2121	FEHR & PEERS	COH Parking Assessment 11/1/2025 - 11/28/2025	6808	202519-Pass Thru-COH Parkin...	7,481.25
100-2121	DE NOVO PLANNING GROUP	1404 Royal Oaks CEQA Thru 12/15/2025	221787	202512-100-2121/1404-1411 ...	4,960.00
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Inspection 12/3/2025	6834		160.00
100-2121	MOORE IACOFANO GOLTSMA...	Westminster Garden Specific Plan 11/2025	221798	202417-dep-Westminister Ga...	275.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 12/2025	6807		188.00
100-1605-7612	CALIFORNIA PARK & RECREAT...	Alexis Corral Membership Renewal	221782		170.00
100-1605-7612	CALIFORNIA PARK & RECREAT...	Manuel Enriquez Membership Renewal	221782		165.00
100-1605-7735	ACTION DESIGNZ LLC	MLK Peace Walk/Breakfast Shirts	221769		1,209.98
100-1610-7618	BSN SPORTS LLC	Futsal Court Nets	221779		530.40
100-1410-7656	SUNWEST ENGINEERING	Emergency Generator Spill Bucket Cleaning	6834		30.00
100-1605-7733	HEULYN REGINA DUMAS-JOH...	SC Sewing Lessons 12/2025	6806		121.00
100-1205-7782	ALL CITY MANAGEMENT SERV...	Crossing Guard Svcs 12/7/2025 - 12/20/2025	6792		7,502.20
100-1610-7618	SUPPLY SOLUTIONS	Building Maintenance Supplies	6828		2,114.06
100-1825-7782	US BANK	1999 TAB Trustee Fees 12/1/2025 - 11/30/2026	6837		1,625.00
100-1610-7652	INX BUILDING MAINTENANCE	Credit for Non Service Holiday Closures	6812		-570.60
100-1005-7640	U.S. BANK	Cesar Garcia Mayors Breakfast (DuarteChamber)	6785		35.00
100-1010-7610	U.S. BANK	Annual Holiday Lunch 12/16/25 (Hope Village)	6785		725.28
100-1010-7610	U.S. BANK	Brian V Mtg w/Sergeant Dobbins (The Habit)	6785		31.58
100-1010-7610	U.S. BANK	Brian V Mtg w/Dr Medrano 12/22/25 (Hope Village)	6785		59.73

Council Warrant Register By Account

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1010-7610	U.S. BANK	Brian V Mtg w/Superintendent Crosby (Mikomi Sushi)	6785		62.52
100-1010-7612	U.S. BANK	Pasadena Star News Online Subscription	6785		18.00
100-1010-7612	U.S. BANK	Admin CAPIO Membership Thru 12/16/2026	6785		300.00
100-1010-7614	U.S. BANK	Ergonomic Computer Mouse (Amazon)	6785		82.86
100-1010-7614	U.S. BANK	Ergonomic Desk (Amazon)	6785		545.83
100-1010-7980	U.S. BANK	DashPass 12/5/2025 - 1/5/2026 (DoorDash)	6785		9.99
100-1010-7980	U.S. BANK	CC Meeting 12/9/25 Supplies (InstaCart)	6785		59.02
100-1020-7712	U.S. BANK	Hootsuite Membership	6785		149.00
100-1020-7712	U.S. BANK	Social Media Ads (Facebook)	6785		89.67
100-1020-7712	U.S. BANK	X Premium Membership 12/2/25 - 12/2/26 (X Corp)	6785		84.00
100-1020-7712	U.S. BANK	Social Media Ads (Facebook)	6785		59.05
100-1020-7712	U.S. BANK	Spotify Subscription	6785		19.99
100-1020-7721	U.S. BANK	Call for Artists Application Platform(PayPal-Cafe)	6785		250.00
100-1205-7610	U.S. BANK	LASD Reserves Training/Mtg Food (Old Spaghetti)	6786		624.49
100-1205-7610	U.S. BANK	Larry B Mayor Breakfast 1/29/26 (Duarte Chamber)	6786		35.00
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	6786		50.08
100-1205-7614	U.S. BANK	Office Supplies (Amazon)	6786		22.47
100-1205-7615	U.S. BANK	EOC Communication Device Case (Amazon)	6786		48.57
100-1205-7615	U.S. BANK	EOC USB-C Splitter (Amazon)	6786		27.28
100-1205-7779	U.S. BANK	DART Turkey Giveaway Event (Norms Restaurant)	6786		146.64
100-1205-7779	U.S. BANK	Toy Drive Lunch (Little Caesars)	6786		41.06
100-1205-7779	U.S. BANK	Toy Drive Candy Canes (Grocery Outlet)	6786		16.07
100-1205-7779	U.S. BANK	DART Meeting 12/3/25 (Dominos Pizza)	6786		37.97
100-1205-7779	U.S. BANK	Toy Drive Decorations (Amazon)	6786		43.63
100-1205-7779	U.S. BANK	DART Trip 12/20/25 Dinner (In-N-Out Burger)	6786		149.62
100-1205-7779	U.S. BANK	Toy Drive Decorations (Dollar Tree)	6786		42.35
100-1205-7780	U.S. BANK	AC Vehicle Camera Mounts/Organizers (Amazon)	6786		292.08
100-1205-7780	U.S. BANK	Animal Control Vehicle Camera Mounts (Amazon)	6786		7.98
100-1205-7780	U.S. BANK	Animal Control Vehicle Trunk Organizers (Amazon)	6786		44.19
100-1205-7780	U.S. BANK	Animal Control Vehicle Camera Mounts (Amazon)	6786		31.28
100-1205-7783	U.S. BANK	A-Team Takeover Breakfast (Starbucks)	6786		67.05
100-1205-7783	U.S. BANK	A-Team Takeover Lunch 12/23/25 (Dominos Pizza)	6786		245.18
100-1205-7783	U.S. BANK	A-Team Takeover Supplies (Grocery Outlet)	6786		34.33
100-1205-7783	U.S. BANK	A-Team Activity Supplies (Amazon)	6786		59.64
100-1205-7783	U.S. BANK	A-Team Takeover Prizes (Target)	6786		294.64
100-1205-7783	U.S. BANK	A-Team Takeover Supplies (Smart & Final)	6786		60.90

Council Warrant Register By Account

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1205-7980	U.S. BANK	Larry Breceda Dot Card Replacement (Amazon)	6786		20.87
100-1205-7980	U.S. BANK	Tobacco Giveaway Merchandise (Yeti)	6786	202419/1205-7980 Other Exps..	383.55
100-1020-7726	BAKERS MAN PRODUCTIONS L...	Live-Switching & Recording of CC Mtg 12/9/2025	6796		300.00
100-1020-7712	BAKERS MAN PRODUCTIONS L...	Raw Footage of Fall Events	6796		200.00
100-1205-7780	ONLY CREMATIONS FOR PETS	Deceased Animal Disposal 12/2025	6821		192.50
100-1810-7980	SMART & FINAL	Employee New Years Eve Toast Supplies	6829		38.62
100-1605-7741	SMART & FINAL	Sports Coach's Meeting	6829		57.14
100-1610-7652	AIR-TRO INC	ROP Bldg HVAC Service Call	6790		368.00
100-1610-7652	ALBERTOS PLUMBING	Public Safety Sewer Drain Service	6791		450.00
100-1605-7735	SMART & FINAL	TC New Years Eve Event Supplies	6829		91.04
100-2126	C J CONCRETE CONSTRUCTION..	Const/Demo Deposit Refund (P#2025-073ROW)	6798		2,058.00
100-5004	C J CONCRETE CONSTRUCTION..	Administrative Fee (P#2025-073ROW)	6798		-125.00
100-1605-7650	M K FUELS	Parks & Recreation Fuel 12/2025	221783		153.65
100-1605-7730	SMART & FINAL	New Years Event Pop-UP Cider	6829		41.45
100-1605-7965	AQUATIC DESIGN GROUP INC	Design Svcs-FC Pool Deck Renovation 12/2025	221772	202421-Prof Svcs-FC Pool Deck..	346.28
100-1610-7652	CINTAS CORPORATION #693	Public Safety Logo Mats	6802		69.33
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	6802		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	6802		4.15
100-1605-7733	SMART & FINAL	SC New Years Brunch Beverages	6829		404.21
100-1205-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	221792		64.00
100-1205-7781	FAST 5 HOLDING COMPANY L...	Sheriff Dept Vehicle Cleaning 12/2025	221792		88.00
100-1405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	221792		72.00
100-1410-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	221792		8.00
100-1605-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	221792		16.00
100-1020-7724	MARIPOSA LANDSCAPES INC	PO Pkg Lot Landscape Maintenance 12/2025	6815		312.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Greenbank Ave Brush Clearance 12/2025	6815		76.00
100-1410-7815	MARIPOSA LANDSCAPES INC	Duarte Wilderness Park Brush Clearance 12/2025	6815		2,080.00
100-1415-7916	MARIPOSA LANDSCAPES INC	Sports Parks (2) Landscape Maintenance 12/2025	6815		3,426.72
100-2125	REGIONAL TAP SERVICE CENT...	TAP Card Reload 12/2025	221805		60.00
100-1010-7670	SOUTHERN CALIFORNIA NEWS...	Legal Advertising 12/2025	6831		6,789.07
100-1405-7800	CHARLES ABBOTT ASSOCIATES...	Building & Safety Svcs 12/2025	6801		654,345.68
100-1205-7780	SAN GABRIEL VALLEY HUMAN...	Animal Shelter Services 1/2026	221811		6,666.67
100-1610-7652	ACCO ENGINEERED SYSTEMS	Teen Ctr HVAV Quarterly Maintenance Contract	6789		1,132.00
100-1610-7652	ACCO ENGINEERED SYSTEMS	Town Ctr HVAV Quarterly Maintenance Contract	6789		3,731.00
100-1610-7652	WET VIEWS	Fitness Ctr Pool Weekly Maintenance 12/2025	6823		1,950.00
100-1205-7655	THOMSON REUTERS-WEST P...	EOC Software 12/2025	6835		237.71
100-1610-7652	INX BUILDING MAINTENANCE	CH/TC/Yard Janitorial Services 1/2026	6812		4,754.61
100-1205-7779	CMC LIVESCAN & NOTARY SE...	Livescan Services 12/2025	6804		28.00

Council Warrant Register By Account

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1810-7660	CMC LIVESCAN & NOTARY SE...	Livescan Services 12/2025	6804		56.00
100-1205-7783	TRAIN UP A CHILD LLC	A-Team Contract Services 1/2026	6788		6,740.00
100-1810-7980	STUBBIES PROMOTIONS INC	Annual Awards Gifts	6833		342.84
100-1605-7733	QUALITY PRINTING AND MAIL...	SC Jan/Feb 2026 Newsletter	221816		818.61
100-1020-7716	BMI	Music Licensing 1/01/2026 - 12/31/2026	221778		459.00
100-1010-7614	STAPLES	Office Supplies	6832		82.30
100-1605-7735	RALPHS	Teen Ctr Snack Bar Supplies	221803		52.15
100-2012	CALIFORNIA BUILDING STAND...	Green Bldg Fee Q4 2025	221781		142.00
100-2013	DEPARTMENT OF CONSERVAT...	Strong Motion Fee (SMIP) Q4 2025	221788		457.50
100-5004	DEPARTMENT OF CONSERVAT...	Local Agency Fee (SMIP) Q4 2025	221788		-22.88
100-5004	CALIFORNIA BUILDING STAND...	Local Gov't Retainer Q4 2025	221781		-14.20
100-1605-7741	CHALLENGER TEAMWEAR	Youth Sports Basketball Jerseys	6800		3,947.02
100-1010-7610	DUARTE CHAMBER OF COMM...	Andres R/Brian V Mayor Breakfast 1/29/2026	6805		70.00
100-1815-7830	CLOUD CONNECT SOLUTIONS ...	Phone-SD Wan w/VELO/SIP&E911 Bundle 2/2026	6803		1,728.00
100-1410-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 12/2025	221810		1,584.38
100-1605-7733	THE BASHFUL BUTLER LLC	SC New Years Brunch Catering	221776		2,805.56
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 1/1/2026 - 1/31/2026	BD26-0832		618.20
100-1405-7800	EXTRASPACE STORAGE 3426	Building Plans Storage 1/1/2026 - 1/31/2026	BD26-0833		604.20
100-1405-7969	RKA CONSULTING GROUP	Contract City Engineer 11/2025	6824		2,640.00
100-1405-7965	RKA CONSULTING GROUP	Watson Multi-Use Trail Rehab Grant Support 11/2025	6824	202412-Prof Svc-FY24 Bike Tra...	1,865.00
100-1815-7632	GOOGLE LLC	Gsuite-cityofduarte.ca.gov 12/1/25 - 12/31/25	BD26-0831		2,463.00
100-1605-7610	SMART & FINAL	IDC Meeting Snacks	6829		39.67
100-1825-7630	QUADIENT LEASING USA INC	PS Postage Machine Lease 2/1/2026 - 4/30/2026	221802		665.71
100-1205-7779	DEPARTMENT OF JUSTICE	Fingerprint Apps 12/2025	6799		15.00
100-1810-7660	DEPARTMENT OF JUSTICE	Fingerprint Apps 12/2025	6799		32.00
100-1605-7736	TCBRODERS	Instructor Fees-Futsal Flight 9/29/25 - 11/28/25	6811		325.50
100-1610-7617	FULLER ENGINEERING INC	Pool Chemicals	6810		1,372.82
100-1405-7980	RAYCOM DATA TECHNOLOGIE...	Dept Wide Scanning Project	221804		5,302.50
100-1605-7739	STUBBIES PROMOTIONS INC	Trail Event Giveaways	6833		584.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 3 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		1,819.25
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R23 Tax on Gain on Prior	BD26-0835		1,333.27
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R22 Tax on Gain on Prior	BD26-0835		1,211.03
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 10 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		1,147.73
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 15 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		1,088.94
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 27 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		477.31
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 17 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		827.50
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 13 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		223.54
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 26 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		849.35
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 33,34,24,25,35 Maint Fees 1/2026	BD26-0835		259.83

Council Warrant Register By Account

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 20 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		395.08
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 19 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		447.30
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R23 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		470.06
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 36 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		479.96
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 22 Sales Tax (12/17/2025)	BD26-0835		-1,210.98
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 30 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		530.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R22 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		491.82
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 14 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		546.07
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 9 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		800.69
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 7 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		784.34
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 28 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		531.41
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R13 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		709.29
100-1830-8100	ENTERPRISE FM TRUST	Vehicle R27 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		710.42
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 29 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		696.76
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 6 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		580.21
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 11 Lease/Maint 1/01/2026 - 1/31/2026	BD26-0835		703.61
100-1830-8100	ENTERPRISE FM TRUST	Vehicle 23 Sales Tax (12/19/2025)	BD26-0835		-1,333.23
100-4201	JOSE MARIA BARAJAS-CASTIL...	Electrical Permit Refund (P#2025-674/1214 Hunt)	221775		432.80
100-1405-7980	SOUTH COAST LIGHTING & DE...	Lena Valenzuela Park Light Poles	221809		4,264.20
100-1405-7980	SOUTH COAST LIGHTING & DE...	Lena Valenzuela Park Light Poles	221809		2,748.13
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	6802		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	6802		4.15
100-1205-7614	STAPLES	Office Supplies	6832		215.83
100-1610-7652	ALBERTOS PLUMBING	Senior Ctr Kitchen Sink Leak Repair	6791		225.00
100-1805-7614	TREVIAPAY	Office Supplies	6819		9.27
100-1805-7614	TREVIAPAY	Office Supplies	6819		9.26
100-1805-7614	TREVIAPAY	Office Supplies	6819		25.70
100-1610-7650	AUTOZONE	Vehicle #21 Wiper Blades	221773		19.88
100-1020-7711	ABRAHAM MARTINEZ	Annual Awards Band 1/30/2026	6816		750.00
100-1605-7741	J & J SPORTS & TROPHIES	Youth Sports Cross Country Shirts	6813		216.91
100-2123	ALLIANT INSURANCE SERVICES	Special Event Insurance Q4 2025	6793		870.00
100-1610-7618	SMART & FINAL	Senior Ctr Coffee Supplies	6829		499.29
100-1805-7614	TREVIAPAY	Office Supplies	6819		4.82
100-1205-7650	WARDS SERVICE	Vehicle #23 Cage Removal	6838		215.00
100-1605-7636	CURO MANAGED PRINT PRO...	Part Time Employee Name Badges	221786		17.13
100-1205-7650	10-8 RETROFIT INC	Vehicle #13 Lights/Equipment Installation	6787		3,159.38
100-1610-7652	ANCHOR GARAGE DOOR AND...	City Yard Gate Loop Detector/Maintenance	6794		1,253.00

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Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1020-7711	KHADIM ENTERPRISE LLC	Balance-Annual Awards Dessert 1/30/2026	221777		450.00
100-1405-7076	SCOTT NASH	Tuition Reimbursement	6820		3,136.50
100-1010-7610	SAN GABRIEL VALLEY CITY M...	Brian Villalobos 2026 Law for Cities Meeting	221807		40.00
100-1205-7610	SAN GABRIEL VALLEY CITY M...	Larry Breceda 2026 Law for Cities Meeting	221807		40.00
100-1610-7652	EXECUTIVE ELEVATOR INC	SC Elevator Maintenance 1/2026	6807		190.00
100-1205-7780	CALIFORNIA ANIMAL WELFARE...	Juan Oseguera Animal Control Training	221780		25.00
100-1605-7735	SMART & FINAL	Teen Ctr Snack Bar Supplies	6829		105.52
100-1605-7733	SMART & FINAL	Senior Ctr Cleaning Supplies	6829		59.10
100-1025-7699	LEAGUE OF CALIFORNIA CITIES	2026 Membership Dues	221796		10,312.00
100-1010-7965	MOORE IACOFANO GOLTSMA...	Strategic Planning Services 11/01/25 - 12/31/25	221798		4,895.25
100-1605-7733	THEODORE SIEGEL	SC 'Heaven Can Wait' Screening/Presentation	221808		150.00
100-1205-7761	SUPERIOR CT OF CAL CO OF L...	Citation Revenue Tax 12/2025	221770		4,117.00
100-1405-7076	SALINA BAUTISTA	Tuition Reimbursement	6797		420.39
100-1605-7610	CPRS DISTRICT XIII	Victoria Andrade Power Breakfast Registration	221785		40.00
100-1825-7613	GRAND PRINTING INC	Business Cards-Carlos Grider	221795		108.73
100-1815-7980	MAXTREME SERVICES	Printer Return (Restocking Fee)	6817		70.18
100-1605-7733	DUARTE PETTY CASH/BINGO ...	Senior Center Bingo Prize Money	221790		165.00
100-4806	YOLANDA VILLEGAS	Excursion Refund (Golden Dragon Parade 2/21/2026)	221815		25.00
100-4806	MARIA TORRES	Excursion Refund (Golden Dragon Parade 2/21/2026)	221812		25.00
100-4806	KEELI MADDOX	Excursion Refund (Golden Dragon Parade 2/21/2026)	221797		25.00
100-4809	SHEILA VALDEZ	Basketball Refund (Malachi Valdez)	221814		60.00
100-4809	SHEILA VALDEZ	Basketball Refund (Faith Valdez)	221814		60.00
100-4809	NATALIE MEDINA GOMEZ	Basketball Refund (Mia Gomez)	221794		60.00
100-4809	DIANA ORTIZ	Basketball Refund (Valentina Levano)	221799		60.00
100-4809	LIDIA VALDEZ	Basketball Refund (Sarah Alvarez)	221813		60.00
100-1610-7636	CINTAS CORPORATION #693	Facility Maint Uniforms	6802		30.85
100-1610-7652	CINTAS CORPORATION #693	Logo Mats	6802		4.15
100-1610-7652	ALBERTOS PLUMBING	Cmty Ctr Toilet Replacement	6791		695.00
100-1610-7652	ALBERTOS PLUMBING	City Yard Pipe Leak Repair	6791		795.00
100-2120	ARMANDO RIVERA	SC Rent Deposit Refund 1/10/2026	221806		500.00
100-2120	PARI-MUTUEL EMPLOYEES GU...	SC Mtg Room Deposit Refund 12/16/2025	221800		100.00
100-2122	DIVISION OF THE STATE ARCH...	Disability Access Fee Q4 2025	221789		128.00
100-1020-7716	DUARTE RECREATION PETTY ...	Flower Mart Parking	221791		2.00
100-1605-7610	DUARTE RECREATION PETTY ...	IDC Meeting Snacks	221791		19.35
100-1605-7730	DUARTE RECREATION PETTY ...	Auxillary Cable	221791		11.04
100-1005-7642	DUARTE CHAMBER OF COMM...	Margaret Finlay Mayors Breakfast 1/29/2026	6805		35.00
100-1805-7653	SUPERIOR PRESS	A/P Account Deposit Slips	BD26-0834		171.00
100-1605-7612	CALIFORNIA PARK & RECREAT...	Alberto Castaneda-Salazar Membership Renewal	221782		170.00
100-1805-7653	SECTRAN SECURITY INC	January 2026 Courier Pick-up	6827		359.35
100-1825-7626	FEDEX	Document Delivery 1/14/2026	221793		104.68
100-1805-7965	WILLDAN FINANCIAL SERVICES	Cost Allocation Plan & User Fee Study 12/31/2025	6840		1,340.00

Council Warrant Register By Account

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
100-1815-7965	MAXTREME SERVICES	IT Helpdesk 1/2026 (Remaining Balance)	6817		5,000.00
100-1825-7626	QUADIENT FINANCE USA INC	Public Safety Postage	221801		1,000.00
100-1020-7724	SOUTHERN CALIFORNIA EDIS...	PO Parking Lot Lease 2/01/2026 - 4/30/2026	6830		2,541.75
Fund 100 - GENERAL FUND Total:					919,556.79
Fund: 220 - GAS TAX FUN					
220-2225-8100	RKA CONSULTING GROUP	Speed Surveys and Traffic Counts 11/2025	6824		1,830.00
Fund 220 - GAS TAX FUN Total:					1,830.00
Fund: 240 - LIGHTING AND LANDSCAPE DISTRICT FUND					
240-2410-7915	MARIPOSA LANDSCAPES INC	Misc Locations (8) Landscape Maintenance 12/2025	6815		1,509.99
240-2410-7915	MARIPOSA LANDSCAPES INC	City Facilities (4) Landscape Maintenance 12/2025	6815		2,733.32
240-2410-7915	MARIPOSA LANDSCAPES INC	Parks (14) Landscape Maintenance 12/2025	6815		15,265.88
240-2410-7917	MARIPOSA LANDSCAPES INC	Medians/Pkwys (19) Landscape Maintenance 12/2025	6815		8,312.45
240-2410-7917	MARIPOSA LANDSCAPES INC	Tree Wells (12) Landscape Maintenance 12/2025	6815		459.54
240-2420-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		491.67
240-2421-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		1,416.67
240-2422-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		693.80
240-2423-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		1,125.00
240-2424-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		775.01
240-2425-7913	MARIPOSA LANDSCAPES INC	Hearthstone Brush Clearance 12/2025	6815		1,166.67
240-2425-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		416.67
240-2426-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		333.33
240-2427-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		891.67
240-2431-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		891.67
240-2432-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		1,175.00
240-2433-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		750.00
240-2434-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		500.00
240-2435-7914	MARIPOSA LANDSCAPES INC	Landscape Maintenance 12/2025	6815		750.00
240-2435-7918	MARIPOSA LANDSCAPES INC	Ridgecrest Brush Clearance 12/2025	6815		708.33
240-2410-7909	WEST COAST ARBORISTS INC	Tree Removal/Pruning	6839		4,008.15
240-2410-7888	LANDSCAPE WAREHOUSE INC	Citywide Irrigation Repairs	6814		324.76
240-2405-7888	CED	Citywide Street Light Supplies	221784		688.28
Fund 240 - LIGHTING AND LANDSCAPE DISTRICT FUND Total:					45,387.86
Fund: 320 - AIR QUALITY MANAGEMENT FUND (AQMD)					
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 34 Lease 1/01/2026 - 1/31/2026	BD26-0835		569.24
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 24 Lease 1/01/2026 - 1/31/2026	BD26-0835		429.95
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 33 Lease 1/01/2026 - 1/31/2026	BD26-0835		442.41

Council Warrant Register By Account

Payment Dates: 1/15/2026 - 1/28/2026

Account Number	Vendor DBA	Description (Item)	Payment Number	Project Account Key	Amount
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 25 Lease 1/01/2026 - 1/31/2026	BD26-0835		490.00
320-3205-8013	ENTERPRISE FM TRUST	Vehicle 35 Lease 1/01/2026 - 1/31/2026	BD26-0835		681.15
Fund 320 - AIR QUALITY MANAGEMENT FUND (AQMD) Total:					2,612.75
Fund: 440 - PROPOSITION A TRANSIT FUND					
440-4405-7650	FAST 5 HOLDING COMPANY L...	Citywide Vehicle Cleaning 12/2025	221792		24.00
440-4405-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 12/2025	221810		106.81
Fund 440 - PROPOSITION A TRANSIT FUND Total:					130.81
Fund: 460 - PROPOSITION C TRANSIT FUND					
460-4605-7814	SUPERIOR PROPERTY SERVICE...	Graffiti Removal 12/2025	221810		89.01
Fund 460 - PROPOSITION C TRANSIT FUND Total:					89.01
Fund: 470 - MEASURE R LR TRANSIT FUND					
470-4705-8060	PRECISION CONCRETE CUTTI...	Sidewalk Maint Project Crestview/Royal Oaks Dr	6825		4,474.50
470-4705-8060	PRECISION CONCRETE CUTTI...	Sidewalk Maint Project-Royal Oaks/Junipero	6825		2,041.00
470-4705-8100	FS CONTRACTORS INC	Potholing Signals at Buena Vista & Kellwil	6809	202127/Other Cap-TS Buena V..	12,110.00
Fund 470 - MEASURE R LR TRANSIT FUND Total:					18,625.50
Grand Total:					988,232.72

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	919,556.79
220 - GAS TAX FUN	1,830.00
240 - LIGHTING AND LANDSCAPE DISTRICT FUND	45,387.86
320 - AIR QUALITY MANAGEMENT FUND (AQMD)	2,612.75
440 - PROPOSITION A TRANSIT FUND	130.81
460 - PROPOSITION C TRANSIT FUND	89.01
470 - MEASURE R LR TRANSIT FUND	18,625.50
Grand Total:	988,232.72

Account Summary

Account Number	Account Name	Payment Amount
100-1005-7640	Travel & Exp - Garcia	35.00
100-1005-7642	Travel & Exp - Finlay	35.00
100-1010-7610	Travel, Mtgs & Conf	989.11
100-1010-7612	Publications and Dues	318.00
100-1010-7614	Office Supplies	710.99
100-1010-7670	Legal Notices	6,789.07
100-1010-7965	Professional Services	4,895.25
100-1010-7980	Other Expenses	69.01
100-1020-7711	Employee Recognition C...	1,200.00
100-1020-7712	Community Information ...	601.71
100-1020-7716	Special Community Even...	461.00
100-1020-7721	Public Art	250.00
100-1020-7724	Post Office Parking	2,853.75
100-1020-7726	Council Cablecasting	300.00
100-1025-7699	League Of Calif Cities	10,312.00
100-1205-7610	Travel, Mtgs & Conf	699.49
100-1205-7614	Office Supplies	288.38
100-1205-7615	Emergency Supplies	75.85
100-1205-7636	Uniforms	236.25
100-1205-7650	Vehicle Maintenance	3,438.38
100-1205-7655	Emergency Services	475.42
100-1205-7761	Parking Ticket Collect	4,117.00
100-1205-7779	Youth Programs	1,070.34
100-1205-7780	Animal Control	8,134.70
100-1205-7781	Contract Law Enforceme...	88.00
100-1205-7782	Crossing Guard Contract...	7,502.20
100-1205-7783	A-Team Program	7,501.74
100-1205-7980	Other Expenses	404.42
100-1405-7076	Tuition Reimbursement	3,556.89
100-1405-7650	Vehicle Maintenance	72.00
100-1405-7800	Building Department Ser...	655,568.08
100-1405-7965	Professional Services	10,595.00
100-1405-7969	City Engineer	2,640.00
100-1405-7980	Other Expenses	21,813.83
100-1410-7650	Vehicle Maintenance	8.00
100-1410-7656	Emergency Generator	190.00
100-1410-7814	Graffiti Removal	1,584.38
100-1410-7815	Brush Clearance	2,156.00
100-1415-7916	Landscape-Sport Park	3,426.72
100-1605-7610	Travel, Mtgs & Conf	99.02
100-1605-7612	Publications and Dues	505.00
100-1605-7636	Uniforms	17.13
100-1605-7650	Vehicle Maintenance	169.65
100-1605-7730	Special Events	52.49
100-1605-7733	Senior Center	4,523.48
100-1605-7735	Teen Center	1,458.69

Account Summary

Account Number	Account Name	Payment Amount
100-1605-7736	Youth & Adult Recreatio...	325.50
100-1605-7739	Publicity	584.06
100-1605-7741	Sports/Playground Progr...	4,264.20
100-1605-7965	Professional Services	346.28
100-1610-7616	Pool Supplies	5,355.88
100-1610-7617	Pool Chemicals	1,372.82
100-1610-7618	Building Supplies	3,143.75
100-1610-7636	Uniforms	92.55
100-1610-7650	Vehicle Maintenance	19.88
100-1610-7652	Building Maint Services	15,717.79
100-1805-7614	Office Supplies	49.05
100-1805-7653	Bank Charges	530.35
100-1805-7965	Professional Services	1,340.00
100-1810-7660	Other Services	88.00
100-1810-7980	Other Expenses	381.46
100-1815-7632	Software	2,463.00
100-1815-7830	Telephone Services	1,728.00
100-1815-7965	Professional Services	5,000.00
100-1815-7980	Other Expenses	70.18
100-1825-7613	Duplications And Photos	108.73
100-1825-7626	Postage	1,104.68
100-1825-7630	Equipment Lease	665.71
100-1825-7782	Admin Support of Debt ...	1,625.00
100-1830-8100	Vehicle Replacement (C...	15,570.77
100-2012	Green Building Fees Pay...	142.00
100-2013	Strong Motions Fees Pay...	457.50
100-2120	Refundable Deposits	600.00
100-2121	Pass Through Deposits	80,359.51
100-2122	Disability Access & Educ ...	128.00
100-2123	Special Event Insurance ...	870.00
100-2125	Metro Pass Through (TA...	60.00
100-2126	Construction and Demoli...	2,058.00
100-4201	Building Permits	432.80
100-4806	Excursion Fees	75.00
100-4809	Sports Program Fees	300.00
100-5004	Other Revenue	-162.08
220-2225-8100	Other Capital Improvem...	1,830.00
240-2405-7888	Repairs-Citywide	688.28
240-2410-7888	Repairs-Citywide	324.76
240-2410-7909	Tree Trim-Residential	4,008.15
240-2410-7915	Landscape-Citywide	19,509.19
240-2410-7917	Landscape-Medians	8,771.99
240-2420-7914	Landscape Maintenance	491.67
240-2421-7914	Landscape Maintenance	1,416.67
240-2422-7914	Landscape Maintenance	693.80
240-2423-7914	Landscape Maintenance	1,125.00
240-2424-7914	Landscape Maintenance	775.01
240-2425-7913	Brush Clearance	1,166.67
240-2425-7914	Landscape Maintenance	416.67
240-2426-7914	Landscape Maintenance	333.33
240-2427-7914	Landscape Maintenance	891.67
240-2431-7914	Landscape Maintenance	891.67
240-2432-7914	Landscape Maintenance	1,175.00
240-2433-7914	Landscape Maintenance	750.00
240-2434-7914	Landscape Maintenance	500.00
240-2435-7914	Landscape Maintenance	750.00
240-2435-7918	Fuel Modification	708.33
320-3205-8013	Vehicles (Capital)	2,612.75

Account Summary

Account Number	Account Name	Payment Amount
440-4405-7650	Vehicle Maintenance	24.00
440-4405-7814	Graffiti Removal	106.81
460-4605-7814	Graffiti Removal	89.01
470-4705-8060	Sidewalk/Concrete Repai...	6,515.50
470-4705-8100	Other Capital Improvem...	12,110.00
Grand Total:		988,232.72

Project Account Summary

Project Account Key	Payment Amount
None	883,988.38
202127/Other Cap-TS Buena Vista & Kellwil Way	12,110.00
202412-Prof Svc-FY24 Bike Trail Rehab Proj	10,595.00
202417-dep-Westminister Garden Specific Plan & EIR	16,775.00
202418-FY23-26-Exp-Tutors,Student Engage,Live Scan	450.00
202419/1205-7980 Other Exps-Tobacco Grant	383.55
202421-Prof Svcs-FC Pool Deck Renovation	346.28
202512-100-2121/1404-1411 Royal Oaks Environmental	4,960.00
202519-Pass Thru-COH Parking Analysis/Audit	58,624.51
Grand Total:	988,232.72



PUBLIC SAFETY STATUS REPORT January 2026



PROJECT/PROGRAM	STATUS
L.A. COUNTY SHERIFF'S DEPARTMENT	
1. Part 1 Crimes	As the City concludes 2025, Part 1 crime decreased by 15% compared to 2024, representing measurable progress in public safety outcomes citywide. Significant reductions in robberies and burglaries drove much of this improvement and reflect the impact of targeted, data driven enforcement, proactive patrol strategies, and continued collaboration with community partners. While overall trends remain positive, the increase in aggravated assaults has been identified as an area requiring focused attention. Moving into 2026, the Public Safety Department will prioritize violence reduction strategies, targeted outreach, and coordinated enforcement efforts to sustain momentum and ensure continued improvements across all crime categories. Chart attached.
2. Special Assignment Team	The Los Angeles County Sheriff's Department has officially launched its Virtual Deputy Program, which is now available through Temple Station and accessible to Duarte residents. This new service allows residents to schedule video appointments with a deputy for non-emergency matters such as certain property crimes, patrol check requests, and general law enforcement questions, without the need for an in-person visit. Using an easy, appointment based system on the station website, residents can meet virtually with a deputy, submit photos or videos when needed, and receive personalized assistance. The Virtual Deputy Program complements existing online reporting tools, helps reduce patrol call volume, and allows deputies to focus on higher-priority calls, while still providing Duarte residents with a convenient and modern way to connect with law enforcement. Temple Station has recently launched a FAST (Field Arrest Support Team) Deputy pilot program designed to improve patrol efficiency and maintain law enforcement presence within the community. Under this model, when a field deputy in Duarte makes an arrest, the FAST Deputy responds to the field location, takes custody of the individual, and completes all transportation and hard-booking responsibilities. This includes transporting the individual to Temple Station, obtaining any required medical clearance, and completing the full booking process. The FAST Deputy operates as a shared station resource, allowing field deputies to remain in Duarte rather than leaving the city for extended periods to complete booking procedures. This pilot program helps reduce

PROJECT/PROGRAM	STATUS
	patrol downtime, improves response availability, and supports more consistent public safety coverage throughout the city while maintaining proper custody and booking protocols. The Special Assignment Team has conducted several probation compliance sweeps throughout the community, resulting in multiple arrests. These operations focus on individuals who are currently on probation to ensure compliance with court-ordered conditions, including residence checks and adherence to release terms. Each operation has resulted in arrests for probation violations or new criminal offenses, helping remove repeat offenders from the community. These targeted enforcement efforts enhance accountability, reduce recidivism, and reinforce the message that court-ordered conditions in Duarte are actively monitored and enforced. In response to recent criminal activity in areas neighboring Duarte, the Special Assignment Team has been working closely with the LASD Operation Safe Streets (OSS) team to conduct specialized patrols throughout the city. These patrols utilize rotating schedules that cover both daytime and overnight hours, increasing visibility and flexibility. This coordinated approach enhances crime suppression efforts, strengthens regional partnerships, and helps prevent criminal activity from spilling into Duarte. Deputies and Public Safety staff have conducted multiple riverbed operations focused on safety, enforcement, and outreach. During one operation, a City drone captured footage of an individual attempting to conceal methamphetamine in an amount consistent with sales. Deputies responded, detained the individual, and successfully used the drone footage as evidence in the subsequent prosecution. This operation highlights the effective use of technology to improve officer safety, gather evidence, and hold offenders accountable. In December, the Sheriffs Department conducted a grant-funded DUI enforcement operation aimed at reducing impaired driving and improving roadway safety. These targeted operations focus on identifying and removing impaired drivers from the road, helping prevent serious injuries and fatalities. DUI enforcement remains a critical component of the City's ongoing commitment to traffic safety and public well-being.
3. Neighborhood/ Business Watch	Deputies have conducted several Business Watch operations focused on direct engagement with local businesses. These visits provide owners and employees with practical crime-prevention guidance, site-specific security recommendations, and strategies designed to make Duarte businesses hard

PROJECT/PROGRAM	STATUS
	targets for theft and nuisance activity. This proactive outreach strengthens partnerships and helps prevent crime before it occurs. A specialized New Year’s retail theft operation was conducted at Target, aimed at identifying and arresting shoplifters in real time. Deputies worked closely with store security staff, demonstrating the effectiveness of coordinated enforcement and information sharing. Operations like this send a clear message that retail theft will not be tolerated in Duarte, and similar targeted efforts will continue throughout the year at various retail locations citywide. The Crime Prevention Specialist vacancy is currently in the final stages of the recruitment process. The City received approximately 170 applications, from which 14 candidates were selected for first-round interviews and four candidates advanced to second-round interviews. This position plays a critical role in overseeing the DART program, supporting crime victims with resources and assistance, analyzing crime data, and leading Neighborhood Watch and Business Watch initiatives. Given the strength of the applicant pool, staff are confident that a highly qualified candidate will be selected to support Duarte’s overall public safety strategy.
MEASURE H and OUTREACH COORDINATION	
1. Outreach Coordination	Erika Ramos’s unofficial homeless count for the month is 6 individuals, based on three or more contacts within a two-week period. Individuals are removed from the list after six weeks of no contact. Over the past month, Erika has conducted 89 interactions with individuals experiencing homelessness, providing essential services and information on Duarte regulations. Success Story In December, a coordinated riverbed operation was conducted near the 605 Freeway underpass with support from the Sheriff’s Special Assignment Team. Outreach partners from LA CADA and the CARE Team were on site to offer services and resources. While most individuals contacted declined assistance, one adult male who had previously been engaged by the CARE Team accepted continued support. This outcome underscores the value of persistence, coordinated outreach, and relationship-building, as consistent engagement often leads to positive progress over time.
2. L.A. CADA	The L.A. CADA Supplemental Team, dedicated to assisting individuals who are newly homeless or at risk of homelessness, first began their work in Duarte on September 22, 2022. As of August 2025, the team is now available to respond within the City five days a week, with an average response time of 30–60 minutes for referrals made during business hours.

PROJECT/PROGRAM	STATUS
	Recent program changes expanded LA CADA's service area under Cohort 2, which now includes Duarte, Monrovia, Bradbury, Covina, and the newly added cities of South El Monte and Industry. During this reporting period, the Supplemental Team engaged with 16 individuals, 2 of whom were first-time encounters and 16 follow-ups, and 4 individual(s) who refused supportive services. The primary areas with the highest number of encounters were identified as Duarte Park and Dollar Tree.
3. Pathway Home	Individuals on Duarte's housing list continue to make progress toward securing stable housing. Currently there are 19 individuals actively being tracked; 9 females and 10 males. - 4 individuals have been successfully placed into more permanent housing. - 4 individuals have housing vouchers in hand and are actively searching for placements. - 1 individuals have pending housing vouchers and are awaiting approval. - 6 individuals remain in the housing navigation phase, working toward placement. - 4 individual(s) self-exited from the program. As housing vacancies become available, Pathway continues to move down Duarte's list to connect individuals with available units, ensuring that those in need receive the necessary support. The City remains committed to working with housing partners to facilitate stable placements and provide essential resources for long-term housing stability.
4. SGV CARE Team	The City of Duarte has begun fully integrating the San Gabriel Valley Crisis Assistance Response & Engagement (SGV CARE) team into daily Public Safety operations, including riverbed outreach and responses involving individuals with elevated mental health and behavioral health needs. Funded through Proposition 49, SGV CARE provides rapid, in-person response to non-violent crisis situations, supporting both unhoused and housed individuals who require expanded care beyond traditional enforcement. The team, made up of a certified drug and alcohol counselor and a peer support specialist, responds within 30 minutes during service hours and offers crisis intervention, mental health support, suicide prevention, and direct connections to services. By embedding SGV CARE into targeted operations and focusing on high-risk individuals who need sustained engagement, the City is strengthening its help-first, coordinated approach to public safety, addressing underlying causes of crisis, reducing repeat contacts, and improving long-term outcomes for individuals and the community.

PROJECT/PROGRAM	STATUS
<u>EMERGENCY PREPAREDNESS</u>	
1. Emergency Operations Center (EOC)	Recent storm activity in December resulted in minor localized flooding throughout parts of the city, with no major impacts reported. The City's Emergency Operations Center (EOC) actively monitored the rain events and coordinated with surrounding communities to ensure communication, situational awareness, and response efforts were aligned across jurisdictions. Mel Canyon experienced no issues during the storms; the area remained stable following the earlier removal of K-rails, supported by healthy vegetation and strong root systems. The City will continue to monitor weather systems throughout the winter and remain proactive in preparedness, coordination, and public communication.

Crime Comparison

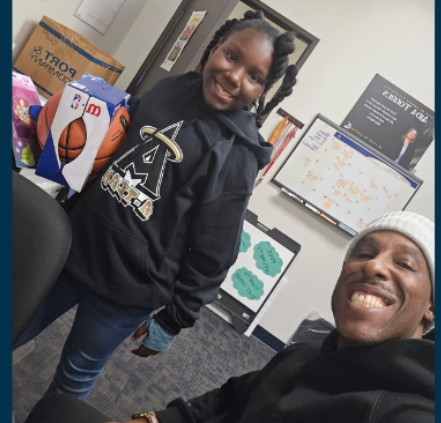
Part I Crime

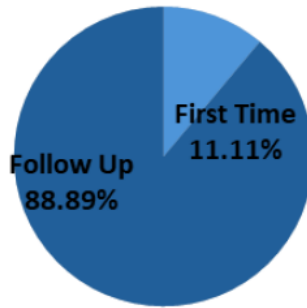


Part I Crimes	2024	2025	Difference	% Change
Homicide	0	0	0	0%
Rape	3	3	0	0%
Robbery	30	18	- 12	- 40%
Assault	26	35	+ 9	+ 34.6%
Burglary	66	26	- 40	- 60.6%
Larceny	166	157	- 9	- 5.4%
GTA	54	54	0	0%
Arson	1	1	0	0%
Total	346	294	- 52	-15.03%

Arrest data adjusted annually due to reclassification of crimes







STATS OVER THE PAST MONTH

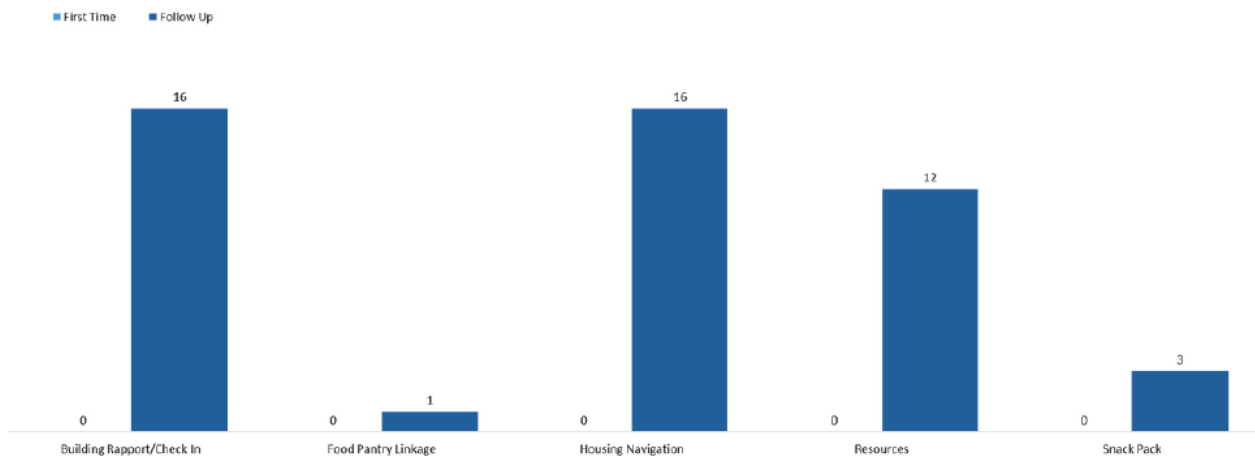
According to our data collected on 12/01/2025 to 12/31/2025, we made **18 engagements of which 2 were first time engagements, 16 follow up engagements with 4 engagements refusing supportive services.**

HIGHLIGHTS

- Team provided 12 resources.
- Team provided 16 housing navigation services.

FUTURE GOALS

- Focus outreach efforts with individuals that are proactively working towards their housing plans.
- Continue to prioritize HMIS enrollment and data entry.



Locations with the highest amount of encounters this month:

**DOLLAR
TREE**

**DUARTE
PARK**

ENGAGED: MADE CONTACT WITH THE CLIENT
 ENROLLED: THE CLIENT WAS OFFICIALLY ASSESSED AND SIGNED UP/ENTERED INTO A PROGRAM, INTAKE WAS COMPLETED (EXAMPLE: HOUSING NAVIGATION)
 REFERRED: THE CLIENT WAS DIRECTED TO/PROVIDED A SUPPORTIVE SERVICE OR RESOURCE TO ADDRESS A PARTICULAR NEED, BUT NOT YET LINKED
 LINKED: THE CLIENT MADE ACTUAL CONTACT WITH/CONNECTION TO THE REFERRAL AND RECEIVING THE SERVICE OR RESOURCE; OR A CLIENT IS LINKED TO HOUSING BUT THAT DOES NOT NECESSARILY MEAN THEY'VE MOVED INTO THAT HOUSING PLACEMENT YET
 PLACEMENTS: THE CLIENT OFFICIALLY MOVED INTO AN INTERIM OR PERMANENT HOUSING SITE

virtual **DEPUTY**

TEMPLE STATION



Los Angeles County
Sheriff's Department





AGENDA REPORT

MEETING DATE: January 27, 2026

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

BY: Alyssa Rico, Recreation Manager

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

RECOMMENDATION: It is recommended that City Council 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

FISCAL IMPACT: The cost for Pyro Spectaculars, Inc. services is \$31,350. Funds are available and budgeted for in the Fiscal Year 2025/26, under the General Fund (100-1605-7758)

STRATEGIC PLAN IMPACT: Goal F - F1.5 Community Vitality

BACKGROUND

Since 2019, the City has proudly hosted an annual Independence Day Celebration and Fireworks Show on July 3rd. This free, community-wide special event features live music and dancing, food trucks and vendors, a family-friendly activity area, community resource booths, and a spectacular fireworks finale. With attendance continuing to grow and community feedback remaining overwhelmingly positive each year, the City Council has once again allocated funding for the 2026 Independence Day Celebration and Fireworks Show.

DISCUSSION/ANALYSIS

Since the event's inception, Pyro Spectaculars, Inc. has served as the City's fireworks production provider, consistently delivering high-quality displays while maintaining an exemplary safety record. Their experienced on-site pyrotechnics team has demonstrated a strong commitment to public safety and has worked collaboratively with the Department's leadership. They possess extensive institutional knowledge of the site, developed over multiple years and throughout the lengthy construction process of the new DHS gymnasium. With construction now in its final phase, restoration of the lower ballfield, Pyro Spectaculars familiarity with the site's conditions will once again be a significant advantage. Their assigned lead pyrotechnic operator will continue to closely monitor the site conditions and make any necessary adjustments based on their technical knowledge of the site and prevailing environmental conditions.

Pursuant to Municipal Code Section 2.36.050(O), staff recommends that the City Council waive the competitive bidding process for this procurement. Pyro Spectaculars, Inc.'s specialized qualifications, in-depth familiarity with the event venue, and proven safety record demonstrates their continued ability to provide the City with a high-quality fireworks display.

This year's production agreement includes a comprehensive, full-service program for the City's Independence Day Celebration, consisting of music production and choreography, a licensed pyrotechnic operator and specialized crew, an electronic firing system, the required insurance coverage, and all necessary fireworks permits. This year's fireworks display will begin at 9:15 PM, launching from the lower baseball fields at Duarte Sports Park, with attendees viewing the show from the park's upper baseball fields.

RECOMMENDATION

It is recommended that City Council 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.

FISCAL IMPACT

The cost for Pyro Spectaculars, Inc. services is \$31,350. Funds are available and budgeted for in the Fiscal Year 2025/26, under the General Fund (100-1605-7758).

ATTACHMENTS

- A. 2026 Pyro Spectaculars, Inc. Production Agreement

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



PYROTECHNICS PROPOSAL

2026

PREPARED FOR:

City of Duarte

DATE:

July 3, 2026



December 31, 2025

City of Duarte
Manuel Enriquez
1600 Huntington Dr.
Duarte, CA 91010

Subject: Proposal for your event on **July 3, 2026, PROGRAM A** for **\$31,350.00**

Pyrotechnics/Theatrical: ☐ Close Proximity ☒ Display Fireworks ☐ Firecrackers

Special Effects: ☐ Spark Machines ☐ Flames ☐ CO2 Cryo Jets
 ☐ Confetti/Streamers ☐ Lights ☐ Foggers

Drones: ☐ Light Animations ☐ Accents

Dear Manuel Enriquez,

Pyro Spectaculars, Inc. is delighted to present our proposal for the full-service custom-designed **PROGRAM A** for the production of your upcoming event. We are confident that our production capabilities and crew experience will result in the display of an unforgettable experience for your audience.

Enclosed you will find three important documents that outline our **PROGRAM A** proposal in detail:

1. **Product Synopsis - Proposal:** Provides the specifications of the devices and products to be used in your event.
2. **Production Agreement:** Presents the terms and conditions for the production of your event, including engagements, duties, and payment dates and amounts.
3. **Scope of Work:** Outlines the responsibilities and services to be provided by both Pyro Spectaculars, Inc. and City of Duarte that will be necessary for the execution of the production of your event, along with insurance limits and requirements.

To secure your program, return the fully executed Production Agreement, and initial payment to our office by the PRICE FIRM date, February 27, 2026. Please note that program availability, pricing, and show date may be subject to change if these are not timely received.

If you have any questions, or wish to discuss your program in detail, please do not hesitate to contact either myself or your dedicated Customer Service Representative, Luis Ruiz, at (909) 355-8120, extension 227.

Sincerely,

Pyro Spectaculars, Inc.

Aaron Bargeon

Aaron Bargeon, Show Producer
(LR)

Pyrotechnics Proposal

City of Duarte

PROGRAM A – July 3, 2026

\$31,350.00

Main Body - Aerial Shells

<u>Description</u>	<u>Quantity</u>
◆ 2.5 Sky Concert Selections	100
◆ 3" Sky Concert Selections	350

Total of Main Body - Aerial Shells 450

Pyrotechnic Devices

<u>Description</u>	<u>Quantity</u>
◆ Platinum Line Custom Multishot Device	300 Shots
◆ Diamond Line Custom Multishot Device	90 Shots
◆ Crackling Palm Curtain 117 Shots	117
◆ Emerald Line Custom Multishot Device	120 Shots
◆ Silver Line Custom Multishot Device	465 Shots
◆ 29mm Silver Mines & Silver Kamuro (40 Shots)	40

Total of Pyrotechnic Devices 1,132

Grand Finale

<u>Description</u>	<u>Quantity</u>
◆ 2" Sky Concert Bombardment Shells	100
◆ 2.5" Sky Concert Bombardment Shells	198
◆ 3" Sky Concert Bombardment Shells	120

Total of Grand Finale 418

Grand Total 2,000

*Product descriptions are for specification of product quality, classification, and value.
Final product selections will be based on availability, suitability, and overall artistic style.*

PRODUCTION AGREEMENT (Special)

This agreement ("Agreement") is made this _____ day of _____, 2026 by and between **Pyro Spectaculars, Inc.**, a California corporation, hereinafter referred to as ("PYRO"), and **City of Duarte**, hereinafter referred to as ("CLIENT"). PYRO and CLIENT are sometimes referred to as "Party" or collectively as "Parties" herein.

1. **Engagement** - CLIENT hereby engages PYRO to provide to CLIENT one fireworks production ("Production"), and PYRO accepts such engagement upon all of the promises, terms and conditions hereinafter set forth. The Production shall be substantially as outlined in Program "A", attached hereto and incorporated herein by this reference.

1.1 **PYRO Duties** - PYRO shall provide all pyrotechnic equipment, trained pyrotechnicians, shipping, pyrotechnic products, application for specific pyrotechnic permits (the cost of which, including standby fees, shall be paid by CLIENT) relating to the Production, insurance covering the Production and the other things on its part to be performed, including preproduction services, all as more specifically set forth below in this Agreement and in the Scope of Work ("Scope of Work"), attached hereto, incorporated herein by this reference, and made a part of this Agreement as though set forth fully herein.

1.2 **CLIENT Duties** - CLIENT shall provide to PYRO a suitable site ("Site") for the Production, security for the Site as set forth in Paragraph 6 hereof, access to the Site, any permission necessary to utilize the Site for the Production, and the other things on its part to be performed as more specifically set forth below in this Agreement and in the Scope of Work. All Site arrangements are subject to PYRO's reasonable approval as to pyrotechnic safety, suitability, and security. All other conditions of the Site shall be the responsibility of CLIENT, including, but not limited to, access, use, control, parking and general safety with respect to the public, CLIENT personnel and other contractors.

2. **Time and Place** - The Production shall take place on **July 3, 2026**, at approximately **9:15 p.m.**, at **Duarte Sports Park, 1401 Central Avenue, Duarte, CA**, Site.

3. **Fees, Interest, and Expenses** -

3.1 **Fee** - CLIENT agrees to pay PYRO a fee of **\$31,350.00 USD (THIRTY-ONE THOUSAND THREE HUNDRED FIFTY DOLLARS)** ("Fee") for the Production. CLIENT shall pay to PYRO an initial payment ("Initial Payment") equal to 50% of the Production Fee of **\$15,675.00 USD (FIFTEEN THOUSAND SIX HUNDRED SEVENTY-FIVE DOLLARS)** plus estimated permit and standby fees, and other regulatory costs approximated at **\$00.00 OR an amount to be determined**, for a total of **\$15,675.00**, upon the execution of this Agreement by both parties but no later than **February 27, 2026**. The Initial Payment is a partial payment toward the preproduction services and costs set forth in the Scope of Work ("Preproduction Services and Costs".) The balance of the fee shall be paid no later than **July 7, 2026**. CLIENT authorizes PYRO to receive and verify credit and financial information concerning CLIENT from any agency, person or entity including but not limited to credit reporting agencies. The "PRICE FIRM" date, the date by which the executed Agreement must be delivered to Pyro, is set forth in paragraph 20.

3.2 **Interest** - In the event that the Fee is not paid in a timely manner, CLIENT will be responsible for the payment of 1.5% interest per month or 18% annually on the unpaid balance. If litigation arises out of this Agreement, the prevailing party shall be entitled to reasonable costs incurred in connection with the litigation, including, but not limited to attorneys' fees.

3.3 **Expenses** - PYRO shall pay all normal expenses directly related to the Production including freight, insurance as outlined, pyrotechnic products, pyrotechnic equipment, experienced pyrotechnic personnel to set up and discharge the pyrotechnics and those additional items as outlined as PYRO's responsibility in the Scope of Work. CLIENT shall pay all costs related to the Production not supplied by PYRO including, but not limited to, those items outlined as CLIENT's responsibility in this Agreement and Scope of Work.

4. **Proprietary Rights** - PYRO represents and warrants that it owns all copyrights, including performance rights, to this Production, except that PYRO does not own CLIENT-owned material or third-party-owned material that has been included in the Production, and as to such CLIENT-owned and third-party-owned material, CLIENT assumes full responsibility therefore. CLIENT agrees that PYRO shall retain ownership of, and all copyrights and other rights to, the Production, except that PYRO shall not acquire or retain any ownership or other rights in or to CLIENT-owned material and third-party-owned material and shall not be responsible in any way for such material. If applicable, CLIENT consents to the use of CLIENT-owned material and represents that it has or will obtain any permission from appropriate third parties sufficient to authorize public exhibition of any such material in connection with this Production. PYRO reserves the ownership rights in its trade names that are used in or are a product of the Production. Any reproduction by sound, video or other duplication or recording process without the express written permission of PYRO is prohibited.

5. **Safety** - PYRO and CLIENT shall each comply with applicable federal, state and local laws and regulations and employ safety programs and measures consistent with recognized applicable industry standards and practices. At all times before and during the Production, it shall be within PYRO's sole discretion to determine whether or not the Production may be safely discharged or continued. It shall not constitute a breach of this Agreement by PYRO for fireworks to fail or malfunction, or for PYRO to determine that the Production cannot be discharged or continued as a result of any conditions or circumstances affecting safety beyond the reasonable control of PYRO.

6. **Security** - CLIENT shall provide adequate security personnel, barricades, and Police Department services as may be necessary to preclude individuals other than those authorized by PYRO from entering an area to be designated by PYRO as the area for the set-up and discharge of the Production, including a fallout area satisfactory to PYRO where the pyrotechnics may safely rise and any debris may safely fall. PYRO shall have no responsibility for monitoring or controlling CLIENT's other contractors, providers or volunteers; the public; areas to which the public or contractors have access; or any other public or contractor facilities associated with the Production.

7. **Cleanup** - PYRO shall be responsible for the removal of all equipment provided by PYRO and clean up of any live pyrotechnic debris made necessary by PYRO. CLIENT shall be responsible for any other clean up which may be required of the Production or set-up, discharge and fallout areas including any environmental clean-up.

8. **Permits** - PYRO agrees to apply for permits for the firing of pyrotechnics only from the **Los Angeles County Fire Department**, FAA, and USCG, if required. CLIENT shall be responsible for any fees associated with these permits including standby fees. CLIENT shall be responsible for obtaining any other necessary permits, paying associated fees, and making other appropriate arrangements for Police Departments, other Fire Departments, road closures, event/activity or land use permits or any permission or permit required by any Local, Regional, State or Federal Government.

9. **Insurance** - PYRO shall at all times during the performance of services herein ensure that the following insurance is maintained in connection with PYRO's performance of this Agreement: (1) commercial general liability insurance, including products, completed operations, and contractual liability under this Agreement; (2) automobile liability insurance, (3) workers' compensation insurance and employer liability insurance. Such insurance is to protect CLIENT from claims for bodily injury, including death, personal injury, and from claims of property damage, which may arise from PYRO's performance of this Agreement, only. The types and amounts of coverage shall be as set forth in the Scope of Work. Such insurance shall not include claims which arise from CLIENT's negligence or willful conduct or from failure of CLIENT to perform its obligations under this Agreement, coverage for which shall be provided by CLIENT.

The coverage of these policies shall be subject to reasonable inspection by CLIENT. Certificates of Insurance evidencing the required general liability coverage shall be furnished to CLIENT prior to the rendering of services hereunder and shall include that the following are named as additionally insured: CLIENT; Sponsors, Landowners, Barge Owners, if any; and Permitting Authorities, with respect to the operations of PYRO at the Production. Pyrotechnic subcontractors or providers, if any, not covered under policies of insurance required hereby, shall secure, maintain and provide their own insurance coverage with respect to their respective operations and services. Such insurance shall be with carriers of recognized standing which are reasonably acceptable to CLIENT and have an AM Best rating of A- or better to protect CLIENT.

10. **Indemnification** - PYRO represents and warrants that it is capable of furnishing the necessary experience, personnel, equipment, materials, providers, and expertise to produce the Production in a safe and professional manner. Notwithstanding anything in this Agreement to the contrary, PYRO shall indemnify, hold harmless, and defend CLIENT and the additional insureds from and against any and all claims, actions, damages, liabilities and expenses, including but not limited to, attorney and other professional fees and court costs, in connection with the loss of life, personal injury, and/or damage to property, arising from or out of the Production and the presentation thereof to the extent such are occasioned by any act or omission of PYRO, their officers, agents, contractors, providers, or employees. CLIENT shall indemnify, hold harmless, and defend PYRO from and against any and all claims, actions, damages, liability and expenses, including but not limited to, attorney and other professional fees and court costs in connection with the loss of life, personal injury, and/or damage to property, arising from or out of the Production and the presentation thereof to the extent such are occasioned by any act or omission of CLIENT, its officers, agents, contractors, providers, or employees. In no event shall either party be liable for the consequential damages of the other party.

11. **Limitation of Damages for Ordinary Breach** - Except in the case of bodily injury and property damage as provided in the insurance and indemnification provisions of Paragraphs 9 and 10, above, in the event CLIENT claims that PYRO has breached this Agreement or was otherwise negligent in performing the Production provided for herein, CLIENT shall not be entitled to claim or recover monetary damages from PYRO beyond the amount CLIENT has paid to PYRO under this Agreement, and shall not be entitled to claim or recover any consequential damages from PYRO including, without limitation, damages for loss of income, business or profits.

12. **Force Majeure** - CLIENT agrees to assume the risks of weather, strike, civil unrest, terrorism, military action, governmental action, and any other causes beyond the control of PYRO which may prevent the Production from being safely discharged on the scheduled date, which may cause the cancellation of any event for which CLIENT has purchased the Production, or which may affect or damage such portion of the exhibits as must be placed and exposed a necessary time before the Production. If, for any such reason, PYRO is not reasonably able to safely discharge the Production on the scheduled date, or at the scheduled time, or should any event for which CLIENT has purchased the Production be canceled as a result of such causes, CLIENT may (i) reschedule the Production and pay PYRO such sums as provided in Paragraph 13, or (ii) cancel the Production and pay PYRO such sums as provided in Paragraph 14, based upon when the Production is canceled.

13. **Rescheduling Of Event** - If CLIENT elects to reschedule the Production, PYRO shall be paid the original Fee plus all additional expenses made necessary by rescheduling plus a 15% service fee on such additional expenses. Said expenses will be invoiced separately and payment will be due in full within 5 days of receipt. CLIENT and PYRO shall agree upon the rescheduled date taking into consideration availability of permits, materials, equipment, transportation and labor. The Production shall be rescheduled for a date not more than 90 Days subsequent to the date first set for the Production. The Production shall not be rescheduled to a date, or for an event, that historically has involved a fireworks production. The Production shall not be rescheduled between June 15th and July 15th unless the original date was July 4th of that same year, or between December 15th and January 15th unless the original date was December 31st of the earlier year unless PYRO agrees that such rescheduling will not adversely affect normal business operations during those periods.

14. **Right To Cancel** - CLIENT shall have the option to unilaterally cancel the Production prior to the scheduled date. If CLIENT exercises this option, CLIENT agrees to pay to PYRO, as liquidated damages, the following percentages of the Fee as set forth in Paragraph 3.1. 1) 50% if cancellation occurs 30 or more days prior to the scheduled date, 2) 75% if cancellation occurs 15 to 29 days prior to the scheduled date, 3) 100% thereafter. In the event CLIENT cancels the Production, it will be impractical or extremely difficult to fix actual amount of PYRO's damages. The foregoing represents a reasonable estimate of the damages PYRO will suffer if CLIENT cancels the Production.

15. **No Joint Venture** - It is agreed, nothing in this Agreement or in PYRO's performance of the Production shall be construed as forming a partnership or joint venture between CLIENT and PYRO. PYRO shall be and is an independent contractor with CLIENT and not an employee of CLIENT. The Parties hereto shall be severally responsible for their own separate debts and obligations and neither Party shall be held responsible for any agreements or obligations not expressly provided for herein.

16. **Applicable Law** - This Agreement and the rights and obligations of the Parties hereunder shall be construed in accordance with the laws of California. It is further agreed that the Central Judicial District of San Bernardino County, California, shall be proper venue for any such action. In the event that the scope of the Production is reduced by authorities having jurisdiction or by either Party for safety concerns, the full dollar amounts outlined in this Agreement are enforceable.

17. **Notices** - Any Notice to the Parties permitted or required under this Agreement may be given by mailing such Notice in the United States Mail, postage prepaid, first class, addressed as follows: PYRO - Pyro Spectaculars, Inc., P.O. Box 2329, Rialto, California, 92377, or for overnight delivery to 3196 N. Locust Avenue, Rialto, California 92377. CLIENT - City of Duarte, 1600 Huntington Dr., Duarte, CA 91010.

Pyro Spectaculars, Inc.
P.O. Box 2329
Rialto, CA 92377
Tel: 909-355-8120 ::: Fax: 909-355-9813

City of Duarte
Program A, Rev. # 3
July 3, 2026
Page 3 of 4

18. **Modification of Terms** – All terms of the Agreement are in writing and may only be modified by written agreement of both Parties hereto. Both Parties acknowledge they have received a copy of said written Agreement and agree to be bound by said terms of written Agreement only.

19. **Severability** – If there is more than one CLIENT, they shall be jointly and severally responsible to perform CLIENT's obligations under this Agreement. This Agreement shall become effective after it is executed and accepted by CLIENT and after it is executed and accepted by PYRO at PYRO's offices in Rialto, California. This Agreement may be executed in several counterparts, including faxed and emailed copies, each one of which shall be deemed an original against the Party executing same. This Agreement shall be binding upon the Parties hereto and upon their heirs, successors, executors, administrators, and assigns.

20. **Price Firm** – If any changes or alterations are made by CLIENT to this Agreement or if this Agreement is not executed by CLIENT and delivered to PYRO on or before the PRICE FIRM date shown below, or if the Initial Payment is not paid on or before the due date, then the price, date, and scope of the Production are subject to review and acceptance by PYRO for a period of 15 days following delivery to PYRO of the executed Agreement. In the event it is not accepted by PYRO, PYRO shall give CLIENT written notice, and this Agreement shall be void.

PRICE FIRM through February 27, 2026
EXECUTED AGREEMENT MUST BE DELIVERED TO PYRO BY THIS DATE.
See PRICE FIRM conditions, paragraph 20, above.

EXECUTED as of the date first written above:

PYRO SPECTACULARS, INC.

City of Duarte

By: _____

By: _____

Its: Vice President

Its: _____

Date: 12/30/25

Print Name

Date: _____

SHOW PRODUCER: Aaron Beargeon

SCOPE OF WORK
PYRO SPECTACULARS, INC. ("PYRO")
and
City of Duarte ("CLIENT")

Pyro shall provide the following goods and services to CLIENT:

- One Pyro Spectaculars, Inc., Production on **July 3, 2026**, at approximately **9:15 p.m.**, at **Duarte Sports Park, 1401 Central Avenue, Duarte, CA**.
- All pyrotechnic equipment, trained pyrotechnicians, shipping, and pyrotechnic product.
- Preproduction Services and Costs for the Production, including advance acquisition of materials and products; design, engineering, programming, handling, staging, storage, and maintenance of products, props, and systems; preparation of drawings, diagrams, listings, schedules, inventory controls, choreography, and computer code; picking, packing, labeling, staging, and loading of equipment, materials, and systems; transportation, and logistics and crew scheduling and support; explosive storage magazines with legally mandated distances, surfaces, security, housekeeping, and access controls; and necessary and appropriate vehicles, including legally mandated insurance, including MCS90 explosives transportation coverage, parking, security, and maintenance.
- Application for specific pyrotechnic permits relating to the Production.
- Musical soundtrack for the Production supplied in agreed upon format.
- Insurance covering the preproduction and Production as set forth in the Agreement with the following limits:

<u>Insurance Requirements</u>	<u>Limits</u>	
<u>Commercial General Liability</u>	\$5,000,000.00	Combined Single Limit- Each Occurrence (Bodily Injury & Property Damage)
	\$10,000,000.00	Aggregate
<u>Business Auto Liability- Owned, Non-Owned and Hired Autos</u>	\$5,000,000.00	Combined Single Limit- Each Occurrence (Bodily Injury & Property Damage)
<u>Workers' Compensation</u>	Statutory	
<u>Employer Liability</u>	\$1,000,000	Per Occurrence

CLIENT shall provide to PYRO the following goods and services:

- All on-site labor costs, if any, not provided or performed by PYRO personnel including, but not limited to, local union requirements, all Site security, Police and Fire Dept. standby personnel, stagehands, electricians, audio and fire control monitors, carpenters, plumbers, clean-up crew. All these additional personnel and services shall be fully insured and the sole responsibility of CLIENT.
- Coordination and any applicable non-pyrotechnic permitting with the local, state or federal government that may hold authority within the Production.
- Costs of all permits required for the presentation of the Production and the event as a whole.
- A professional grade Audio System including all necessary equipment, installation of such equipment and trained audio engineers for operation based on audio and communications requirements provided by PYRO.
- Provision of a Safety Zone in accordance with applicable standards and all requirements of the authorities having jurisdiction throughout the entire time that the pyrotechnics are at the Site or the load site (if different) on the date of the Production and all set-up and load-out dates, including water security to keep unauthorized people, boats, etc. from entering the Safety Zone.
- General Services including, but not limited to, Site and audience security, fencing, adequate work light, dumpster accessibility, a secure office for PYRO personnel within the venue, secure parking for PYRO vehicles, access to washrooms, tents, equipment storage, hazmat storage, electrical power, fire suppression equipment, access to worksites, necessary credentialing, etc., will be required as necessary.



Order Confirmation

Page	1 of 1
Order No.	SO50468
Order Date	1/2/2026

Pyro Spectaculars, Inc.
PO Box 2329
Rialto CA 92377
United States

Sold to
DUARTE, CITY OF
MANUEL ENRIQUEZ
1600 HUNTINGTON DR.
DUARTE CA 91010
United States

Ship To
DUARTE SPORTS PARK
1401 CENTRAL AVENUE
DUARTE CA
United States

Account Number	Customer PO #	Event Type	Event Date
CUS-2172			7/3/2026

QTY	PRODUCT DESCRIPTION	AMOUNT
1	SPECIAL FIREWORKS DISPLAY INITIAL PAYMENT DUE BY FEBRUARY 27, 2026	\$31,350.00

Total	\$31,350.00
Initial Payment Due	\$15,675.00



AGENDA REPORT

MEETING DATE: January 27, 2026

TO: Mayor and Members of the City Council

FROM: Manuel Enriquez, Director of Parks and Recreation

BY: Alyssa Rico, Recreation Manager

SUBJECT: Award of Contract - Community Center Door Replacement (26-12)

RECOMMENDATION: It is recommended that City Council: 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

FISCAL IMPACT: Funds in the amount of \$34,000 were budgeted in Fiscal Year 2025/26 under the General Fund (100-1610-8100). A budget amendment of \$2,800 is required to cover the project's contingency

STRATEGIC PLAN IMPACT: Goal F - F2.1 Community Vitality

BACKGROUND

Annually, City Council allocates funding to complete at least one project in accordance with the City's 2015 Americans with Disabilities Act (ADA) Transition Plan. Last June, during the adoption of Fiscal Year 2025/26 Budget and Capital Improvement Program (CIP), the Council allocated funding for the replacement of the main entry doors of the Duarte Community Center. The project is intended to enhance accessibility and ensure this vital gathering space remains a welcoming environment for all users, while also addressing the needs associated with our aging infrastructure.

DISCUSSION/ANALYSIS

The Duarte Community Center Main Entry Door Replacement consists of providing all labor, materials, equipment, services, and incidental items necessary to remove and replace the existing main entry door with a new all-glass automatic sliding door and the installation of Camden Jamb mount standalone keypad/card reader.

On December 11, 2025, the City published an invitation to bid on the Duarte Community Center Main Entry Door Replacement, Project No. 26-12, in accordance with Duarte Municipal Code

(DMC) Section 2.36.060. On January 8, 2026, the City received two (2) bids for the subject project. All bids were reviewed for their responsiveness to the bid specification requirements.

The bid results were as follows:

Contractor Cost Estimate

1. EZ Glass Inc.	\$32,000.00
2. Williams & Thomas Construction Company Inc.	\$34,279.90

RECOMMENDATION

It is recommended that City Council: 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.

FISCAL IMPACT

Funds in the amount of \$34,000 were budgeted in Fiscal Year 2025/26 under the General Fund (100-1610-8100). A budget amendment of \$2,800 is required to cover the project's contingency.

ATTACHMENTS

- A. Agreement for Construction or Maintenance Services

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

CITY OF DUARTE
AGREEMENT FOR CONSTRUCTION OR MAINTENANCE SERVICES

THIS AGREEMENT FOR CONSTRUCTION OR MAINTENANCE SERVICES (“**Agreement**”), made and effective as of _____ (“**Effective Date**”), by and between the City of Duarte (“**City**”), and J.D. Glass Inc., a California corporation, (“**Contractor**”). Contractor and the City are hereafter together referred to as the “**Parties**” and each individually as a “**Party**.” In consideration of the mutual covenants and conditions set forth herein, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

1. RECITALS.

This Agreement is made and entered into with respect to the following facts:

- A. That City desires to obtain through Contractor the work set forth and described in the Scope of Work attached hereto as Exhibit A and incorporated herein by this reference (“**Contractor Services**”).
- B. That Contractor represents to the City that Contractor is well qualified to perform the Contractor Services by reason of Contractor’s training, expertise, experience, and background.
- C. That the public interest, convenience, and necessity require that City obtain the Contractor Services upon the terms and conditions set forth herein.
- D. That City and Contractor mutually desire to enter into this Agreement for the provision of the Contractor Services by Contractor for and on behalf of City, in accordance with the terms and conditions set forth herein.

2. SERVICES AND WORK

- A. Provision of Contractor Services. During the term of this Agreement, Contractor shall provide the Contractor Services as set forth in Exhibit A. Time is of the essence for this Agreement.
- B. Additional Services. If City desires to add additional work, services, work locations, or service locations not specifically described in Exhibit A (“**Additional Services**”), City shall notify Contractor thereof at least thirty (30) days in advance of the time such Additional Services shall commence. Contractor shall perform such Additional Services, and compensation for the work performed shall be paid by City in accordance with the Budget and Fee Schedule attached hereto as Exhibit B and incorporated herein by this reference, or as otherwise may be agreed in writing by City and Contractor. It is expressly understood by Contractor that the provisions of this Subsection 2(B) shall not apply to work specifically set forth in Exhibit A or reasonably contemplated therein. Contractor hereby acknowledges that it accepts the risk that the work to be performed as

included in Scope of Work may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation. Unless contradictory of this Subsection 2(B), all provisions in this Agreement applicable to Contractor's performance of the Contractor Services shall also apply to the Additional Services.

- C. Standard of Performance. In performing the Contractor Services, Contractor shall use the skill and care that a highly specialized professional with significant expertise in the field would use under similar circumstances. To the extent that Contractor retains subcontractors to perform any portion of any of the Contractor Services, Contractor has a duty to City to ensure that the tasks, work, and services performed by such subcontractors meet the same highly specialized professional level, skill, and expertise expected of Contractor.
- D. Labor, Equipment, Materials. Contractor shall equip itself with all necessary labor, equipment, and materials to perform the Contractor Services specified in this Agreement. Contractor represents that the Contractor Services will be performed by Contractor or under its direct supervision, and that all personnel engaged in such work shall be fully qualified and shall be authorized and permitted under applicable Federal, State, and local laws to perform the Contractor Services. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of the Contractor Services and as required by law. Contractor ensures that all goods, materials, equipment, or personal property included within the Contractor Services shall be of good quality and fit for the purpose intended.
- E. Work Site. Contractor has or will investigate the work site and is or will be fully acquainted with the conditions there existing, prior to commencement of the Contractor Services. Should Contractor discover any conditions, including any latent or unknown conditions, which will materially affect the performance of the Contractor Services, Contractor shall immediately inform City of such fact in writing and shall not proceed except at Contractor's risk until written instructions are received from the City Representative (as defined below).
- F. Independent Contractor. All Contractor Services, and all work, services, labor, equipment, and materials furnished in conjunction therewith shall be furnished by Contractor as an independent contractor, subject to the inspection and approval of City, or the City Representative (as defined below). City shall have the right to control Contractor only as to results of the Contractor Services rendered pursuant to this Agreement. Neither City nor any of its officers, officials, employees, or agents shall have control over the conduct of Contractor or any of Contractor's officers, employees, or agents. Contractor shall not at any time or in any manner represent that it or any of its officers, employees, or agents is in any manner officers, officials, employees, or agents of City. Contractor shall not incur or have the power to incur any debt, obligation, or liability whatsoever against City, or bind City in any manner. No City-provided employee benefits shall be available to the Contractor or any of Contractor's employees in connection with this

Agreement. Except for the fees paid to Contractor as provided in this Agreement, City shall not pay salaries, wages, or other compensation to Contractor for performing Contractor Services hereunder for City. City shall not be liable for compensation or indemnification to Contractor for injury or sickness arising out of performing Contractor Services hereunder.

3. AUTHORITY OF THE CITY REPRESENTATIVE

- A. City Representative. The “**City Representative**” shall be Jeff Risley of City of Duarte, acting personally or through their duly authorized agents, each agent acting only within the scope of authority delegated to them.
- B. Scope of Authority. The City Representative shall convey to Contractor the decision of City regarding any and all questions which may arise as to the quality or acceptability of materials furnished and work performed, and as to the manner of performance and rate of progress of the work. The City Representative shall further convey to Contractor the decision of City regarding all questions which may arise as to the acceptable fulfillment of this Agreement on the part of Contractor; and all questions as to claims and compensations. The City Representative’s communicated decisions shall be final, and the City Representative shall have authority to enforce and make effective such communicated decisions so that Contractor can carry out such decisions promptly.

4. TERM OF AGREEMENT

This Agreement shall commence and terminate on the dates set forth in Exhibit A.

5. SUSPENSION OR TERMINATION OF AGREEMENT

- A. City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving written notice upon Contractor. Upon receipt of said notice, Contractor shall immediately cease all Contractor Services under this Agreement, unless the notice provides otherwise. In the event this Agreement is suspended or terminated pursuant to this Subsection 5(A), Contractor shall submit a final invoice/report to City pursuant to Section 6, and City shall be entitled to receive a return of the fee paid to Contractor, or portion thereof, if the reason for the termination is failure by Contractor to have timely performed the Services set forth in Exhibit A. In City’s sole and absolute discretion, prior to effecting a suspension or termination pursuant to this Subsection 5(A), City may first serve upon Contractor a written notice of the default specifying the default and the amount of time that Contractor shall have to cure, correct, or remedy the default. If Contractor fails to cure the default within the specified period of time, City shall have the right to immediately terminate this Agreement pursuant to this Subsection 5(A). Notwithstanding any other provision of this Agreement to the contrary, City’s termination of this Agreement pursuant to this Subsection 5(A) shall not preclude or prejudice any other remedy to which City may be entitled in law or in equity.

- B. Contractor may terminate this Agreement only due to a material breach by City, and only upon not less than thirty (30) days' prior written notice to City which notice shall specify the material default. Upon receipt of such notice, City may, but shall not be obligated to, effect to remedy such default, which remedy will cause the notice of termination to no longer apply, and this Agreement to continue in effect.

6. COMPENSATION

- A. Amount of Compensation. Compensation will be determined according to the Budget and Fee Schedule set forth in Exhibit B.
- B. Invoices. Contractor shall invoice City monthly for all work performed by Contractor under this Agreement. Invoices shall include billings for all charges, including authorized direct costs incurred by Contractor during the month covered by the invoice. All charges for labor, work, or services shall describe with specificity the services rendered and shall set forth the number of hours worked and hourly rates in accordance with Exhibit B. Within thirty (30) days of receipt of an invoice, and upon determination by City that the invoice is in order and that Contractor has performed all requested or required work or services in a timely and competent manner, City shall pay such invoice.
- C. Records of Contractor Services and Payments. Contractor shall maintain complete and accurate records with respect to costs, expenses, receipts, and other such information required by City that relate to the performance of Contractor Services under this Agreement. Contractor shall also maintain adequate records of Services provided in sufficient detail to produce 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 such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts 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 six (6) years after receipt of final payment.

7. LICENSES, PERMITS, APPROVALS, FEES

- A. Contractor must possess at the time of commencing the Contractor Services and throughout the duration of this Agreement, a Contractor's License, issued by the State of California, which is current and in good standing. Contractor shall ensure that any subcontractor working on the Contractor Services possesses at the time of commencing work and throughout the duration of such subcontractor's work on the Contractor Services, a Contractor's License, issued by the State of California, which is current and in good standing. Contractor shall take out and maintain during the life of this Agreement a valid City Business License.

- B. Contractor shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the Contractor Services prior to commencing work. Contractor and its employees, agents, and subcontractors shall, at their sole cost and expense, keep in effect during the term of this Agreement any licenses, permits, and approvals that are legally required for the performance of the Contractor Services. Contractor shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for Contractor's performance of the Contractor Services, and shall indemnify, defend and hold harmless City and its elected and appointed officials, boards, members, officers, agents, representatives, employees, and volunteers ("**City Personnel**") against any such fees, assessments, taxes, penalties or interest levied, assessed, or imposed against City hereunder.

8. INSURANCE AND LIABILITY

- A. Contractor shall not commence work under this Agreement until it has secured all types and amounts of insurance required under this Section 8, nor shall it allow any subcontractor to commence work on any subcontract to this Agreement until all similar insurance required of the subcontractor has been obtained. Without limiting Contractor's indemnification obligations, Contractor shall procure and maintain, at its sole cost and for the duration of this Agreement, insurance coverage as provided in Exhibit C, against all claims for injuries against persons or damage to property which may arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, employees, and/or subcontractors. If Contractor subcontracts any portion of the work, the contract between Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that Contractor is required to maintain pursuant to this Section 8.
- B. The City's Director of Administrative Services shall have the authority to adjust or amend the insurance requirements in Exhibit C of this Agreement so long as such amendment or adjustment is agreed to in writing by the Parties.

9. INDEMNIFICATION

- A. Contractor shall indemnify, defend (with legal counsel approved by City), and hold harmless City and City Personnel from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys' fees, expert fees, and all other costs and fees of litigation) of every nature ("**Claims**") arising out of or in connection with Contractor's negligence, recklessness, or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, except such loss or damage which is caused by the sole or active negligence or willful misconduct of City. Should conflict of interest principles preclude a single legal counsel from representing both City and Contractor, or should City otherwise find Contractor's legal counsel unacceptable, then Contractor shall reimburse City its costs of defense, including

without limitation reasonable attorneys' fees, expert fees, and all other costs and fees of litigation. Contractor shall promptly pay any final judgment rendered against City and City Personnel with respect to Claims determined by a trier of fact to have been the result of Contractor's negligent, reckless, or wrongful performance. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive the expiration or termination of this Agreement.

- B. Contractor's obligations under this Section 9 apply regardless of whether such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by City or City Personnel. However, without affecting the rights of City under any provision of this Agreement, Contractor shall not be required to indemnify and hold harmless City for liability attributable to the active negligence of City, provided such active negligence is determined by agreement between the Parties or by the findings of a court of competent jurisdiction. In instances where City is shown to have been actively negligent and where City's active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of City.
- C. Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether arising out of this Agreement or otherwise) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and all amounts for which City may be liable to third parties, by reason of Contractor's negligent acts, errors, or omissions, or willful misconduct, in performing or failing to perform Contractor's obligations under this Agreement. City in its sole and absolute discretion, may withhold from any payment due to Contractor, without liability for interest, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or withhold shall not act as a waiver of Contractor's obligation to pay City any sums Contractor owes City.

10. OBSERVING LAWS AND ORDINANCES

Contractor shall keep itself fully informed of all existing and future Federal, State, regional, county, and municipal laws, ordinances, and regulations, which in any manner affect the conduct of the work, and of all applicable orders and decrees of bodies or tribunals having any jurisdiction or authority over the work. If any discrepancy or inconsistency is discovered in this Agreement in relation to any such law, ordinance, regulation, order, or decree, Contractor shall forthwith report the same to the City Representative in writing. Contractor shall at all times observe and comply with and shall cause all its agents and employees to observe and comply with all such existing and future laws, ordinances, regulations, orders, and decrees, and shall protect, indemnify, hold harmless, and defend to the fullest extent permitted by law City and City Personnel against any claim or assertion of liability, or liability arising from or based on the violation of any such law, ordinance, regulation, order, or decree, whether by Contractor or by its agents, representatives, employees, or subcontractors.

11. NON-DISCRIMINATION

Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that in the performance of this Agreement there shall be no discrimination against or segregation of, any person or group of persons on account of any impermissible classification including, but not limited to, race, color, creed, religion, sex, gender, gender identity, gender expression, physical or mental disability, age, military status, marital or familial status, sexual orientation, national origin, or ancestry. Contractor shall incorporate the foregoing provisions in all subcontracts.

12. PATENTED AND COPYRIGHTED MATERIALS

Contractor shall assume all costs arising from the use of patented or copyrighted materials, including, but not limited to, equipment, devices, processes, and software programs, used or incorporated in the Contractor Services performed by Contractor under this Agreement. Pursuant to Section 8, Contractor shall indemnify, defend (with legal counsel acceptable to City), and hold City and City Personnel harmless from any and all suits, actions, or proceedings of every nature for or on account of the use of any patented or copyrighted materials.

13. PREVAILING WAGE REQUIREMENTS

- A. Public Work. Contractor expressly acknowledges and agrees that City has never previously affirmatively represented to Contractor, its employees, or its agents in writing or otherwise that the work to be covered under this Agreement is not a “public work,” as defined in California Labor Code section 1720 of the Labor Code. In connection with the development, construction (as defined by applicable law), and operation of the project, including, without limitation, any public work (as defined by applicable law), if any, Contractor shall bear all risks of payment or non-payment of Federal and/or State prevailing wages and/or the implementation of California Labor Code sections 1726 and 1781, as the same may be enacted, adopted, or amended from time to time, and/or any other provision of law. To the extent applicable, City will enforce all penalties required by law for Contractor’s failure to pay prevailing wages.
- B. California Labor Code. Contractor’s attention is directed to Division 2, Part 7, Chapter 1 of the Labor Code of the State of California and especially to Article 2 (Wages) and Article 3 (Working Hours), thereof.
 - (i) In accordance with California Labor Code sections 1773 and 1773.2, City has found and determined the general prevailing rates of wages in the locality in which the public work is to be performed are those determined by the Director of Industrial Relations and available at <https://www.dir.ca.gov/OPRL/2022-1/PWD/Southern.html>. Copies of the prevailing rates of wages are maintained with City’s principal office and are available to any interested party on request. Contractor shall post a copy of the prevailing rate of per diem wages at each job site.

(ii) Contractor is aware of and will comply with the provisions of California Labor Code section 1776, including the keeping of payroll records and furnishing certified copies thereof in accordance with said section. Pursuant to California Labor Code section 1771.4, Contractor must submit certified payroll records to the Labor Commissioner using the Department of Industrial Relations' electronic certified payroll reporting (eCPR) system.

(iii) Pursuant to California Labor Code section 1810 it is stipulated hereby that eight (8) hours labor constitutes a legal day's work hereunder.

(iv) Pursuant to California Labor Code section 1815, work performed by employees of contractors in excess of eight (8) hours per day, and forty (40) hours during any one week, shall be permitted upon public work upon compensation for all hours worked in excess of eight (8) hours per day at not less than 1 ½ times the basic rate of pay.

(v) Pursuant to California Labor Code section 1813, it is stipulated hereby that Contractor shall, as a penalty to City, forfeit \$25 for each worker employed in the execution of this Agreement by Contractor or by any subcontractor hereunder for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one (1) calendar week in violation of the provisions of Article 3 (commencing with Section 1810), Chapter 1, Part 7, Division 2 of the California Labor Code.

(vi) Contractor is aware of and will comply with the provisions of California Labor Code sections 1777.5 and 1777.6 with respect to the employment of apprentices. Pursuant to section 1777.5 it is hereby stipulated that Contractor will be responsible for obtaining compliance therewith on the part of any and all subcontractors employed by them in connection with this Agreement.

(vii) Pursuant to California Labor Code section 1775, it is hereby stipulated that Contractor shall, as a penalty to City, forfeit not more than \$200 for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the Director of Industrial Relations for the work or craft in which the worker is employed for the Contractor Services by Contractor or any subcontractor.

- C. Bidding Eligibility. Pursuant to California Labor Code section 1771.1, no contractor or subcontractor may be listed on a bid proposal for a public works project unless registered with the Department of Industrial Relations.
- D. DIR Monitoring. Pursuant to California Labor Code section 1771.4, Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

14. CONFLICTS OF INTEREST

- A. City Personnel. No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or has responsibilities with respect to this Agreement during his/her tenure or for one (1) 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 Contractor Services performed under this Agreement.
- B. Contractor. Contractor represents, warrants, and covenants that he, she, or it presently has no interest, direct or indirect, which would interfere with or impair in any manner or degree the performance of Contractor's obligations and responsibilities under this Agreement. Contractor further agrees that while this Agreement is in effect, Contractor shall not acquire or otherwise obtain any interest, direct or indirect, that would interfere with or impair in any manner or degree the performance of Contractor's obligations and responsibilities under this Agreement. Contractor acknowledges that pursuant to the provisions of the Political Reform Act (California Government Code section 87100 et seq.), City may determine Contractor to be a "Contractor" as that term is defined by the Political Reform Act. In the event City makes such a determination, Contractor agrees to complete and file a "Statement of Economic Interest" with the City Clerk to disclose such financial interests as required by City. In such event, Contractor further agrees to require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" to disclose such other person's financial interests as required by City.

15. NO UNDUE INFLUENCE

Contractor declares and warrants that no undue influence or pressure was or is used against or in concert with any officer or employee of 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 City shall 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. Contractor further warrants that it has not employed or retained any company or person other than a bona fide employee working for Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gift, or any other consideration contingent upon, or resulting from, the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

16. ASSIGNMENT

Contractor shall not assign, hypothecate, or otherwise transfer this Agreement or any portion hereof, without first obtaining the written consent of City. If such an assignment,

hypothecation, or transfer is made or attempted by Contractor, the assignment, hypothecation, or transfer shall be void; and City, at its sole option, may terminate this Agreement upon the giving of a 24-hour written notice to Contractor of such termination.

17. PERFORMANCE

If Contractor should neglect to prosecute the work to City's satisfaction, or, in City's reasonable discretion, fail to perform any provisions of this Agreement, City, after five (5) days written notice to Contractor, may without prejudice to any other remedy City may take appropriate action, including, but not limited to, any of the following: (i) meeting with Contractor and/or its agents or subcontractors to review the quality of the work and resolve matters of concern; (ii) requiring Contractor to have the work repeated at no additional fee until it is satisfactory; (iii) withholding payment of City's compensation to Contractor for any unsatisfactory work performed; (iv) suspending delivery of work to Contractor for an indefinite time; (v) correcting such deficiencies and deducting the cost thereof from the payment then or thereafter due Contractor, provided, however, that the City Representative shall approve such action and certify the amount thereof to be charged to Contractor; and/or (vi) terminating this Agreement. Except as may be expressly set forth in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies or other rights or remedies as may be permitted by law or in equity shall not preclude the exercise by such Party, at the same or different times, of any other rights or remedies to which such Party may be entitled.

18. FORCE MAJEURE

Any time period specified in this Agreement for performance of work and services shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of City or Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including City, if the delaying Party shall within ten (10) days of the commencement of such delay notify the other Party in writing of the causes of the delay ("**Force Majeure Event**"). If Contractor is the delaying Party, City shall ascertain the facts and the extent of delay and extend the time for performing the work and services for the period of the enforced delay when and if in the judgment of City such delay is justified. City's determination shall be final and conclusive upon the Parties. In no event shall Contractor be entitled to recover damages against City for any delay in the performance of this Agreement, however caused. Contractor's sole remedy shall be an extension of this Agreement pursuant to this Section 18. For the avoidance of doubt, Force Majeure Event shall not include (i) financial distress nor the inability of either Party to make a profit or avoid a financial loss; (ii) changes in the market prices or conditions; or (iii) a Party's financial inability to perform its obligations hereunder. The current events related to the COVID-19 pandemic are known and shall not constitute Force Majeure Event, future impacts of the COVID-19 pandemic may be considered a Force Majeure Event to the extent that they prevent the performance of a Party's obligations under this Agreement.

19. NOTICE

Any notice, payment, or instrument required or permitted to be given or delivered by this Agreement may be given or delivered by personal delivery or by depositing the same in any United States mail depository, first class postage prepaid, and addressed as follows, or to such other address provided by a written notice from one Party to the other or by e-mailing the notice to the e-mail addresses as set forth below:

If to City: City of Duarte
1600 Huntington Drive
Duarte, CA 91010
Attn: Jeff Risley

If to Contractor: J.D. Glass Inc.
8033 Puritan St.
Downey, CA 90242
Attn: J.D. Garay

20. WARRANTY

Contractor warrants all work under this Agreement (which for purposes of this Section 20 shall be deemed to include unauthorized work which has not been removed and any non-conforming materials incorporated into the work) to be of good quality and free from any defective or faulty material and workmanship. Contractor agrees that for a period of one (1) year (or the period of time specified elsewhere in this Agreement or in any guarantee or warranty provided by any manufacturer or supplier of equipment or materials incorporated into the work, whichever is later) after the date of final acceptance, Contractor shall within ten (10) days after being notified in writing by City of any defect in the work or non-conformance of the work to this Agreement, commence and prosecute with due diligence all work necessary to fulfill the terms of the warranty at Contractor's sole cost and expense. Contractor shall act sooner as requested by City in response to an emergency. In addition, Contractor shall, at its sole cost and expense, repair and replace any portions of the work (or work of other contractors) damaged by Contractor's defective work or which becomes damaged in the course of repairing or replacing defective work. For any work so corrected, Contractor's obligation hereunder to correct defective work shall be reinstated for an additional one (1) year period, commencing with the date of acceptance of such corrected work. Contractor shall perform such tests as City may require to verify that any corrective actions, including, without limitation, redesign, repairs, and replacements, comply with the requirements of this Agreement. All costs associated with such corrective actions and testing, including the removal, replacement, and reinstitution of equipment and materials necessary to gain access, shall be the sole responsibility of Contractor. All warranties and guarantees of subcontractors, suppliers, and manufacturers with respect to any portion of the work, whether express or implied, are deemed to be obtained by Contractor for the benefit of City, regardless of whether such warranties and guarantees have been transferred or assigned to City by separate agreement and Contractor agrees to enforce such warranties and guarantees, if necessary, on behalf of City. This provision may be waived in Exhibit A if the Contractor Services hereunder do not include construction of any improvements or the supplying of equipment or materials.

21. ATTORNEYS' FEES

Notwithstanding anything in this Agreement to the contrary, in no event shall Contractor be entitled to economic or consequential damages or to punitive damages. In the event of any litigation arising from or related to this Agreement, the prevailing Party shall be entitled to recover from the non-prevailing Party all reasonable costs incurred, including staff time, court costs, attorneys' fees, expert witness fees, and other related expenses.

22. NON-LIABILITY OF CITY OFFICERS AND EMPLOYEES

No City Personnel shall be personally liable to Contractor, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

23. SEVERABILITY

If any portion of this Agreement is found by a court of competent jurisdiction to be invalid, void, illegal, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way affect, impair, or invalidate any other term, covenant, or condition, or provision contained in this Agreement. Upon a determination that any term or provision is invalid, illegal, or unenforceable, the Parties shall negotiate in good faith to modify this Agreement to give effect to the original intent of the Parties as closely as possible in order that the transactions contemplated hereby be performed as originally contemplated to the greatest extent possible.

24. EXECUTION

The persons executing this Agreement on behalf of each of the Parties hereto represent and warrant that (i) such Party is duly organized and existing; (ii) they are duly authorized to execute and deliver this Agreement on behalf of said Party; (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement; and (iv) that entering into this Agreement does not violate any provision of any other Agreement to which said Party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors, and assigns of the Parties.

25. NO WAIVER

No delay or omission in the exercise of any right or remedy by a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No waiver by either Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

26. NO THIRD-PARTY BENEFICIARIES

This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

27. NON-LIABILITY OF CITY PERSONNEL

No City Personnel shall be personally liable to Contractor, or any successor in interest, in the event of any default or breach by City, or for any amount which may become due to Contractor or its successor, or for breach of any obligation of the terms of this Agreement.

28. GOVERNING LAW AND VENUE

The internal laws of the State of California, without regard to principles of conflicts of laws, shall govern the interpretation of this Agreement. In addition to any other rights or remedies permitted by law, either Party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. The Superior Court of the County of Los Angeles shall have exclusive jurisdiction over any litigation between the Parties concerning this Agreement. Service of process on City shall be made in the manner required by law for service on a public entity. Service of process on Contractor shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

29. SURVIVAL

The terms, provisions, representations, and certification contained in this Agreement, or inferable therefrom, shall survive the expiration or termination of this Agreement and the payment of the compensation hereinabove provided.

30. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

31. INTEGRATION, CONSTRUCTION, AND AMENDMENT

This Agreement contains the entire understanding of the Parties and supersedes any and all other written or oral understandings as to those matters contained herein, and no prior oral or written understanding shall be of any force or effect with respect to those matters covered thereby. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either Party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply. This Agreement shall be construed and interpreted with and shall be governed and enforced in all respects according to the laws of the State of California and as if drafted by both Parties. No

amendment, change or modification of this Agreement shall be valid unless in writing, stating that it amends, changes, or modifies this Agreement, signed by all the Parties hereto.

32. COUNTERPARTS

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

33. SPECIAL PROVISIONS

Any special provisions applicable to this Agreement are set forth in Exhibit D, attached hereto and incorporated herein by this reference.

34. CITY MANAGER AUTHORITY

City's City Manager shall have the authority to make non-material changes, non-material amendments, or clerical edits to this Agreement on behalf of the City.

[Signatures on following page.]

IN WITNESS WHEREOF, the City Council of the City of Duarte caused the Agreement to be subscribed by its City Manager and said Contractor has executed or caused this Agreement to be executed by its duly authorized officer(s).

CITY OF DUARTE

CONTRACTOR

City Manager

Date: _____

By: _____

Its: _____

Date: _____

By: _____

ATTEST

City Clerk

Date: _____

Its: _____

Date: _____

APPROVED AS TO FORM
RUTAN & TUCKER, LLP

City Attorney, City of Duarte

Date: _____

EXHIBIT A

Scope of Work

- Demo and dispose of existing door.
- Provide catalog cut sheet, spec submittals, and provide shop drawings for approval.
- Install Horton 2500 Elegant Series single automatic sliding door package. All-Glass doors panels with standard bottom and top rails. Door panels to be glazed with ½” clear tempered glass with polished edges. Size 8’x10’.
- Install adjacent storefront sidelights. Storefront to be glazed with ¼” clear tempered glass.
- Install horizontal mullion. Dark bronze anodized finish.
- Install Camden Jamb mount standalone keypad/card reader.

EXHIBIT B

Budget and Fee Schedule

PAYMENT SCHEDULE:

DUARTE COMMUNITY CENTER MAIN ENTRY DOOR REPLACEMENT			
Line Item	Bid Items	UofM	Quantity
1	Demo and dispose of existing door.	EA	1
2	Provide catalog cut sheet, spec submittals, and provide shop drawings for approval.	EA	1
3	Install Horton 2500 Elegant Series single automatic sliding door package. All-Glass doors panels with standard bottom and top rails. Door panels to be glazed with ½” clear tempered glass with polished edges. Size 8’x10’.	EA	1
4	Install adjacent storefront sidelights. Storefront to be glazed with ¼” clear tempered glass.	EA	2
5	Install horizontal mullion. Dark bronze anodized finish.	EA	1
6	Install Camden Jamb mount standalone keypad/card reader.	EA	1

TOTAL: \$32,000.00 DOLLARS

PERFORMANCE SCHEDULE:

Construction shall be completed within 30 working days after the date stipulated on the Notice to Proceed.

EXHIBIT C

Insurance Requirements

A. Insurance Coverage Required. The policies and amounts of insurance required hereunder shall be as follows:

(i) Commercial General Liability (including premises and operations, contractual liability, personal injury, death, and independent contractor liability): In an amount no less than \$1,000,000.00 per occurrence and \$2,000,000.00 general aggregate, for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability.

(ii) Automobile Liability (including owned, non-owned, leased, and hired autos): One Million Dollars (\$1,000,000.00), combined single limit, per occurrence for bodily injury, death, and property damage.

(iii) Workers' Compensation Insurance (Statutory Limits) and Employer's Liability Insurance (with limits of at least \$1,000,000) for Contractor's employees in accordance with the laws of the State of California, including California Labor Code section 3700.

(iv) Umbrella or Excess Liability Insurance that will provide bodily injury, personal injury, death, and property damage liability coverage at least as broad as the primary coverages set forth above, including commercial general liability, automobile liability, and employer's liability. Such policy or policies shall include the following terms and conditions:

(A) A drop-down feature requiring the policy to respond in the event that any primary insurance that would otherwise have applied proves to be uncollectable in whole or in part for any reason;

(B) Pay on behalf of wording as opposed to reimbursement;

(C) Concurrence of effective dates with primary policies;

(D) Policies shall "follow form" to the underlying primary policies; and

(E) Insureds under primary policies shall also be insureds under the umbrella or excess policies.

B. Contractor's Insurance General Requirements.

(i) 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 City Representative.

(ii) Commercial General Liability, Automobile Liability, and Employer's Liability shall name City and City Personnel as additional insureds and contain no special limitations on the scope of protection afforded to City and City Personnel. All insurance provided hereunder shall include the appropriate endorsements.

(iii) All insurance policies shall be primary insurance and any insurance or self-insurance maintained by City and/or City Personnel shall be in excess of Contractor's insurance and shall not contribute with it.

(iv) All insurance policies shall be "occurrence" rather than "claims made" insurance.

(v) All insurance policies shall apply separately to each insured against whom a claim is made or suit brought, except with respect to the limits of the insurer's liability.

(vi) All insurance policies shall be endorsed to state that the insurer shall waive all rights of subrogation against City and City Personnel.

(vii) All insurance policies shall be written by good and solvent insurer(s) admitted to do business in the State of California and approved in writing by City.

(viii) All insurance policies shall be endorsed to state that coverage shall not be suspended, voided, cancelled, reduced in coverage or in limits, non-renewed, or materially changed for any reason, without thirty (30) days prior written notice thereof given by the insurer to City by U.S. mail, or by personal delivery, except for nonpayment of premiums, in which case ten (10) days prior notice shall be provided.

(ix) All insurance policies shall state that City shall not be liable for the payment of premiums or assessments under the policy.

(x) Insurance policies shall not contain any limiting provision or endorsement that has not been submitted to City for approval. By way of example, additional insured endorsements shall not be limited to "ongoing operations," exclude contractual liability, restrict coverage to the "sole" liability of Contractor, or contain any other limitation contrary to this Agreement.

C. Deductibles. Any deductibles or self-insured retentions must be declared to and approved by City. 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 in writing by City.

D. Evidence of Coverage. Contractor shall furnish City with certificates of insurance demonstrating the coverage required by this Agreement which shall be received and approved by City not less than five (5) working days before work on the Contractor Services commences. At least thirty (30) days prior to the expiration of any policy of insurance required under this Agreement, a signed complete certificate of insurance, with all endorsements provided herein, showing that such insurance coverage has been renewed or extended, shall be filed with City.

E. Workers Compensation Insurance. Contractor shall file with City the following signed certification:

“I am aware of, and will comply with, Divisions 4 and 5 of the California Labor Code by securing, paying for, and maintaining in full force and effect for the duration of the Agreement, complete Workers’ Compensation Insurance, and shall furnish a Certificate of Insurance to City before execution of the Agreement.”

In the event Contractor has no employees requiring Contractor to provide Workers’ Compensation Insurance, Contractor shall so certify to City in writing prior to City’s execution of the Agreement. City and City Personnel shall not be responsible for any claims in law or equity occasioned by failure of Contractor to comply with this Section E - Workers Compensation Insurance or with the provisions of law relating to workers’ compensation.

F. Default of Insurance Requirements. In addition to any other remedies at law or equity City may have if Contractor fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time required by this Section F – Default of Insurance Requirements, City may, at its sole option, exercise any of the following remedies, which are alternatives to other remedies City may have and are not the exclusive remedy for Contractor’s breach: (i) obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under this Agreement; (ii) order Contractor to stop work under this Agreement or withhold any payment that becomes due to Contractor hereunder, or both, until Contractor demonstrates compliance with the insurance requirements herein; and/or (iii) terminate this Agreement.



AGENDA REPORT

MEETING DATE: January 27, 2026

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Andres Rangel, Assistant to the City Manager

SUBJECT: 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, 2026 - June 30, 2031

RECOMMENDATION: It is recommended that the City Council 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

FISCAL IMPACT: There is no direct fiscal impact resulting from approval of this Agreement. The City adopts the County's fee schedule for services provided by the County

STRATEGIC PLAN IMPACT: Goal E - E1.3 Organizational Excellence

BACKGROUND

The City's current General Services Agreement (Agreement) with the County has a term starting July 1, 2021 through June 30, 2026. The Agreement allows the City to contract needed general services with the County for a five-year term. If this resolution and subsequent agreement is approved, the new Agreement will be valid from July 1, 2026, through June 30, 2031. To ensure a timely approval, the County requires that the City submit the adopted resolution, along with the executed Agreement and a copy of the certified minutes by May 1, 2026.

DISCUSSION/ANALYSIS

The Agreement allows the City to contract for general services, including prosecution of City ordinances, direct assessment collection, housing related services, library services, and a variety of public works services necessary to operate the City. For clarification, this agreement is not related to General Law Enforcement services. Such services are approved separately through specific service agreements with the Los Angeles County Sheriff's Department. Approval of the Agreement will allow these general services to continue through June 30, 2031.

RECOMMENDATION

It is recommended that the City Council 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.

FISCAL IMPACT

There is no direct fiscal impact resulting from approval of this Agreement. The City adopts the County's fee schedule for services provided by the County.

ATTACHMENTS

- A. Resolution No. 26-08
- B. General Services Agreement

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 26-08

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

WHEREAS, the City of Duarte engages the County of Los Angeles for general services;
and

WHEREAS, the General Services Agreement (“Agreement”) for such services is renewable in five-year increments; and

WHEREAS, the Agreement provides authority for the County of Los Angeles to provide services requested by the City of Duarte, specifies the method by which requests and payments for services are made, and provides for the annual adjustment of rates; and

WHEREAS, services provided under the Agreement include such functions as direct assessments collection, industrial waste inspection, and a variety of other public works activities;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council wishes to renew its Agreement with the County of Los Angeles for General Services for a five-year period, commencing July 1, 2026 through June 30, 2031.

SECTION 2. The City Council requests that the Board of Supervisors approve and authorize the performance of services requested in this Resolution, subject to the terms and conditions set forth in the Agreement.

SECTION 3. That the City Clerk shall certify to the passage and adoption of this resolution.

SECTION 4. The City Clerk is requested to forward one certified copy of this Resolution to the Chief Executive Office of the Los Angeles County Board of Supervisor, Intergovernmental and External Affairs Branch, upon its adoption.

PASSED, APPROVED, AND ADOPTED this 27th day of January 2026.

Tera Martin Del Campo
Mayor

Thai Viet Phan
City Attorney

Frances Jimenez
City Clerk

AYES:
 NOES:
 ABSTAIN:
 ABSENT:

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GENERAL SERVICES AGREEMENT

THIS GENERAL SERVICES AGREEMENT ("Agreement"), dated for purposes of reference only, July 1, 2026, is made by and between the County of Los Angeles, hereinafter referred to as the "County," and the City of Duarte, hereinafter referred to as the "City."

RECITALS:

(a) The City is desirous of contracting with the County for the performance by its appropriate officers and employees of City functions.

(b) The County is agreeable to performing such services on the terms and conditions hereinafter set forth.

(c) Such contracts are authorized and provided for by the provisions of Section 56½ of the Charter of the County of Los Angeles and Section 51300, *et seq.*, of the Government Code.

THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. The County agrees, through its officers, agents and employees, to perform those City functions, which are hereinafter provided for.

2. The City shall pay for such services as are provided under this Agreement at rates to be determined by the County Auditor-Controller in accordance with the policies and procedures established by the Board of Supervisors.

These rates shall be readjusted by the County Auditor-Controller annually effective the first day of July of each year to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the Board of Supervisors of County.

3. No County agent, officer or department shall perform for said City any

function not coming within the scope of the duties of such agent, officer or department in performing services for the County.

4. No service shall be performed hereunder unless the City shall have available funds previously appropriated to cover the cost thereof.

5. No function or service shall be performed hereunder by any County agent, officer or department unless such function or service shall have been requested in writing by the City on order of the City Council thereof or such officer as it may designate and approved by the Board of Supervisors of the County, or such officer as it may designate, and each such service or function shall be performed at the times and under circumstances which do not interfere with the performance of regular County operations.

6. Whenever the County and City mutually agree as to the necessity for any such County agent, officer or department to maintain administrative headquarters in the City, the City shall furnish at its own cost and expense all necessary office space, furniture, and furnishings, office supplies, janitorial service, telephone, light, water, and other utilities. In all instances where special supplies, stationery, notices, forms and the like must be issued in the name of the City, the same shall be supplied by the City at its expense.

It is expressly understood that in the event a local administrative office is maintained in the City for any such County agent, officer or department, such quarters may be used by the County agent, officer or department in connection with the performance of its duties in territory outside the City and adjacent thereto provided, however, that the performance of such outside duties shall not be at any additional cost to the City.

7. All persons employed in the performance of such services and functions for

the City shall be County agents, officers or employees, and no City employee as such shall be taken over by the County, and no person employed hereunder shall have any City pension, civil service, or other status or right.

For the purpose of performing such services and functions, and for the purpose of giving official status to the performance hereof, every County agent, officer and employee engaged in performing any such service or function shall be deemed to be an agent, officer or employee of said City while performing service for the City within the scope of this agreement.

8. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or any liability other than that provided for in this agreement.

Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his or her employment.

9. The parties hereto have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977 and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this agreement as set out in full herein. In the event that the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.

10. Each County agent, officer or department performing any service for the

City provided for herein shall keep reasonably itemized and in detail work or job records covering the cost of all services performed, including salary, wages and other compensation for labor, supervision and planning, plus overhead, the reasonable rental value of all County-owned machinery and equipment, rental paid for all rented machinery or equipment, together with the cost of an operator thereof when furnished with said machinery or equipment, the cost of all machinery and supplies furnished by the County, reasonable handling charges, and all additional items of expense incidental to the performance of such function or service.

11. All work done hereunder is subject to the limitations of the provisions of Section 23008 of the Government Code, and in accordance therewith, before any work is done or services rendered pursuant hereto, an amount equal to the cost or an amount 10% in excess of the estimated cost must be reserved by the City from its funds to ensure payment for work, services or materials provided hereunder.

12. The County shall render to the City at the close of each calendar month an itemized invoice which covers all services performed during said month, and the City shall pay County therefore within thirty (30) days after date of said invoice.

If such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County is entitled to recover interest thereon. Said interest shall be at the rate of seven (7) percent per annum or any portion thereof calculated from the last day of the month in which the services were performed.

13. Notwithstanding the provisions of Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County may satisfy such indebtedness,

including interest thereon, from any funds of any such City on deposit with the County without giving further notice to said City of County's intention to do so.

14. This Agreement shall become effective on the date herein-above first mentioned and shall run for a period ending June 30, 2031, and at the option of the City Council of the City, with the consent of the Board of Supervisors of County, shall be renewable thereafter for an additional period of not to exceed five (5) years.

15. In the event the City desires to renew this Agreement for said five-year period, the City Council shall not later than the last day of May 2031, notify the Board of Supervisors of County that it wishes to renew the same, whereupon the Board of Supervisors, not later than the last day of June 2031, shall notify the City Council in writing of its willingness to accept such renewal. Otherwise, such Agreement shall finally terminate at the end of the aforescribed period.

Notwithstanding the provisions of this paragraph herein-above set forth, the County may terminate this Agreement at any time by giving thirty (30) days' prior written notice to the City. The City may terminate this Agreement as of the first day of July of any year upon thirty (30) days' prior written notice to the County.

16. This Agreement is designed to cover miscellaneous and sundry services which may be supplied by the County of Los Angeles and the various departments thereof. In the event there now exists or there is hereafter adopted a specific contract between the City and the County with respect to specific services, such contract with respect to specific services shall be controlling as to the duties and obligations of the parties anything herein to the contrary notwithstanding, unless such special contract adopts the provisions hereof by reference.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers.

Executed this _____ day of _____ 2026.

The City of Duarte,

By _____
Mayor

ATTEST:

City Clerk

THE COUNTY OF LOS ANGELES

By _____

By _____
Chair, Board of Supervisors

ATTEST:

EDWARD YEN
Executive Officer/Clerk
of the Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By _____
Senior Deputy



AGENDA REPORT

MEETING DATE: January 27, 2026

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Andres Rangel, Assistant to the City Manager

SUBJECT: Adoption of the 2026 City of Duarte Local Hazard Mitigation Plan

RECOMMENDATION: It is recommended that the City Council 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

FISCAL IMPACT: There is no fiscal impact associated with this item

STRATEGIC PLAN
IMPACT: Goal C - C3.1 Community Safety

BACKGROUND

The Disaster Mitigation Act of 2000 (DMA 2000) requires local jurisdictions to develop, implement, and periodically update a Local Hazard Mitigation Plan (LHMP) identifying potential natural hazards and strategies to reduce risks to life, property, and critical infrastructure. The Hazard Mitigation Plan serves as a planning tool to guide mitigation activities, support capital and infrastructure planning, and maintain eligibility for federal hazard mitigation funding. Federal regulations require hazard mitigation plans to be updated every five years.

The City of Duarte's most recent Hazard Mitigation Plan was approved by the Federal Emergency Management Agency (FEMA) in 2020. To remain eligible for Hazard Mitigation Grant Program (HMGP) and other mitigation-related funding, the City Council must adopt the 2026 Local Hazard Mitigation Plan and forward the resolution to allow FEMA to issue a Letter of Approval.

DISCUSSION/ANALYSIS

In July 2024, the City Council selected Emergency Planning Consultants (EPC), led by Carolyn Harshman, President, to prepare the update to the City's LHMP. Harshman facilitated the planning process review by the California Office of Emergency Services (Cal OES) and review and approval by FEMA.

The Plan was developed with guidance from the City's Hazard Mitigation Planning Team, which served as the core stakeholder group responsible for developing and reviewing drafts of the Plan,

informing the risk assessment, establishing mitigation goals and strategies, and supporting public and stakeholder outreach. The Planning Team consisted of representatives from the City Manager's Office, Planning Division, Public Works Division, Administrative Services, Public Safety, and Parks and Recreation.

Planning Team members were formally invited to participate in the update process via email on October 14, 2024. A total of five Planning Team meetings were held before completion of the initial draft of the LHMP. These meetings were structured to maximize collaboration and included discussions related to hazard history and prioritization, City capabilities, ongoing and future mitigation activities, and community outreach opportunities.

Public and stakeholder participation was incorporated into the planning process by making the first draft LHMP available for input during the plan development phase. The public and stakeholders were notified of the Plan's availability through multiple outreach channels, including the City's website, social media platforms, the Duarte eNews newsletter, and the Fall 2024 edition of the Duarte City News recreation guide.

The updated LHMP includes a revised Mitigation Actions Matrix that identifies desired and planned mitigation projects, including actions drawn from existing City documents, such as the General Plan and Capital Improvement Program. Compared to the 2020 LHMP, the updated Matrix reflects newly identified mitigation actions, updates to ongoing actions, and completed mitigation measures since the prior plan adoption.

The mitigation strategy supports the following overarching goals:

1. Protect life and property
2. Enhance public awareness and preparedness
3. Preserve natural systems
4. Encourage partnerships and implementation
5. Strengthen emergency services and City resilience

The LHMP was submitted to Cal OES for review and forwarding to FEMA for an Approvable Pending Adoption which was issued on January 7, 2026. Upon adoption by the City Council and approval by FEMA, the 2026 Local Hazard Mitigation Plan will ensure the City's continued eligibility for the Hazard Mitigation Grant Program and other mitigation-related funding opportunities. The Plan is intended to be a living document and will be reviewed on an annual basis by Planning Team members to monitor progress and implementation of mitigation actions.

In addition to satisfying federal requirements for the LHMP, the State of California requires actions for the City to maintain eligibility for increased state cost-share on eligible Public Assistance projects. In that regard, according to Assembly Bill No. 2140 (AB 2140), to maintain eligibility the 2026 LHMP must be adopted into the City's General Plan Safety Element. The same process was followed when the City Council adopted the 2020 LHMP.

Passed in 2006, AB 2140 allows California counties and cities to be considered for additional state cost-share on eligible Public Assistance projects by adopting their current, FEMA-approved LHMP into the Safety Element of their General Plan. This adoption, along with other requirements,

makes the county or city eligible to be considered for part or all its local-share costs on eligible Public Assistance projects to be provided by the state through the California Disaster Assistance Act.

For eligible Public Assistance projects, the typical local (non-federal) cost share is 25% of the total project cost. CDAA can allow the state to pay up to 18.75% of the nonfederal share, that would otherwise fall upon the county or city to pay for eligible Public Assistance projects once the legislature has passed a bill allowing additional state funding after a disaster occurs. Upon approval of the legislature, counties and cities that are AB 2140 compliant are also eligible to be considered for the remaining 6.25% local share to be funded by the state, essentially covering the entire local-share cost for eligible Public Assistance projects.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 26-09 for the 2026 Local Hazard Mitigation Plan, and authorizing 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.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

- A. Resolution No. 26-09
- B. 2026 Local Hazard Mitigation Plan - Final Draft

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 26-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADOPTING THE 2026 LOCAL HAZARD MITIGATION PLAN

WHEREAS, the City of Duarte is vulnerable to natural hazards which may result in loss of life and property, economic hardship, and threats to public health and safety; and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities; and

WHEREAS, the City of Duarte acknowledges the requirements of Section 322 of DMA 2000 to update the 2020 Local Hazard Mitigation Plan in order to be eligible for pre- and post-disaster federal hazard mitigation grant funds; and

WHEREAS, the City of Duarte developed by a Planning Team with representatives from the City and Area D Office of Disaster Management; and

WHEREAS, a public and stakeholder outreach strategy consistent with the requirements of DMA 2000 was conducted to develop the Local Hazard Mitigation Plan; and

WHEREAS, the 2026 Local Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by natural hazards that face the City; and

WHEREAS, pursuant to the California Environmental Quality Act ("CEQA"), City Staff determined that the adoption of the 2026 Local Hazard Mitigation Plan ("Project") is covered by the general rule, pursuant to Section 15061(b)(3) of the State CEQA Guidelines (14 CCR§ 15061(b)(3)), that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and City Staff found that there is no possible significant effect directly related to the Project. Furthermore, CEQA Guidelines Sections 15262 and 15269 provide additional guidance, in the context, that the Project is a planning study that does not tacitly approve projects that would otherwise require independent environmental review under CEQA; and

WHEREAS, pursuant to California Assembly Bill No. 2140, allows California counties and cities to be considered for additional state cost-share on eligible Public Assistance projects by adopting their current, FEMA-approved LHMP into the General Plan Safety Element.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, RESOLVES AS FOLLOWS:

SECTION 1. The City Council finds that all of the facts set forth in the Recitals of this Resolution are true and correct.

SECTION 2. The City Council has reviewed the Project and based upon the whole

record before it, in the exercise of its independent judgment and analysis, concurs that the adoption of the City of Duarte 2026 Local Hazard Mitigation Plan is exempt from consideration under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15061 (b)(3) because it can be seen with certainty that there is no possibility that the adoption of this Plan, in and of itself, may have a significant effect on the environment; and future projects described within the Plan may be subject to independent environmental review pursuant to CEQA, and therefore no further action is required under CEQA at this time.

SECTION 3. The City Council hereby adopts the City of Duarte 2026 Local Hazard Mitigation Plan.

SECTION 4. The City Council directs the adoption of the 2026 Local Hazard Mitigation Plan into the General Plan Safety Element by reference in order to maintain eligibility for increased state cost-share on eligible Public Assistance projects as per California Assembly Bill No. 2140 including public posting as required by the legislation.

PASSED, APPROVED, AND ADOPTED this 27th day of January, 2026.

Tera Martin Del Campo
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF DUARTE)

I, Frances Jimenez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 26-09 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 27th day of January, 2026, by the following Roll Call vote:

AYES:

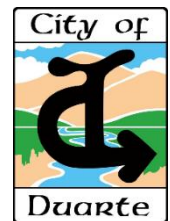
NOES:

ABSTAIN:

ABSENT:

Frances Jimenez
City Clerk

January 15, 2026 | Local Hazard Mitigation Plan



Credits

Q&A | ELEMENT A: PLANNING PROCESS | A1-a.

Q: Does the plan document how the plan was prepared, including the schedule or time frame and activities that made up the plan's development, as well as who was involved? (Requirement 44 CFR § 201.6(c)(1))

A: See **Hazard Mitigation Planning Team** below.

Hazard Mitigation Planning Team:

Name	Department/Division	Position
City of Duarte		
Bryan Ariizumi	Public Safety	Public Safety Manager
Angela Chiaromonte	Administrative Services	Financial Services Manager
Jason Golding, Chair	Community Development - Planning	Planning Division Manager
Scott Nash	Community Development - Planning	Associate Planner
Albert Nunez	City Manager's Office	Management Analyst
Andres Rangel	City Manager's Office	Assistant to the City Manager
Jeff Risley	Parks and Recreation	Facilities Maintenance Supervisor
Stephanie Sandoval	Community Development – Public Works	Public Works Manager
Area D Office of Disaster Management		
Diana Manzano-Garcia	Area D Office of Disaster Management	Coordinator
Emergency Planning Consultants		
Carolyn J. Harshman	Emergency Planning Consultants	Planning Director
Jill Caputi	Independent Contractor	Planning Associate and Mapping Analyst

Acknowledgements

City of Duarte City Council

- ✓ Cesar Garcia, Mayor
- ✓ Tera Martin Del Campo, Mayor Pro Tem
- ✓ Margaret Finlay, Council Member
- ✓ Martin Calderon, Council Member
- ✓ Vinh Truong, Council Member
- ✓ Samuel Kang, Council Member
- ✓ Toney Lewis, Council Member



Point of Contact

To request information or provide comments regarding this mitigation plan, please contact:

Name and Position Title	Andres Rangel, Assistant to the City Manager
Email	arangel@cityofduarte.ca.gov
Mailing Address	1600 Huntington Drive, Duarte, CA 91010
Telephone Number	(626) 386-6869

Consulting Services

Emergency Planning Consultants

- ✓ Planning Director: Carolyn J. Harshman, MPA, CEM
- ✓ Planning Associate and Mapping Analyst: Jill N. Caputi, MS, CEM

3665 Ethan Allen Avenue
 San Diego, California 92117
 Cell: 858-922-6964
 epc@pacbell.net
 www.carolynharshman.com

Mapping

The maps in this plan were provided by the City of Duarte, County of Los Angeles, Federal Emergency Management Agency, or were acquired from public Internet sources. Care was taken in the creation of the maps contained in this plan, however they are provided "as is". The City of Duarte cannot accept any responsibility for any errors, omissions or positional accuracy, and therefore, there are no warranties that accompany these products (the maps). Although information from land surveys may have been used in the creation of these products, in no way does this product represent or constitute a land survey. Users are cautioned to field-verify information on this product before making any decisions.

Mandated Content

In an effort to assist the readers and reviewers of this document, the jurisdiction has inserted "markers" emphasizing mandated content as identified in the Disaster Mitigation Act of 2000 (Public Law – 390). The following is a sample marker:

EXAMPLE

Q&A | ELEMENT A: PLANNING PROCESS | A1-a.

Q Does the plan document how the plan was prepared, including the schedule or time frame and activities that made up the plan's development, as well as who was involved? (Requirement 44 CFR § 201.6(c)(1))

A:



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CHAPTER 6: PLAN MAINTENANCE	PAGE 169
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ATTACHMENTS	PAGE 176

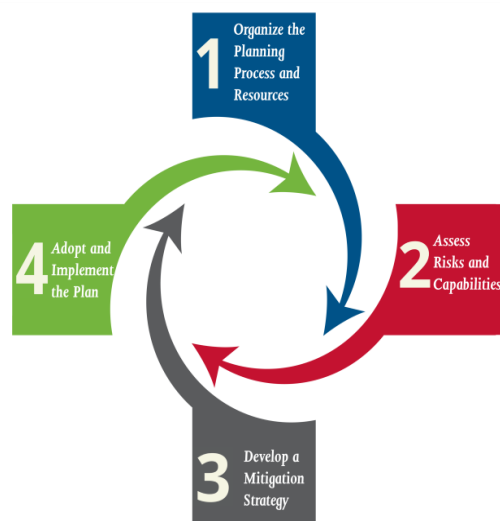
Executive Summaries

English

Hazard Mitigation Plans (HMP) are strategic frameworks designed to reduce the loss of life and property by lessening the impact of disasters. The primary goal of the HMP is to identify potential hazards, assess their risks, and implement long-term strategies to mitigate their effects on a community. This comprehensive plan involves a systematic process of identifying hazards, evaluating vulnerabilities, and developing actions to minimize the damage and disruption caused by natural hazard events.

Before we go into the details of the planning process, it's important to define hazard mitigation as actions taken to minimize or eliminate threats associated with hazards.

In 2019, the National Institute of Building Sciences issued an update to its landmark report “Natural Hazard Mitigation Saves”. The study analyzed the benefit cost ratio of a range of mitigation activities including mitigation planning and building retrofits. The findings revealed a dramatic return on investment. For mitigation activities, every dollar spent yielded a six-dollar return on avoided losses in the future. For building retrofits, every dollar spent yielded a four-dollar return on avoided losses in the future.

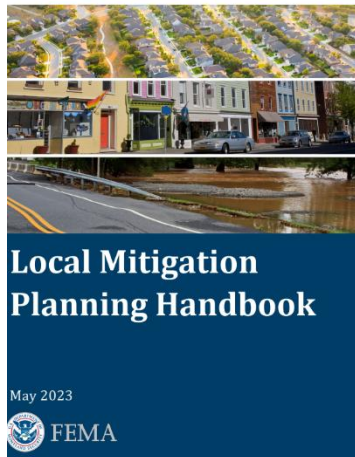


FEMA’s mitigation website recommends 4 steps in the overall planning process: Step #1 is to organize the planning process and resources which includes creation of a Planning Team to assist with research and writing as well as the development of a Community Outreach Strategy. Step #2 is to assess risks and capabilities including a Risk and Vulnerability Assessment as well as a review of the city’s capability to respond and recover from a major disaster. Step #3 is to develop a Mitigation Strategy which includes a comprehensive list of mitigation actions and projects. Step #4 is to Adopt and Implement the Plan which includes a formal review by Cal OES and FEMA and adoption by the City Council.

The tool used to judge the adequacy of a plan is referred to as the Plan Review Tool (PRT). Within the PRT, the plan requirements are divided into elements including planning process, hazard identification and Risk Assessment, mitigation strategy, plan maintenance, plan update, plan adoption, high hazard potential dams.

The City of Duarte’s plan is displayed in seven chapters: planning process, community profile, risk assessment, vulnerability and impacts assessment, mitigation strategy, plan maintenance, and plan review-adoption-approval. The chapters on risk, vulnerability and impacts focus on hazard events posing the greatest threat to the community. The chapter on mitigation strategy

identifies current and future policies and projects to minimize or eliminate threats associated with the profiled hazards including earthquake, wildfire, dam inundation, flood, and windstorm. Duarte's geographical setting, climate, demographic trends, economic conditions, transportation infrastructure, community assets, and efforts to address climate change were taken into consideration during the planning and writing of the hazard mitigation plan. The city primarily serves as a residential suburb with low-density housing and supporting commercial developments. The largest employers are City of Hope, Duarte School District, Wal-Mart, CarMax, Target, and We Pack It All.



The development of the plan was guided by FEMA's 2023 Local Mitigation Planning Policy Guide and 2023 Local Mitigation Planning Handbook. These documents contain updated official policy on and interpretation of applicable statutes and mitigation planning regulations in 44 Code of Federal Regulations (CFR) Part 201, more commonly referred to as the Disaster Mitigation Act of 2000. FEMA is the sole entity allowed to approve a mitigation plan.

In developing the HMP, a Planning Team was formed to undertake a detailed analysis of the community's unique risks and challenges. The Team included department representatives from Community Development – Planning and Public Works, Parks and Recreation, Public Safety, Administrative Services, and City Manager's Office.

The Team met a total of five times with the consultant and contributed to the Initial Draft Plan. In addition to the planning document itself, the Team developed and was actively involved in an aggressive community outreach strategy. As pointed out in the plan, people are the most important asset in need of protection.

The planning process involved collaboration among adjoining local governments and special districts, businesses organization, residents, and other stakeholders to gather data, assess vulnerabilities, and prioritize mitigation actions. The process ensured that the community is better prepared to respond to and recover from disasters, while enhancing overall resilience.

The risk, vulnerability, and impacts assessment involved a comprehensive evaluation of the hazard events that could result in significant damage or loss of life. The assessment process involved four key steps: identifying hazards, profiling hazard events, inventory of assets, and estimation of potential human and economic losses.

Overall, the assessment underscored the importance of understanding and preparing for various hazards to mitigate their impact on the community's people, structures, economy, and valued resources. This comprehensive approach ensures that Duarte will be better equipped to handle potential emergencies and protect its residents and businesses from future hazard events. Additionally, the assessment discusses social vulnerability populations and underserved communities in Duarte. Studies on this topic commonly identify six categories as indicators of social vulnerability: socioeconomic status, age, gender, race and ethnicity, English language proficiency and medical issues and disability. These are the factors chosen by the Planning Team for consideration in the plan.

According to the 2020 Census, there are 21,637 individuals living in Duarte. In terms of future trends, the Southern California Association of Governments' (SCAG) Demographics and Growth



Forecast projects more significant growth in Duarte over the next few decades, with a 14 percent increase in population by 2045 (estimated 25,100 residents).

Duarte has a population of 21,617 across 7,703 households, with an average household size of 2.74 and a median age of 44.7. The city has a moderately high median household income of \$94,689, and a median home value of \$726,055, indicating a relatively affluent community. However, about 10% of households live below the poverty line, and 589 households do not have a vehicle, which could limit mobility in emergencies.

Significant at-risk groups include 2,328 households with occupant disabilities and 5,056 individuals aged 65 or older. Language barriers also pose challenges - 284 seniors speak only Spanish and no English, potentially complicating communication during disasters. The city is linguistically diverse, with a substantial number of Spanish, Indo-European, and Asian-Pacific Island language speakers.

Throughout the entire planning process, the Planning Team kept the public and stakeholders informed of the Team's progress and opportunities to provide input. These outreach activities began with the City Council in 2024, followed by press releases, social media postings, solicitations to participate in a mitigation survey, and briefings at public forums.

The next step of the plan will be a formal review by Cal OES. Once the plan is forwarded to FEMA, the Planning Team will schedule an adoption meeting with the City Council. Proof of adoption will be sent to FEMA and a Letter of Approval will be issued. The Planning Team will immediately begin the process of plan implementation which will continue with the tradition of sharing and incorporating input from the public and stakeholders.

Spanish

Resumen Ejecutivo

Los Planes de Mitigación de Riesgos (HMP) son marcos estratégicos diseñados para reducir la pérdida de vida y propiedad al disminuir el impacto de los desastres. El objetivo principal del HMP es identificar peligros potenciales, evaluar sus riesgos e implementar estrategias a largo plazo para mitigar sus efectos en una comunidad. Este plan integral implica un proceso sistemático de identificación de peligros, evaluación de vulnerabilidades y desarrollo de acciones para minimizar los daños y perturbaciones causados por eventos de peligros naturales.

Antes de entrar en los detalles del proceso de planificación, es importante definir la mitigación de peligros como las acciones tomadas para minimizar o eliminar las amenazas asociadas con los peligros.

En 2019, el Instituto Nacional de Ciencias de la Construcción publicó una actualización de su histórico informe “La mitigación de peligros naturales salva”. El estudio analizó la relación costo-beneficio de una variedad de actividades de mitigación, incluyendo la planificación de la mitigación y la modernización de edificios. Los hallazgos revelaron un espectacular retorno de la inversión. En el caso de las actividades de mitigación, cada dólar gastado generó un retorno de seis dólares sobre las pérdidas evitadas en el futuro. Para la modernización de edificios, cada dólar gastado generó un retorno de cuatro dólares sobre pérdidas evitadas en el futuro.

El sitio web de mitigación de FEMA recomienda 4 pasos en el proceso de planificación general: El paso 1 es organizar el proceso de planificación y los recursos, lo que incluye la creación de un equipo de planificación para ayudar con la investigación y la redacción, así como el desarrollo de una estrategia de extensión comunitaria. El paso número 2 es evaluar los riesgos y las capacidades, incluyendo una evaluación de riesgos y vulnerabilidad, así como una revisión de la capacidad de la ciudad para responder y recuperarse de un desastre importante. El paso número 3 es desarrollar una estrategia de mitigación que incluya una lista completa de acciones y proyectos de mitigación. El paso número 4 es adoptar e implementar el plan, que incluye una revisión formal por parte de Cal OES y FEMA y la adopción por parte del Concejo Municipal.

La herramienta utilizada para juzgar la idoneidad de un plan se conoce como Herramienta de revisión del plan (PRT). Dentro del PRT, los requisitos del plan se dividen en elementos que incluyen el proceso de planificación, la identificación de peligros y la evaluación de riesgos, la estrategia de mitigación, el mantenimiento del plan, la actualización del plan, la adopción del plan y las represas con alto potencial de peligro.

El plan de la Ciudad de Duarte se muestra en siete capítulos: proceso de planificación, perfil de la comunidad, evaluación de riesgos, evaluación de vulnerabilidad e impactos, estrategia de mitigación, mantenimiento del plan y revisión-adopción-aprobación del plan. Los capítulos sobre riesgo, vulnerabilidad e impactos se centran en los eventos peligrosos que representan la mayor amenaza para la comunidad. El capítulo sobre estrategia de mitigación identifica pólizas y proyectos actuales y futuros para minimizar o eliminar las amenazas asociadas con los peligros perfilados, incluyendo terremotos, incendios forestales, inundaciones de presas, inundaciones y tormentas de viento. Durante la planificación y redacción del plan de mitigación de riesgos se tomo en cuenta el entorno geográfico, el clima, las tendencias demográficas, las condiciones económicas, la infraestructura de transporte, los activos comunitarios y los esfuerzos de Duarte para abordar el cambio climático. La ciudad sirve principalmente como un suburbio residencial

con viviendas de baja densidad y desarrollos comerciales de apoyo. City of Hope, Distrito Escolar Duarte, Wal-Mart, CarMax, Target y We Pack It All.

El desarrollo del plan se guió por la Guía de políticas de planificación de mitigación local 2023 y el Manual de planificación de mitigación local 2023 de FEMA. Estos documentos contienen una poliza oficial actualizada y una interpretación de los estatutos aplicables y las regulaciones de planificación de mitigación en el Código 44 de Regulaciones Federales (CFR) Parte 201, más comúnmente conocida como la Ley de Mitigación de Desastres de 2000. FEMA es la única entidad autorizada a aprobar un plan de mitigación.

Al desarrollar el HMP, se formó un equipo de planificación para realizar un análisis detallado de los riesgos y desafíos únicos de la comunidad. El equipo incluyó representantes de los departamentos de Desarrollo Comunitario: Planificación y Obras Públicas, Parques y Recreación, Seguridad Pública, Servicios Administrativos y la Oficina del Administrador de la Ciudad. El Equipo se reunió un total de cinco veces con el consultor y contribuyó al Borrador del Plan Inicial. Además del documento de planificación en sí, el equipo desarrolló y participó activamente en una agresiva estrategia de extensión comunitaria. Como se señala en el plan, las personas son el activo más importante que necesita protección.

El proceso de planificación involucro colaboración entre gobiernos locales adyacentes y distritos especiales, organizaciones empresariales, residentes y otras partes interesadas para recopilar datos, evaluar vulnerabilidades y priorizar acciones de mitigación. El proceso aseguró que la comunidad esté mejor preparada para responder y recuperarse de los desastres, al tiempo que mejoró la resiliencia general.

La evaluación de riesgos, vulnerabilidad e impactos involucro una evaluación integral de los eventos de peligro que podrían resultar en daños significativos o pérdida de vidas. El proceso de evaluación involucró cuatro pasos clave: identificación de peligros, elaboración de perfiles de eventos peligrosos, inventario de activos y estimación de posibles pérdidas humanas y económicas.

En general, la evaluación subrayó la importancia de comprender y prepararse para diversos peligros para mitigar su impacto en las personas, las estructuras, la economía y los recursos valiosos de la comunidad. Este enfoque integral garantiza que Duarte estará mejor equipado para manejar posibles emergencias y proteger a sus residentes y empresas de futuros eventos peligrosos. Además, la evaluación analiza las poblaciones de vulnerabilidad social y las comunidades desatendidas en Duarte. Los estudios sobre este tema comúnmente identifican seis categorías como indicadores de vulnerabilidad social: estatus socioeconómico, edad, género, raza y etnia, dominio del idioma inglés y problemas médicos y discapacidad. Estos son los factores elegidos por el equipo de planificación para su consideración en el plan.

Según el Censo de 2020, hay 21,637 personas viviendo en Duarte. En términos de tendencias futuras, el Pronóstico de Crecimiento y Demografía de la Asociación de Gobiernos del Sur de California (SCAG) proyecta un crecimiento más significativo en Duarte durante las próximas décadas, con un aumento del 14 por ciento en la población para 2045 (estimado en 25,100 residentes).

Duarte tiene una población de 21.617 habitantes en 7.703 hogares, con un tamaño de hogar promedio de 2,74 personas y una edad media de 44,7 años. La ciudad tiene un ingreso familiar medio moderadamente alto de \$94,689 y un valor medio de la vivienda de \$726,055, lo que indica una comunidad relativamente próspera. Sin embargo, alrededor del 10% de los hogares viven



por debajo del umbral de pobreza y 589 hogares no tienen vehículo, lo que podría limitar la movilidad en situaciones de emergencia.

Los grupos de riesgo importantes incluyen 2.328 hogares con ocupantes discapacitados y 5.056 personas de 65 años o más. Las barreras del idioma también presentan desafíos: 284 personas mayores solo hablan español y nada de inglés, lo que podría complicar la comunicación durante los desastres. La ciudad es lingüísticamente diversa, con un número sustancial de hablantes de idiomas españoles, indoeuropeos y de las islas de Asia y el Pacífico.

Durante todo el proceso de planificación, el Equipo de Planificación mantuvo informados al público y a las partes interesadas sobre el progreso del Equipo y ofrecieron oportunidades para brindar comentarios. Estas actividades de divulgación comenzaron con el Concejo Municipal en 2024, seguidas por comunicados de prensa, publicaciones en redes sociales, solicitudes para participar en una encuesta de mitigación, publicación de un video general de mitigación de peligros y sesiones informativas en foros públicos.

El siguiente paso del plan será una revisión formal por parte de Cal OES. Una vez que el plan se envíe a FEMA, el equipo de planificación programará una reunión de adopción con el Concejo Municipal. Se enviará prueba de adopción a FEMA y se emitirá una carta de aprobación. El Equipo de Planificación comenzará inmediatamente el proceso de implementación del plan, que continuará con la tradición de compartir e incorporar aportes del público y las partes interesadas.

Chapter 1: Planning Process and Resources

Introduction

This Hazard Mitigation Plan (Mitigation Plan) was prepared in response to the Disaster Mitigation Act of 2000 (DMA 2000). DMA 2000 (also known as Public Law 106-390) since 2005 has required state and local governments (including special districts and joint powers authorities) to prepare mitigation plans to document their mitigation planning process, and identify hazards, potential losses, mitigation needs, goals, and strategies. This type of planning supplements the city's comprehensive land use planning and emergency management planning programs. The city's most recent Hazard Mitigation Plan was approved by FEMA in 2020. Once adopted by the City Council and approved by FEMA, the Plan will ensure eligibility for Hazard Mitigation Grant Program (HMGP) and other mitigation-related funding.

DMA 2000 was designed to establish a national program for pre-disaster mitigation, streamline disaster relief at the federal and state levels, and control federal disaster assistance costs. Congress believed these requirements would produce the following benefits:

- ✓ Reduce loss of life and property, human suffering, economic disruption, and disaster costs.
- ✓ Prioritize hazard mitigation at the local level with increased emphasis on planning and public involvement, assessing risks, implementing loss reduction measures, and ensuring critical facilities/services survive a disaster.
- ✓ Promote education and economic incentives to form community-based partnerships and leverage non-federal resources to commit to and implement long-term hazard mitigation activities.

FEMA's 2025 Local Mitigation Planning Handbook includes the following definitions:

Hazard Mitigation is any sustained action taken to reduce or eliminate long-term risk to life and property from hazards.

Mitigation Planning is a community-driven process to help state, local, tribal and territorial governments plan for hazard risk. By planning for risk and setting a strategy for action, governments can reduce the negative impacts of future disasters.

Community Resilience is a community's ability to prepare for anticipated hazards, adapt to changing conditions and withstand and recover rapidly from disruptions. Activities such as disaster preparedness (which includes prevention, protection, mitigation, response and recovery) and reducing community stressors (the underlying social, economic and environmental conditions that can weaken a community) are key steps to resilience.

Community Lifelines are the most fundamental services in the community that, when stabilized, enable all other aspects of society to function. The integrated network of assets, services and capabilities that make up community lifelines are used day-to-day to support recurring needs. Lifelines enable the continuous operation of critical government and business functions and are

essential to human health and safety or economic security, as described in the National Response Framework, 4th Edition (October 28, 2019).

Q&A | ELEMENT E: PLAN UPDATE | E2-c.

Q: Does the plan describe how jurisdictions integrated the mitigation plan, when appropriate, into other planning mechanisms? (Requirement 44 CFR § 201.6(d)(3))

A: See **Authority** below.

Authority

Federal Authority

The city is not required to prepare a Mitigation Plan, but state and federal regulations encourage it with financial incentives. The federal Robert T. Stafford Disaster Relief and Emergency Act, amended by the Disaster Management Act of 2000, creates a federal framework for local hazard mitigation planning. It states that jurisdictions that wish to be eligible for federal hazard mitigation grant funding must prepare a hazard mitigation plan that meets a certain set of guidelines and submit this plan to FEMA for review and approval. The following regulations and guidelines apply to this plan:

Federal Laws

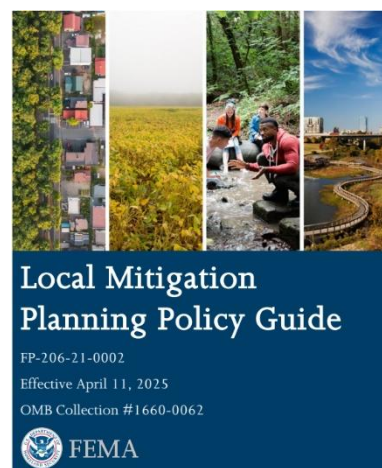
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended.

Federal Regulations

- 44 CFR Part 201 Mitigation Planning.
- 44 CFR, Part 60, Subpart A, including § 60.3 Floodplain management criteria for flood-prone areas.
- 44 CFR Part 77 Flood Mitigation Grants.
- 44 CFR Part 206 Subpart N. Hazard Mitigation Grant Program.

Federal Guidance

- FEMA Local Mitigation Planning Policy Guide, April 2025.
- FEMA Local Mitigation Planning Handbook, June 2025.



State Authority

California Government Code Sections 8685.9 and 65302.6

California Government Code Section 8685.9 (also known as Assembly Bill 2140) limits the State of California's share of disaster relief funds paid out to local governments to 75 percent of the funds not paid for by federal disaster relief efforts unless the jurisdiction has adopted a valid hazard mitigation plan consistent with the Disaster Management Act of 2000 and has incorporated the hazard mitigation plan into the jurisdiction's general plan. In these cases, the State may cover more than 75 percent of the remaining disaster relief costs. See below for additional information on AB 2140.

All cities and counties in California must prepare a General Plan, including a Safety Element that addresses various hazard conditions and other public safety issues. The Element may be a stand-alone chapter or incorporated into another section, as the community wishes. California Government Code Section 65302.6 indicates that a community may adopt a mitigation plan into its Safety Element if the mitigation plan meets applicable state requirements. This allows communities to use the mitigation plan to satisfy state requirements for Safety Elements. As the General Plan is an overarching long-term plan for community growth and development, incorporating the mitigation plan into it creates a stronger mechanism for implementing the mitigation plan.

California Government Code Section 65302 (G)(4)

California Government Code Section 65302 (g)(4), also known as Senate Bill (SB) 379, requires that the General Plan Safety Element address the hazards created or exacerbated by climate change. The Element must identify how climate change is expected to affect hazard conditions in the community and include measures to adapt and be more resilient to these anticipated changes. Because the mitigation plan can be incorporated into the Safety Element, including these items in the mitigation plan can satisfy the state requirement. SB 379 requires that climate change be addressed in the Safety Element when the mitigation plan is updated after January 1, 2017, for communities that already have a mitigation plan, or by January 1, 2022, for communities without a FEMA-approved mitigation plan.

Passed in 2006, Assembly Bill No. 2140 (AB 2140) allows California counties and cities to be considered for additional state cost-share on eligible Public Assistance projects by adopting their current, FEMA-approved local hazard mitigation plans (LHMPs) into the Safety Element of their General Plan. This adoption, along with other requirements, makes the county or city eligible to be considered for part or all of its local share costs on eligible Public Assistance projects to be provided by the state through the California Disaster Assistance Act (CDAA).

AB 2140 compliance is not a requirement; however, if the city is compliant, it is eligible to be considered for up to an additional 6.25% local share to be funded by the state, essentially covering the entire local-share cost for eligible Public Assistance projects in the future. Each time the Safety Element or HMP is updated, the jurisdiction must provide the necessary documentation when seeking AB 2140 compliance – e.g. resolution(s) and direction to the appropriate section(s) of the General Plan Safety Element.

In order to issue a letter of AB 2140 compliance, Cal OES will review and verify that Duarte has performed the following:

- ✓ Has a current, FEMA-approved or approvable pending adoption (APA) HMP.
- ✓ Formally adopted the LHMP via resolution.
- ✓ Formally adopted the most current, approved HMP into the General Plan Safety Element via resolution.
- ✓ Included language within the General Plan Safety Element that references the HMP.
- ✓ Included a web link, appendix, or language within the Safety Element that directs the public to the most current, approved HMP in its entirety.
- ✓ E-mailed the link to the updated General Plan Safety Element web page along with the signed, adoption resolution(s) to the Cal OES AB 2140 inbox ab2140@caloes.ca.gov for review and approval.

Upon approval of the 2023 Safety Element, the Planning Team Chair submitted the required information to Cal OES. A letter of compliance was issued shortly after. In closing, the Duarte 2025 HMP is consistent with current standards and regulations, as outlined by the California Office of Emergency Services (Cal OES) and FEMA. It uses the best available science, and its mitigation actions/strategies reflect best practices and community values. It meets the requirements of current state and federal guidelines and makes the city eligible for all appropriate benefits under state and federal law and practices. Note that while FEMA is responsible for reviewing and approving this mitigation plan, and Cal OES is responsible for conducting a preliminary review, it does not grant FEMA or Cal OES any increased role in the governance of the city or authorize either agency to take any specific action in the community.

Q&A | ELEMENT A: PLANNING PROCESS | A1-a.

Q: Does the plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement 44 CFR § 201.6(c)(1))

A: See **Graphic 1.1** below.

Planning Approach

Graphic 1.1: Planning Approach

Source: FEMA's Hazard Mitigation Planning Website



The four-step planning approach outlined on FEMA's Hazard Mitigation website is the process used by the Planning Team during the plan update.

Step 1: Organize the Planning Process and Resources

At the start, a state, local, tribal nation, or territorial government should focus on assembling the resources needed for a successful mitigation planning process. This includes securing technical expertise, defining the planning area, and identifying key individuals, agencies, neighboring jurisdictions, businesses, and/or other stakeholders to participate in the process. The planning process for local governments and tribal nations must include opportunities for the public to comment on the plan.

Step 2: Assess Risks and Capabilities

Next, the state, local, tribal nation, or territorial government needs to identify the characteristics and potential consequences of hazards. It is important to understand what geographic areas the hazards might impact and how people, property, or other assets might be vulnerable. The four basic components of a risk assessment are:

- Hazard identification
- Profiling of hazard events
- Inventory of assets
- Estimation of potential human and economic losses based on the exposure and vulnerability of people, buildings, and infrastructure

Step 3: Develop a Mitigation Strategy

The state, local, tribal nation, or territorial government then sets priorities and develops long-term strategies for avoiding or minimizing the undesired effects of disasters. The strategy is based on an assessment of the unique set of regulatory, administrative, and financial capabilities to undertake mitigation. The mitigation strategy also includes a description of how the mitigation actions will be implemented and administered.

Step 4: Adopt and Implement the Plan

Once FEMA has received proof of adoption from the governing body, the plan will be approved by FEMA. Next, the state, local, tribal nation, or territorial government can bring the mitigation plan to life in a variety of ways, ranging from implementing specific mitigation actions to changing

aspects of day-to-day organizational operations. To ensure success, the plan must remain a relevant, living document through routine maintenance. The state, local, tribal nation needs to conduct periodic evaluations to assess changing risks and priorities and make revisions as needed.

Q&A | ELEMENT C: Mitigation Strategy | C2-a.

Q: Does the plan contain a narrative description or a table/list of their participation activities?
(Requirement 44 CFR § 201.6(c)(3)(ii))

A: See **NFIP Participation** below.

National Flood Insurance Program

Established in 1968, the NFIP provides federally backed flood insurance to homeowners, renters, and businesses in communities that adopt and enforce floodplain management ordinances to reduce future flood damage. The City of Duarte has participated in NFIP since September 7, 1984. The City of Duarte adopted a floodplain management ordinance (see **Attachments**) and has Flood Insurance Rate Maps (FIRM) that show floodways, 100-year flood zones, and 500-year flood zones. The City Engineer is designated as the floodplain administrator.

The city will maintain its participation with NFIP by continuing to enforce the Zoning Ordinance. Enforcement takes place when a prospective developer submits a permit request or building plans and the Community Department staff member looks up the zoning on the property. If the property is located in or near a designated floodplain, the applicant is provided with an NFIP brochure.

In order to comply with NFIP regulations relating to the implementation of substantial improvements and substantial damages, an action item has been added to the Mitigation Actions Matrix. Establishing protocols for implementation will be added to Title 16.40 Floodplain Management in the Municipal Code (See **Attachments**).

NFIP Participation

The City of Duarte participates in NFIP and the FEMA FIRM maps for the City of Duarte were last updated on September 26, 2008. These studies and maps represent flood risk at the point in time when FEMA completed the studies and does not incorporate planning for floodplain changes in the future due to new development. Although FEMA is considering changing that policy, it is optional for local communities. According to FEMA, the City of Duarte is designated a No Special Flood Hazard Area (NSFHA). A Non-Special Flood Hazard Area (NSFHA) is an area that is in a moderate- to low-risk flood zone (Zones B, C, X Pre- and Post-FIRM). The City of Duarte is located within flood Zones X and D.

The NSFHA is not in any immediate danger from flooding caused by overflowing rivers or hard rains. However, it's important to note that structures within NSFHA are still at risk. In fact, over 20% of all flood insurance claims come from areas outside of mapped high-risk flood zones. Most of these events are caused by urban flooding. Flooding is one of the hazards profiled in **Chapter 3: Risk Assessment**.

Q&A | ELEMENT B: RISK ASSESSMENT | B2-c.

Q: Does the Plan address NFIP-insured structures within each jurisdiction that have been repetitively damaged by floods? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Repetitive Loss Properties/Severe Repetitive Loss Properties** below.

Repetitive Loss Properties and Severe Repetitive Loss Properties

Repetitive Loss Properties (RLPs) and Severe Repetitive Loss Properties (SRLPs) are most susceptible to flood damage; therefore, they have been the focus of flood hazard mitigation programs. Unlike a countywide program, the Floodplain Management Plan (FMP) for repetitive loss properties involves highly diversified property profiles, drainage issues, and property owner's interest. It also requires public involvement processes unique to each RLP area. The objective of an FMP is to provide specific potential mitigation measures and activities to best address the problems and needs of communities with repetitive loss properties. According to FEMA resources, none of the properties within the City of Duarte are designated as Repetitive Loss Property (RLPs) or Severe Loss Property (SLPs).

Q&A | ELEMENT A: PLANNING PROCESS | A1-a.

Q: Does the plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement 44 CFR § 201.6(c)(1))

A: See **Planning Area, Table 1.1, Table 1.2, Table 1.3, Table 1.4** below.

Q&A | ELEMENT A: PLANNING PROCESS | A1-b.

Q: Does the plan list the jurisdiction(s) participating in the plan that seek approval, and describe how they participated in the planning process? (Requirement 44 CFR § 201.6(c)(1))

A: See **Planning Process** below.

Planning Process

Planning Area

Initial considerations included agreeing that the boundary of the City of Duarte constitutes the planning area and the city government itself served as what FEMA refers to as the “planning participant.” Therefore, this is a single-jurisdiction plan.

Organizing Resources

In the guidance documents, FEMA suggests that critical resources to the planning process are the city's partners, data resources, plans and studies, and technical assistance. The planning process is powered by city staff, the public, and stakeholders.

Data resources, plans, and studies are discussed later in this Chapter under **Using Existing Data**. Also, the city utilized FEMA's HAZUS loss projection software for 3 scenario earthquakes. See the Risk Assessment – Earthquake Profile for HAZUS mapping and report.

The city's capabilities to support mitigation activities are discussed in this Chapter under **Capability Assessment**.

Q&A | ELEMENT A: PLANNING PROCESS | A2-a.

Q: Does the plan identify all stakeholders involved or given an opportunity to be involved in the planning process, and how each stakeholder was presented with this opportunity? (Requirement 44 CFR § 201.6(b)(2))

A: See **Table 1.1** below.

Planning Team

Throughout the entire planning process, the departments represented on the Planning Team served as stakeholders while also making a concerted effort to gather input and ideas from other stakeholders and the public.

The city's Hazard Mitigation Planning Team was the core group of people responsible for:

- Developing and reviewing drafts of the plan
- Informing the risk assessment
- Developing the mitigation goals and strategy
- Submitting the plan for local adoption
- Promoting the project through various community outreach venues

Duarte chose to build a Planning Team from city department and division staff with expertise about the community's assets as defined by FEMA to include people, structures (including community lifelines), economy, and other assets. Other assets include natural, historic, and cultural resources as well as activities bringing value to the community. The table below aligns the represented departments and divisions with the assets:

Table 1.1: Planning Team Technical Expertise

City of Duarte Departments & Divisions	Assets			
	People	Structures	Economy	Other Assets
City Manager's Office	X	X	X	X
Community Development - Planning	X	X	X	X
Community Development - Public Works		X	X	
Administrative Services	X		X	X
Public Safety	X	X		X
Parks and Recreation	X	X		X

The Planning Team worked with Emergency Planning Consultants to create the updated plan. Planning Team members were sent emails on October 14, 2024, announcing the purpose of the Team, overall schedule, and invitation to the first Planning Team meeting. The department and division representatives on the Planning Team served as active stakeholders and contributors to the plan's update. Throughout the planning process, the Team confirmed the planning approach, drafted and reviewed content, made revisions, and engaged members of the public and

stakeholders. As indicated below, the meetings were designed to maximize contributions from the Team. Insights, opinions, and facts were gathered ranging from hazard history and rankings, capabilities, ongoing and future mitigation activities, and opportunities to engage the public through existing venues and meetings.

Planning Team members participated in a total of 6 meetings:

- Initial Community Outreach took place in advance of the first Planning Team meeting. An overview of the 2023 FEMA Policy Guide was provided with an emphasis on changes from the regulations since the 2020 HMP. In August 2024, a press release and social media announced the planning process and mitigation survey posting on the City's website. Stakeholders were informed via email. Additional outreach activities included articles in the City news magazine (home delivery), public forums, booths, flyers, and an ad in the Chamber of Commerce newsletter. See **Attachments** for details and supporting documents.
- Planning Team Meeting #1 was facilitated by the consultant who provided an overview of hazard mitigation planning and an initial hazard assessment. The meeting included a PowerPoint with hazard-related information from the City's General Plan Safety Element and earthquake simulation videos. Also, the Planning Team identified the hazards to be included in the HMP and completed the Calculated Priority Risk Index for those hazards. Introduced the community outreach efforts already underway and encouraged Team members to provide project briefings at existing venues including City Council, Planning Commission, Senior Center, and CERT meetings. Also shared Survey Monkey questions and initial results.
- Planning Team Meeting #2 was facilitated by the consultant who introduced the HAZUS maps and reports. Also, a PowerPoint was shared with the Planning Team on the categories of mitigation activities. A scoring system was shared with the Team for ranking "priority, benefit, and cost". The consultant led the Team through the 2020 Mitigation Action Items to capture updates and status. Consultant also shared the 2020 "Capability Assessment" out of the HMP and asked for updates. Additionally, the "Hazard Proximity to Critical Facilities" table was shared showing the hazard ratings for each facility. The consultant requested assistance on gathering information for each facility including number of buildings, staff assigned, property value, and content value.
- Planning Team Meeting #3 was facilitated by the consultant who shared the updated Mitigation Actions Matrix in advance of the meeting. The Planning Team continued in its update to the 2020 action items. Also, the consultant shared policies and actions out of the City's Capital Improvement Program and General Plan Safety Element relating to hazard mitigation. The Planning Team selected the policies and actions they wanted included in the 2025 Mitigation Actions Matrix. The meeting included a lengthy discussion of Survey Monkey results and input.
- Planning Team Meeting #4 was facilitated by the consultant who discussed strategy for community outreach steps involved in upcoming posting the First Draft for the public and stakeholders. Shared the April 9, 2025 FEMA Advisory, the April 11, 2025 Policy Guide, and Side-by-Side Comparison. Discussion on how the Team wants to proceed regarding the removal of climate and social vulnerability topics for the previously mandated content.
- Planning Team Meeting #5 was facilitated by the consultant who shared the Initial Draft Plan in advance of the meeting. Also discussed strategy for upcoming presentation to the Planning Commission.

Table 1.2: Planning Team Level of Participation

	Research and Writing of Plan	Conduct Initial Outreach July-September 2024	Planning Team Meeting 1: October 24, 2024	Planning Team Meeting 2: December 12, 2024	Planning Team Meeting 3: February 13, 2025	Planning Team Meeting 4: May 8, 2025	Planning Team Meeting 5: August 21, 2025	Present First Draft Plan at City Commissions	Distribute First Draft Plan to Public & Stakeholders	Incorporate Input from Public and Stakeholders into Second Draft Plan	Submit Second Draft Plan to Cal OES/FEMA for Approvable Pending Adoption	Post Final Draft Plan in Advance of City Council	Present Final Draft Plan to City Council at Public Meeting for Plan Adoption	Submit Proof of Adoption to FEMA for Final	Incorporate FEMA Approval into Final Plan
City of Duarte															
Bryan Ariizumi			X	X	X	X	X	X							
Angela Chiaromonte		X	X	X		X	X	X							
Jason Golding, Chair		X	X	X		X	X	X	X						
Scott Nash		X	X	X	X	X									
Albert Nunez		X	X	X	X	X	X								
Andres Rangel		X	X	X	X	X	X								
Jeff Risley					X	X	X								
Stephanie Sandoval			X	X	X	X	X	X							
Area D Office of Disaster Management															
Diana Manzano-Garcia			X		X										
Emergency Planning Consultants															
Carolyn Harshman	X		X	X	X	X	X			X	X				
Jill Caputi	X														

Table 1.3: Project Timeline

Tasks	July-September 2024	October	November	December	January 2025	February	March-April	May	June	July	August	September	October	November	December	January 2026
Planning Process and Organizing Resources																
Plan Writing (Initial, First, Second, Final)		X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Develop Stakeholder List	X															
Conduct Initial Community Outreach to Public and Stakeholders	X															
Planning Team Meeting #1		X														
Planning Team Meeting #2				X												
Planning Team Meeting #3					X											
Planning Team Meeting #4							X									
Planning Team Meeting #5								X								
Present First Draft Plan to City Commissions											X	X				
Seek Public and Stakeholder Input to First Draft Plan											X	X				
Risk Assessment																
Conduct Risk and Vulnerability Assessment		X	X													
Prepare HAZUS and Critical Asset Maps		X	X													
Prepare Capability Assessment		X	X													
Hazard Mitigation Strategy																
Update Status of Mitigation Actions and Develop New Actions					X	X	X									
Include Monitoring, Evaluating and Updating the Plan		X														
Plan Maintenance Process																
Submit Second Draft Plan to Cal OES. Complete Mandated Revisions. Cal OES forwards plan to FEMA.												X	X	X		
FEMA Issues Approvable Pending Adoption																
City Council Meeting to Adopt the Final Draft Plan																
Submit Proof of Adoption to FEMA																
Receive FEMA Final Approval & Issue Final Plan																

Plan Writing

An Initial Draft Plan was prepared by the consultant with considerable input from the Planning Team during the Planning Team Meetings. The Initial Draft Plan was distributed in advance of the fifth meeting of the Planning Team. The day of the meeting, the consultant facilitated a discussion of the Initial Draft Plan while soliciting input, corrections, and other suggestions from the Planning Team.

With amendments gathered from Planning Team Meeting #5, the First Draft Plan was ready for notice and distribution to the public and stakeholders. The second community outreach took place in April 2025 with the sharing of the First Draft Plan. The Planning Team wanted to ensure gathering as many perspectives as possible. Also, sharing and gathering input served as an excellent means to enlist local champions interested in mitigation opportunities regarding their own homes and businesses. Input received through the Survey Monkey and First Draft Plan is available in the **Attachments**.

After documenting the input gathered on the First Draft Plan and the outreach activities, the Second Draft Plan will be ready for submission to Cal OES. Throughout the formal review process, the Planning Team and consultant will complete amendments to the Plan as mandated by Cal OES.

Upon receipt of the Cal OES notice that the plan has been forwarded to FEMA, the Planning Team Chair scheduled an adoption meeting with the City Council. During the third community outreach, the public and stakeholders will be informed of the City Council meeting through email and social media. The purpose of the meeting will be to provide a public forum where additional comments can be gathered from the Council and attendees. The public meeting will include a presentation of a staff report and PowerPoint outlining the planning process and benefits of hazard mitigation. Staff will request adoption from the City Council and proof of adoption will be forwarded to FEMA along with a request for a Letter of Approval.

Q&A | ELEMENT A: PLANNING PROCESS | A3-a.

Q: Does the plan document how the public was given the opportunity to be involved in the planning process and how their feedback was included in the plan? (Requirement 44 CFR § 201.6(b)(1))

A: See **Public Outreach, Public and Stakeholder Input, Table 1.5,** and **Table 1.6** below.

Public Outreach

Prior to the first Planning Team meeting, the consultant worked with the Chair on the importance of developing a comprehensive community outreach process. The first outreach activity included information about the upcoming project and access to the Survey Monkey. The results of the Survey Monkey and any other input gathered during the first outreach are posted in the **Attachments**.

The second outreach was the announcement of the First Draft Plan which was posted on the City's website as well as social media and press release. A hard copy of the First Draft Plan was available at City Hall.

Q&A | ELEMENT A: PLANNING PROCESS | A2-a.

Q: Does the plan identify all stakeholders involved or given an opportunity to be involved in the planning process, and how each stakeholder was presented with this opportunity? (Requirement 44 CFR § 201.6(b)(2))

A: See **Stakeholder Outreach, Stakeholder Opportunities for Input by Category, Public and Stakeholder Input, Table 1.5, Table 1.6** below.

Stakeholder Outreach

The planning process was powered by a spectrum of stakeholders. These resources were needed to assist with technical expertise, historical knowledge, and to provide insights into hazards and mitigation strategies. Emails were sent to all stakeholders in September 2024 to announce the upcoming planning process and encourage survey participation.

Below, the stakeholder categories are defined as in the Handbook. As they apply to Duarte, the specific engagements are indicated in *italics*:

- **Local and Regional Agencies Involved in Hazard Mitigation activities.** Examples include public works, emergency management, local floodplain administration and Geographic Information Systems (GIS) departments.
Planning Team invitations were sent to applicable City and County departments. The invitation included an overview of the role of the Team and the time requirements of 5 meetings as well as reviewing the Initial Draft Plan. Team members were engaged in a discussion on a community outreach strategy including development of a stakeholder list, posting of the mitigation survey, and First Draft Plan once available. Also, they were encouraged to attend public forums including the City Council adoption meeting.
- **Agencies that have the Authority to Regulate Development.** Examples include zoning, planning, community and economic development departments, building officials, planning commission, and other elected officials.
Planning Team invitations were sent to applicable City and County departments. The City Commissions, and City Council were informed of the planning process through the community outreach activities including participating in the survey and providing input to the First Draft Plan. The same entities were provided with a presentation on the First Draft Plan and input presented to the City Council during the adoption meeting.
- **Neighboring Communities.** Examples include adjacent local governments, including special districts, such as those that are affected by similar hazard events or may share a mitigation action or project that crosses jurisdictional boundaries. Neighboring communities may be partners in hazard mitigation and response activities, or maybe where critical assets, such as dams, are located.
All neighboring communities and servicing special districts were informed of the planning process through the community outreach activities with invitations to participate in the survey as well as to provide input on the First Draft Plan. The same entities were also invited to attend and provide input prior to the City Council adoption meeting.
- **Businesses, Academia and other Private Interests.** Examples include a chamber of commerce, institutions of learning, or private utilities and major employers that sustain community lifelines (providers of vital services in a community that when stabilized enable all other aspects of society to function). *These entities were informed of the planning process through the community outreach activities with invitations to participate in the survey as well as to provide input on the First Draft Plan. The same entities were also invited to provide input prior to the City Council adoption meeting.*

- **Nonprofit Organizations and Community-Based Organizations.** Examples include housing, healthcare and social services agencies.
NPOs and CBOs were informed of the planning process through the community outreach strategy and invited to participate in the survey and provide input to the First Draft Plan prior to submission for formal review by Cal OES and FEMA.

Table 1.4: Stakeholder List by Category

Local and Regional Agencies Involved in Hazard Mitigation Activities	Agencies with Authority to Regulate Development	Neighboring Communities	Business Organizations, Academia, and other Private Interests	Nonprofit and Community-Based Organizations	Agency Represented, Name, Position Title
					Duarte Planning Team
X	X				Community Development, Jason Golding (Chair), Planning Manager
X	X				Community Development, Stephanie Sandoval, Public Works Manager
X	X				Public Safety, Bryan Ariizumi, Public Safety Manager
X	X				Public Safety, Larry Breceda, Public Safety Director (Alternate)
X	X				City Manager's Office, Andres Rangel, Assistant to the City Manager
X	X				City Manager's Office, Albert Nunez, Management Analyst (Alternate)
X	X				Parks & Recreation, Jeff Risley, Facilities Maintenance Supervisor
X	X				Administrative Services, Angela Chiaromonte, Financial Services Manager
X	X				Disaster Management Area Coordinators, Diana Manzano-Garcia, Disaster Management Area Coordinator - Area D
					Planning and Economic Development Commission
	X				Yesenia Paez, Chair Wallace J. Wolff, Vice-Chair Daniel Becker, Commissioner Brian Quandt, Commissioner David Rodriguez, Commissioner
					Public Safety Commission
	X				Jo-Ann Oloteo, Chair Rosa Holguin, Vice-Chair Michelle Wright, Commissioner Jessica Workman, Commissioner Danny Peterson, Commissioner

Local and Regional Agencies Involved in Hazard Mitigation Activities	Agencies with Authority to Regulate Development	Neighboring Communities	Business Organizations, Academia, and other Private Interests	Nonprofit and Community-Based Organizations	Agency Represented, Name, Position Title
					Public Works and Traffic Safety Commission
	X				Ricardo Ortega, Chair Jim Kirchner, Commissioner Stephanie Kovach, Commissioner Armond Morad, Commissioner Shiu Kei Thomas Tsui, Commissioner
					Parks and Recreation Commission
	X				Alexander Streff, Chair Jennifer Luna-Nguyen, Vice-Chair Dr. James Finlay, Commissioner Eddie Olague, Commissioner Michael Powers, Commissioner
					Public Utilities, Communications, and Technology Commission
	X				Lisa Tovar, Chair Ryan Hsu, Vice-Chair Danielle Riley, Commissioner Pattie Dalessandro, Commissioner Juan Carlos Lopez-Driotis, Commissioner
					Duarte CERT
				X	Bryan Ariizumi, Program Manager
				X	Tony Hadloc, Program Coordinator
				X	Govan Yee, Instructor
				X	Henry Salcido, Instructor
				X	Mimi Bailey, Member
				X	Bruce Bailey, Member
				X	Steve Hernandez, Member
				X	Rosa Holguin, Member
				X	Gary Hand, Member
				X	Dan Yrigoyen, Member
				X	Kim Yrigoyen, Member
					Duarte Building Inspection
X	X				Carlos Grider, Building Inspector
					Duarte Engineering
X	X				Cody Howing, City Engineer
					Los Angeles County Fire Department

Local and Regional Agencies Involved in Hazard Mitigation Activities	Agencies with Authority to Regulate Development	Neighboring Communities	Business Organizations, Academia, and other Private Interests	Nonprofit and Community-Based Organizations	Agency Represented, Name, Position Title
X	X				Adriana A. Watson, Community Services Liaison
					Los Angeles County Public Works, Land Development Division
X	X				Toan Duong, Civil Engineer
					Los Angeles County Regional Planning, Land Impact - Division, Environmental Planning and Sustainability Section
X	X				Thuy Hua, Supervising Planner
					Los Angeles County Department of Public Health, Environmental Health - Land Use Program
	X				Stella Fogleman, Specialist Health Program
					State Department of Fish & Game
	X				Jim Hartman, Deputy Agricultural Commissioner
					Los Angeles County Sanitation District
	X				Tim Pfeiffer, Preparedness
					California Public Utilities Commission – Energy Division
	X				Nico Procos, Title Unknown
					Charter Spectrum
			X		Peter Hidalgo, Director of Government Affairs
					Burrtec Waste Industries, Inc.
			X		Michael Heftman, Municipal Services Manager Email:
					Southern California Gas Company
			X		Lanae O'Shields, Public Affairs Manager
					California American Water Company
			X		Brian Barreto, External Affairs Manager
					San Gabriel County Water Company
	X				Jim Prior, General Manager
					San Gabriel Valley Water Company
	X				Matt Yucelen, Engineering V.P.
					Golden State Water Company
	X				Kyle Snay, Operations Engineer
					California Regional Water Quality Control Board - Los Angeles Region
	X				Noman Chowdhury, Title Unknown
					Gabrielino/Tongva Indians of California Tribal Council
		X			Robert Dorame, Chairperson
					Gabrielino/Tongva San Gabriel Band of Mission Indians

Local and Regional Agencies Involved in Hazard Mitigation Activities	Agencies with Authority to Regulate Development	Neighboring Communities	Business Organizations, Academia, and other Private Interests	Nonprofit and Community-Based Organizations	Agency Represented, Name, Position Title
		X			Anthony Morales, Chairperson
					Gabrielino/Tongva Nation
		X			Sandonne Goad, Chairperson
					Gabrielino/Tongva Tribe
		X			Charles Alvarez, Chairperson
					Gabrielino Band of Mission Indians- Kizh Nation
		X			Andrew Salas, Chairman
					Duarte Unified School District
		X			Dr. Nadia Hillman, Superintendent
					City of Alhambra – Planning Department
		X			Andrew Ho, Director of Community Development
					City of Arcadia - Planning Department
		X			Fiona Graham, Planning Manager
					City of Arcadia, Fire Department
		X			Charles Tuggle, Battalion Chief
					City of Azusa
		X			Jennifer Wu, Emergency Services Coordinator
					City of El Monte - Planning Department
		X			Betty Donavanik, Community & Economic Development Director
					City of Glendora
		X			Julie Linger, Public Safety Management Analyst
					City of Monrovia
		X			Craig Jimenez, Community Development Director
					City of Montebello - Planning Department
		X			Joseph Palombi, Director of Planning
					City of Monterey Park – Planning Department
		X			Joseph Torres, Economic Development Manager
					City of San Gabriel – Planning Department
		X			Samantha Tewart, Planning Manager
					City of South El Monte - Planning Department
		X			Guillermo Arreola, Director of Community Development
					City of West Covina
		X			Jim Rudoff - Assistant Fire Chief / Emergency Coordinator
					City of Temple City
		X			Jose Amaya, Community Services/Public Safety Supervisor

Local and Regional Agencies Involved in Hazard Mitigation Activities	Agencies with Authority to Regulate Development	Neighboring Communities	Business Organizations, Academia, and other Private Interests	Nonprofit and Community-Based Organizations	Agency Represented, Name, Position Title
					Duarte Chamber of Commerce
			X		Dr. Gregory Endelman, Board President
					City of Hope
				X	Victor Benavides, Government & Community Relations Manager
					Foothill Unity Center
				X	Amy Shapiro, Director of Advancement
					Duarte Rotary Club
				X	Lydia Carswell, Member
					Duarte Kiwanis Club
				X	Tina Carey, Secretary
				X	Kim Yrigoyen, Secretary
					Duarte Community Coordinating Council
				X	Tina Heany, Secretary
					Los Angeles County
				X	Joanna Gee, Community Library Manager
					Places of Worship
				X	Grace Fellowship, 1551 Huntington Drive, Duarte, CA 91010
				X	First Baptist Church of Duarte, 2200 Huntington Drive, Duarte, CA 91010
				X	New Life Assembly, 822 Bradbourne Avenue, Duarte, CA 91010
				X	Church of the Foothills, 1014 Highland Avenue, Duarte, CA 91010
				X	The Love of Christ Church, 1743 Huntington Drive, Duarte, CA 91010
				X	The Church of Jesus Christ of Latter-day Saints, 1452 Royal Oaks Drive, Duarte, CA 91010
				X	St. Joseph Carmelite Chapel, 1210 Royal Oaks Drive, Duarte, CA 91010
				X	Christian Alliance Bible Church, 1108 Highland Avenue Duarte, CA 91010
				X	Calvary New Song, 1740 Huntington Drive, Duarte, CA 91010
				X	Berean Bible Baptist Church, 2302 Mountain Avenue, Duarte, CA 91010
				X	Church of Christ, 1330 Highland Avenue, Duarte, CA 91010
				X	Santa Teresita Church, 819 Buena Vista Street, Duarte, CA 91010

Community Outreach Strategy

Table 1.5: Outreach Methods and Activities for Stakeholders and Public

Outreach Methods and Activities (See Attachments for samples)	Stakeholder Categories					Public
	Local and Regional Agencies Involved in Hazard Mitigation	Agencies with Authority to Regulate Development	Neighboring Communities (including adjacent local governments and special districts)	Businesses, Academia, and other Private Interests	Nonprofit Organizations, Community-Based Organizations	
Stakeholder Emails	X	X	X	X	X	
Press Release	X	X	X	X	X	X
Public Forums – City Council, Planning and Economic Development Commission, Public Works and Traffic Safety Commission, Public Utilities, Communications and Technology Commission, and Public Safety Commission	X	X	X	X	X	X
Survey – Survey Monkey was used to share and analyze responses to the mitigation survey. Results were shared with the Planning Team during the plan writing phase.	X	X	X	X	X	X
Video – used as video or PowerPoint at public forums and posted on website.	X	X	X	X	X	X
Flyer – shared via website, Social Media, County Library, City Hall, Chamber of Commerce, Senior Center.	X	X	X	X	X	X
City's Website – Posted planning process documents, community outreach materials, and First Draft Plan.	X	X	X	X	X	X
Social Media – Facebook, X, and Instagram including announcement of the First Draft Plan, survey, and video.	X	X	X	X	X	X
City News Magazine				X	X	X
Initial Draft Plan – Reviewed by Planning Team.	X					
First Draft Plan – Public notified via social media and website. Email/mail sent to Stakeholders with link to website with invitation for input.	X	X	X	X	X	X

Public and Stakeholder Input

There were three community outreach events. The first outreach began in August 2024 utilizing the City’s website, flyers, public forums, social media, the City’s monthly E-Newsletter, and mailed quarterly City News Magazine to inform of planning process and encourage participation via the survey and video.

The second outreach was in September 2025 utilizing the same mediums to share and solicit input on the First Draft Plan. See **Table 1.6** below for input gathered.

The third community outreach will be in January 2026 to announce the adoption meeting with the City Council.

Table 1.6 provides input gathered and how the information was incorporated into the Second Draft Plan.

Table 1.6: Public and Stakeholder Input

Date Received	Agency, Name of Individual	Information Received	How Information was Incorporated into the Second Draft Plan
September 8, 2025	Los Angeles County Fire Department, Steven Cabrera	Correction to information about the Eaton Fire: Burned over 14,000 acres. The fire destroyed over 9,400 structures and resulted in 18 fatalities.	Chapter 3: Risk Assessment was updated with corrected information
September 15, 2025 (during Commission meeting)	Duarte Planning Commission, Brian Quandt	Plan does not include any risk mitigation attached to telecommunication disruption due to any major events. Whether that be fire, or disease. Covid taught us quite a bit about our need to include such planning, especially for the disadvantaged. Our current non-diversified approach to such services only makes such future problems even more apparent.	Impact to telecommunication has been added to each of the profiled hazards in Chapter 4: Vulnerability & Impacts.
September 10, 2025	Duarte Planning Commission, Danielle Riley	No profile on landslides.	The Planning Team did identify landslide as a potential hazard. However, during the hazard ranking process, landslide was ranked as “low” and therefore not included with the profiled

			hazards ranked “medium” or “high”.
September 10, 2025	Duarte Planning Commission, Juan Carlos Lopez-Driotis	The Plan does not consider the consequences of powerline towers in the Foothills and the consequences of those powerlines in relation to a wildfire.	Impacts to all telecommunications have been added to the Chapter 3: Risk Assessment – hazard profiles as well as Chapter 4: Vulnerability & Impacts.

Q&A | ELEMENT C. MITIGATION STRATEGY | C1-a.

Q: Does the plan describe how the existing capabilities of each participant are available to support the mitigation strategy? Does this include a discussion of the existing building codes and land use and development ordinances or regulations? (Requirement 44 CFR § 201.6(c)(3))

A: See **Capability Assessment – Existing Processes and Programs, Table 1.7** below.

Capability Assessment – Existing Processes and Programs

The city will incorporate mitigation planning as an integral component of daily operations. This will be accomplished by the Planning Team members with their respective departments to integrate mitigation strategies into their planning documents and operational guidelines. In addition to the Capability Assessment below, the Planning Team will strive to identify additional policies, programs, practices, and procedures that could be created or modified to address mitigation activities.

FEMA identifies four types of capabilities: Planning and Regulatory, Administrative and Technical, Financial, and Education and Outreach. Following are explanations drawn from “Beyond The Basics” a website developed as part of a multi-year research study funded by the U.S. Department of Homeland Security, Coastal Resilience Center and led by the Center for Sustainable Community Design within the Institute for the Environment at the University of North Carolina at Chapel Hill and the Institute for Sustainable Coastal Communities at Texas A&M University. This excellent resource ties FEMA regulations together with best practices in hazard mitigation.

Planning and Regulatory

Planning and regulatory capabilities are based on the implementation of ordinances, policies, local laws and State statutes, and plans and programs that relate to guiding and managing growth and development. Examples of planning capabilities that can either enable or inhibit mitigation include comprehensive land use plans, capital improvements programs, transportation plans, small area development plans, disaster recovery and reconstruction plans, and emergency preparedness and response plans. Plans describe specific actions or policies that support community goals and drive decisions. Likewise, examples of regulatory capabilities include the enforcement of zoning ordinances, subdivision regulations, and building codes that regulate how and where land is developed and structures are built. Planning and regulatory capabilities refer not only to the current plans and regulations, but also to the community’s ability to change and improve those plans and regulations as needed.

Administrative and Technical

Administrative and technical capability refers to the community's staff and their skills and tools that can be used for mitigation planning and to implement specific mitigation actions. It also refers to the ability to access and coordinate these resources effectively. Think about the types of personnel employed by each jurisdiction, the public and private sector resources that may be accessed to implement mitigation activities in your community, and the level of knowledge and technical expertise from all of these sources. These include engineers, planners, emergency managers, GIS analysts, building inspectors, grant writers, floodplain managers, and more. For jurisdictions with limited staff resources, capacity should also be considered; while staff members may have specific skills, they may not have the time to dedicate to additional work tasks.

The Planning Team can identify resources available through other government entities, such as counties or special districts, which may be able to provide technical assistance to communities with limited resources. For example, a small town may turn to county planners, engineers, or a regional planning agency to support its mitigation planning efforts and provide assistance. For large jurisdictions, reviewing administrative and technical capabilities may involve targeting specific staff in various departments that have the expertise and are available to support hazard mitigation initiatives. The degree of intergovernmental coordination among departments also affects administrative capability.

Financial

Financial capabilities are the resources that a jurisdiction has access to or is eligible to use to fund mitigation actions. The costs associated with implementing mitigation activities vary. Some mitigation actions, such as building assessment or outreach efforts, require little to no costs other than staff time and existing operating budgets. Other actions, such as the acquisition of flood-prone properties, could require substantial monetary commitments from local, state, and federal funding sources. Some local governments may have access to a recurring source of revenue beyond property, sales, and income taxes, such as stormwater utility or development impact fees. These communities may be able to use the funds to support local mitigation efforts independently or as the local match or cost-share often required for grant funding.

Education and Outreach

This type of capability refers to education and outreach programs and methods already in place that could be used to implement mitigation activities and communicate hazard-related information. An example includes programs like the annual ShakeOut. **Table 1.7** below includes a broad range of capabilities within the City of Duarte to successfully accomplish mitigation.

Table 1.7: Capability Assessment - Existing Processes and Programs
(Source: City of Duarte website, 2025)

Capability Type				Capability Name	Capability Description and Ability to Support Mitigation
Planning and Regulatory	Administrative and Technical	Financial	Education and Outreach		
City of Duarte Departments					
	X	X		Administrative Services Department	<i>The Administrative Services Department covers a broad range of areas of service within the city including Finance, Human Resources, Risk Management, Transit Services and Information Technology.</i>
X	X			City Attorney's Office	<i>The Office of the City Attorney represents the city as a municipal corporation. The City Attorney is responsible for representational advice to the City Council, the Successor Agency to the Duarte Redevelopment Agency, Boards, Commission and all City officer and staff in all matters of law pertaining to the city.</i>
X	X	X		City Manager's Office	<i>The City Manager is appointed by the City Council to serve as the City's chief executive officer. The City Manager recommends policy actions and implements City Council policy direction and decisions through various City Departments. The City Manager is also responsible for providing overall project supervision, promoting economic stability through business development and retention, and promoting organizational stability through financial and human resources management.</i>
X	X	X		City Clerk's Office	<i>City Clerk's Office is responsible for City Council Agendas, Meetings and Minutes, Bids and RFPs, Claims, Document Central Public Portal, Fair Political Practices Commission, Legislative Representatives, Municipal Code, Passport Services, Public Notices, and Public Records Requests.</i>
X	X		X	Community Development Department	<i>Community Development includes the following functional areas: Planning, Building, Public Works, Economic Development, and Field Services. A wide range of mitigation actions can be managed by this department.</i>
X	X		X	Parks and Recreation Department	<i>The Parks and Recreation Department works with City staff in matters pertaining to parks, recreation areas, facilities, programs, and other associated activities, and cooperates with other governmental agencies and civic groups in the advancement of sound park and recreation planning and programming.</i>
X	X		X	Public Safety Department	<i>Public Safety Department manages and provides an array of safety and security related services in the City of Duarte. The City's law enforcement services are contracted through the Los Angeles</i>

Capability Type				Capability Name	Capability Description and Ability to Support Mitigation
Planning and Regulatory	Administrative and Technical	Financial	Education and Outreach		
					County Sheriff's Department. The City's fire protection services are provided by Los Angeles County Fire Department. Public Safety also partners with a number of community organizations to help residents address various issues. The Department also provides animal control and code enforcement services.
City of Duarte Councils and Commissions					
X	X	X	X	City Council	The Duarte City Council is comprised of seven members who are directly elected by Duarte voters. The Council serves as a legislative body for the City, Successor Agency to dissolved Redevelopment Agency, Housing Authority, and Community Facilities Financing Authority. It is responsible for the establishment of City policies, the adoption of ordinances and resolutions, the holding of public hearings, the adoption of the budget, the authorization of expenditures, and the appointment of the City Manager, City Attorney, and the members of City commissions and committees.
X	X		X	Planning and Economic Development Commission	The Planning and Economic Development Commission serves as the City's planning agency, reviews development projects, appeals, applications for conditional use permits, variances, and tract maps, performs architectural review for certain projects, and makes recommendations to the City Council and staff on economic development matters and such other duties and functions as may be provided by ordinance, resolution, or direction of the Council, or by law.
X	X	X	X	Public Works and Traffic Safety Commission	The Public Works and Traffic Safety Commission works with City staff in matters relating to traffic laws, parking regulations, speed regulations, stop signs, traffic control signals, traffic calming measures, pavement markings, warning signs, crosswalks, school crossings, traffic safety issues arising from physical hazards, attractive nuisances, and other physical conditions, and reviews the annual Capital Improvement Program and provides recommendations to the City Council and staff.
X	X		X	Public Safety Commission	The Public Safety Commission works with staff in matters relating to law enforcement, crime prevention and control, code enforcement, animal control, and emergency preparedness.
X	X	X	X	Public Utilities, Communications and	The Public Utilities, Communications and Technology Commission works with City staff in matters affecting and relating to telecommunications, cable communications, public access

Capability Type				Capability Name	Capability Description and Ability to Support Mitigation
Planning and Regulatory	Administrative and Technical	Financial	Education and Outreach		
				Technology Commission	<i>channels, audio/video services, refuse/trash collection, recycling programs, transit, environmental quality, public utility services, green technology within the city, and subscriber complaints.</i>
			X	Duarte Community Coordinating Council	<i>DCCC is an alliance of Community Service and Non-Profit groups serving the greater Duarte area. Provides activities, aid and other resources to people of all ages in the community. - A single place for volunteers and others interested in helping their community to find compatible local groups needing help in assisting those in need.</i>
City of Duarte Plans and Policies					
X				Emergency Operations Plan	<i>Emergency Operations Plan is a reference and guidebook to operations during a major emergency impacting Duarte. The Plan includes a discussion on a wide range of hazards, organization and staffing of the Emergency Operations Center, and connectivity with field responders and external agencies. The Emergency Operations Plan is an excellent source of hazard information for the Hazard Mitigation Plan.</i>
X				Hazard Mitigation Plan	<i>The City's Hazard Mitigation Plan identifies the risks from hazards present in the community and includes strategies to reduce these risks. Updates to the Plan are coordinated with the hazard information and mitigation activities identified in the County of Los Angeles HMP as well as the State of California SHMP in order to ensure a more consistent and unified approach to hazard mitigation.</i>
X				General Plan	<i>General Plan outlines long-term direction for development and policy in Duarte. There are opportunities to coordinate local hazard mitigation actions with policies governed by the General Plan. Also, the General Plan is an excellent resource to assist with implementing many of the mitigation action items identified in the Hazard Mitigation Plan.</i>
X		X		Capital Improvement Program	<i>The city is now in the process of preparing its first Capital Improvement Program which will direct construction activities for City-owned facilities and infrastructure for the next future years. Mitigation actions may involve construction of new or upgraded facilities and infrastructure.</i>
X				Storm Water Management Plan	<i>Storm Water Management Plan provides long-range planning of water supplies and water use to ensure a stable water supply and</i>

Capability Type				Capability Name	Capability Description and Ability to Support Mitigation
Planning and Regulatory	Administrative and Technical	Financial	Education and Outreach		
					<i>compliance with water conservation efforts. Mitigation actions that involve reducing water use may be incorporated into the next update to the Storm Water Management Plan.</i>
X				Zoning Ordinance	<i>Zoning Ordinance implements the City's General Plan by establishing specific regulations for development. It includes standards for where development can be located, how buildings must be sized, shaped, and positioned, and what types of activities can occur in an area. Hazard mitigation actions that pertain to new or substantially redeveloped buildings can be adopted into the Zoning Ordinance.</i>
X				Building Codes	<i>Building Codes specify how new structures can be built. Every three years, the city re-adopts the California Building Code into the Municipal Code, along with any amendments specific to the city.</i>

Q&A | ELEMENT C: MITIGATION STRATEGY | C1-b.

Q: Does the plan describe each participant's ability to expand and improve the identified capabilities to achieve mitigation? (Requirement 44 CFR § 201.6(c)(3))

A: See **Expanding and Improving Capabilities** below.

Expanding and Improving Capabilities

Planning and Regulatory Capabilities – The city builds and maintains its own buildings and infrastructure and regulates all construction within the community as per the International Building Code. Future plans are laid out in the General Plan and Capital Improvement Program. Some of the funding of future construction relies on successful bond measures where plans and justifications are shared with the public. Because of previous hazard mitigation plans and projects, the city is very experienced in adhering to federal and state mandates. Also, departmental protocols are in place that ensure future development projects satisfy “substantial conformance” requirements with the General Plan and Zoning Ordinance. Additionally, an action item was added to the Matrix to amend the floodplain portion of the Municipal Code to identify protocols for determining substantial improvement and substantial damage. Also, compliance with AB 2140 will continue. See **Mitigation Actions Matrix** column “Expanding and Improving Capabilities”.

Administrative and Technical - Existing capabilities are typical for a medium-sized local government. The city already has grant writing and GIS capabilities along with mutual aid

agreements, and a warning/notification system. Grant writing capabilities will continue to be especially important once the mitigation plan is approved by FEMA. That approval will trigger eligibility for a range of federal and state grants. Also, the City Council could task a sub-committee dedicated to land use matters and mitigation plan implementation. The Plan's opportunities for success will be increased by the Council's involvement. See **Mitigation Actions Matrix** column "Expanding and Improving Capabilities".

Finance - All local governments have a broad range of funding sources. Taxation, impact fees, bonds, grants, in-kind donations, and philanthropic donations are included in the spectrum. As such, the city needs to keep these resources in mind for future mitigation activities. See **Mitigation Actions Matrix** column "Expanding and Improving Capabilities".

Education and Outreach – Continue to participate in the annual Great ShakeOut. Also, continue to utilize existing community groups such as CERT to support and encourage mitigation as well as home and business mitigation. Enlist the City Manager and Public Information Officer (Assistant to the City Manager) in learning and talking about the Hazard Mitigation Plan. Ongoing outreach to the public and businesses regarding water conservation and other seasonal topics will also continue. See **Mitigation Actions Matrix** column "Expanding and Improving Capabilities".

Q&A | ELEMENT A: PLANNING PROCESS | A4-a.

Q: Does the plan document what existing plans, studies, reports, and technical information were reviewed for the development of the plan, as well as how they were incorporated into the document? (Requirement 44 CFR § 201.6(b)(3))

A: See **Use of Existing Data** below.

Use of Existing Data

The Planning Team gathered and reviewed existing data and plans during plan writing and specifically noted as "sources". Numerous documents were used to support the planning process:

City of Duarte Website

<https://www.accessduarte.com/home>

Applicable Incorporation: Department Information used in Chapter 1: Planning Process - Capability Assessment, Chapter 2: Community Profile - Budget

City of Duarte General Plan 2021

accessduarte.com/home/showpublisheddocument/1724/638368407308670000

Applicable Incorporation: Information about hazards contributed to Chapter 2: Community Profile, and Chapter 3: Risk Assessment – Hazard Profiles.

County of Los Angeles General Plan (2015)

Applicable Incorporation: Information about the planning area and geography used in Chapter 2: Community Profile and Chapter 3: Risk Assessment – Hazard Profiles.

County of Los Angeles All-Hazards Mitigation Plan (2025)

Applicable Incorporation: Information about hazards in the County contributed to Chapter 3: Risk Assessment – Hazard Profiles.

State of California Hazard Mitigation Plan (2023)

Applicable Incorporation: Hazard identification information used in Chapter 2: Risk Assessment – Identifying Hazards.

HAZUS Maps and Reports

Created by Emergency Planning Consultants

Applicable Incorporation: Numerous HAZUS maps and reports have been included in Chapter 3: Risk Assessment – Hazard Profiles.

National Flood Insurance Program

Applicable Incorporation: Community status used in Chapter 3: Risk Assessment – Hazard Profiles - Flooding.

Local Flood Insurance Rate Maps

Applicable Incorporation: Information about FIRM included in Chapter 3: Risk Assessment – Hazard Profiles - Flooding.

California Department of Forestry and Fire Protection (CAL FIRE)

Applicable Incorporation: Wildland fire hazard map in Chapter 3: Risk Assessment – Hazard Profiles - Wildfire.

California Office of the State Fire Marshal (OSFM)

Applicable Incorporation: Wildland fire hazard map in Chapter 3: Risk Assessment – Hazard Profiles – Fire Hazard Severity Zones Map.

California Department of Conservation

Applicable Incorporation: Seismic hazards mapping used in Chapter 3: Risk Assessment – Hazard Profiles - Earthquake.

U.S. Geological Survey (USGS)

Applicable Incorporation: Earthquake records and statistics used in Chapter 3: Risk Assessment – Hazard Profiles - Earthquake.

California’s Fourth Climate Change Assessment: Los Angeles Region Report (2019)

Applicable Incorporation: Climate information used in Chapter 2: Community Profile.

Weather Spark

Applicable Incorporation: Weather information used in Chapter 2: Community Profile.

The Fifth National Climate Assessment (2023)

Applicable Incorporation: Climate considerations in Chapter 3: Risk Assessment.

Planning for an Emergency: Strategies for Identifying and Engaging At-Risk Groups (2015)

Applicable Incorporation: Social vulnerability information used in Chapter 4: Vulnerability and Impacts Assessment.

Guide to Expanding Mitigation: Making the Connection to Equity (2020)

Applicable Incorporation: Social vulnerability information used in Chapter 2: Community Profile.

How Climate Change Impacts each Type of Natural Disaster (2022)

Applicable Incorporation: Climate considerations in Chapter 3: Risk Assessment.

Federal Guidelines for Dam Safety (2004)

Applicable Incorporation: Chapter 3: Risk Assessment – Hazard Profiles – Dam Inundation - Dam Hazard Potential Classification

National Inventory of Dams (2024)

Applicable Incorporation: Chapter 3: Risk Assessment – Hazard Profiles – Dam Inundation - Dam Failure Local Conditions

Chapter 2: City Profile

The Gabrielino Indians once inhabited the land that is now known as the City of Duarte. In 1841, the governor of Alta California granted to ex-Mexican Corporal Andres Duarte and his wife nearly 7,000 acres of prime land in the upper San Gabriel Valley. He named the place Rancho Azusa de Duarte.

In the mid-1800's, most of the Rancho was sold to help defray Andres Duarte's debts. One of those who purchased land was Dr. Nehemiah Beardslee, who started the first school in Duarte and laid out the first section of Duarte's water lines. Much of the remaining land was divided into 40-acre plots and sold individually. Many of Duarte's earliest pioneer families came to Duarte in the mid-1800's for their health, the pleasant climate, and the fertile soil. English settlers, Americans from the Midwest and deep South, Latinos who remained from the Rancho and Japanese immigrants enabled Duarte to grow into a thriving agricultural community specializing in citrus production. Two medical institutions were started in Duarte in the early part of this century. In 1913, the Jewish Relief Association started a tuberculosis sanitarium on 40 acres of land South of Duarte Road. This later evolved into the world-renowned City of Hope Medical Center, a recognized leader in fighting cancer and other catastrophic diseases. In 1930, a group of Carmelite Sisters established the Santa Teresita Rest Home, known today as Santa Teresita "Medical Center." In 1957, a dedicated group of community members led the fight for incorporation, and on August 22, 1957, their efforts paid off with the formation of the City of Duarte and the Duarte Unified School District. The leadership of the Duarte City Council and the Duarte Unified School Board helped the previously fragmented community to come together, set goals and establish priorities for the newly created City of Duarte. (Source: City of Duarte website, 2025)

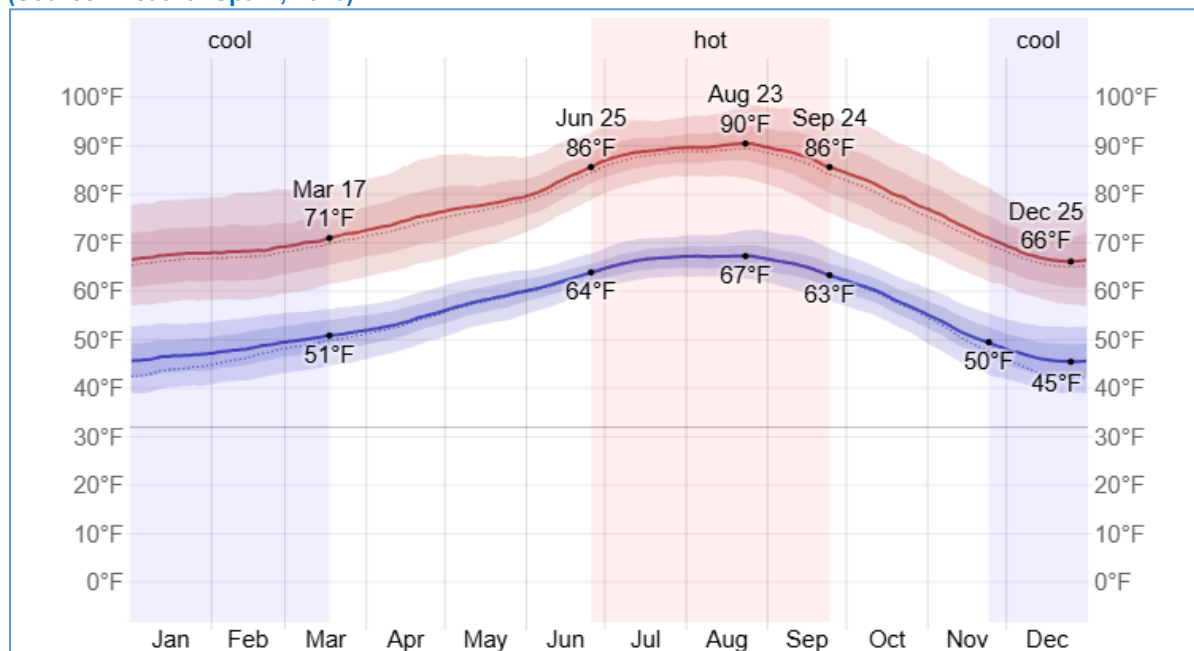
The City of Duarte is a small community in eastern Los Angeles County encompassing 6.7 square miles with an estimated population of 21,637 residents as of 2020. The city is located at the foot of the San Gabriel Mountains approximately 20 miles northeast of the City of Los Angeles. It borders the cities of Monrovia to the west, Bradbury to the north, Azusa to the east, and Irwindale to the south. The San Gabriel River and Santa Fe Flood Control Basin abuts Duarte to the east and south. Major transportation corridors serve Duarte including Interstate 210 (I-210), Interstate 605 (I-605), and Huntington Drive (Route 66). The city is bisected by I-210, which runs east-west through the city and acts as a barrier that divides the city into a northern and southern area.

Climate

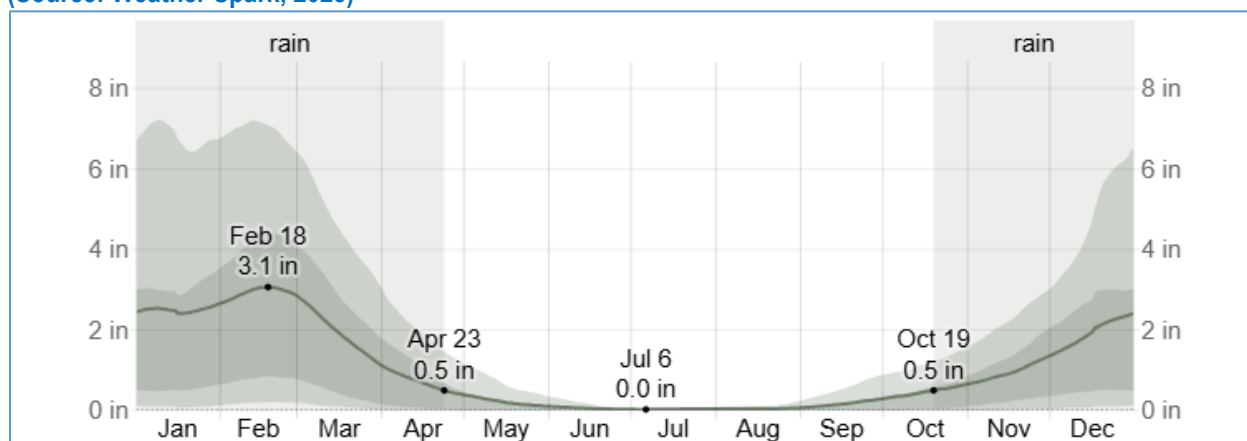
According to the National Weather Service, the city has a moderate climate, including dry summers with an average temperature of about 75°F and cool, wet winters with an average temperature of 56°F. The average annual rainfall for the region is between 9-14 inches.

The actual rainfall in the Southern California region tends to fall in large amounts during sporadic and often heavy storms rather than consistently over storms at somewhat regular intervals. In short, rainfall in Southern California might be characterized as feast or famine within a single year.

Graph 2.1: Average High and Low Temperature for the City of Duarte
(Source: Weather Spark, 2025)



Graphic 2.2: Average Monthly Rainfall for the City of Duarte
(Source: Weather Spark, 2025)



Population and Demographics

The following was taken from the City of Duarte Housing Element (2022).

Duarte experienced the highest percentage of growth during the 1990s, with a four percent increase in population, though still below the seven percent average increase countywide. Since 2000, Duarte's population has evidenced little change, with its population measured at 21,673 in 2020. The adjacent City of Azusa has experienced the most growth in the area in the last decade, increasing by seven percent.

In terms of future trends, the Southern California Association of Governments' (SCAG) Demographics and Growth Forecast projects more significant growth in Duarte over the next few decades, with a 14 percent increase in population by 2045 (estimated 25,100 residents).

Table 2.1 Population Changes

Source: General Plan – Housing Element (2022)

REGIONAL POPULATION GROWTH TRENDS							
Jurisdiction	1990	2000	2010	2020	Percent Change		
					1990-2000	2000-2010	2010-2020
Duarte	20,688	21,486	21,321	21,673	4%	-1%	2%
Azusa	41,333	44,712	46,361	49,658	8%	4%	7%
Monrovia	35,761	36,929	36,590	37,935	3%	-1%	4%
Temple City	31,100	33,377	35,558	36,150	7%	7%	2%
LA County	8,863,164	9,519,338	9,818,605	10,172,951	7%	3%	4%

Source: U.S. Census 1990, 2000 and 2010; Department of Finance 2020 Population & Housing Est.

Major Employers

According to the City of Duarte Housing Element (2022), the following are the major employers:

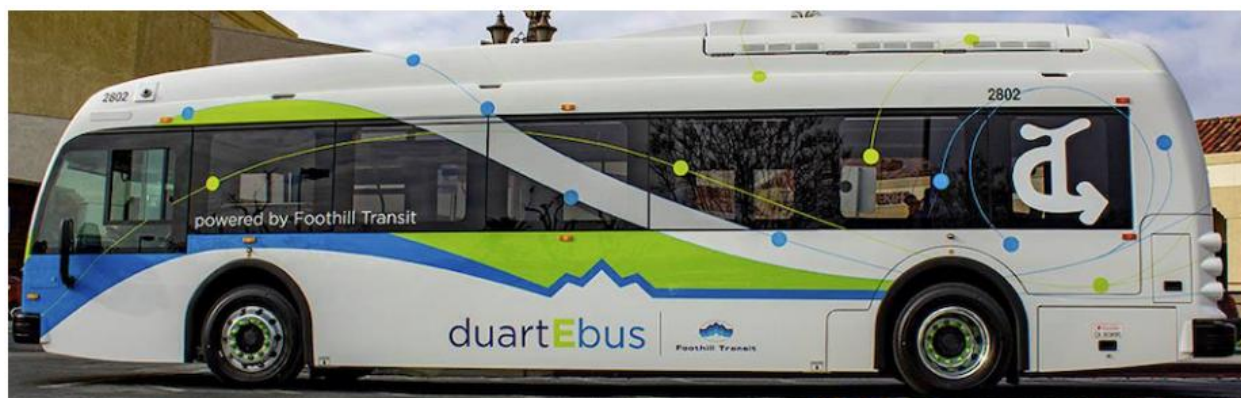
Table 2.2 Major Employers

Source: General Plan – Housing Element (2022)

Employer	Number of Employees
City of Hope	5,200
Duarte School District	430
Wal-Mart	270
CarMax	190
Target	180
We Pack It All	150

Transportation and Commuting Patterns

According to the city's website, public transportation services that are available to the community of Duarte include a local fixed-route circulator - the Duarte eBus - and regional bus service that is provided by Foothill Transit. Also available to the community are Metro Rail commuter trains, local Dial-A-Ride services, and other rideshare options.



Duarte eBus

Duarte Transit embraced the City's long standing, successful contract service model and applied it to our aging transit system. In April 1, 2019, the City in conjunction with Foothill Transit introduced a fleet of new, 35-foot electric buses that operates on existing Duarte transit routes.

Partnering with Foothill Transit also brings much-needed transit expertise and resources to our small City including a fast charge infrastructure, and a fleet of state of the art electric buses, featuring the latest in green and fuel efficient technology.

Commuter Train Service

Commuter train service is provided by Metro Rail. The Duarte/City of Hope Station is an at-grade light rail station on the Los Angeles Metro A Line (formerly known as the Gold Line). This station is located at 1789 Business Center Drive, near the intersection of Duarte Road and Highland Avenue.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-e.

Q: Does the plan include the probability of future events for each identified hazard? Does the plan describe the effects of future conditions, including climate change (e.g., long-term weather patterns, average temperature and sea levels), on the type, location and range of anticipated intensities of identified hazards? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Climate Change Vulnerability Assessment** below.

Climate Change Vulnerability Assessment



Climate Change Vulnerability Assessment

The 2021 Climate Change Vulnerability Assessment (CCVA) was an update to Duarte's General Plan Safety Element.

As required by Senate Bill 379, the CCVA provides a climate change vulnerability assessment for the City of Duarte. The assessment evaluates the potential impacts of climate change on community assets and populations. Understanding the vulnerabilities that the community may face due to climate change provides a foundation to define future adaptation strategies for the Safety Element Update and other planning efforts in Duarte and the region.

According to Cal-Adapt, Duarte is expected to experience the following climate hazards:

- ✓ Increased temperatures and extreme heat
- ✓ Extended drought conditions
- ✓ More extreme storms
- ✓ Increased wildfire risk

Climate change is projected to continue affecting the Los Angeles region in the form of increasing average temperatures and extreme heat days, rising sea levels, and altered precipitation patterns. These impacts are expected to influence health and prosperity through decreased water availability, increased frequency and intensity of storms and wildfires, and decreased air quality. Climate risks and impacts vary depending on location. Understanding local climate risks and impacts allows communities to prepare for the future and increase their resilience. Projected climate change impacts and climate resilience for Duarte are described below based on information from Cal-Adapt and the Los Angeles Summary Report of California's Fourth Climate Change Assessment. The Intergovernmental Panel on Climate Change (IPCC) established several GHG emissions scenarios used to describe possible future GHG emissions and associated warming. Two of these are commonly used to compare possible futures and have been selected for this assessment. The Representative Concentration Pathway (RCP) 4.5 represents a "medium emissions" scenario in which emissions peak around 2040 and then decline at the end of the century. This scenario assumes global agreement and implementation of GHG reduction strategies. RCP 8.5 represents a "high emissions" scenario in which emissions continue to rise throughout the 21st century. Potential impacts to the vulnerable people, infrastructure, buildings and facilities, and natural and managed resources are assessed and a summary of this assessment can be found in the Vulnerability Score subsection below. Each anticipated impact and each of the vulnerable areas in the city were given a low, medium, or high potential impact, based on the descriptions below provided by the California Government Office of Emergency Services (Cal OES) California Adaptation Planning Guide, which are described in more detail in the Vulnerability Score subsection.

- ✓ Low Potential Impact - impact is unlikely based on projected exposure; would result in minor consequences to public health, safety, and/or other metrics of concern.
- ✓ Medium Potential Impact - impact is somewhat likely based on projected exposure; would result in some consequences to public health, safety, and/or other metrics of concern.
- ✓ High Potential Impact - impact is highly likely based on projected exposure; would result in substantial consequences to public health, safety, and/or other metrics of concern.

Table 2.3 below summarizes the potential impacts of increased temperature on Duarte's identified community sensitives

Table 2.3: Summary of Potential Impacts from Increased Temperature
Source: City of Duarte Climate Change Vulnerability Assessment, 2021

Sensitivity Type	Sensitivity	Impact Summary	Impact Score
	Older Adults	Older adults do not adjust as well as young people to sudden changes in temperature and are more likely to have medical conditions that can worsen with extreme heat. ¹⁸ Older adults living alone are even more at risk as the actions necessary to mitigate extreme heat are more difficult alone. Getting water, changing clothes, showering, or turning on the air conditioner may be more difficult for older adults with physical disabilities who do not have a living partner to assist them.	High
	Non-white Communities	Non-white minority groups in the United States have reportedly higher morbidity and mortality rates associated with hot weather, which could be due to non-white communities being more likely to work in higher risk occupations and live in hazardous areas with no air conditioning. ¹³ Health inequities in minority groups can be exacerbated by race and class discrimination, as well as social problems. ¹⁹	High
	Non-English Speakers	Members of ethnic minority language groups can be especially vulnerable through poor living conditions and exclusion from access to English-based media and health messages. ¹³ This can affect individuals' ability to follow weather reports and instructions from government organizations and service providers, including information aimed at increasing awareness and reducing the impact of extreme heat. ¹³	High
	Individuals with Physical Disabilities	Individuals living with physical disabilities may be less likely to sense and respond to changes in temperature. They may also have difficulty getting water, changing clothes, showering, or turning on the air conditioner.	High
	Isolated Individuals	Isolated individuals with no car or transit access may be at risk to extreme heat as they would have more difficulty leaving an area of extreme heat for cooler areas, such as the coast.	High
	Uninsured Individuals	Uninsured individuals are at risk as they have greater difficulty accessing quality healthcare and may suffer financially if emergency healthcare is provided.	High
	Renters	Renters have less control over home improvements than homeowners and may not be able to adequately protect themselves by installing air conditioning.	Medium
	Access Roads	Increased temperature is likely to result in minimal impact to access roads.	Low
	Energy Delivery	Indirect impacts to electrical utility lines could occur from increased use of the system from running air conditioners, leading to power outages in the City. Long periods of intense heat may result in increased use of electricity for home cooling	Medium

Sensitivity Type	Sensitivity	Impact Summary	Impact Score
		purposes that could tax the overall electrical system and result in electricity restrictions or blackouts. Increased temperature is likely to result in minimal impact to natural gas transmission pipelines.	
	Residential Buildings	Extreme heat and temperature increases due to climate change would not directly affect buildings or facilities in Duarte. Extreme heat and temperature increases could adversely affect health by restricting outdoor exercise and may also limit the use of community facilities that do not have air conditioning. Overall, there is a low potential impact to buildings and facilities in Duarte from extreme heat.	Low
	Community Facilities and Government Buildings		
	Community Parks		
	Public Safety Facilities		
	Schools	Extreme heat and temperature increases could adversely affect health by restricting outdoor exercise and may also limit the use of schools that do not have air conditioning. Overall, there is a medium potential impact to schools from extreme heat.	Medium
	Open Space	Extreme heat and temperature increase could affect flora and fauna in open space areas such as Angeles National Forest and other open space in the City.	Medium
	Water Supply	High temperatures would contribute to a reduced water supply through increased water use. This could deplete groundwater resources in the area.	Medium

Chapter 3: Risk Assessment

What is a Risk Assessment?

Conducting a risk assessment can provide information regarding: the types of hazards a jurisdiction is exposed to; the location where the hazard might occur; the history of the hazard in the City of Duarte and surrounding area; and the future risk they pose. Specifically, the five levels of risk assessment are as follows:

1. *Identify Hazards (Chapter 3)*
2. *Hazard Profiles (Chapter 3)*
3. *Identify Community Assets (Chapter 4)*
4. *Analyze Impacts (Chapter 4)*
5. *Summarize Vulnerability (Chapter 4)*

Q&A | ELEMENT B: RISK ASSESSMENT | B1-a.

Q: Does the plan describe all natural hazards that can affect the jurisdiction(s) in the planning area, and does it provide the rationale if omitting any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Identify Hazards, Table 3.1, Table 3.2, Table 3.5** below.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-d.

Q: Does the plan include the history of previous hazard events for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Federal Disaster Declarations, Table 3.1** below.

Identify Hazards

This section is the description of the geographic extent, potential intensity, and the probability of occurrence of a given hazard. Maps are used in this plan to display hazard identification data. To determine the hazard with significant potential to impact the Planning Team examined five resources: FEMA's National Risk Index (NRI), California's 2023 State Hazard Mitigation Plan (SHMP), 2025 County of Los Angeles All-Hazards Mitigation Plan (AHMP), the City's 2021 General Plan Safety Element, and the City's 2020 Local Hazard Mitigation Plan. As a preliminary method of narrowing the extensive list of hazards down to the natural hazards commonly associated with the community's location, the probability of each hazard was ranked. The list of 18 NRI hazards was reduced to 5, the list of the top 15 SHMP hazards was reduced to 6, and the list of 13 hazards in the AHMP was reduced to 5. The Planning Team chose to focus on only natural hazards. As such, the 2020 LHMP inclusion of hazard materials was removed from further consideration.

Next, the Planning Team reviewed existing documents to determine which of the hazards posed the most significant threat to the planning area and its ability to deliver services. In other words, which hazard would likely result in a local declaration of emergency. The Planning Team also reviewed Federal Disaster Declarations for Los Angeles County. Los Angeles County experienced 38 federal disaster declarations from 2008 – 2025. **Table 3.1** outlines those disaster declarations. To determine the final hazard priority ranking (high, medium, low), the Team utilized FEMA's Calculated Priority Risk Index (CPRI) to quantify the probability, magnitude/severity,

warning time and duration for each of the hazards. **Table 3.2** describes the ranking categories and **Table 3.3** indicates the results. The hazards with a hazard priority ranking of “high” or “medium” were chosen for profiling later in **Chapter 3**.

Table 3.1: Federal Disaster Declarations 2008-2025 Los Angeles County
(Source: FEMA website State and County Disaster Declarations, 2025)

Year	Federal Declaration Number	State of Emergency Declaration Issued by California	Declaration Title
2025	FM-5549-CA	Yes	Palisades Fire
2025	FM-5550-CA	Yes	Eaton Fire
2024	FM-5537-CA		Bridge Fire
2024	DR-4769-CA		Severe Winter Storms, Tornados, Flooding, Landslides and Mudslides
2023	DR-4699-CA	Yes	Severe Winter Storms, Straight-Line Winds, Flooding, Landslides, and Mudslides
2023	EM-3591-CA	Yes	Severe Winter Storms, Flooding, and Mudslides
2023	EM-3592-CA	Yes	Severe Winter Storms, Flooding, Landslides, and Mudslides
2023	DR-4683-CA		Severe Winter Storms, Flooding, Landslides, and Mudslides
2022	N/A	Yes	Extreme Heat
2022	N/A	Yes	Tropical Storm Kay
2021	DR-4569-CA		Wildfires
2021	FM-5381-CA		Blue Ridge Fire
2021	N/A	Yes	Winter Storms
2021	N/A	Yes	Drought
2020	DR-4482-CA		Covid-19 Pandemic
2020	EM-3428-CA		Covid-19
2020	N/A	Yes	Extreme Heat Event
2020	FM-5374-CA		Bobcat Fire
2019	FM-5297-CA		Getty Fire
2019	FM-5296-CA		Wildfires
2019	FM-5293-CA		Saddleridge Fire
2018	EM-3409-CA		Wildfire
2018	DR-4407-CA	Yes	Wildfires
2018	DR-5280-CA	Yes	Woolsey Fire
2018	DR-4353-CA		Wildfires, Flooding, Mud Flow, Debris Flow

2017	DR-1884-CA		Severe Winter Storms, Flooding, and Debris and Mud Flows
2017	EM-3396-CA		California Wildfires
2017	FM-5201-CA	Yes	California la Tuna Fire
2017	FM-5225-CA	Yes	California Creek Fire
2017	FM-5226-CA	Yes	California Rye Fire
2017	FM-5227-CA		California Skirball Fire
2017	DR-4305-CA		Severe Winter Storms, Flooding, and Mud Slides
2016	FM-5135-CA	Yes	California Sand Fire
2016	FM-5129-CA		California Fish Fire
2016	FM-5132-CA		California Sage Fire
2016	FM-5124-CA		California Old Fire
2015	N/A	Yes	Rainstorms
2015	N/A	Yes	Wildfires
2014	N/A	Yes	Drought
2014	FM-5051-CA		California Colby Fire
2013	FM-5025-CA	Yes	California Powerhouse Fire
2011	N/A	Yes	Windstorms
2010	N/A	Yes	Winter Storms
2010	FM-2851-CA		California Crown Fire
2009	FM-2828-CA		California Pv Fire
2009	FM-2830-CA	Yes	California Station Fire
2008	FM-2763-CA		California Santa Anita Fire
2008	FM-2791-CA		California Sayre Fire
2008	FM-2789-CA		California Sesnon Fire
2008	FM-2792-CA		California Freeway Complex Fire
2008	FM-2788-CA		Mareck Fire
2008	FM-1810-CA	Yes	Wildfire in California

Q&A | ELEMENT B: RISK ASSESSMENT | B2-a.

Q: Does the plan provide an overall summary of each jurisdiction's vulnerability to the identified hazards?
(Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Table 3.2** and **Table 3.3** below.

Table 3.2: Calculated Priority Risk Index
(Source: Federal Emergency Management Agency)

CPRI Category	Degree of Risk			Assigned Weighting Factor
	Level ID	Description	Index Value	
Probability	Unlikely	Extremely rare with no documented history of occurrences or events. Annual probability of less than 1 in 1,000 years.	1	45%
	Possibly	Rare occurrences. Annual probability of between 1 in 100 years and 1 in 1,000 years.	2	
	Likely	Occasional occurrences with at least 2 or more documented historic events. Annual probability of between 1 in 10 years and 1 in 100 years.	3	
	Highly Likely	Frequent events with a well-documented history of occurrence. Annual probability of greater than 1 every year.	4	
Magnitude/Severity	Negligible	Negligible property damage (less than 5% of critical and non-critical facilities and infrastructure). Injuries or illnesses are treatable with first aid and there are no deaths. Negligible loss of quality of life. Shutdown of critical public facilities for less than 24 hours.	1	30%
	Limited	Slight property damage (greater than 5% and less than 25% of critical and non-critical facilities and infrastructure). Injuries or illnesses do not result in permanent disability, and there are no deaths. Moderate loss of quality of life. Shutdown of critical public facilities for more than 1 day and less than 1 week.	2	
	Critical	Moderate property damage (greater than 25% and less than 50% of critical and non-critical facilities and infrastructure). Injuries or illnesses result in permanent disability and at least 1 death. Shutdown of critical public facilities for more than 1 week and less than 1 month.	3	
	Catastrophic	Severe property damage (greater than 50% of critical and non-critical facilities and infrastructure). Injuries and illnesses result in permanent disability and multiple deaths. Shutdown of critical public facilities for more than 1 month.	4	
Warning Time	> 24 hours	Population will receive greater than 24 hours of warning.	1	15%
	12–24 hours	Population will receive between 12-24 hours of warning.	2	
	6-12 hours	Population will receive between 6-12 hours of warning.	3	
	< 6 hours	Population will receive less than 6 hours of warning.	4	
Duration	< 6 hours	Disaster event will last less than 6 hours.	1	10%
	< 24 hours	Disaster event will last less than 6-24 hours.	2	
	< 1 week	Disaster event will last between 24 hours and 1 week.	3	
	> 1 week	Disaster event will last more than 1 week.	4	

Table 3.3: Calculated Priority Risk Index Ranking for the City of Duarte
(Source: City of Duarte Planning Team)

Hazard	Probability	Weighted 45% (x.45)	Magnitude/Severity	Weighted 30% (x.3)	Warning Time	Weighted 15% (x.15)	Duration	Weighted 10% (x.1)	CPRI Total	Hazard Priority Ranking * (H-High, M-Medium, L-Low)
Dam Inundation	2	.90	3	.90	4	.60	2	.20	2.60	M
Earthquake	3	1.35	3	.90	4	.60	1	.10	2.75	H
Landslide	2	.90	2	.90	4	.60	1	.10	2.50	L
Flooding (including debris)	3	1.35	2	.90	2	.30	1	.10	2.65	M
Wildfire	3	1.35	3	.90	4	.60	3	.30	3.15	H
Windstorm	3	1.35	2	.90	1	.15	2	.20	2.95	M
*Hazard Priority Ranking High=CPRI score for probability + magnitude/severity (impact) = 6 or higher Medium=CPRI score for probability + magnitude/severity (impact) = 5 Low=CPRI score for probability + magnitude/severity (impact) = 3 or 4 N/A=CPRI score for probability + magnitude/severity (impact) = 2										

Table 3.4: Hazard Source Review and Inclusion/Omission by Planning Team
(Source: 2020 LHMP [LHMP]; California State Hazard Mitigation Plan [SHMP]; Los Angeles County All-Hazards Mitigation Plan, [AHMP]; General Plan Safety Element [SE], National Risk Index [NRI])

Hazard	Source					Profiled in HMP	Reason for Inclusion/Omission
Dam Failure		SHMP	AHMP	SE	LHMP	Y	The Planning Team assigned "medium" as the hazard priority ranking and therefore is a profiled hazard.
Earthquake	NRI	SHMP	AHMP	SE	LHMP	Y	The Planning Team assigned "high" as the hazard priority ranking and therefore is a profiled hazard.
Strong Wind	NRI	SHMP			LHMP	Y	The Planning Team assigned "medium" as the hazard priority ranking and therefore is a profiled hazard.
Wildfire	NRI	SHMP	AHMP		LHMP	Y	The Planning Team assigned "high" as the hazard priority ranking and therefore is a profiled hazard.

Hazard	Source					Profiled in HMP	Reason for Inclusion/Omission
Flooding	NRI	SHMP	AHMP	SE	LHMP	Y	The Planning Team assigned “medium” as the hazard priority ranking and therefore is a profiled hazard.
Climate Change			AHMP			N	Rather than a dedicated hazard profile, the Planning Team chose to integrate climate change impacts into each of the profiled hazards.
Drought	NRI	SHMP	AHMP			N	On the basis of extent, the Planning Team determined that this hazard does not pose a significant threat to the community.
Heat Wave	NRI	SHMP				N	On the basis of extent, the Planning Team determined that this hazard does not pose a significant threat to the community.
Landslide	NRI	SHMP	AHMP		LHMP	N	The Planning Team assigned “low” as the hazard priority ranking* and therefore not profiled.
Lightning	NRI					N	On the basis of extent, the Planning Team determined that this hazard does not pose a significant threat to the community.
Tornado	NRI					N	On the basis of extent, the Planning Team determined that this hazard does not pose a significant threat to the community.

Q&A | ELEMENT E: PLAN UPDATE | E1-a.

Q: Does the plan describe the changes in development that have occurred in hazard-prone areas that have increased or decreased each community’s vulnerability since the previous plan was approved? (Requirement 44 CFR § 201.6(d)(3))

A: See **Changes in Development** below.

Changes in Development

According to the City’s Planning Manager, since the 2020 HMP there have been several alterations to the development pattern of the City as specified below:

“The City has seen a significant increase in both residential & institutional development since the 2020 HMP. Three large multi-family residential projects have been constructed: The Huntington (161 du), Esperanza (344 du) and Solana (292 du). Both Esperanza and Solana are transit-



oriented developments within 1/4 mile of the Metro stop. The City has also experienced a large number of Accessory Dwelling Units (ADU), averaging about 25-30 ADU's per year. The City of Hope has constructed several large multi-story projects over this planning period: 351,000 square foot outpatient clinic, 147 room hotel, and a 1,000 stall parking garage."

The Manager went on to outline changes in development expected between 2025 and 2030 as follows:

"Land use development in Duarte has significantly influenced the community by shaping housing availability, economic opportunities, and overall quality of life. The city has implemented several Specific Plans to guide development, notably the Duarte Station Specific Plan and the Town Center Specific Plan, both aimed at fostering mixed-use, transit-oriented communities."

Duarte Station Specific Plan: This plan envisions transforming the area around the Metro A Line station into a vibrant transit village, integrating residential, commercial, and recreational spaces. The plan allows for up to 1,400 residential units, including affordable housing options, and emphasizes pedestrian-friendly design to reduce reliance on automobiles. Such development aims to enhance connectivity and provide diverse housing choices, potentially attracting new residents and businesses to the area. To date, 636 units have been built in this Specific Plan area-Esperanza and Solana. Also, there have been two large public infrastructure improvement projects in this planning area, helping to widen the sidewalk and creating a promenade along the major thoroughfare.

Town Center Specific Plan: Focusing on revitalizing central Duarte, this plan seeks to create a downtown-like environment by encouraging substantial growth in commercial, mixed-use, residential, and lodging facilities. It provides for a net increase of 800 medium and high-density housing units near transit and services, promoting a more walkable and economically vibrant community. To date, Duarte has seen the construction of 161 units in a mixed-use development along Huntington Drive. A hotel development was approved but has yet to be constructed.

These strategic land use developments are designed to address housing shortages, stimulate economic growth, and improve residents' quality of life by creating more sustainable and connected neighborhoods. The City expects to see continued residential growth through both ADU's and the projected development of two affordable housing projects. Even with these alterations to the development pattern of Duarte, the vulnerability and impact of profiled hazards earthquake, flooding, dam inundation, wildfire, and windstorm are unchanged.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-a.

Q: Does the plan describe all natural hazards that can affect the jurisdiction(s) in the planning area, and does it provide the rationale if omitting any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Hazard Profiles, Table 3.5** below

Hazard Profiles

Table 3.3 (Calculated Priority Risk Index) included all of the natural hazards that can affect the jurisdiction. **Table 3.2** (CPRI Key) emphasizes the importance of considering the "scope and scale" of a possible event. In other words, the planning team members were reminded to envision an event of such significance that a local declaration of emergency would likely be issued. The planning team chose to profile only those hazards with a medium or high Hazard Priority Ranking (probability + magnitude/severity). In total, these hazards include dam inundation, earthquake,

flood, wildfire, and windstorm. Each of the profiled hazards are discussed in **Table 3.5**. The Table indicates a generalized perspective of the community's vulnerability of the profiled hazards according to extent (or degree), location, and probability, and previous significant event for Duarte.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-b.

Q: Does the plan include information on the location of each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Table 3.5** below.

Table 3.5: Hazard Profile of Location, Extent, Probability, Previous Significant Event
(Source: General Plan Safety Element, Planning Team)

Hazard	Location (Where)	Extent (How Big an Event)	Probability* (How Often)	Previous Significant Event
Dam Inundation	Southern, Built-out areas of the City	Flood waters could reach the City within 20 minutes	Possible	None
Earthquake	Citywide	The Southern California Earthquake Center (SCEC) in 2007 concluded that there is a 99.7 % probability that an earthquake of M6.7 or greater will hit California within 30 years. Earthquake would most likely originate from the San Andreas fault.	Likely	The most recent damaging earthquake was the M6.7 Northridge Earthquake in 1994.
Flooding	Localized	Post-fire debris and urban flooding to streets and underpasses from heavy rains.	Possibly	January 2017
Wildfire	Northern foothills, Southern & Eastern City Boundaries	Severe fire hazard severity ratings indicate potential for major residential damages.	Likely	Homes threatened in 2025 Eaton Fire; Evacuation Warnings issued.
Windstorm	Entire Project Area	50 miles per hour or greater	Likely	January 2025
* Probability is defined as: Unlikely = 1:1,000 years, Possibly = 1:100-1:1,000 years, Likely = 1:10-1:100 years, Highly Likely = 1:1 year				
¹ Uniform California Earthquake Rupture Forecast				

Earthquake

Q&A | ELEMENT B: RISK ASSESSMENT | B1-a.

Q: Does the plan describe all natural hazards that can affect the jurisdiction(s) in the planning area, and does it provide the rationale if omitting any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Description** below.

Description

An earthquake is a sudden motion or trembling that is caused by a release of strain accumulated within or along the edge of the Earth's tectonic plates. The effects of an earthquake can be felt far beyond the site of its occurrence. They usually occur without warning and, after just a few seconds, can cause massive damage and extensive casualties. Common effects of earthquakes are ground motion and shaking, surface fault ruptures, and ground failure.

Ground Shaking

Ground shaking is the motion felt on the earth's surface caused by seismic waves generated by the earthquake. It is the primary cause of earthquake damage. The strength of ground shaking depends on the magnitude of the earthquake, the type of fault, and distance from the epicenter (where the earthquake originates). Buildings on poorly consolidated and thick soil will typically see more damage than buildings on consolidated soil and bedrock.

Liquefaction

Liquefaction is a phenomenon in which the strength and stiffness of soil is reduced by earthquake shaking or other events. Liquefaction occurs in saturated soils, which are soils in which the space between individual soil particles is completely filled with water. This water exerts pressure on the soil particles that influences how tightly the particles themselves are pressed together. Prior to an earthquake, the water pressure is relatively low. However, earthquake shaking can cause water pressure to increase to the point where the soil particles can readily move with respect to each other. Because liquefaction only occurs in saturated soil, its effects are most commonly observed in low lying areas. Typically, liquefaction is associated with shallow groundwater, which is less than 50 feet beneath the earth's surface. See **Liquefaction Areas** discussion below for more information.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-c.

Q: Does the plan describe the extent for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Table 3.6, HAZUS, Map 3.2-3.4** below.

Mercalli Scale and Peak Ground Acceleration Comparison

One tool used to describe earthquake intensity is the Magnitude Scale. The Magnitude Scale is sometimes referred to as the Richter Scale. The two are similar but not exactly the same. The Magnitude Scale was devised as a means of rating earthquake strength and is an indirect measure of seismic energy released. The Scale is logarithmic with each one-point increase corresponding to a 10-fold increase in the amplitude of the seismic shock waves generated by the earthquake. In terms of actual energy released, however, each one-point increase on the Richter scale corresponds to about a 32-fold increase in energy released. Therefore, a Magnitude 7 (M7) earthquake is 100 times (10×10) more powerful than a M5 earthquake and releases 1,024 times (32×32) the amount of energy. **Table 3.6** compares the Mercalli Scale and Peak Ground Acceleration.

Table 3.6: Mercalli Scale and Peak Ground Acceleration Comparison
(Source: USGS)

Modified Mercalli Scale	Perceived Shaking	Potential Structure Damage		Estimated PGA ^a (%g)
		Resistant Buildings	Vulnerable Buildings	
I	Not Felt	None	None	<0.17%
II-III	Weak	None	None	0.17% - 1.4%
IV	Light	None	None	1.4% - 3.9%
V	Moderate	Very Light	Light	3.9% - 9.2%
VI	Strong	Light	Moderate	9.2% - 18%
VII	Very Strong	Moderate	Moderate/Heavy	18% - 34%
VIII	Severe	Moderate/Heavy	Heavy	34% - 65%
IX	Violent	Heavy	Very Heavy	65% - 124%
X - XII	Extreme	Very Heavy	Very Heavy	>124%

a. PGA = peak ground acceleration. Measured in percent of g, where g is the acceleration of gravity
Sources: USGS, 2008; USGS, 2010

Q&A | ELEMENT B: RISK ASSESSMENT | B1-b.

Q: Does the plan include information on the location of each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Local Conditions, Map 3.1** below.

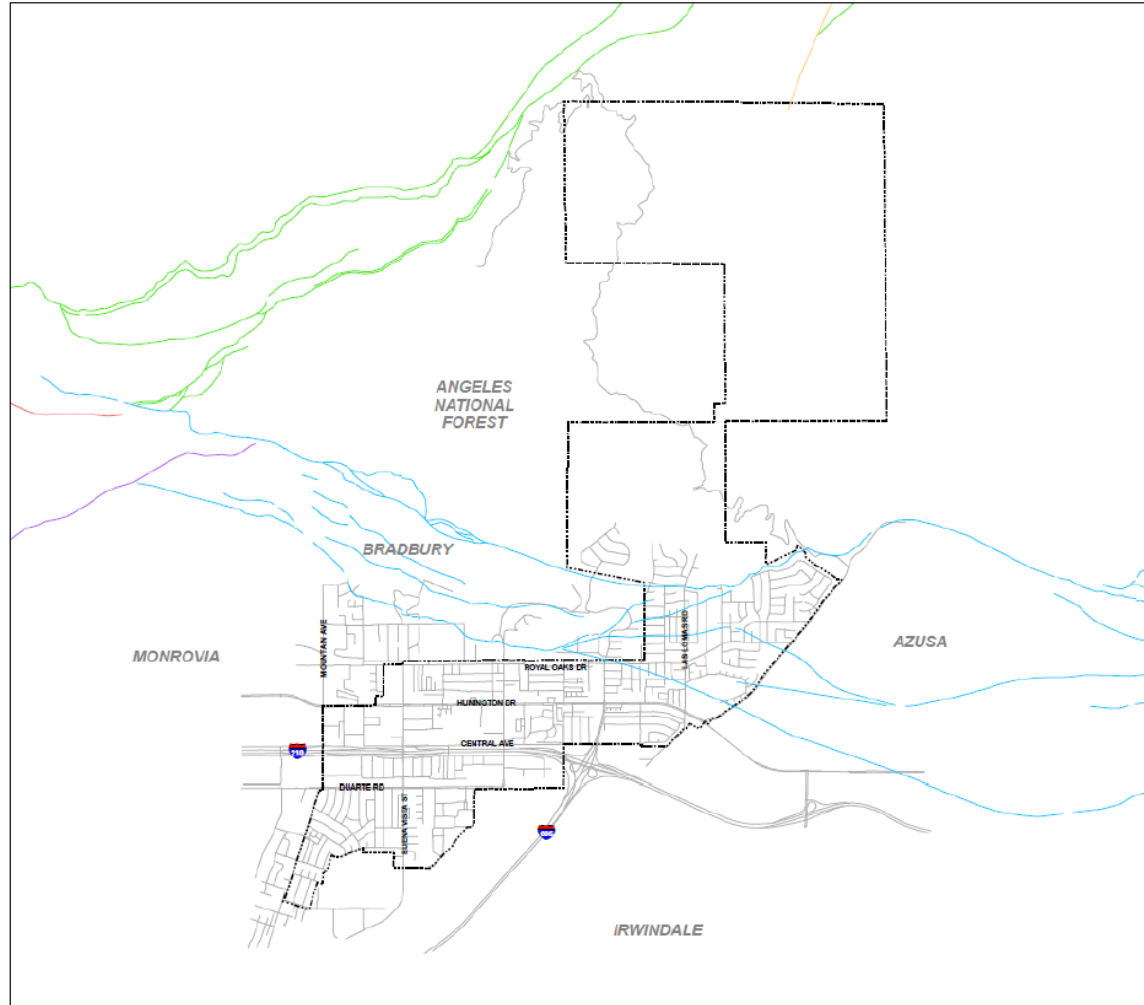
Local Conditions

According to the General Plan Safety Element, The Sierra Madre Fault crosses through the City and the City is in close proximity to the Raymond Fault, Walnut Creek Fault, Sawpit Canyon Fault, and the San Andreas Fault. According to the City's 2020 Hazard Mitigation Plan, the probability of an earthquake affecting the City is likely and could impact all areas of the City. In 2007, the Southern California Earthquake Center concluded that there is a 99.9% probability that an earthquake of magnitude (M) 6.7 or greater will hit California within 30 years. Earthquakes that could affect the City would most likely originate along the San Andreas (M7.8), Sierra Madre (M7.2), or Puente Hills (M7.0) Faults. These faults are close enough to generate strong enough shaking that could substantially impact the City.

Geologic conditions in and around Duarte may cause problems if proper precautions are not taken. The northeast mountainous areas of the City are generally too steep and bedrock is too unstable for typical construction. Erosion, landslides, and shaking from earthquakes can be severe hazards within these areas. Factors contributing to landslide potential are steep slopes, unstable terrain, and proximity to earthquake faults. Potential liquefaction hazard zones are in the southeastern portion of the City, which consists of alluvial valleys, floodplains, and canyons. In addition, areas with expansive soil can cause problems such as damage to building foundations if not properly mitigated prior to construction.

Map 3.1 shows the geographic relationship of the City to surrounding active and potentially active faults.

Map 3.1: Earthquake Faults near Duarte
(Source: General Plan Safety Element, 2021)



Fault Lines

Legend

-  Duarte City Limits
-  Pine Mountain Fault
-  Raymond Fault
-  Sierra Madre Fault Zone - Clamshell-Sawpit Section
-  Sierra Madre Fault Zone - Sierra Madre C Section
-  Sierra Madre Fault Zone, Sierra Madre D Section

Estimation of Potential Human and Economic Losses Based on the Exposure and Vulnerability of People, Buildings, and Infrastructure

A vulnerability assessment in its simplest form is a simultaneous look at the geographical location of hazards and an inventory of the underlying land uses (populations, structures, etc.). Facilities that provide critical and essential services following a major emergency are of particular concern because these locations house staff and equipment necessary to provide important public safety, emergency response, and/or disaster recovery functions.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-c.

Q: Does the plan describe the extent for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Map 3.2-3.4** below.

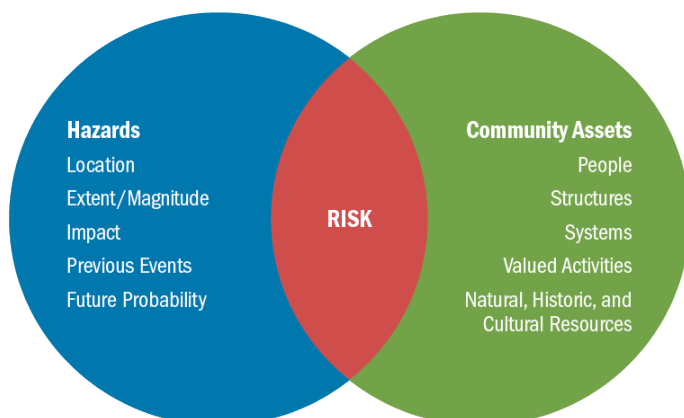
HAZUS



The hazard maps in the mitigation plan were generated by Emergency Planning Consultants using FEMA's Hazards United States – Multi Hazard (HAZUS-MH) software program. Below are the maps generated by HAZUS while the associated reports are available separately. Once the location and size of a hypothetical earthquake are identified, HAZUS-MH estimates the intensity of the ground shaking, the number of buildings damaged, the number of casualties, the amount of damage to transportation systems and utilities, the number of people displaced from their homes, and the estimated cost of repair and clean up. It's important to note that the "project area" is based on Census tracts not jurisdictional boundaries.

Risk assessments, conducted for hazard mitigation, estimate the potential economic and social impact that a natural hazard can have on buildings, people, services, and infrastructure. Higher quality data produces better and more reliable results in risk assessment. Accurate and reliable risk assessment results help communities develop sound mitigation options to reduce their vulnerabilities. **Figure 3.1** illustrates the concept of risk as the relationship, or overlap, between hazards and community assets. The smaller the overlap, the lower the risk.

Figure 3.1: Assessing Risk in the Hazard Mitigation Plan
(Source: Local Mitigation Planning Handbook, FEMA, 2025)



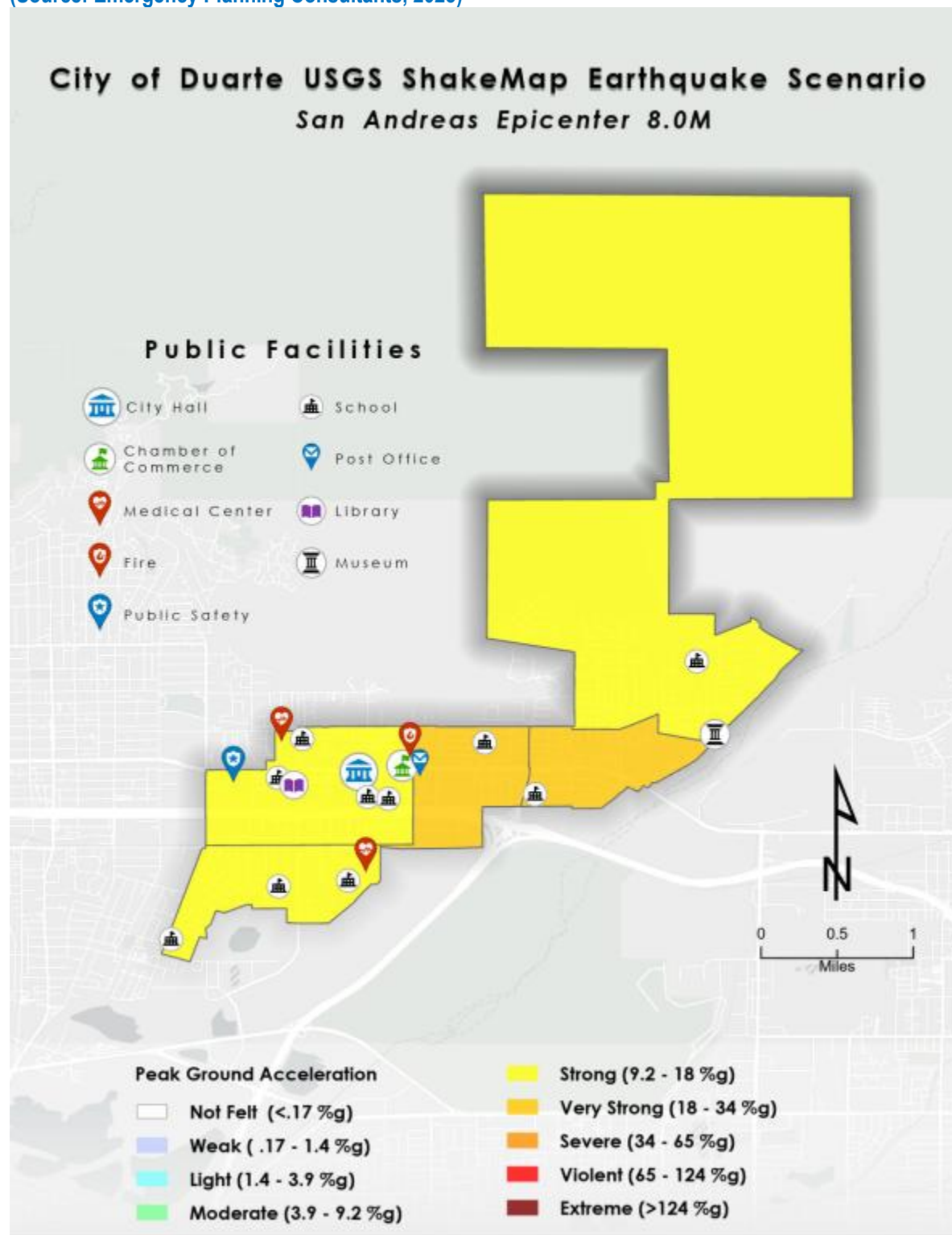
Map 3.2: HAZUS – Compton M7.4
(Source: Emergency Planning Consultants, 2025)



Map 3.3: HAZUS – Raymond M6.7
(Source: Emergency Planning Consultants, 2025)



Map 3.4: HAZUS – San Andreas M8.0
(Source: Emergency Planning Consultants, 2025)



Liquefaction Area

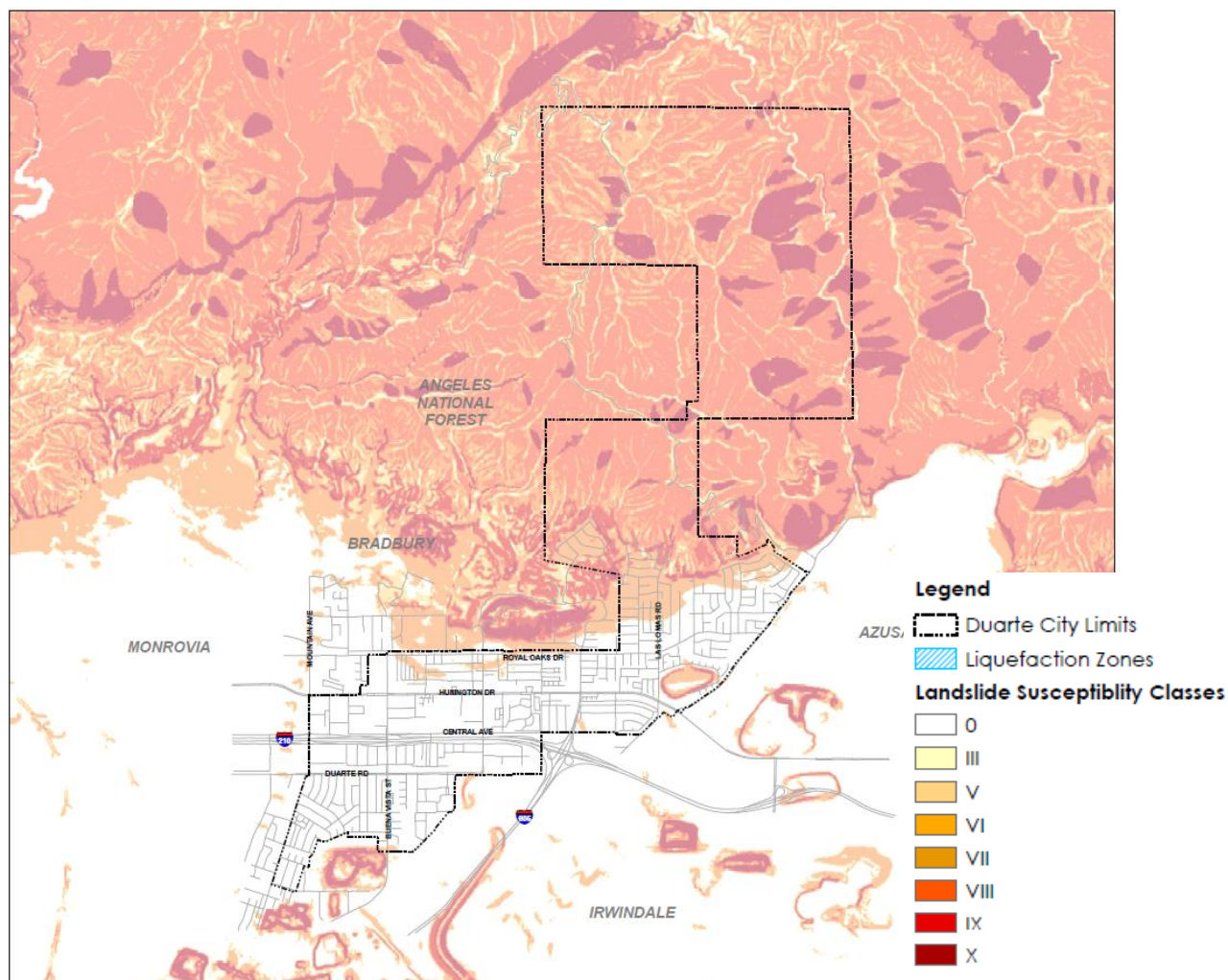
According to the Safety Element, liquefaction presents the most prominent secondary earthquake ground failure issue in the city. Liquefaction-related lateral spreads can occur adjacent to stream channels and deep washes that provide a free face toward which the liquefied mass of soil fails. Lateral spreads can cause extensive damage to pipelines, utilities, bridges, roads and other structures.

Landslides and Slope Failure

According to the Safety Element, seismic related landsliding and slope failure have a risk of occurring in Duarte, with hazard areas primarily located in the northern regions of the city. The prior adoption of grading requirements in the Building Code and incorporation of slope landscaping requirements have addressed most of these problems.

Map 3.5 depicts the liquefaction and landslide areas in Duarte. Liquefaction hazards in Duarte are generally low due to low groundwater levels. However, there are limited areas of liquefaction potential located in the western portion of the city.

Map 3.5: Liquefaction Areas
(Source: Safety Element, 2021)



Q&A | ELEMENT B: RISK ASSESSMENT | B1-d.

Q: Does the plan include the history of previous hazard events for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Previous Earthquakes Impacting Duarte, Previous Earthquakes Impacting Los Angeles County,** and **Table 3.7** below.

Previous Earthquakes Impacting Duarte

According to the planning team, Northridge (1994) earthquakes impacted ridge top locations in the City and locations near the margins of alluvial basins.

Since the writing of the 2020 HMP, there have been no federal disaster declarations relating to earthquakes in Duarte.

Previous Earthquakes Impacting Los Angeles County

According to the County of Los Angeles All-Hazards Mitigation Plan (2025), significant earthquakes in the county over the past 50 years included the following:

Table 3.7: Previous Earthquakes Impacting Los Angeles County
(Source: County of Los Angeles AHMP; FEMA Disaster Declaration, 2024)

Date	Location	Federal Declaration	Impact
July 6, 2019	Ridgecrest (M 7.1)	NA	fires reported as a result of gas leaks no reported major injuries, deaths or major building damage
March 28, 2014	La Habra (M 5.1)	NA	few injuries and \$10 million dollars in damages
July 29, 2008	Chino Hills (M 5.5)	NA	8 injuries and limited damages
January 17, 1994	Northridge (M 6.7)	DR-1008-CA	57 deaths, 8,700 injuries and up to \$40 billion dollars in damages
June 28, 1991	Sierra Madre (M 5.6)	NA	1 death, 100+ injuries and up to \$40 million dollars in damages
February 28, 1990	Upland (M 5.7)	NA	30 injuries and \$12.7 million dollars in damages
October 1, 1987	Whitter (M 5.9)	DR-799-CA	8 deaths, 200 injuries and \$358 million in damages
February 9, 1971	San Fernando (M 6.6)	DR-299-CA	58 – 65 deaths, 200 – 2,000 injuries and up to \$553 million in damages

Q&A | ELEMENT B: RISK ASSESSMENT | B1-e.

Q: Does the plan include the probability of future events for each identified hazard including the type, location and range of anticipated intensities? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Probability of Future Earthquakes** below.

Probability of Future Earthquakes

Earthquakes occur every day throughout California. However, earthquakes that cause widespread catastrophic damage do not happen often. When conducting the risk assessment,

the planning team determined that the probability of a catastrophic earthquake affecting Duarte is likely with an annual probability of occurrence being between 1 in 10 and 1 in 100 years.

Dam Inundation

Q&A | ELEMENT B: RISK ASSESSMENT | B1-a.

Q: Does the plan describe all natural hazards that can affect the jurisdiction(s) in the planning area, and does it provide the rationale if omitting any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Description** below.

Description

Dam inundation results from a partial or complete dam failure from a number of natural or human causes, including earthquakes, erosion of the face or foundation, rapidly rising flood waters, improper siting, and structural/design flaws. Spillage also takes place to minimize load on a dam at full capacity.

Since 1929, the State of California has been responsible for overseeing dams to safeguard life and property (California Department of Resources, 1995). This legislation was prompted by the 1928 failure of St. Francis Dam located in Los Angeles County. In 1965, the law was amended to include off-stream storage reservoirs due to the 1963 failure of Baldwin Hill Reservoir. In 1973, Senate Bill 896 was enacted to require dam owners, under the direction of Cal OES, to show the possible inundation path in the event of a dam failure.

Dam failure could require governmental assistance to continue over an extended period. These efforts could require the removal of debris and clearing of roadways, demolishing unsafe structures, assisting in reestablishing public services and utilities, and providing continuing care and welfare for the affected population including, as required, temporary housing for displaced persons.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-b.

Q: Does the plan include information on the location of each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Local Conditions**, **Table 3.8**, and **Map 3.10** below.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-c.

Q: Does the plan describe the extent for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Local Conditions** below.

Local Conditions

If not for the successful flood control system, the City of Duarte could experience major flood events based on its location at the base of the San Gabriel Mountains. The range's major watershed is the San Gabriel River with three main forks and countless tributaries that fully drain 20 percent of the mountain's precipitation. The San Gabriel River runs in a north/south direction near the east boundary of the City of Duarte.

The San Gabriel River is controlled by a network of dams and flood control measures. This network of carefully planned dams has protected the City of Duarte from any serious flooding events. The natural water cycle and flow are significantly altered to protect the adjacent communities from flood damage and to better use local water resources for urban and agricultural water supplies. The network of dams and flood control measures have been very effective in controlling flood waters in Los Angeles County; however, a major earthquake could cause sudden failure of one of these dams resulting in major damage. There are three dams on the Los Angeles network that could have a direct impact on the city:

Table 3.8: Dams Impacting City of Duarte
(Source: Emergency Planning Consultants, 2025)

Name of Facility	Owner	Primary Purpose
Cogswell Dam	Los Angeles County Department of Public Works	Flood Control/Water Conservation
San Gabriel Dam	Los Angeles County Department of Public Works	Flood Control
Morris Dam	Los Angeles County Department of Public Works	Flood Control/Water Conservation

Cogswell Dam

Cogswell Dam is a rockfill structure located on the West Fork of the San Gabriel River within the San Gabriel Mountains in Los Angeles County, California. Situated approximately 7.3 miles north of Duarte, the dam plays a crucial role in regional flood control and water conservation efforts. Constructed between 1932 and 1934, Cogswell Dam was designed to mitigate flooding risks and manage water resources for communities downstream, including Duarte. Its strategic location allows it to work in conjunction with other dams, such as the San Gabriel Dam and Morris Dam, to control water flow and reduce the potential for flood damage in the San Gabriel Valley. According to the Department of Dam Safety's Dam Breach Inundation Map, the depth of flooding would range from 1-20 feet during a breach. The Cogswell Reservoir has a capacity of 9,000 acre-feet.

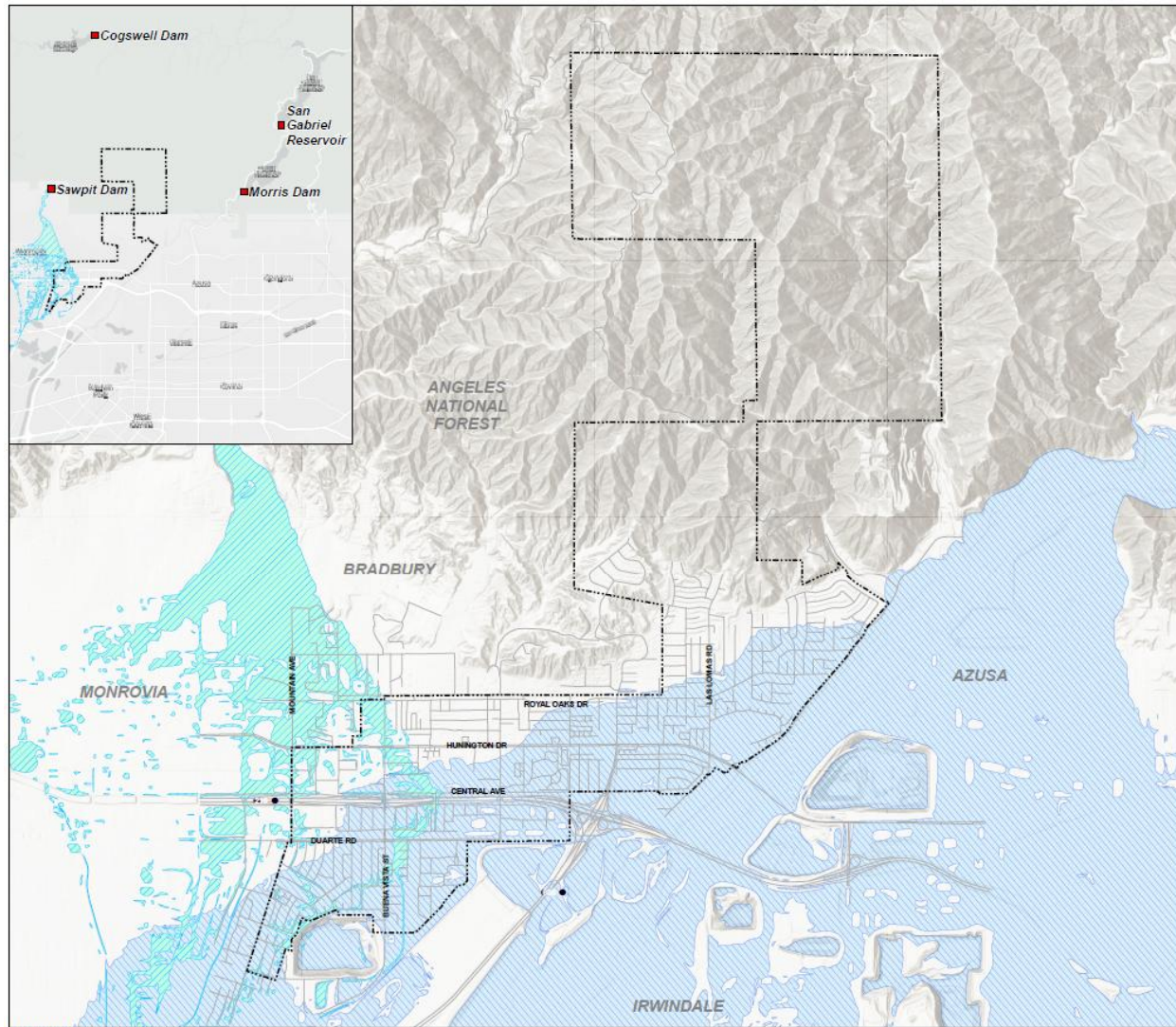
San Gabriel Dam

San Gabriel Dam is a significant flood control and water conservation structure located in the San Gabriel Mountains, north of Azusa, California. Constructed between 1932 and 1939, the dam serves to manage the flow of the San Gabriel River, thereby mitigating flood risks and contributing to water supply management for downstream communities, including the City of Duarte. The dam's reservoir plays a crucial role in flood protection for Duarte. According to the City of Duarte's Safety Element, the San Gabriel Dam, along with Cogswell Dam and Morris Dam, provides essential flood control measures that safeguard the city from potential flooding events. According to the Department of Dam Safety's Dam Breach Inundation Map, the depth of flooding would range from 1-20 feet during a breach. The San Gabriel Reservoir has a capacity of 44,000 acre-feet.

Morris Dam

Morris Dam, officially known as the Samuel B. Morris Dam, is a concrete gravity dam located on the San Gabriel River in the San Gabriel Mountains, northeast of Azusa and Duarte. Completed in 1934 by the City of Pasadena, the dam was originally intended to serve as a water supply facility. However, its role has evolved to focus primarily on flood control and groundwater recharge, benefiting downstream communities, including the City of Duarte. In conjunction with the nearby Cogswell and San Gabriel Dams, Morris Dam provides critical flood protection for Duarte. According to the Department of Dam Safety's Dam Breach Inundation Map, the depth of flooding would range from 1-20 feet during a breach. Morris Dam has a capacity of 40,000 acre-feet.

Map 3.10: Dam Failure Inundation Areas
(Source: Safety Element)



Dam Failure Inundation Areas

Legend

-  Duarte City Limits
-  Sawpit Reservoir Dam Failure Inundation Area
-  San Gabriel Dam Failure Inundation Area
- Downstream Hazard**
-  Extremely High

Q&A | ELEMENT B: RISK ASSESSMENT | B1-d.

Q: Does the plan include the history of previous hazard events for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Previous Dam Failure in Duarte** and **Previous Dam Failure in Southern California** below.

Previous Dam Failure in Duarte

There is no history of dam failure impacting the City of Duarte.

Since the 2020 HMP, there have been no federal disaster declarations relating to dam failure in Duarte.

Previous Dam Failure in Southern California

A total of 45 dam failures have occurred in California since the 19th century. The significant dam failures in Southern California are listed below in **Table 3.10**. There were no federal disaster declarations for dam failure in Southern California.

Table 3.10: Dam Failures in Southern California

(Source: http://cee.engr.ucdavis.edu/faculty/lund/dams/Dam_History_Page/Failures.htm)

Dam and Date of Failure	Location (County)	Cause
Sheffield 1925	Santa Barbara	Earthquake-induced slide
Puddingstone 1926	Pomona	Overtopping during construction
Lake Hemet 1927	Palm Springs	Overtopping
St. Francis 1928	San Francisquito Canyon	Sudden failure at full capacity through foundation, 426 deaths
Cogswell 1934	Monrovia	Breaching of concrete cover
Baldwin Hills 1963	Los Angeles	Leak through embankment turned into washout, 3 deaths

Q&A | ELEMENT B: RISK ASSESSMENT | B1-e.

Q: Does the plan include the probability of future events for each identified hazard including the type, location and range of anticipated intensities? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Probability of Future Events** below.

Probability of Future Events

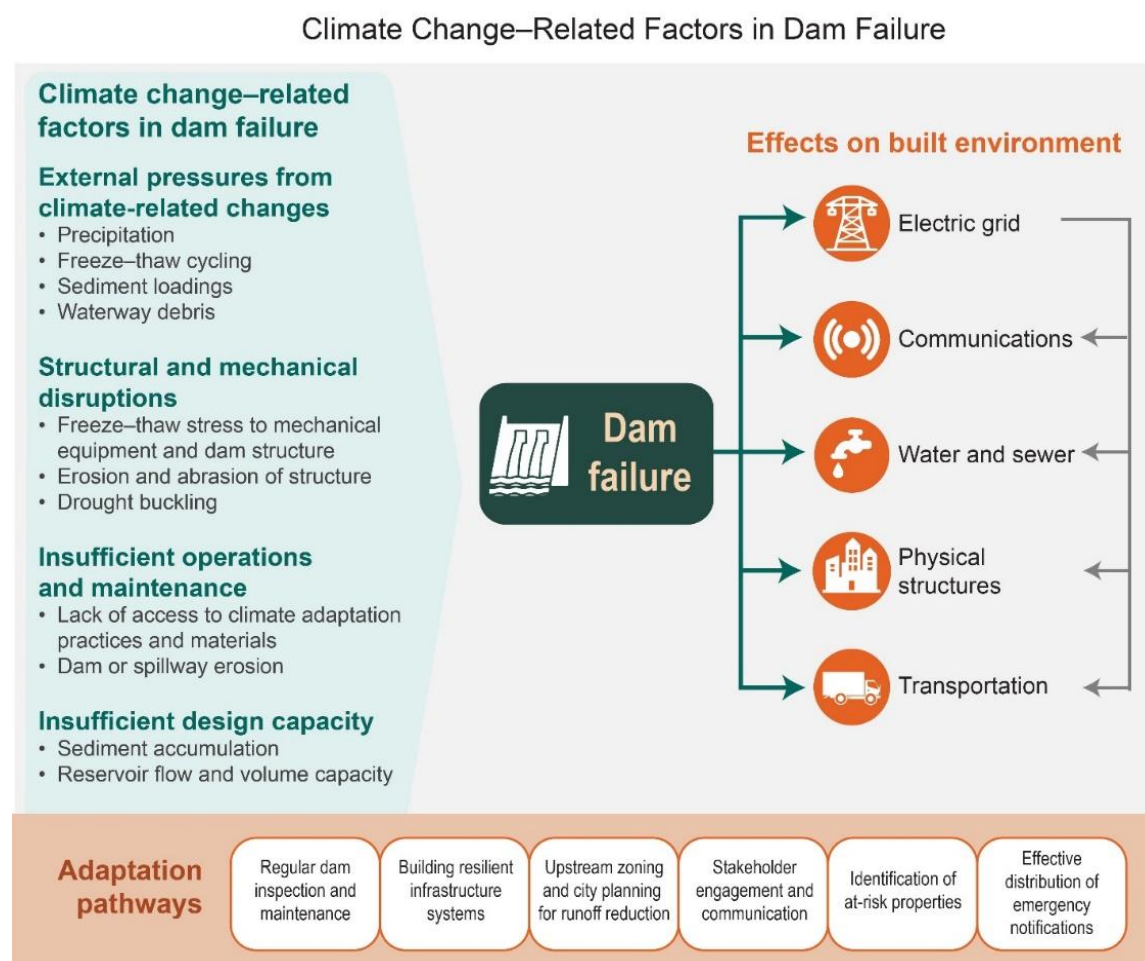
When conducting the risk assessment, the Planning Team determined that the probability of a catastrophic dam failure affecting Duarte is possible with an annual probability of occurrence being between 1 in 100 and 1 in 1000 years.

There are several contributing factors to dam failures including floods and earthquakes. According to the Fifth National Climate Assessment, extreme precipitation—producing weather systems ranging from tropical cyclones to atmospheric rivers are *very likely* to produce heavier precipitation at higher global warming levels. Recent increases in frequency, severity, and amount of extreme precipitation are expected to continue across the US even if global warming is limited to the Paris Agreement targets. Changes in extreme precipitation events differ seasonally as they are *very likely* to increase in spring and winter across continental US in the fall, while projected changes in the summer season are more uncertain. These systems will continue to put stress dams increasing their risk of failure.

Increased extreme precipitation events, erosion, and droughts in Duarte can increase the risk of dam failure. An increase in precipitation can put the dam at risk of over spilling. Erosion from

water, wind, and earthquakes can cause structural damage to dams making them more likely to fail if they are not maintained. Drought conditions can cause buckling of dams if not properly inspected and maintained.

Figure 3.4: Climate-Related Factors in Dam Failure
Source: Fifth National Climate Assessment (2023)



Flooding

Q&A | ELEMENT B: RISK ASSESSMENT | B1-a.

Q: Does the plan describe all natural hazards that can affect the jurisdiction(s) in the planning area, and does it provide the rationale if omitting any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area? (Requirement 44 CFR § 201.6(c)(2)(i))

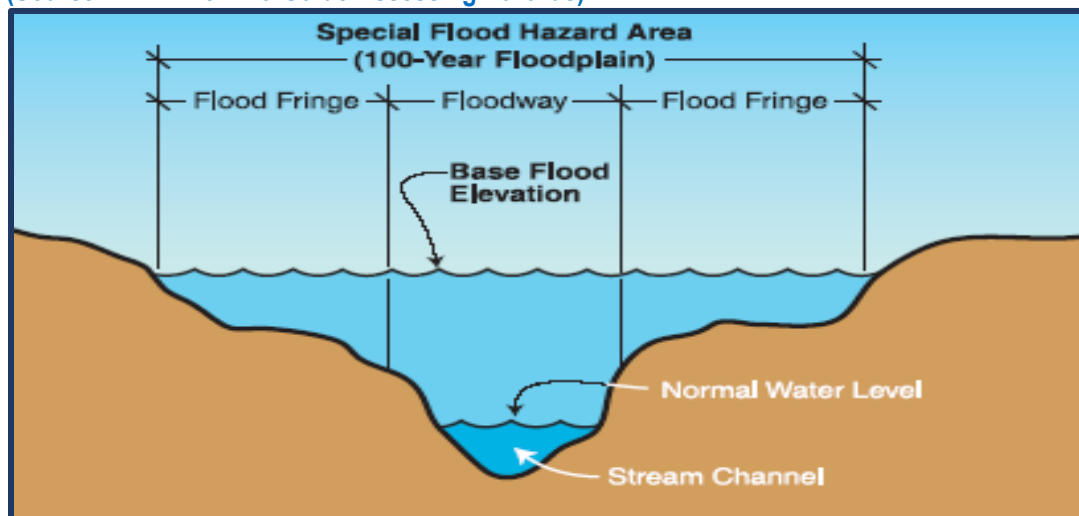
A: See **Description** below.

Description

A floodplain is a land area adjacent to a river, stream, lake, estuary, or other water body that is subject to flooding. This area, if left undisturbed, acts to store excess flood water. The floodplain is made up of two sections: the floodway and the flood fringe. The 100-year flooding event is the flood having a one percent chance of being equaled or exceeded in magnitude in any given year.

Contrary to popular belief, it is not a flood occurring once every 100 years. The 100-year floodplain is the area adjoining a river, stream, or watercourse covered by water in the event of a 100-year flood. Figure 3.1: Floodplain and Floodway shows the relationship between the floodplain and the floodway.

Figure 3.1: Floodplain and Floodway
(Source: FEMA How-To-Guide Assessing Hazards)



Types of Flooding

Two types of flooding primarily affect the region: slow-rise or flash flooding. Slow-rise floods may be preceded by a warning period of hours or days. Evacuation and sandbagging for slow-rise floods have often effectively lessened flood related damage. Conversely, flash floods are most difficult to prepare for, due to extremely limited, if any, advance warning and preparation time.

For the City of Duarte, floodplains are controlled by infrastructure while localized or urban flooding continues to pose a problem from time to time. In addition, post-fire debris flows pose a significant threat during heavy rains.

Atmospheric Rivers

According to the National Oceanic and Atmospheric Administration (NOAA), atmospheric rivers are relatively long, narrow regions in the atmosphere – like rivers in the sky – that transport most of the water vapor outside of the tropics. These columns of vapor move with the weather, carrying an amount of water vapor roughly equivalent to the average flow of water at the mouth of the Mississippi River. When the atmospheric rivers make landfall, they often release this water vapor in the form of rain or snow.



Definitions of FEMA Flood Zone Designations

Flood zones are geographic areas that the FEMA has defined according to varying levels of flood risk. These zones are depicted on a community's Flood Insurance Rate Map (FIRM) or Flood Hazard Boundary Map. Each zone reflects the severity or type of flooding in the area.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-c.

Q: Does the plan describe the extent for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Table 3.8, Map 3.7-3.8** below.

Table 3.8: FEMA Flood Zones

(Source: FEMA)

Moderate to Low Risk Areas

In communities that participate in the NFIP, flood insurance is available to all property owners and renters in these zones:

ZONE	DESCRIPTION
B and X (shaded)	Area of moderate flood hazard, usually the area between the limits of the 100-year and 500-year floods. B Zones are also used to designate base floodplains of lesser hazards, such as areas protected by levees from 100-year flood, or shallow flooding areas with average depths of less than one foot or drainage areas less than 1 square mile.
C and X (unshaded)	Area of minimal flood hazard usually depicted on FIRMs as above the 500-year flood level. Zone C may have ponding and local drainage problems that do not warrant a detailed study or designation as base floodplain. Zone X is the area determined to be outside the 500-year flood and protected by levee from 100-year flood.

High Risk Areas

In communities that participate in the NFIP, mandatory flood insurance purchase requirements apply to all of these zones:

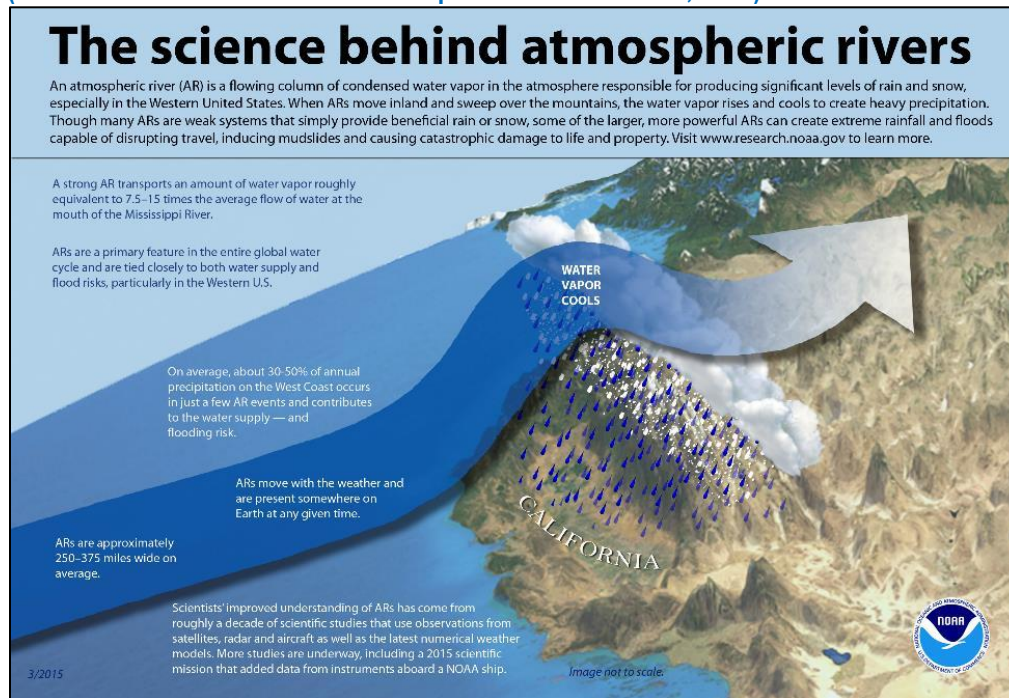
ZONE	DESCRIPTION
A	Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.
AE	The base floodplain where base flood elevations are provided. AE Zones are now used on new format FIRMs instead of A1-A30 Zones.
A1-30	These are known as numbered A Zones (e.g., A7 or A14). This is the base floodplain where the FIRM shows a BFE (old format).
AH	Areas with a 1% annual chance of shallow flooding, usually in the form of a pond, with an average depth ranging from 1 to 3 feet. These areas have a 26% chance of flooding over the life of a 30-year mortgage. Base flood elevations derived from detailed analyses are shown at selected intervals within these zones.
AO	River or stream flood hazard areas, and areas with a 1% or greater chance of shallow flooding each year, usually in the form of sheet flow, with an average depth ranging from 1 to 3 feet. These areas have a 26% chance of flooding over the life of a 30-year mortgage. Average flood depths derived from detailed analyses are shown within these zones.
AR	Areas with a temporarily increased flood risk due to the building or restoration of a flood control system (such as a levee or a dam). Mandatory flood insurance purchase requirements will apply, but rates will not exceed the rates for unnumbered A zones if the structure is built or restored in compliance with Zone AR floodplain management regulations.
A99	Areas with a 1% annual chance of flooding that will be protected by a Federal flood control system where construction has reached specified legal requirements. No depths or base flood elevations are shown within these zones.

Undetermined Risk Areas

ZONE	DESCRIPTION
D	Areas with possible but undetermined flood hazards. No flood hazard analysis has been conducted. Flood insurance rates are commensurate with the uncertainty of the flood risk.

Although atmospheric rivers come in many shapes and sizes, those that contain the largest amounts of water vapor and the strongest winds can create extreme rainfall and floods, often by stalling over watersheds vulnerable to flooding. These events can disrupt travel, induce mudslides, and cause catastrophic damage to life and property. A well-known example is the "Pineapple Express," a strong atmospheric river that can bring moisture from the tropics near Hawaii over to the US West Coast.

Figure 3.2: Atmospheric Rivers
(Source: National Oceanic and Atmospheric Administration, 2023)



While atmospheric rivers are responsible for great quantities of rain that can produce flooding, they also contribute to beneficial increases in snowpack. A series of atmospheric rivers fueled the strong winter storms that battered the U.S. West Coast from western Washington to southern California from December 10–22, 2010, producing 11 to 25 inches of rain in certain areas. These rivers also contributed to the snowpack in the Sierras, which received 75 percent of its annual snow by December 22, the first full day of winter.

NOAA research (e.g., [NOAA Hydrometeorological Testbed](#) and Cal Water) uses satellite, radar, aircraft and other observations, as well as major numerical weather model improvements, to better understand atmospheric rivers and their importance to both weather and climate

Q&A | ELEMENT B: RISK ASSESSMENT | B1-b.

Q: Does the plan include information on the location of each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Local Conditions** below.

Local Conditions

Although the San Gabriel River is adjacent to the City, the majority of the City's flooding concerns are from urban flooding and post-fire debris flows.

Post-Fire Debris Flow

According to USGS, post-fire debris flows are triggered by either surface erosion caused by rainfall runoff or landsliding caused by rainfall seeping into the ground. These flows can start on a dry slope after heavy rainfall and can travel many miles downstream, affecting areas that were neither burned nor received any rain. The extreme heat from wildfires alters soil properties and

vegetation, leading to changes in runoff rates and sediment transport, increasing the likelihood of runoff-generated debris flows. High-intensity, short-duration bursts of rain are often the trigger for these flows.

Urban Flooding

While urban flooding is not a major problem in the city, it is one that requires on-going maintenance of existing storm drains and flood control channels. Debris accumulation in storm drains and flood control channels is also one of the largest maintenance problems for the city. Low-lying areas of the City are particularly susceptible to urban flooding. According to the Safety Element, the following areas are considered at risk to urban flooding:

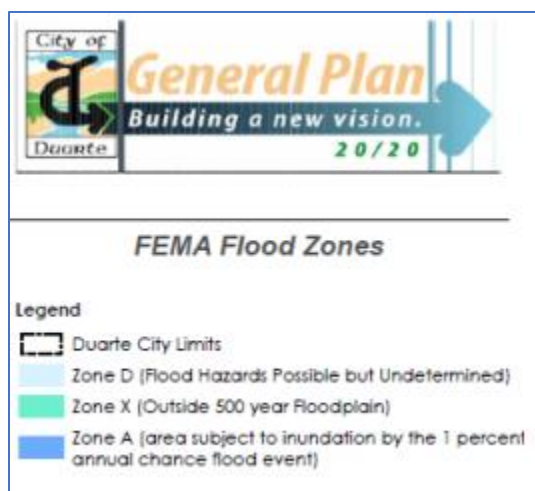
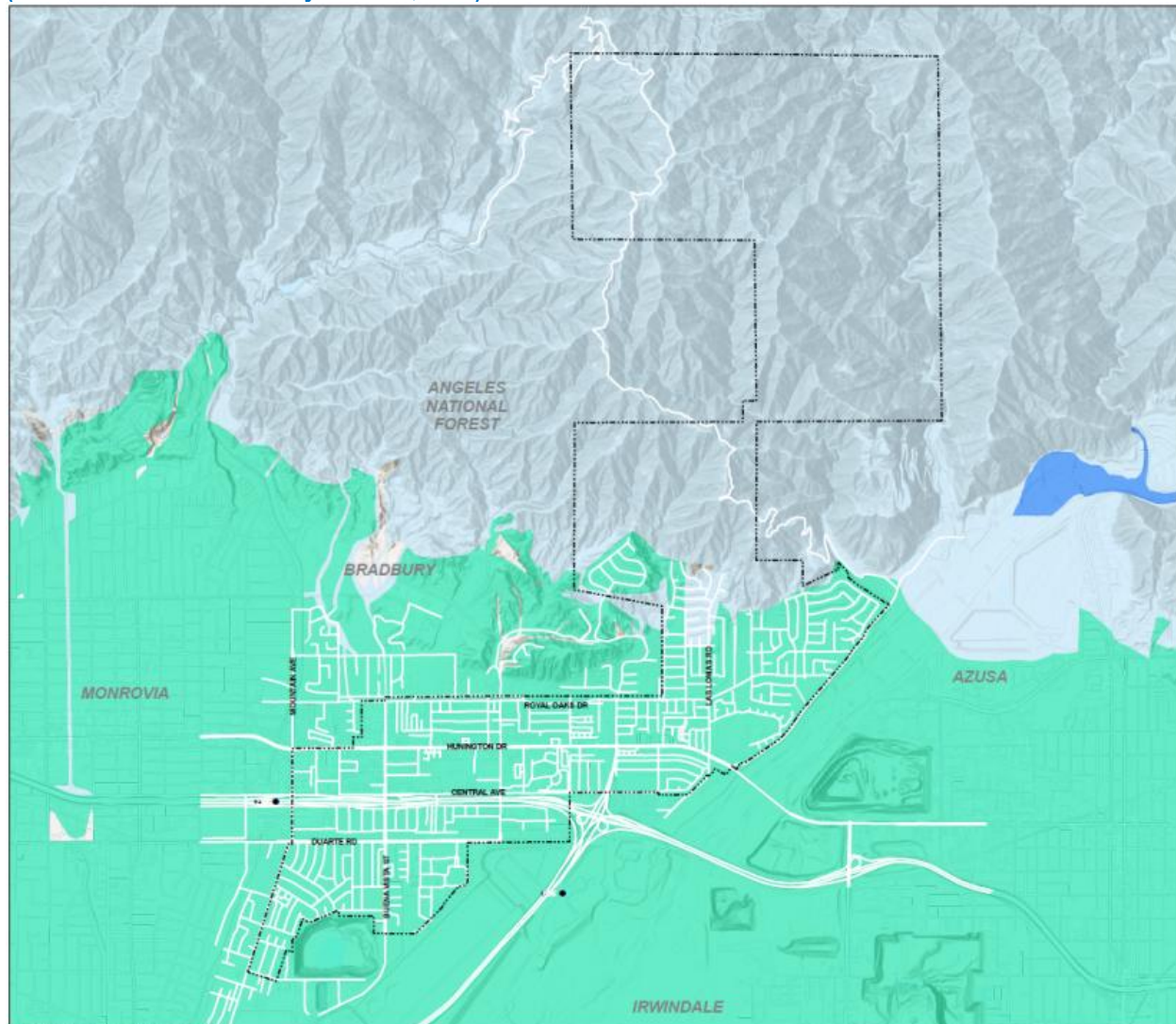
- Huntington Drive, north side, west of Buena Vista Street
- Encanto Parkway, north of Huntington Drive
- Encanto Parkway near Fish Canyon Road
- Central Avenue, north side, east of Santo Domingo Avenue
- Buena Vista Street, east side, south of Galen Street
- Vineyard Avenue north of Royal Oaks

The problems are most often present when storm water runoff enters culverts or goes underground into storm sewers. Inadequate maintenance can also contribute to flood hazards in the urban areas.

As land is converted from fields or woodlands to roads and parking lots, it loses its ability to absorb rainfall. Urbanization of a watershed changes the hydrologic systems of the basin. Heavy rainfall collects and flows faster on impervious concrete and asphalt surfaces. The water moves from the clouds to the ground, and into streams at a much faster rate in urban areas. Adding these elements to the hydrological systems can result in flood waters that rise very rapidly and peak with violent force. Almost 75 percent of the urbanized area in the City of Duarte has a high concentration of impermeable surfaces that either collect water or concentrate the flow of water in unnatural channels. During periods of urban flooding, streets can become swift moving rivers and low-lying areas can fill with water.

Map 3.7 depicts the flood map for Duarte. No part of the city lies within a 100-year flood zone.

Map 3.7: FEMA Flood Zones
(Source: General Plan Safety Element, 2021)



Q&A | ELEMENT B: RISK ASSESSMENT | B1-d.

Q: Does the plan include the history of previous hazard events for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Previous Flooding in Duarte**, **Previous Flooding in Los Angeles County** and **Table 3.9** below.

Previous Flooding in Duarte

Flooding has not been a serious hazard to Duarte in several decades. However, the potential for localized urban flooding and post-fire debris flows still exists. According to the General Plan Safety Element, the most recent significant post-fire debris flows took place in January and February of 2017 which resulted in flooding and debris accumulation from the Fish Fire into several streets in Duarte's foothills. See **Local Conditions** for information about urban flooding risks.

Previous Flooding Impacting Los Angeles County

According to the General Plan, historic flooding records in Los Angeles County show that since 1811, the Los Angeles River has flooded 30 times, on average once every 6.1 years. But averages are deceiving, for the Los Angeles basin goes through periods of drought and then periods of above average rainfall. Between 1889 and 1891, the river flooded every year, from 1941 to 1945, the river flooded 5 times. Conversely, from 1896 to 1914, and again from 1944 to 1969, a period of 25 years, the river did not have serious floods.

Average annual precipitation in Los Angeles County ranges from 13 inches on the coast to approximately 40 inches on the highest point of the Peninsular Mountain Range that transects the county. Several factors determine the severity of floods, including rainfall intensity and duration. A large amount of rainfall over a short time can result in flash flood conditions. A sudden thunderstorm or heavy rain, dam failure, or sudden spills can cause flash flooding. The National Weather Service's definition of a flash flood is a flood occurring in a watershed where the time of travel of the peak of flow from one end of the watershed to the other is less than six hours.

The towering mountains that give the Los Angeles region its spectacular views also bring a great deal of rain out of the storm clouds that pass through. Because the mountains are so steep, the rainwater moves rapidly down the slopes and across the coastal plains on its way to the ocean.

The Santa Monica, Santa Susana and Verdugo Mountains, which surround three sides of the valley, seldom reach heights above three thousand feet. The western San Gabriel Mountains, in contrast, have elevations of more than seven thousand feet. These higher ridges often trap eastern-moving winter storms. Although downtown Los Angeles averages just fifteen inches of rain a year, some peaks in the San Gabriel Mountains receive more than forty inches of precipitation annually, as much as many locations in the humid eastern United States" (Source: The Los Angeles River: It's Life, Death, and Possible Rebirth, Gumprecht 2001). Naturally, this rainfall moves rapidly downstream, often with severe consequences for anything in its path. In extreme cases, flood-generated debris flows will roar down a canyon at speeds near 40 miles per hour with a wall of mud, debris and water, tens of feet high. Flooding occurs when climate, geology, and hydrology combine to create conditions where water flows outside of its usual course.

Table 3.9: Previous Flooding in Los Angeles County
(Source: FEMA Disaster Declaration, 2024)

Date	Location	Federal Declaration	State Executive Order/State of Emergency	Declaration Title
March 10, 2023	Los Angeles County	EM-3592-CA		Severe Winter Storms, Flooding, Landslides, and Mudslides
January 14, 2023	Los Angeles County	DR-4683-CA		Severe Winter Storms, Flooding, Landslides, and Mudslides
January 9, 2023	Los Angeles County	EM-3591-CA		Severe Winter Storms, Flooding, and Mudslides
August 18, 2023	Fresno, Imperial, Inyo, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, Tulare, and Ventura	NA	State of Emergency	Hurricane Hilary related flooding
March 16, 2017	Los Angeles County	DR-4305-CA		Severe Winter Storms, Flooding, and Mudslides
February 3, 1993	Los Angeles County	DR-979-CA		Severe Winter Storms, Mud & Landslides, Flooding
February 25, 1992	Los Angeles County	DR-935-CA		Rain/Snow/Windstorms, Flooding, Mudslides
February 5, 1988	Los Angeles County	DR-812-CA		Severe Storms, High Tides & Flooding
February 21 1980	Los Angeles County	DR-615-CA		Severe Storms, Mudslides & Flooding
February 15 1978	Los Angeles County	DR-547-CA		Coastal Storms, Mudslides & Flooding
January 26, 1969	Los Angeles County	DR-253-CA		Severe Storms & Flooding

Q&A | ELEMENT B: RISK ASSESSMENT | B1-e.

Q: Does the plan include the probability of future events for each identified hazard including the type, location and range of anticipated intensities? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Probability of Future Flooding Events, Climate Change Considerations** below.

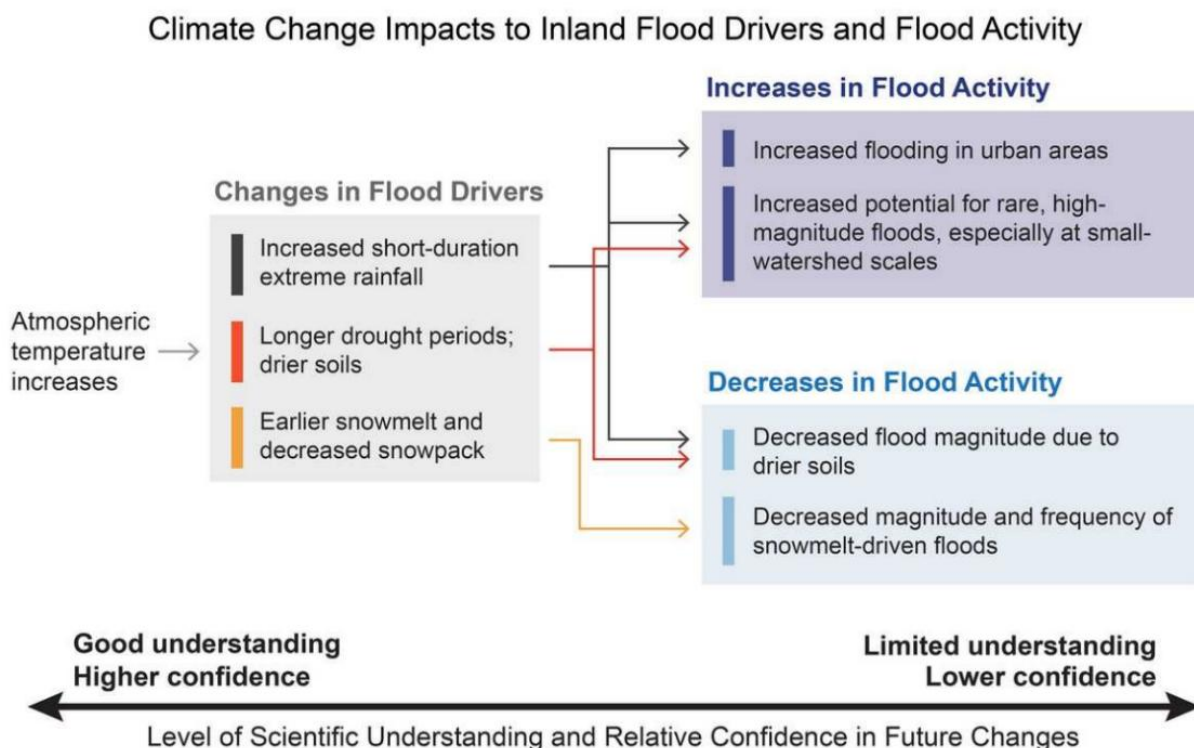
Probability of Future Flooding Events

When conducting the risk assessment, the Planning Team determined that the probability of a flood resulting in significant damage is slight, with an annual probability of occurrence being between 1 in 10 and 1 in 100 years.

Climate Change Considerations

According to the Fifth National Climate Assessment, extreme precipitation-producing weather systems ranging from tropical cyclones to atmospheric rivers are *very likely* to produce heavier precipitation at higher global warming levels. Recent increases in frequency, severity, and amount of extreme precipitation are expected to continue across the US even if global warming is limited to the Paris Agreement targets. Changes in extreme precipitation events differ seasonally—they are *very likely* to increase in spring and winter across the continental US and Alaska and in eastern and northwestern states in the fall, while projected changes in the summer season are more uncertain.

Figure 3.3: Climate Change Impacts to Inland Flood Drivers and Flood Activity
Source: Fifth National Climate Assessment (2023)



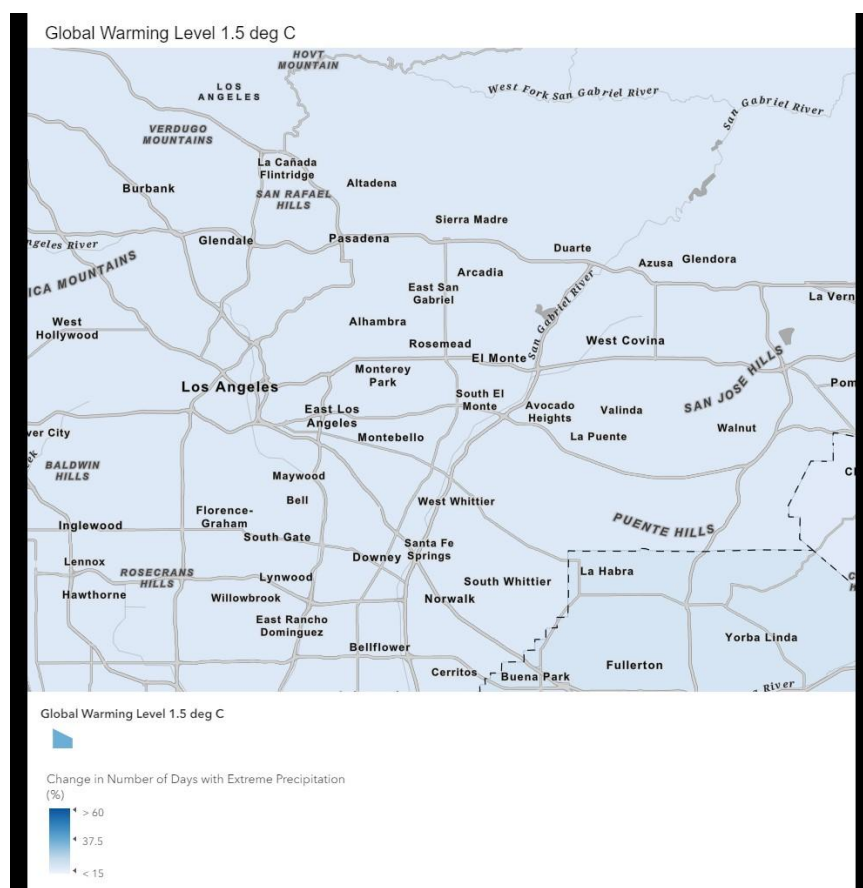
According to Cal Adapt, Duarte has a 30-year average baseline of 26.0 inches of precipitation. During the mid-century (2035-2064) this 30-year average is projected to drop slightly to 25.3 inches of precipitation under high emissions scenario. During the end-century (2070-2099) it is projected Duarte's 30-year average precipitation will remain at 25.4 inches.

The maps are from the National Climate Assessment Interactive Atlas Explorer and depict the change in the number of days with extreme precipitation for 4 different global warming levels. The first level is if Earth's Temperature rises 2.7 degrees Fahrenheit (1.5 degrees Celsius) above the pre-industrial average. The effects of a 1.5-degree Celsius change on the number of extreme precipitation days is depicted in **Map 3.8**. Under this scenario, the annual number of days with precipitation in the top 1% of historical rainfall events in Los Angeles County is projected to increase by 19% compared to 1991 to 2020. The second level is if Earth's Temperature rises 3.6 degrees Fahrenheit (2 degrees Celsius) above the pre-industrial average and is depicted in

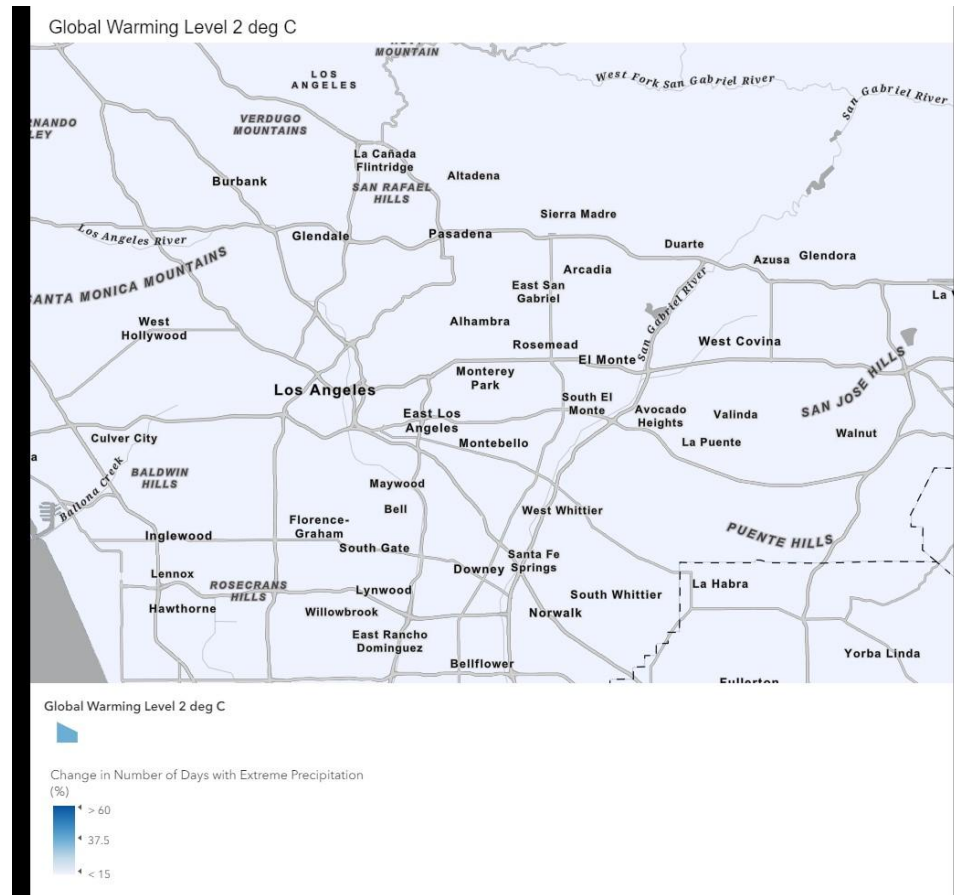
Map 3.9. Under this scenario, the annual number of days with precipitation in the top 1% of historical rainfall events in Los Angeles County is projected to increase by 12% compared to 1991 to 2020. The third level is if Earth's temperature rises 5.4 degrees Fahrenheit (3 degrees Celsius) above the pre-industrial average and is depicted in **Map 3.10**. Under this scenario, the annual number of days with precipitation in the top 1% of historical rainfall events in Los Angeles County is projected to increase by 27% compared to 1991 to 2020. The fourth level is if Earth's temperature rises 7.2 degrees Fahrenheit (4 degrees Celsius) above the pre-industrial average and is depicted in **Map 3.11**. Under this scenario, the annual number of days with precipitation in the top 1% of historical rainfall events in Los Angeles County is projected to increase by 59% compared to 1991 to 2020.

The increase in the number of extreme precipitation days will increase the probability Duarte, and more broadly Los Angeles County, will experience flooding events. An increase in flood events will strain the city's capacity to respond to maintenance and repair activities due to flood events. Additional infrastructure modifications and retrofitting may be required for the city to better respond to and recover from flooding events.

Map 3.8: Global Warming Level 1.5 deg C Source: Fifth National Climate Assessment



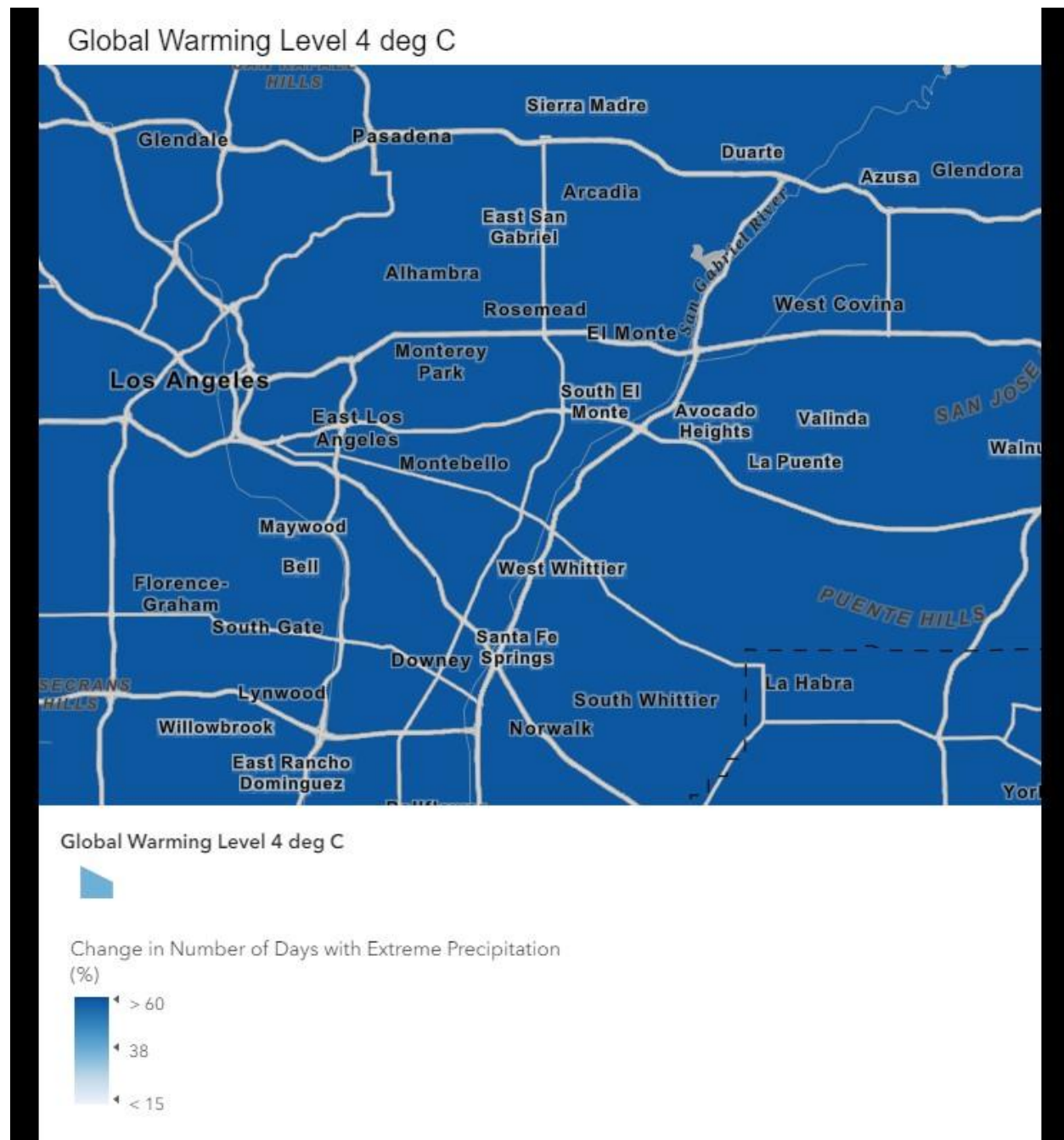
Map 3.9: Global Warming Level 2 deg C
Source: Fifth National Climate Assessment



Map 3.10: Global Warming Level 3 deg C
Source: Fifth National Climate Assessment



Map 3.11: Global Warming Level 4 deg C
Source: Fifth National Climate Assessment



Wildfire

Q&A | ELEMENT B: RISK ASSESSMENT | B1-a.

Q: Does the plan describe all natural hazards that can affect the jurisdiction(s) in the planning area, and does it provide the rationale if omitting any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Description** below.

Description

Wildfire is an uncontrolled fire spreading through vegetative fuels and exposing or possibly consuming structures. They often begin unnoticed and spread quickly. Naturally occurring and non-native species of grass, brush, and trees fuel wildfires. A wildland fire is a wildfire in an area in which development is essentially nonexistent, except for roads, railroads, power lines and similar facilities. A wildland/urban interface fire is a wildfire in a geographical area where structures and other human development meet or intermingle with wildland or vegetative fuels.

Wildfire Characteristics

There are three categories of wildland/urban interface fire. The classic wildland/urban interface exists where well-defined urban and suburban development presses up against open expanses of wildland areas; the mixed wildland/urban interface is characterized by isolated homes, subdivisions, and small communities situated predominantly in wildland settings.

The occluded wildland/urban interface exists where islands of wildland vegetation occur inside a largely urbanized area. Certain conditions must be present for significant interface fires to occur. The most common conditions include hot, dry and windy weather; the inability of fire protection forces to contain or suppress the fire; the occurrence of multiple fires that overwhelm committed resources; and a large fuel load (dense vegetation). Once a fire has started, several conditions influence its behavior, including fuel, topography, and weather.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-b.

Q: Does the plan include information on the location of each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Local Conditions, Map 3.12** below.

Local Conditions

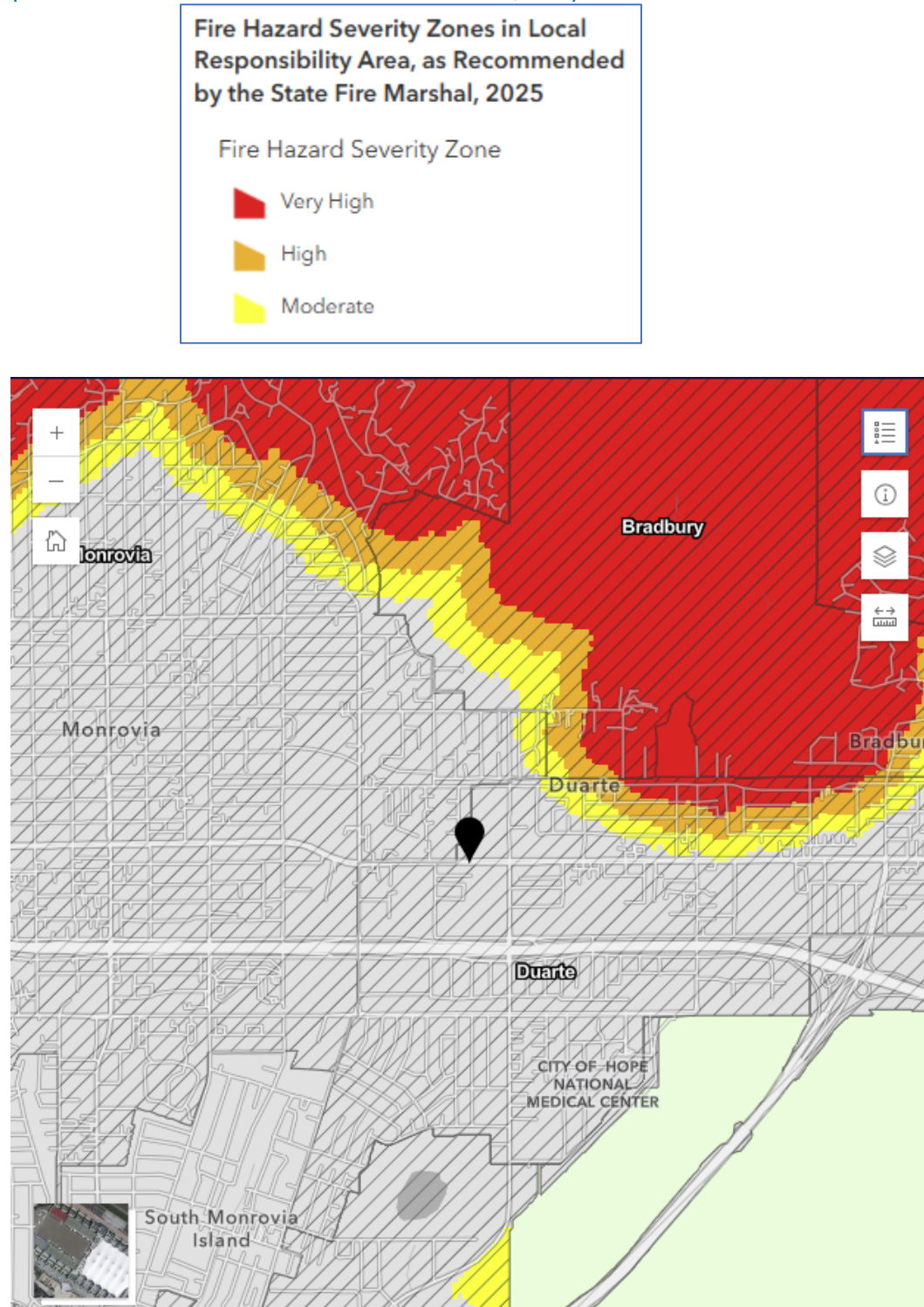
According to the Safety Element, the California Department of Forestry and Fire Protection (CAL FIRE) ranks fire hazards of wildland areas of the state using four main criteria: fuels, weather, assets at risk, and level of service. According to CAL FIRE's Fire Hazard Severity Zone map, Duarte is located in a Very High Fire Hazard Severity Zone. Duarte's location at the base of the San Gabriel Mountains creates an urban/wildland interface that makes Duarte more susceptible to wildfires than cities that do not border the foothills. The most recent wildfire in the northeastern portion of Duarte was the San Gabriel Complex Fire in 2016, which required evacuation of 1,376 homes. As shown in **Map 3.12**, residents living north of Royal Oaks Drive are at substantial risk of a wildland fire. This has resulted in low densities in the privately held hillside areas. The City's Development Code has established Hillside Development Standards that include minimizing risk to properties associated with wildfires and require that all new construction on hillside areas comply with the California Building Code and California Fire Code.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-c.

Q: Does the plan describe the extent for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Map 3.12** below.

Map 3.12: Fire Hazard Severity Zones – Local Responsibility Area
(Source: California Office of the State Fire Marshal, 2025)



Q&A | ELEMENT B: RISK ASSESSMENT | B1-d.

Q: Does the plan include the history of previous hazard events for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Previous Wildfires Impacting Duarte**, and **Previous Wildfires Impacting Los Angeles County**, and **Table 3.10** below.

Previous Wildfires Impacting Duarte

The most recent fire to affect the City of Duarte and surrounding communities was the Eaton Fire. The Eaton Fire ignited on January 7, 2025, burning over 14,000 including 9,400 structures and resulting in 18 fatalities. While Duarte was not directly affected, the city faced evacuation warnings and helped to provide shelter for those displaced by the fire.

City of Hope, a prominent cancer treatment center in Duarte, faced immediate threats from the advancing fire. The facility prepared for the potential evacuation of its 220 inpatients. Fortunately, a shift in the wind direction prevented the fire from reaching the hospital, allowing it to remain operational.

To accommodate those displaced by the fire, a shelter was established at the Pamela Park gymnasium in Duarte. This facility provided meals, mental health services, and assistance in finding permanent housing. The shelter aimed to keep evacuees close to their social networks and familiar resources.

Previous Wildfires Impacting Los Angeles County

The most recent significant wildfire event to impact Los Angeles County was the Palisades Fire and Eaton Fire in January 2025. The Palisades Fire was a devastating wildfire that ignited on January 7, 2025, in the Santa Monica Mountains of Los Angeles County. Over 24 days, it consumed approximately 23,000 acres, leading to the destruction of nearly 6,800 homes and resulting in at least 29 fatalities. The fire prompted the evacuation of over 100,000 residents from areas including Pacific Palisades, Topanga, and Malibu. Significant cultural landmarks were affected, such as the Getty Villa Museum grounds and historic structures in Will Rogers State Historic Park.

The Eaton Fire, which began on January 7, 2025, had a significant impact on Los Angeles County, particularly affecting the San Gabriel Mountains and nearby communities like Altadena and Duarte. The fire burned over 9,400 acres, destroying thousands of structures and resulting in 17 fatalities. It prompted widespread evacuations, including residents from at-risk neighborhoods and key facilities like the City of Hope cancer treatment center in Duarte. The fire also brought attention to environmental concerns, as the U.S. Environmental Protection Agency (EPA) designated a local site, Lario Park, for hazardous debris processing, sparking opposition from local communities over potential contamination risks. The Eaton Fire's destruction and the challenges faced in recovery, including slow rebuilding efforts, highlighted the vulnerability of Los Angeles County to wildfire risks and the need for improved fire prevention, preparedness, and resilience in urban and wildland areas.

Table 3.10: Wildfires Impacting Los Angeles County 2018-2025
(Source: NOAA Storm Events Database)

Date	Fire	Damage
------	------	--------

01/07/2025	Palisades Fire	Burned over 23,000 acres. The fire destroyed nearly 6,800 homes and resulted in at least 29 fatalities. Extensive damage to critical infrastructure and roadside facilities.
01/07/2025	Eaton Fire	Burned over 9,400 acres. The fire destroyed over 9,400 structures and resulted in 17 fatalities.
9/6/2020	Bobcat Fire	The Bobcat Fire burned 115,796 acres in the Angeles National Forest as well as the foothills of the Antelope Valley and San Gabriel Valleys. Overall, 87 homes were destroyed and 28 more homes were damaged.
10/28/2019	The Getty Fire	Burned 745 acres. The fire destroyed 10 residences and damaged 15 other residences.
10/24/2019	The Tick Fire	Burned 4,615 acres in the Canyon County area of Los Angeles County. The fire destroyed 23 homes and damaged 40 others. During the incident, four firefighter injuries were reported.
10/10/2019	The Saddle Ridge Fire	Burned 8,799 acres across the foothills of the San Fernando Valley as well as the Santa Clarita Valley and the Los Angeles County mountains. The fire destroyed 19 residences and damaged 88 additional residences. One civilian death was reported (due to cardiac arrest) and eight firefighters were injured.
11/8/2018	The Woolsey Fire	Burned a total of 96,949 acres in Los Angeles and Ventura counties including Thousand Oaks, Agoura Hills, Calabasas, the Santa Monica Mountains, Malibu, and West Hills. A total of 1,643 structures were destroyed and 3 people were killed.
6/4/2018	The Stone Fire	Burned 1,352 acres in the mountains of Los Angeles County.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-e.

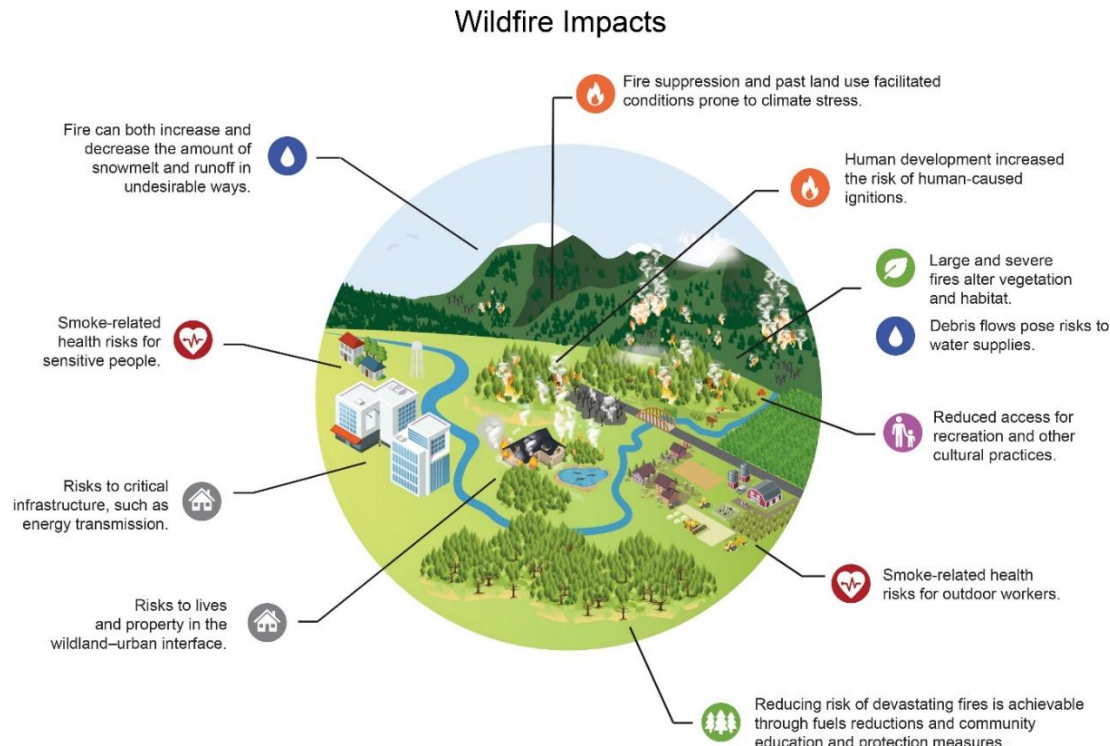
Q: Does the plan include the probability of future events for each identified hazard including the type, location and range of anticipated intensities? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Probability of Future Events** below.

Probability of Future Events

When conducting the risk assessment, the Planning Team determined that the probability of a catastrophic wildfire affecting Duarte is “likely” with an annual probability of occurrence being between 1 in 10 and 1 in 100 years.

Figure 3.1: Wildfire Impacts
Source: Fifth National Climate Assessment (2023)



Windstorm

Q&A | ELEMENT B: RISK ASSESSMENT | B1-a.

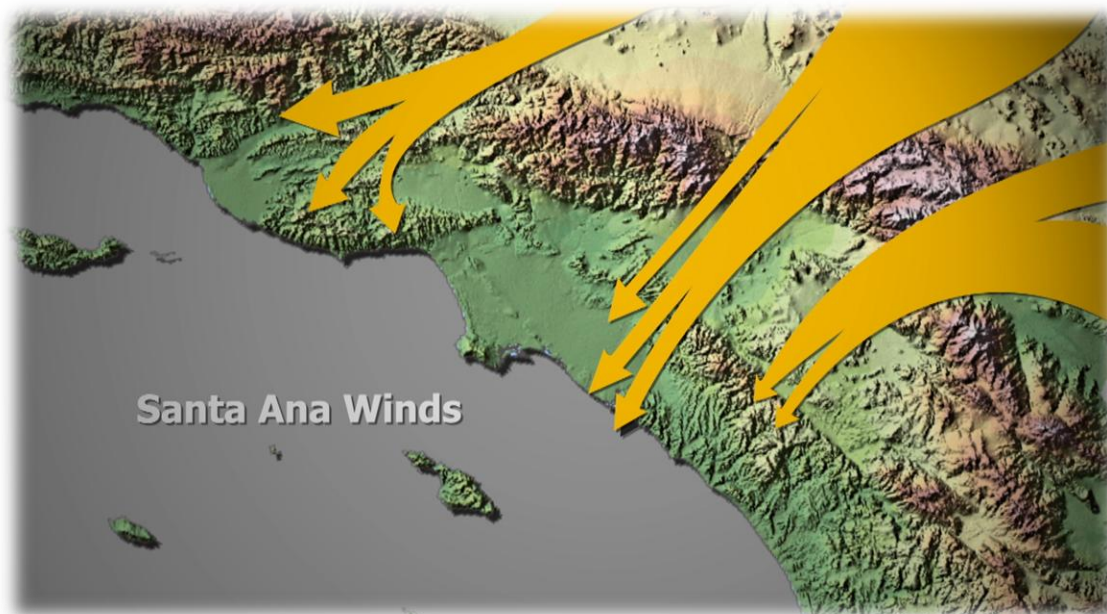
Q: Does the plan describe all natural hazards that can affect the jurisdiction(s) in the planning area, and does it provide the rationale if omitting any natural hazards that are commonly recognized to affect the jurisdiction(s) in the planning area? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Description** below.

Description

Santa Ana winds are generally defined as warm, dry winds that blow from the east or northeast (offshore). These winds occur below the passes and canyons of the coastal ranges of Southern California and in the Los Angeles and Orange County basins. Santa Ana winds often blow with exceptional speed in the Santa Ana Canyon (the canyon from which it derives its name). Forecasters at the National Weather Service offices in Oxnard and San Diego usually place speed minimums on these winds and reserve the use of "Santa Ana" for winds greater than 25 knots. These winds accelerate to speeds of 35 knots as they move through canyons and passes, with gusts to 50 or even 60 knots.

Infographic 3.1: Santa Ana Winds
(Source: A screenshot from the USGS film "Living with Fire")



The complex topography of Southern California combined with various atmospheric conditions creates numerous scenarios that may cause widespread or isolated Santa Ana events. Commonly, Santa Ana winds develop when a region of high pressure builds over the Great Basin (the high plateau east of the Sierra Mountains and west of the Rocky Mountains including most of Nevada and Utah). Clockwise circulation around the center of this high-pressure area forces air downslope from the high plateau. The air warms as it descends toward the California coast at the rate of five degrees F per 1,000 feet due to compressional heating. Thus, compressional heating provides the primary source of warming. The air is dry since it originated in the desert, and it dries out even more as it is heated.

These regional winds typically occur from October to March and, according to most accounts are named either for the Santa Ana River Valley where they originate, or for the Santa Ana Canyon, southeast of Los Angeles, where they pick up speed.

What is Susceptible to Windstorms?

Life and Property

Windstorm events can be expected, perhaps annually, across widespread areas of the region which can be adversely impacted during a windstorm event. This can result in the involvement of emergency response personnel during a wide-ranging windstorm or microburst tornadic activity. Both residential and commercial structures with weak reinforcement are susceptible to damage. Wind pressure creates a direct and frontal assault on a structure, pushing walls, doors, and windows inward. Conversely, passing currents creates lift suction forces that pull building components and surfaces outward. With extreme wind forces, the roof or entire building can fail causing considerable damage.

Debris carried along by extreme winds can directly contribute to loss of life and indirectly to the failure of protective building envelopes, siding, or walls. When severe windstorms strike an area, downed trees, power lines, and damaged property can be major hindrances to emergency response and disaster recovery.

Utilities

Historically, falling trees are the major cause of power outages in the project area. Windstorms such as strong microbursts and Santa Ana Wind conditions cause flying debris and downed utility lines. For example, tree limbs breaking in winds of only 45 mph can be thrown over 75 feet, overhead power lines are damaged, even in relatively minor windstorm events. Falling trees bring electric power lines down to the pavement, creating the possibility of lethal electric shock.

Telecommunications

Overhead lines and telecommunications towers and dishes are all vulnerable to wind-related damage.

Infrastructure

Windstorms damage buildings, power lines, other property, and infrastructure, due to falling trees and branches. During wet winters, saturated soil can cause trees to become less stable and more vulnerable to uprooting from high winds.

Increased Fire Threat

Perhaps the greatest danger from windstorm activity in the project area comes from the combination of the Santa Ana winds with the major fires that occur every few years in the urban/wildland interface. With the Santa Ana winds driving the flames, the speed and reach of the flames is even greater than in times of calm wind conditions.

Transportation

Windstorm activity impacts local transportation in addition to the problems caused by downed trees and electrical wires blocking streets and highways. During periods of extremely strong Santa Ana winds, major highways can be temporarily closed to truck and recreational vehicle traffic. However, typically these disruptions are not long lasting, nor do they have a severe long term economic impact on the region.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-c.

Q: Does the plan describe the extent for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Table 3.8, Map 3.7-3.8** below.

Table 3.8: Beaufort Scale

Source: National Weather Service

Force	Speed (MPH)	Descriptions
0	0 to 1	Calm: Smoke rises vertically
1	1 to 3	Light air: The direction of the wind is shown by smoke drift, but not wind vanes
2	4 to 7	Light breeze: Wind is felt on the face, leaves rustle, and wind vanes are moved
3	8 to 12	Gentle breeze: Leaves and small twigs are in motion, light flags are extended.
4	13 to 18	Moderate breeze: Dust and loose paper become airborne, and small branches are moved
5	19 to 24	Fresh breeze: Small trees begin to sway
6	25 to 31	Strong breeze: Large branches are in motion, and using an umbrella becomes difficult
7	32 to 38	High wind: Whole trees are in motion and walking against the wind can be hard
8	39 to 46	Strong wind: Walking is difficult and twigs break off trees
9	47 to 54	Severe wind: Slight structural damage
10	55 to 63	Storm: Trees are uprooted and considerable damage to structures

11	63 to 72	Violent storm: Widespread damage
12	73 and above	Hurricane: Devastating damage

Q&A | ELEMENT B: RISK ASSESSMENT | B1-b.

Q: Does the plan include information on the location of each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Local Conditions** below.

Local Conditions

Based upon previous windstorm, it is not difficult to assume that a future windstorm event could generate similar damage. Severe windstorms pose a significant risk to life and property in the City of Duarte by creating conditions that disrupt essential systems such as public utilities, telecommunications, and transportation routes. High winds can and do occasionally cause tornado-like damage to local homes and businesses in and near the community. High winds have destructive impact especially to trees, power lines, and utility services.

The most common wind condition is a Santa Ana Wind. This condition has generated winds that have exceeded 100 mph. Wind velocities of up to 111 mph have been generated from the same Santa Ana wind, resulting in the loss of life due to flying debris.

The entire City and all critical facilities are susceptible to windstorm damage. A majority of windstorm damage that occurs is associated with fallen trees/tree limbs. Facilities located in close proximity to large trees may be more susceptible to windstorm damage as a result. However, it is highly unlikely that a windstorm would completely destroy any of the identified critical facilities.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-d.

Q: Does the plan include the history of previous hazard events for each identified hazard? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Previous Windstorms Impacting Duarte, Previous Windstorm Impacting Los Angeles County** and **Table 3.9** below.

Previous Windstorms Impacting Duarte

In January 2025, Los Angeles County, including areas near Duarte, experienced a significant windstorm associated with the Eaton Fire. The National Weather Service issued a High Wind Warning and a Particularly Dangerous Situation (PDS) Red Flag Warning for the period from Tuesday, January 7, to Wednesday, January 8, forecasting sustained winds of 30–50 mph, with gusts reaching 60–80 mph, and potential isolated gusts as high as 100 mph in some areas.

Prior to the 2025 windstorm, the most recent severe windstorm on record occurred in the winter of 2011. High winds caused about \$50.3 million in damage within Los Angeles County. This amount did not meet the federal threshold for public damages and therefore, a federal disaster declaration was not warranted. However, the Duarte City Council declared a local emergency due to the effects of this windstorm. The City incurred damages of approximately \$82,000.

At the windstorms peak, 440,000 customers throughout Los Angeles County lost power. Very strong gusts reached 67 mph in Saugus, 69 mph in Warm Springs, 36 mph in Santa Monica, 47



mph at Los Angeles International Airport, and 97 mph was reported at Whitaker Peak in the Angeles National Forest.

Previous Windstorm Impacting Los Angeles County

January 2025 Windstorm and Wildfires: In January 2025, exceptionally strong Santa Ana winds, with gusts exceeding 80 mph, fueled multiple wildfires, including the Palisades Fire. This fire consumed nearly 12,000 acres and destroyed over 1,000 homes and businesses, marking it as one of the most destructive in Los Angeles County's history.

December 2011 Windstorm: In late November and early December 2011, hurricane-force winds struck the San Gabriel Valley, with gusts reaching up to 167 mph. This event resulted in power outages for approximately 400,000 residents, downed thousands of trees, and damaged over 200 structures.

Q&A | ELEMENT B: RISK ASSESSMENT | B1-e.

Q: Does the plan include the probability of future events for each identified hazard including the type, location and range of anticipated intensities? (Requirement 44 CFR § 201.6(c)(2)(i))

A: See **Probability of Future Windstorm Events, Climate Change Considerations** below.

Probability of Future Windstorm Events

When conducting the risk assessment, the Planning Team determined that the probability of a significant windstorm event affecting Duarte to be “likely” with an annual probability of occurrence being between 1 in 10 and 1 in 100 years.

Chapter 4: Vulnerability and Impacts

The vulnerability and impacts assessment process analyzes the potential harm of the prioritized hazard events discussed in Chapter 3: Risk Assessment.

Vulnerability and Impact Assessment Process

The vulnerability and impact assessment examines the potential harm that may result from a hazard event, without factoring in its likelihood. This means that equal attention is given to hazards regardless of their probability. The assessment evaluates three key aspects of each hazard on assets: the physical threat posed to facilities, the social threat to vulnerable populations, and the potential impact on other assets. The 2025 FEMA Handbook categorizes assets as follows:

People
Structures
Economy
Natural, Historic, and Cultural Resources
Activities Bringing Value to the Community

People

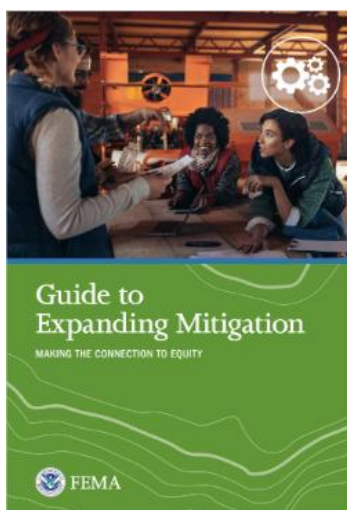
People are the community's most important asset. In the context of this discussion, people are defined as individuals who live and/or work in Duarte.

Q&A | ELEMENT B: RISK ASSESSMENT | B2-a.

Q: Does the plan provide an overall summary of each jurisdiction's vulnerability to the identified hazards? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Vulnerability of People, Table 4.1** below.

Vulnerability of People



Disasters affect all populations; however, some populations are more adversely affected because of a higher level of social vulnerability. According to **The Guide to Expanding Mitigation – Making the Connection to Equity**, social vulnerability is defined in terms of the characteristics of a person or group that affect “their capacity to anticipate, cope with, resist, and recover from the impact” of a discrete and identifiable disaster in nature or society.

Using **FEMA's Resilience Analysis and Planning Tool (RAPT)**, census tract data was used to understand what census tracts might be more vulnerable. Many of the maps in the People section were created using data provided by RAPT. RAPT is a free, publicly available geographic information systems (GIS) tool to help emergency managers and community partners of all GIS skill levels to visualize and assess potential challenges to community resilience. RAPT

includes over 100 pre-loaded data layers and the tool's functionality allows users to visualize combinations of these data layers for a specific location. One of the layers includes community demographics for counties, census tracts, and tribes drawn primarily from the U.S. Census Bureau. RAPT includes 27 demographic layers, including 22 community resilience challenges indicators identified from peer-reviewed research, and FEMA's Community Resilience Challenges Index (CRCI) for counties and census tracts, a composite value of all 22 community resilience challenges indicators. The graphics below outline the community resilience indicators.

Graphic 4.1: RAPT People & Community Indicators
Source: FEMA Resilience Analysis and Planning Tool (RAPT)

People & Community Indicators

County and Census Tract Community Resilience Challenges Index (CRCI) combining 22 indicators.

Population Characteristics	Household Characteristics	Housing
• Population without a High School Education • Population 65 and Older • Population with a Disability • Population by Race and Hispanic Origin	• Households without a Vehicle • Households with Limited English • Single-Parent Households • Households without a Smartphone • Households without Broadband Subscription	• Mobile Homes as Percentage of Housing • Owner-Occupied Housing • Rental Housing Costs • Residential Structures in SHFA with Flood Insurance
Healthcare	Economic	Connection to Community
• Number of Hospitals • Medical Professional Capacity • Population without Health Insurance • Medicare Recipients with Power-Dependent Devices	• Population Below Poverty Level • Median Household Income • Unemployed Labor Force • Unemployed Women Labor Force • Income Inequality • Workforce in Predominant Sector	• Presence of Civic and Social Organizations • Population without Religious Affiliation • Percentage of Inactive Voters • Population Change

Graphic 4.2: RAPT Infrastructure Indicators
Source: FEMA Resilience Analysis and Planning Tool (RAPT)

Infrastructure Indicators

Homeland Infrastructure Foundation-Level Data (Open)

- Hospitals
- Nursing Homes
- Pharmacies
- Urgent Care Facilities
- Dialysis Centers
- Mobile Home Parks
- Fire Stations
- Local Law Enforcement Locations
- Public Health Departments
- 911 Service Area Boundaries
- SNAP Authorized Retailers
- Places of Worship
- Colleges and Universities
- Private Schools
- Public Schools
- Prison Boundaries
- Power Plants
- Wastewater Treatment Plants
- Solid Waste Landfills
- High-Hazard Dams
- Electric Power Transmission Lines

Graphic 4.3: RAPT Hazard and Risk Indicators
Source: FEMA Resilience Analysis and Planning Tool (RAPT)

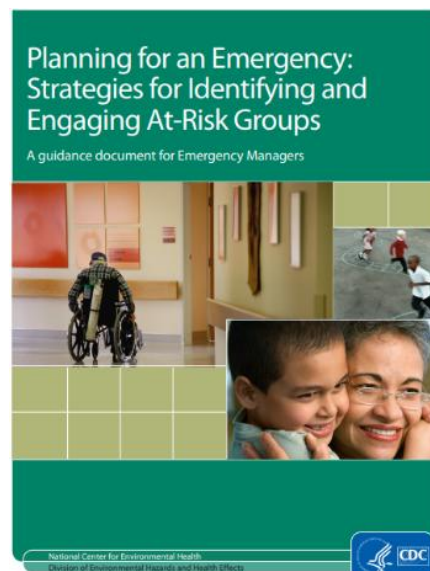
Hazard & Risk Indicators

National Weather Service Live Data Feeds

- Live Stream Gauges
- Flood Hazard
- Hurricane Tracks (1990+)
- Historical Tornado Tracks
- Wildfires - Current Incidents (Points)
- Wildfires - Current incidents (Perimeters)
- Seismic Hazard
- National Risk Index Census Tracts
- NOAA Sea Level Rise (4-6 ft.)
- NWS Severe Weather Watches and Warnings
- NWS Severe Weather Outlook
- NWS Atlantic/Caribbean Tropical Cyclones
- NWS Eastern Pacific Tropical Cyclones
- NWS Excessive Rainfall Outlook
- NEXRAD Real-Time Weather Radar

A person's vulnerability to disaster is influenced by many factors. According to CDC's *Planning for an Emergency: Strategies for Identifying and Engaging At-Risk Groups*, the following six categories are among the most commonly accepted factors: socioeconomic status, age, gender, race and ethnicity, English language proficiency, and medical issues and disability. These categories were used to analyze the vulnerability of people in Duarte. The compounding effects of these factors will further impact an individual's ability to withstand the effects of disasters and other hazards.

Below is an overview of Duarte's population broken down by the six contributing factors of social vulnerability. Due to a limitation on data that is currently available it is not known exactly where in the city those who are more vulnerable may reside.



Age

The old and young are particularly vulnerable during disasters. Age can contribute to cognitive development, physical ability and mobility, socioeconomic status, and access to resources that can help the individual prepare for, respond to and recover from disasters and other hazard events. For example, individuals 65 and older can have mobility challenges and other ailments that can prevent them from properly preparing for a disaster. At the same time, children are reliant on their parents or guardians to provide for them. Their ability to withstand a disaster is highly dependent on their parents or guardians. Children are more vulnerable to disasters when they are separated from their parents while at school or daycare.

The City's Climate Change Vulnerability Assessment indicates that persons 65 years or older, especially those living alone, are more at risk for climate change impacts because aging impairs muscle strength, coordination, cognitive ability, and immune system, and the regulation of body temperature. Approximately 17% of Duarte residents are over 65 years, which is higher than the percentage of residents over 65 in 67% of California cities.

Race and Ethnicity

According to *Planning for an Emergency: Strategies for Identifying and Engaging At-Risk Groups*, "Race and ethnicity contribute to social vulnerabilities. Race and ethnicity are tied to issues of socioeconomic status. Social and economic marginalization contributes to the vulnerability of these groups".

The City's Climate Change Vulnerability Assessment indicates that race and ethnicity are important determinants of health impacts related to climate change. Racial and ethnic minorities are more likely to live in high-risk areas, including areas with higher wildfire and flooding risk and areas with fewer public transit routes. In addition, non-white communities experience disproportionately high levels of vulnerability to climate change, including co-morbidities, lower income, poorer physical health, language barriers, less access to vehicle ownership, less access to air conditioning, among others.⁴ About 73% of Duarte residents are non-white, which is higher than the percentage of non-white residents in more than 50% of other California cities, with non-white populations accounting for 64% of the state's population.

Gender

According to Planning for an Emergency: Strategies for Identifying and Engaging At-Risk Group, “gender does not necessarily indicate vulnerability or disadvantage. However, gender intersects with social patterns and inequalities can arise from gender differences. During a disaster, females might be more vulnerable because of differences in employment, lower income, and family responsibilities, as most single-parent households are single-mother families. However, females are a strong influence in mobilizing response to a warning. Females are also more likely to be effective risk communicators through being active participants in the community. They also might know more neighborhood information that can assist emergency managers. Although many families evacuate together, it is not uncommon for males to stay behind to guard the property or to continue working as the family provider. Males are also more likely to be risk takers and might not heed warnings.”

Medical Issues and Disability

Individuals with disabilities are disproportionately affected by disasters. Individuals with disabilities have a higher rate of fatality, and exclusion during disasters. They also have greater challenges during recovery. Understanding the disability demographics of a community gives the community the opportunity to identify and plan for the access and functional needs their communities’ members might need during a disaster.

The City’s Climate Change Vulnerability Assessment defines people with disabilities as those living with ambulatory disabilities who have “serious difficulty walking or climbing stairs.” About 7% of people in Duarte live with a physical disability, which is higher than the percentage of people with a disability in approximately 58% of other California cities. For individuals with physical disabilities, climate change is expected to increase hardship during emergencies and subsequent temporary displacements.

Socioeconomic Status

The ability for an individual to prepare for, mitigate against, respond to, and recover from disasters often depends on the availability of key resources. It is logical to assume that individuals with a higher socioeconomic status are in a better position to acquire key resources than individuals with a lower socioeconomic status. Factors that contribute to socioeconomic status include income, education, occupation, and housing. According to Planning for an Emergency: Strategies for Identifying and Engaging At-Risk Group, people with lower socioeconomic status more likely lack resources needed to follow emergency preparedness instructions. They might be unable to stockpile food, for example. They might be unwilling or unable to stay home from work and lose a day’s pay or evacuate and leave their home during an emergency. By identifying at-risk groups ahead of time, you can plan more efficient evacuations and specifically target people who need transportation or special assistance (e.g., those without a vehicle).

The City’s Climate Change Vulnerability Assessment defined isolated individuals as those without a car or access to public transit and that they are at greater risk of harm from climate change impacts. For example, they may not be able to evacuate in the event of wildfire. Although a majority of the City residents are located within ½ mile of a public transit stop, approximately 9% of Duarte residents do not have access to a car, which is higher than the percentage without a car in about 86% of California cities.

The CCVA also mentions uninsured individuals and renters. People without health insurance have difficulty accessing quality health care and are more likely to have unmet health needs. Climate impacts such as excessive heat, elevated levels of air pollution, and extreme weather conditions are expected to cause direct and indirect health impacts, particularly for vulnerable populations with limited or no access to health services. Approximately 22% of Duarte residents aged 18 to 64 are uninsured, which is higher than the percentage uninsured in about 63% of other California cities.

Renters are defined as those who live in homes that they (or the head of their household) do not own. Renters have less control over home improvements than homeowners and may not be able to adequately protect themselves from climate hazards by retrofitting their homes. Approximately 38% of housing units in Duarte are renter-occupied, which is higher than the percentage of renter-occupied units in about 55% of California cities.

English Language Proficiency

The ability to communicate with others during a disaster is imperative for residents to be able to take the necessary precautions related to the disaster. When individuals do not speak the language in which emergency information is presented, it can negatively influence the individual's ability to comprehend the situation and take appropriate action.

The City's Climate Change Vulnerability Assessment indicates that non-English speakers may experience linguistic isolation, which could hinder protective behaviors during extreme weather and disasters by limiting access to or understanding of health warnings. In Duarte, 10% of households do not have at least one person 14 years or older who speaks English well. This is higher than the percentage of households lacking an English speaker in approximately 73% of other California cities.

Summary of Social Vulnerabilities in Duarte

The infographics below summarize the demographic profile of Duarte including the contributing factors of social vulnerability.

Duarte has a population of 21,617 across 7,703 households, with an average household size of 2.74 and a median age of 44.7. The city has a moderately high median household income of \$94,689, and a median home value of \$726,055, indicating a relatively affluent community. However, about 10% of households live below the poverty line, and 589 households do not have a vehicle, which could limit mobility in emergencies.

Significant at-risk groups include 2,328 households with persons with disabilities and 5,056 individuals aged 65 or older. Language barriers also pose challenges—284 seniors speak only Spanish and no English, potentially complicating communication during disasters. The city is linguistically diverse, with a substantial number of Spanish, Indo-European, and Asian-Pacific Island language speakers.

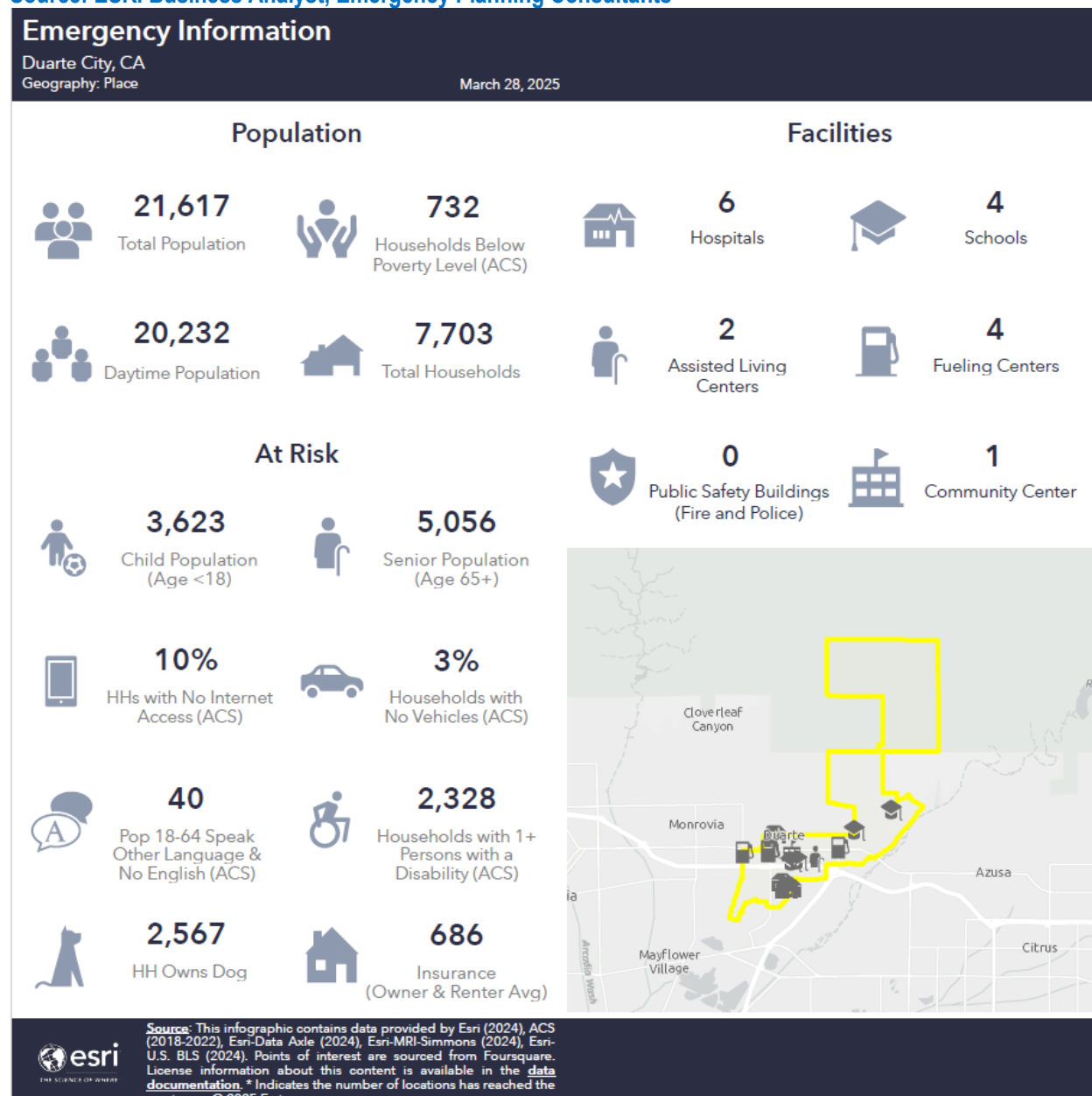
In terms of daily dynamics, the daytime population is 20,232, close to the total residential population, reflecting minimal fluctuation. Additionally, 2,567 households own dogs, which is a consideration for shelter planning. Only 686 residents carry insurance (owner or renter), signaling vulnerability to financial loss from disasters.

Infographic 4.1: At Risk Population Profile Source: ESRI Business Analyst, Emergency Planning Consultants



Infographic 4.2: Emergency Information

Source: ESRI Business Analyst, Emergency Planning Consultants



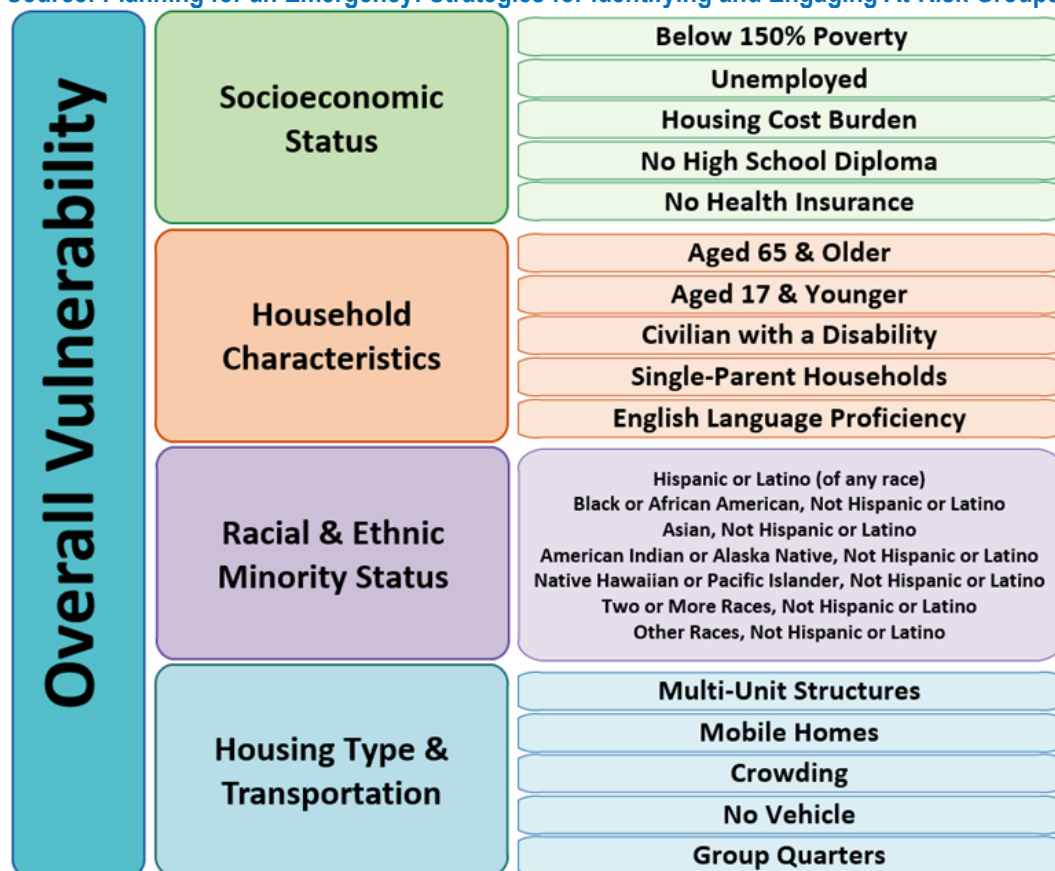
Social Vulnerability Index

The Social Vulnerability Index (SVI) is a free, web-based tool developed at CDC by the Agency for Toxic Substance and Disease Registry's Geospatial Research, Analysis and Services Program (GRASP). The SVI was designed to help emergency managers identify and map communities that will most likely need support before, during, and after a disaster. This tool allows you to visualize population-level social vulnerabilities to help emergency planners and responders better prepare for and respond to disasters.

The SVI uses U.S. Census and American Community Survey data to identify at-risk groups by ranking all U.S. census tracts by level of social vulnerability. Census tracts are subdivisions of counties for which the Census collects statistical data. The SVI ranks, at national-level or state-level, each tract on 16 social factors. The 16 social factors are outlined in **Figure 4.2**.

Figure 4.2: Social Vulnerability Index Themes and Social Factors

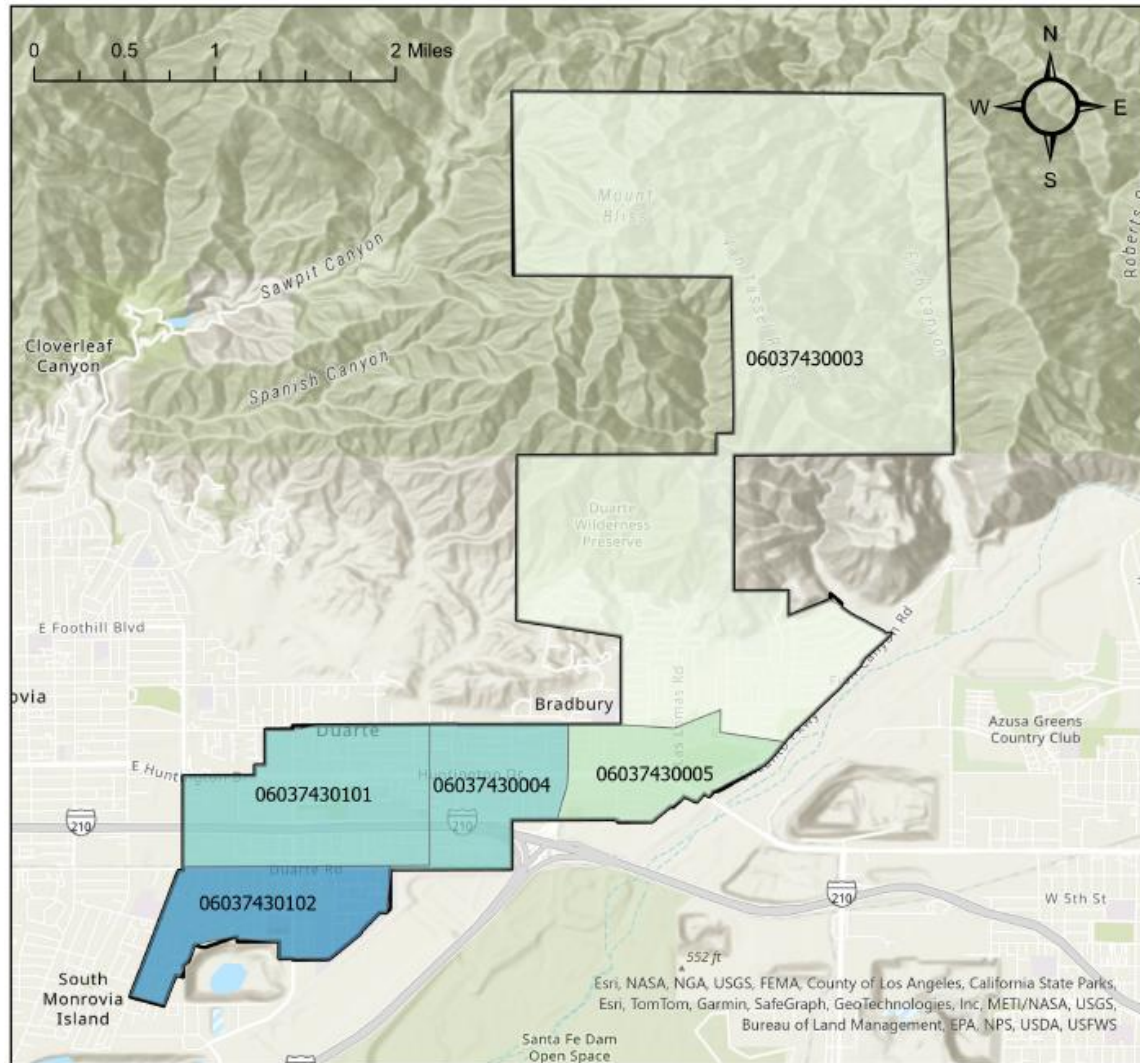
Source: Planning for an Emergency: Strategies for identifying and Engaging At-Risk Groups, CDC



Map 4.5 below depicts the overall vulnerability for the City of Duarte. The areas in red represent the census tracts with a higher social vulnerability index. An SVI of 0.75 or above is considered high. The following census tract has a high SVI: 06037430102. The census tract will be evaluated in the risk assessment to determine their exposure to the specific hazard.

Table 4.1 outlines the three census tracts that have a high SVI and the threat the census tract has to the different hazards identified by the planning team.

Map 4.5: Duarte Social Vulnerability Index Map
Source: CDC/ATSDR Social Vulnerability Index, 2024



Legend

Social Vulnerability Index (SVI)

- Low (Less than 25th Percentile)
- Medium Low (Less than 50th Percentile)
- Medium High (Less than 75th Percentile)
- High (Greater than 75th Percentile)
- City of Duarte Boundary

Table 4.1: Hazard Vulnerability to People
 (Source: Emergency Planning Consultants)
 (Note: “X” indicates affirmative, Census Tract with an asterisk indicates a tract with high SVI)

Census Tracts in Duarte	Dam Inundation	Earthquake	Flooding	Wildfire	Windstorm
06037430102*	X	X		X	X
06037430101	X	X		X	X
06037430004	X	X		X	X
06037430005	X	X			X
06037430003	X	X		X	X

Q&A | ELEMENT B: RISK ASSESSMENT | B2-b.

Q: For each participating jurisdiction, does the plan describe the potential impacts of each of the identified hazards on each participating jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Impact Profile of People** below.

Impact Profile of People

Dam Inundation

Dam inundation in Duarte could have serious consequences, particularly for its vulnerable populations. The city is home to over 5,000 seniors, 2,300 households with individuals with disabilities, and nearly 600 households without access to a vehicle - all of whom may struggle to evacuate quickly. Communication barriers further complicate emergency response, as many residents, including seniors, speak only Spanish or other non-English languages, and 10% of households lack internet access. These factors heighten the risk of injury or delayed evacuation during a flood event. Additionally, a large portion of the population lacks insurance coverage, and low-income households may be unable to recover from flood-related losses. Given these challenges, dam failure could result in widespread disruption and hardship, making it essential for Duarte to strengthen evacuation planning, expand emergency services, and ensure inclusive communication strategies. Telecommunications could also be significantly impacted including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Earthquake

An earthquake in Duarte could pose significant risks due to the city’s population makeup and limited emergency infrastructure. With over 5,000 seniors, 2,300 households with individuals with disabilities, and 732 households living below the poverty line, many residents may face challenges in evacuating or accessing emergency services. Nearly 600 households lack a vehicle, and 10% of homes do not have internet access, potentially delaying critical communication and response efforts. Language barriers also exist, with a portion of the population—particularly seniors—speaking only Spanish or other non-English languages, which could hinder understanding of safety instructions during and after a quake. The presence of only one community center and limited shelter facilities, along with low insurance coverage among residents, could exacerbate post-disaster recovery efforts. Additionally, with more than 2,500 dog-owning households,



evacuation and sheltering plans must also consider pets. Overall, an earthquake could result in significant physical, social, and economic disruption, particularly for Duarte's at-risk populations. Telecommunications could also be significantly impacted including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Flooding

Flooding in Duarte significantly impacts the community with vulnerable populations—such as low-income families, seniors, people with disabilities, and unhoused individuals—bearing the brunt of the consequences. Flood events can disrupt access to transportation, work, schools, and medical care, while also causing damage to homes and property. Those with limited financial resources often struggle to recover, especially if they lack flood insurance or savings. Health risks also rise due to exposure to contaminated water and mold, particularly affecting individuals with pre-existing conditions. Telecommunications could also be significantly impacted including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Beyond physical impacts, flooding can create emotional distress and anxiety, especially for residents who have experienced repeated evacuations or past disasters. Social inequities often exacerbate these challenges, as historically marginalized groups are more likely to live in flood-prone areas with limited infrastructure. While Duarte has taken steps to mitigate flood risks through physical barriers and hazard mitigation plans, continued efforts are needed to support the resilience of its most at-risk residents.

Wildfire

Wildfire in or near Duarte could significantly affect vulnerable populations including the elderly, low-income families, and individuals with health issues. Health risks from smoke inhalation can worsen existing conditions, while evacuation challenges disproportionately affect those without transportation or resources. Economic hardships arise from property loss and job disruption, complicating recovery efforts for low-income families. Additionally, limited access to timely information can hinder effective responses, and environmental hazards can threaten water supplies, impacting health further. Telecommunications could also be significantly impacted including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

With over 5,000 seniors, 2,300 households with individuals with disabilities, and nearly 600 households without vehicles, many residents may have difficulty evacuating quickly in the event of fast-moving flames. Language barriers and limited internet access in 10% of households may delay vital emergency warnings or evacuation instructions, particularly for those who speak only Spanish or other non-English languages. The presence of 2,567 dog-owning households also complicates evacuation and shelter planning, as many families may be reluctant to leave pets behind. With limited insurance coverage among residents and some households living in poverty, recovery from wildfire damage could be prolonged and financially burdensome. Overall, wildfire could place significant stress on Duarte's resources and disproportionately affect its most vulnerable residents.

Windstorm

Windstorms in Duarte significantly affect the community by causing or resulting in power outages, property damage, and health hazards. Strong winds can down power lines, leading to electricity

loss for thousands of residents, which disrupts daily life and access to essential services. Additionally, wind-driven debris can damage homes and vehicles, posing safety risks. Telecommunications could also be significantly impacted including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Vulnerable populations, including low-income families, the elderly, individuals with disabilities, and those experiencing homelessness are disproportionately impacted by these events. Power outages can be particularly dangerous for individuals relying on electrically powered medical devices. Limited financial resources may hinder prompt repairs to damaged properties, prolonging exposure to unsafe conditions. Furthermore, strong winds can disperse dust and ash from previous wildfires, degrading air quality and exacerbating respiratory issues, especially among those with pre-existing health conditions.

Structures

Q&A | ELEMENT B: RISK ASSESSMENT | B2-a.

Q: Does the plan provide an overall summary of each jurisdiction's vulnerability to the identified hazards? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Vulnerability of Structures** and **Table 4.2** below.

Vulnerability of Structures

Structures include critical facilities, properties and structures that serve vital functions in government operations and the services offered to the community. These may include local government offices and yards, community centers, public safety buildings such as police and fire stations, schools, and other properties deemed essential for city operations. Additionally, some critical facilities may serve dual roles if designated as public assembly points during emergencies. While many critical facilities are owned by the city, certain ones, such as utilities and telecommunication infrastructure, may be privately owned and operated.

FEMA separates critical buildings and facilities into the five categories shown below based on their loss potential. All of the following elements are considered critical facilities:

Essential Facilities are essential to the health and welfare of the whole population and are especially important following hazard events. Essential facilities include hospitals and other medical facilities, police and fire stations, emergency operations centers and evacuation shelters, and schools.

Transportation Systems include airways – airports, heliports; highways – bridges, tunnels, roadbeds, overpasses, transfer centers; railways – trackage, tunnels, bridges, rail yards, depots; and waterways – canals, locks, seaports, ferries, harbors, drydocks, piers.

Lifeline Utility Systems such as potable water, wastewater, oil, natural gas, electric power and telecommunication systems.

High Potential Loss Facilities are facilities that would have a high loss associated with them, such as nuclear power plants, dams, and military installations.



Hazardous Materials Facilities include facilities housing industrial/hazardous materials, such as corrosives, explosives, flammable materials, radioactive materials, and toxins.

The Planning Team identified facilities that are critical to maintaining vital services. **Table 4.2** below illustrates the hazards with potential to impact those facilities (including occupancy and building values for City-owned properties).

Table 4.2: Hazard Vulnerability to Structures
(Source: Planning Team, Emergency Planning Consultants)
(Note: "X" indicates affirmative)

Structures	Dam Inundation	Earthquake	Flooding	Wildfire	Windstorm
City-Owned Structures (values based on depreciated values)					
Duarte City Hall Address: 1600 Huntington Drive # Staff: 27 # Buildings: One (1) Building \$ Value: \$1,268,738	X	X			X
Duarte City Yard Address: 1850 Highland Avenue # Staff: Five (5) # Buildings: Three (3) Building \$ Value: \$50,059	X	X			X
Duarte Community Center Address: 1600 Huntington Drive # Staff: Two (2) # Buildings: One (1) Building \$ Value: \$335,056	X	X			X
Duarte Fitness Center Address: 1600 Huntington Drive # Staff: One (1) # Buildings: One (1) Building \$ Value: \$600,105	X	X			X
Duarte Park Address: 1344 Bloomdale Street # Staff: Zero (0) # Buildings: One (1) Building \$ Value: Angela, please add value to the parking building.	X	X			X
Duarte Teen Center Address: 1400 Buena Vista Street # Staff: One (1) # Buildings: One (1) Building \$ Value: \$785,095	X	X			X

Structures	Dam Inundation	Earthquake	Flooding	Wildfire	Windstorm
Duarte Public Safety/Sheriff's Substation (Leased by City) Address: 1042 Huntington Drive # Staff: Nine (9) # Buildings: One (1)	X	X			X
Duarte Senior Center Address: 1610 Huntington Drive # Staff: One (1) # Buildings: One (1) Building \$ Value: \$1,550,480	X	X			X
Encanto Park Address: 751 Encanto Parkway # Staff: Zero (0) # Buildings: One (1) Building \$ Value: \$43,128	X	X		X	X
Duarte Historical Museum Address: 777 Encanto Parkway # Staff: Zero (0) # Buildings: One (1) Building \$ Value: \$5,326	X	X		X	X
Royal Oaks Park Address: 2627 Royal Oaks Drive # Staff: Zero (0) # Buildings: One (1) Building \$ Value: \$19,396	X	X			X
Other Structures					
Beardslee Dual Language Academy	X	X			X
California School of the Arts – San Gabriel Valley	X	X			X
City of Hope	X	X			X
Duarte High School	X	X			X
Duarte School District	X	X			X
Foothill Oaks Academy	X	X			X
Highland Convalescent Hospital	X	X			X
Huntington/Foothill Bridge	X	X			X
Los Angeles County Fire Station #44	X	X			X
Maryvale Family Services (Preschool)	X	X			X
Monrovia Convalescent Hospital	X	X			X
Royal Oaks STEAM Academy (served Duarte community while located in Bradbury)	X	X			X
Santa Teresita Campus	X	X			X
Smart & Final Extra	X	X			X

Structures	Dam Inundation	Earthquake	Flooding	Wildfire	Windstorm
Valley View Academy of Technology & Creative Learning	X	X			X

Based on available data provided by the City, there is a minimum of \$4,657,293 worth of City-owned property and contents that were analyzed. The total potential loss value of all City-owned and non-City-owned assets is likely much higher but is unknown due to data limitations.

The possibility that all facilities will be completely damaged simultaneously is extremely rare. Most of the impacts of the hazards that were analyzed are anticipated to be isolated to certain locations. To better understand the magnitude of impacts, this plan identifies representative percentages of potential impact based on the total valuation of city assets. For planning purposes, we identified different tiers of impact that could occur. It is reasonable to assume that impacts would not exceed 50% of the total asset value city-wide during a single event. The following are parameters to help understand how much a proposed investment/improvement compares to the existing assets within the city:

- 1% Impact – \$46,572
- 5% Impact – \$232,864
- 10% Impact – \$465,729
- 20% Impact – \$931,458
- 50% Impact – \$2,328,646

Q&A | ELEMENT B: RISK ASSESSMENT | B2-b.

Q: For each participating jurisdiction, does the plan describe the potential impacts of each of the identified hazards on each participating jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Impact Profile of Structures** below.

Impact Profile of Structures

Dam Inundation

Many of Duarte's structures are located in a dam inundation area and therefore vulnerable to direct impact from dam failure or spill. Specifically, property between I-210 and Huntington Drive could be at greatest threat. Damage from dam inundation can result in negative impacts on property values. If a dam failure occurs as a result of another hazard, such as an earthquake, property damage can be made worse because of the possibility of cascading disasters. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Public infrastructure, such as roadways, electrical lines, and water/sewer lines are at risk of damage or complete destruction from dam failure. Structures can be damaged from trees falling as a result of water-saturated soil. Structures can also be damaged from dam failure related flooding. Electrical power outages could happen, resulting in the interruption of critical services.



Loss of power is usually a precursor to closure of schools. It's very likely the city would be required to reroute traffic or close access to impacted neighborhoods.

Ground saturation would likely result in instability, collapse, or other damage to trees, structures, roadways, and other critical infrastructure. Standing water could cause damage to roads and building foundations.

All 11 of the city-owned structures valued at approximately \$4,657,293 are vulnerable to dam inundation. These costs are based on estimates in 2025.

Earthquake

Structures include physical buildings, lifelines, and critical infrastructure in a community. All properties and occupants in Duarte can be either directly impacted or affected by earthquakes. It is estimated more than a third of the planning area's building stock was built prior to 1975, when seismic provisions became uniformly applied through building code applications. These buildings are at a higher risk of damage from earthquakes. Due to limitations in current modeling abilities, the risk to critical facilities in the planning area from the earthquake hazard is likely understated. A more thorough review of the age of critical facilities, codes they were built to, and location on liquefiable soils should be conducted. Damage to transportation systems in the planning area after an earthquake has the potential to significantly disrupt response and recovery efforts and lead to isolation of populations. Additionally, seismic events can damage communication systems, complicating efforts to coordinate response to the event. Many structures may need seismic retrofits in order to withstand a moderate earthquake. Residential retrofit programs, such as Earthquake Brace+Bolt, may be able to assist in the costs of these efforts. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

All 11 City-owned structures valued at approximately \$4,657,293 are vulnerable to earthquakes. These costs are based on estimates in 2025. Additionally, the city-owned Los Angeles County Duarte Public Safety could be impacted by a significant earthquake.

Flooding

Flooding in Duarte poses slight to moderate risks to the city's critical facilities, including emergency services, utilities, and transportation infrastructure. Flood water can disrupt operations at police and fire stations, hospitals, and emergency shelters, hindering response times during crises. Additionally, flooding can damage utility systems such as water treatment plants and electrical substations, leading to service outages that affect both residents and essential services. Transportation networks, including roads and bridges, may become impassable, delaying emergency response and complicating evacuations. These disruptions not only compromise public safety but also have economic repercussions due to the costs associated with repairs and loss of functionality. Telecommunications could also be significantly impacted including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Encanto Park could be subject to post-fire debris flow. The city-owned building at Encanto Park is valued at \$43,128 based on estimates in 2025.



Wildfire

Duarte is particularly vulnerable to wildfires due to its proximity to hills with dry vegetation and its exposure to strong Santa Ana winds that can rapidly spread flames and embers. Although the city itself is highly urbanized and not directly within a wildland-urban interface, its location makes it susceptible to ember showers from fires in nearby areas. Prolonged drought and climate change further exacerbate this risk by creating drier, more flammable conditions. These factors highlight the need for proactive fire prevention measures, like fire-resistant landscaping and public awareness, to help protect Duarte residents and infrastructure. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Encanto Park could be subject to post-fire debris flow. The city-owned building at Encanto Park is valued at \$43,128 based on estimates in 2025.

Windstorm

A windstorm in Duarte could have significant consequences for city-owned facilities, affecting public services, infrastructure, and emergency response. Strong winds can cause structural damage to government buildings, police and fire stations, and public works facilities, potentially delaying critical services. Facilities with older or weaker structures may suffer roof damage, broken windows, or water intrusion if the storm brings heavy rain. Telecommunications could also be significantly impacted including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

All 11 City-owned structures valued at approximately \$4,657,293 are vulnerable to windstorm. These costs are based on estimates in 2025.

Economy

Q&A | ELEMENT B: RISK ASSESSMENT | B2-a.

Q: Does the plan provide an overall summary of each jurisdiction's vulnerability to the identified hazards? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Vulnerability to Economy** and **Table 4.3** below.

Vulnerability to Economy

Duarte has several assets that have an important impact on the city's economy. Several of these economic assets overlap with the assets outlined in **Structures** as they are community lifelines. These assets include major employers and any impact from hazards has the potential of causing debilitating consequences to the local economy. These assets include City of Hope, Duarte School District, Wal-Mart, CarMax, Target, and We Pack It All.

Table 4.3: Hazard Vulnerability to Economic Assets
 (Source: Duarte Planning Team, Emergency Planning Consultants)
 (Note: “X” indicates affirmative, asterisk indicates asset is included as a Structure as well)

Economic Assets	Dam Inundation	Earthquake	Flooding	Wildfire	Windstorm
City of Hope 1500 E. Duarte Road, Duarte	X	X			X
Duarte School District Various	X	X			X
Walmart 1600 Mountain Avenue, Duarte	X	X			X
CarMax 1131 Central Avenue, Duarte	X	X			X
Target 1050 Huntington Drive, Duarte	X	X			X
We Pack It All 2745 Huntington Drive, Duarte	X	X		X	X

Q&A | ELEMENT B: RISK ASSESSMENT | B2-b.

Q: For each participating jurisdiction, does the plan describe the potential impacts of each of the identified hazards on each participating jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Impact Profile of Economy** below.

Impact Profile of Economy

City of Hope

The City of Hope in Duarte is a premier comprehensive cancer center and research facility known for its cutting-edge treatments and compassionate care. Established in 1913, it has grown into one of the nation’s leading institutions for cancer, diabetes, and biomedical research. Designated as a Comprehensive Cancer Center by the National Cancer Institute (NCI), City of Hope is also a founding member of the National Comprehensive Cancer Network (NCCN). The center is renowned for its pioneering work in cancer genetics, immunotherapy, and stem cell transplantation.

Located at 1500 E. Duarte Road, the sprawling campus includes advanced medical facilities, research labs, and a graduate school of biological sciences. The facility’s patient-centered approach emphasizes personalized medicine and holistic care. Accessible via the Duarte/City of Hope Metro Station, City of Hope is both a treatment destination and an academic medical hub, training the next generation of healthcare professionals.

Dam Inundation: Dam inundation could have devastating effects on the City of Hope, posing serious risks to both healthcare operations and critical medical research. Flooding from an upstream dam failure, such as the Santa Fe Dam, could damage medical facilities, research labs,



and patient accommodations, disrupting life-saving treatments and ongoing research. Power outages and loss of essential utilities would compound the challenges, making patient evacuation extremely difficult. Furthermore, the loss of research data and equipment would set back critical advancements in cancer and diabetes care. As a major healthcare provider and employer in the region, any disruption to City of Hope would also significantly impact the local community and economy. Effective mitigation planning and flood-resistant infrastructure are crucial to safeguarding the facility and its vital services. Telecommunications could also be significantly impacted including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Earthquake: An earthquake could have significant impacts on the City of Hope, given its location near the San Andreas Fault and other active fault lines. Ground shaking could damage medical facilities, research laboratories, and critical infrastructure, potentially disrupting patient care and essential medical treatments. Structural damage to buildings may compromise the safety of patients, healthcare workers, and researchers. Additionally, utility failures, including power outages and water disruptions, could hinder medical operations and emergency response. The loss of valuable research data, equipment, and biomedical samples would also be a major setback for ongoing medical advancements. Transportation challenges, including potential damage to the Duarte/City of Hope Metro Station and surrounding roadways, could make evacuation and the arrival of emergency services difficult. To mitigate risks, seismic retrofitting and robust emergency response plans are essential to ensure the safety and continuity of care. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Flooding: Flooding in Duarte poses indirect risks to the City of Hope medical campus, primarily through potential disruptions to infrastructure and access routes. The campus is bordered by the Duarte Flood Control Channel and the Santa Fe Flood Control Basin, which are designed to manage stormwater and mitigate flood risks. However, significant flooding could overwhelm these systems, leading to water overflow that might impede access to the facility and disrupt operations. Disruptions to transportation routes due to flooding could hinder patient access, delay staff commutes, and affect the timely delivery of medical supplies, thereby impacting the continuity of critical healthcare services. Moreover, flooding can strain local emergency services and utilities, potentially leading to power outages or communication breakdowns that indirectly affect the hospital's operations. Given the specialized nature of care provided at City of Hope, any interruption in services could have significant implications for patient outcomes. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Wildfire: A wildfire could pose significant risks to the City of Hope, given the region's susceptibility to wildfires driven by Santa Ana winds. The primary threats include smoke infiltration, which can severely impact air quality and pose health risks to patients, especially those with compromised immune or respiratory systems. Direct exposure to flames or embers could damage buildings and critical medical infrastructure, potentially disrupting patient care and research activities. Evacuating vulnerable patients, including those in intensive care or undergoing complex treatments, would be particularly challenging. Additionally, road closures and transit disruptions could hinder the movement of staff, patients, and emergency responders. The loss of power or damage to utilities could also compromise life-saving equipment and research operations. Implementing fire-resistant landscaping, air filtration systems, and comprehensive evacuation plans are essential to protecting patients, staff, and medical resources during wildfire events. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Windstorm: A windstorm, particularly one driven by Santa Ana winds, could significantly impact the City of Hope. High wind speeds can cause physical damage to buildings, shatter windows, and disrupt power lines, leading to outages that could compromise medical equipment and patient care. Flying debris poses risks to both people and structures, while downed trees and blocked roads could hinder emergency access and evacuation efforts. Furthermore, strong winds often exacerbate wildfire risks, increasing the potential for simultaneous threats of fire and wind damage. Disruptions to transportation, including the Duarte/City of Hope Metro Station, could also impact the mobility of staff, patients, and emergency responders. To mitigate these risks, the facility would benefit from wind-resistant infrastructure, secure backup power systems, and robust emergency response planning. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Duarte Unified School District

The Duarte Unified School District (DUSD) serves Duarte and surrounding areas, providing quality education from preschool through high school. The district is committed to academic excellence and preparing students for college and career success through innovative programs, including dual language immersion, STEAM (Science, Technology, Engineering, Arts, and Mathematics), and career technical education.

DUSD operates several elementary schools, an intermediate school, Duarte High School, and a continuation high school. It fosters strong community involvement and collaborates with local institutions like City of Hope to create unique learning opportunities. The district's mission is to support students in becoming critical thinkers, effective communicators, and responsible global citizens.

Dam Inundation: Dam inundation could have serious impacts on DUSD, particularly if flooding were to affect school facilities. Schools near flood-prone areas could experience significant damage to buildings, classrooms, and infrastructure, leading to school closures and disruption of educational activities. Flooding could also complicate evacuation efforts, pose safety risks to students and staff, and damage educational resources like computers and textbooks, delaying the recovery process. Additionally, the loss of school facilities could hinder the district's ability to serve as a community resource, such as an emergency shelter. Financially, the costs of repairing or rebuilding flood-damaged schools would be significant, diverting funds from other educational needs. To mitigate these risks, DUSD would require effective flood management strategies, retrofitting of older buildings, and coordination with local authorities for emergency preparedness. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Earthquake: An earthquake could have significant impacts on DUSD, particularly in terms of infrastructure damage, student safety, and disruption of educational activities. Earthquake-induced shaking could cause structural damage to school buildings, potentially leading to unsafe conditions for students and staff. Schools may experience power outages, water shortages, and damage to essential facilities such as classrooms, libraries, and cafeterias, resulting in prolonged closures and interruptions to learning. The district would also face challenges in evacuating students and staff, especially if roadways are damaged or blocked. Additionally, the loss of educational resources and equipment could hinder the recovery process. Financially, repairing or rebuilding earthquake-damaged schools would require significant resources, diverting funds



from other district needs. To reduce these risks, DUSD would need comprehensive earthquake preparedness plans, retrofitting of older school buildings, and strong community and emergency response coordination. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Flooding: Flooding in Duarte can significantly disrupt the operations of the Duarte Unified School District (DUSD) by affecting access to school facilities, causing property damage, and posing safety risks to students and staff. Flooded roads and pathways may hinder transportation, leading to school closures or delays. Water intrusion can damage classrooms, equipment, and learning materials, resulting in costly repairs and potential relocation of classes. Additionally, flooding can create hazardous conditions, such as mold growth and structural instability, compromising the health and safety of the school community. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

While the City of Duarte is generally designated as a No Special Flood Hazard Area by FEMA, certain areas remain at moderate risk, with approximately 34.8% of properties potentially affected by flooding over the next 30 years. Recognizing these risks, DUSD collaborates with local authorities to integrate flood risk assessments into their emergency operations planning. Proactive measures, including the development of comprehensive emergency response plans and regular infrastructure assessments, are essential to mitigate the indirect impacts of flooding on the district's facilities and ensure the continuity of education for students.

Wildfire: A wildfire could have significant impacts on DUSD, particularly due to the region's vulnerability to fire-related risks. Wildfire could directly threaten school facilities, especially those near wooded or brush areas, with the potential for fire damage to buildings, infrastructure, and educational resources. Additionally, smoke from nearby fires could deteriorate air quality, posing health risks to students, staff, and vulnerable populations, particularly those with respiratory issues. The district could also face disruptions to school operations, with school closures, transportation delays, and challenges in evacuating students and staff if roads are blocked or unsafe. Wildfires could damage power lines and utilities, leading to extended outages and complications in maintaining essential services. Financially, rebuilding and repairing damaged facilities would strain district resources, delaying recovery and affecting the continuity of education. To mitigate these impacts, DUSD would need effective wildfire preparedness plans, air filtration systems, and robust evacuation procedures to protect the safety of students and staff. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Windstorm: A windstorm could significantly impact DUSD, particularly due to the potential for damage to school facilities, infrastructure, and operations. Strong winds, especially those driven by Santa Ana winds, could cause structural damage to buildings, break windows, and down power lines, leading to power outages and disruptions in essential services. Falling trees and debris could block roads, making it difficult to evacuate students and staff or for emergency responders to reach the schools. In addition to physical damage, windstorms can also exacerbate wildfire risks, further complicating the district's ability to maintain a safe environment. Disruptions to transportation could prevent students from getting to school or force closures, interrupting the educational schedule. To mitigate these risks, DUSD would need to implement wind-resistant infrastructure, ensure backup power systems are in place, and develop effective emergency response plans to protect students and staff during windstorm events. Telecommunications could



also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Walmart

Walmart in Duarte is a large retail store that serves the local community by offering a wide range of products, including groceries, clothing, electronics, home goods, and personal care items. Located on Mountain Avenue, this Walmart store provides convenient shopping for both everyday essentials and specialty items. It is part of the global Walmart chain, known for its competitive pricing, customer service, and convenient hours of operation, often open 24 hours. In addition to traditional retail offerings, the store may include a pharmacy, financial services like money transfers, and other amenities to cater to the needs of the community. Its presence in Duarte contributes to the local economy by providing jobs and attracting customers from nearby neighborhoods. As with many Walmart locations, the store is likely to be a popular destination for those looking for affordability and a variety of products in one location.

Dam Inundation: Dam inundation could significantly impact Walmart in Duarte by causing flooding that damages store property, inventory, and infrastructure. Water damage could lead to product loss, disruption of operations, and extended closures, resulting in lost sales revenue. Power outages may also disrupt essential functions like refrigeration and lighting, further complicating store recovery. Additionally, flooding could pose safety risks to customers and employees, especially if evacuation procedures are delayed due to road blockages or infrastructure damage. Accessibility issues, including road closures and transportation disruptions, could reduce foot traffic and impact business. Repair costs, inventory replacement, and potential employee reductions during store closures would place financial strain on the store. Walmart would need comprehensive flood preparedness plans, such as flood barriers and backup power systems, to minimize these risks. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Earthquake: An earthquake could have significant impacts on Walmart in Duarte, particularly in terms of structural damage, operational disruptions, and safety risks. The shaking could cause damage to the store's infrastructure, including walls, shelves, and inventory, potentially leading to product loss and the need for extensive repairs. Power outages and damage to utilities could disrupt store operations, affecting refrigeration, lighting, and other essential functions, leading to prolonged store closures and loss of sales. Additionally, the earthquake could pose safety risks to customers and employees, especially if the building is not sufficiently retrofitted to withstand seismic activity. Evacuation could be difficult if roads are damaged, and transportation disruptions could prevent customers from reaching the store. The financial strain from repairs, inventory replacement, and potential revenue loss would be considerable. To mitigate these risks, Walmart would need to implement seismic retrofitting, emergency preparedness plans, and infrastructure upgrades to ensure continued operation and safety during an earthquake. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Flooding: Flooding can indirectly impact Walmart in Duarte by disrupting store operations, affecting employees, and limiting access to goods for the community. Flooded roads and damaged infrastructure can delay deliveries, leading to inventory shortages and potential temporary store closures. These interruptions reduce Walmart's ability to serve the local population, especially during emergencies when access to essential goods is critical. Additionally,



power outages and water damage can interfere with day-to-day operations, requiring costly repairs and business continuity measures.

Employees may also be personally affected by flooding - dealing with home damage or transportation issues - which can result in staffing shortages and reduced service capacity. As a major community hub, Walmart's role in local disaster response is crucial, and disruptions to its services can delay recovery efforts. To mitigate these risks, Walmart invests in disaster preparedness and resilience strategies, including supply chain planning, infrastructure reinforcement, and employee support programs. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Wildfire: A wildfire could have significant impacts on Walmart in Duarte particularly if the store is in an area at risk from fire or smoke. The store could be directly threatened by the spread of flames, especially if it's near brush or wooded areas. Even if the fire does not reach the store, smoke and ash could infiltrate the building, negatively affecting air quality, customer and employee health, and potentially causing damage to inventory and infrastructure. In addition to physical damage, wildfires could disrupt store operations through power outages, road closures, and transportation difficulties, making it challenging for both employees and customers to access the store. Temporary closures could result in loss of revenue, and the financial cost of repairs and restocking inventory could be significant. To mitigate these risks, Walmart would need to have fire-resistant building materials, robust air filtration systems, and emergency evacuation plans in place to protect both people and property during a wildfire event. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Windstorm: A windstorm, particularly one driven by Santa Ana winds, could significantly impact Walmart in Duarte. Strong winds could cause physical damage to the store's exterior, including broken windows, roof damage, and fallen trees or debris, which could disrupt store operations and lead to temporary closures. Power outages caused by downed power lines would also affect lighting, refrigeration, and other essential services, further complicating store recovery and leading to a potential loss of inventory. Additionally, flying debris and wind-borne objects could pose safety risks to customers and employees. Access to the store could be limited if roads are blocked by fallen trees or debris, reducing foot traffic and impacting sales. To mitigate these risks, Walmart would need to ensure that the store is equipped with wind-resistant infrastructure, secure backup power systems, and an effective emergency response plan to safeguard both people and operations during a windstorm. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

CarMax

CarMax in Duarte is a large used car dealership known for offering a wide selection of pre-owned vehicles. Located on Central Avenue, CarMax provides convenient, hassle-free car-buying experience with a focus on transparency and customer satisfaction. The dealership features a variety of vehicles, including sedans, trucks, SUVs, and hybrids, all inspected and certified for quality. CarMax is known for its no-haggle pricing model, allowing customers to purchase cars with fixed prices and offering a 7-day return policy for added peace of mind. The Duarte location also offers financing options and a streamlined buying process that includes online browsing, vehicle appraisals, and the ability to sell or trade in cars. As part of a nationwide chain, CarMax

contributes to the local economy by providing job opportunities and a reliable option for those in the market for a used vehicle.

Dam Inundation: Dam inundation could significantly impact CarMax especially if the store is located in a flood-prone area near a dam. In the event of a dam failure or extreme flooding, the dealership could experience severe property damage, with water potentially flooding the showroom, parking lot, and service areas, leading to the destruction of inventory and equipment. The flooding could also damage the building's infrastructure, disrupting business operations and requiring extensive repairs. Additionally, access to the dealership could be hindered by flooded roads, making it difficult for customers and employees to reach the location. The dealership would likely face a loss of sales revenue due to store closures and potential delays in obtaining new inventory. Furthermore, the financial strain from repairs, replacing damaged vehicles, and operational downtime could be significant. To mitigate these risks, CarMax would need flood protection measures, such as elevated parking lots and flood barriers, as well as backup power systems to maintain operations during an emergency. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Earthquake: An earthquake could have significant impacts on CarMax particularly in terms of structural damage, inventory loss, and operational disruption. The shaking from an earthquake could cause damage to the building's structure, including cracks in walls, damage to the showroom, and possible collapse of shelves or displays. Cars in the lot could be displaced or damaged by falling debris or the effects of ground shaking. Additionally, power outages and utility disruptions could halt operations, affecting sales, vehicle inspections, and other critical services. The dealership would also face challenges in evacuating employees and customers, especially if roads are damaged or blocked. A temporary closure could result in lost sales and repair costs, and rebuilding or repairing the facility and inventory could be financially burdensome. To mitigate these risks, CarMax would need seismic retrofitting, strong emergency preparedness plans, and backup power systems to ensure the safety of staff and continuity of operations during an earthquake. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Flooding: Flooding can indirectly impact CarMax operations by affecting inventory management, logistics, facility access, and employee well-being. Flooded transportation routes can delay vehicle deliveries, disrupt supply chains, and lead to inventory shortages, which can hinder sales and customer service. Additionally, the risk of acquiring flood-damaged vehicles increases in such conditions, requiring CarMax to invest more in thorough vehicle inspections to maintain customer trust and avoid reputational damage.

Physical store locations may also face temporary closures or costly repairs if affected by flood water, which disrupts day-to-day operations. Employees may experience personal losses or face commuting challenges, contributing to staffing shortages. In response, CarMax employs disaster preparedness measures, including rigorous vehicle checks, strategic facility placement, and employee support programs such as emergency relief funds, to ensure business continuity and community resilience during flooding events. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Wildfire: A wildfire could significantly impact CarMax particularly if the dealership is located near brush or forested areas at risk of wildfire. Flames or smoke from nearby wildfires could damage the dealership's building, vehicles, and inventory. Even if the fire doesn't directly reach the

property, smoke and ash could affect both the physical structure and air quality, potentially harming vehicles and causing long-term damage to inventory. Additionally, fire-related power outages could disrupt business operations, impacting everything from vehicle inspections to customer services. If the wildfire causes nearby road closures or transportation disruptions, customers and employees may be unable to access the dealership, leading to a loss of sales and extended downtime. The financial impact of repairs, replacing damaged inventory, and potential store closures could be considerable. To mitigate these risks, CarMax would need fire-resistant building materials, a robust evacuation plan, and air filtration systems to protect inventory and staff in the event of a wildfire. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Windstorm: A windstorm, especially one driven by Santa Ana winds, could have significant impacts on CarMax. Strong winds could cause physical damage to the dealership's buildings, including broken windows, roof damage, or structural issues. Flying debris could also damage vehicles on the lot, leading to a loss of inventory or requiring repairs. Additionally, power outages caused by downed power lines could disrupt store operations, including vehicle inspections, sales processes, and customer services. Access to the dealership could be hindered if roads are blocked by fallen trees or debris, reducing foot traffic and sales. The financial cost of repairs to the building and damaged inventory could be substantial, and temporary closures would further affect revenue. To minimize these risks, CarMax would need to implement wind-resistant infrastructure, secure backup power systems, and develop an effective emergency response plan to protect both the property and its operations during a windstorm. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Target

Target is a large retail store offering a wide range of products, including groceries, clothing, electronics, home goods, beauty products, and more. Located on Huntington Drive, the store provides a convenient, one-stop shopping experience for the local community. Known for its affordable pricing and diverse selection, Target attracts shoppers looking for a variety of quality products in a single location. Target store is part of the nationwide chain, which emphasizes customer satisfaction and provides services such as self-checkout, online ordering with in-store pickup, and a pharmacy. Its spacious layout allows for easy navigation, and the store regularly hosts promotions and sales. Additionally, Target serves as a significant retail hub in the area, offering job opportunities and contributing to the local economy while being an accessible destination for everyday needs.

Dam Inundation: Dam inundation could have significant impacts on the Target in Duarte, especially if the store is located in a flood-prone area. In the event of dam failure or extreme flooding, the store could experience severe water damage, flooding the building, damaging inventory, and potentially rendering the store uninhabitable for a period of time. Water could destroy products, disrupt store operations, and lead to significant repair costs. Additionally, flooding could hinder customer and employee access to the store due to road closures and infrastructure damage, further impacting sales. Power outages could also occur, affecting refrigeration, lighting, and other essential services. The financial burden from repairing the facility, replacing damaged inventory, and dealing with revenue loss from temporary closures could be substantial. To mitigate these risks, Target would need flood prevention measures, such as elevated infrastructure and flood barriers, as well as backup power systems to maintain essential operations during an emergency. Telecommunications could also be significantly impacted

including damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Earthquake: An earthquake could have significant impacts on the Target in Duarte, especially in terms of structural damage, inventory loss, and operational disruption. The shaking could damage the store's infrastructure, including walls, shelves, and product displays. Inventory could be displaced or destroyed, leading to significant product loss. Power outages and damage to utilities could disrupt store operations, affecting refrigeration, lighting, and essential systems, potentially causing store closures and revenue loss. In addition to physical damage, road closures and transportation disruptions could prevent customers and employees from accessing the store, reducing foot traffic. The financial costs of repairs, replacing inventory, and dealing with downtime could be substantial. To mitigate these risks, Target would need to implement seismic retrofitting, robust emergency preparedness plans, and backup power systems to ensure the safety of staff and continuity of operations during an earthquake. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Flooding: Flooding can significantly disrupt Target's operations by impacting store functionality, supply chains, and employee well-being. Flood water may damage store infrastructure, necessitating temporary closures and costly repairs. Transportation disruptions can delay deliveries, leading to inventory shortages and affecting sales. Additionally, employees may face personal challenges due to flooding, impacting staffing levels and store operations. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Wildfire: A wildfire could have significant impacts on Target, particularly if the store is located near brush or forested areas at risk of fire. Flames or smoke from nearby wildfires could damage the building, vehicles, or inventory, even if the fire doesn't directly reach the store. Smoke and ash could also infiltrate the building, affecting air quality and potentially harming products. Additionally, power outages from wildfire-related infrastructure damage could disrupt store operations, leading to temporary closures and a loss of revenue. If the wildfire causes nearby road closures or transportation disruptions, it could prevent customers and employees from accessing the store, further hindering sales. The financial strain from repairs, restocking inventory, and the potential costs of temporary closures could be considerable. To mitigate these risks, Target would need fire-resistant building materials, air filtration systems, and a robust emergency preparedness plan to protect both inventory and staff in the event of wildfire. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Windstorm: A windstorm, especially one driven by Santa Ana winds, could significantly impact the Target store. Strong winds could cause physical damage to the store's structure, including broken windows, roof damage, or structural issues. Flying debris could also damage the building and vehicles, or potentially harm products on display. Additionally, power outages caused by downed power lines could disrupt store operations, including lighting, refrigeration, and checkout systems, leading to temporary store closures and a loss of revenue. Access to the store could also be limited if roads are blocked by fallen trees or debris, further reducing foot traffic and impacting sales. The financial burden of repairs, replacing damaged inventory, and managing operational downtime could be significant. To minimize these risks, Target would need wind-resistant infrastructure, secure backup power systems, and a well-developed emergency response plan to safeguard both the property and its operations during a windstorm.



Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

We Pack It All

We Pack It All is a company based in Duarte that provides moving and packing services for residential, commercial, and industrial customers. Specializing in packing items securely for local, long-distance, and international moves, We Pack It All offers a range of services, including custom crating, fragile item handling, and assistance with packing and unpacking. The company is known for its expertise in ensuring that items are packed efficiently and safely, reducing the risk of damage during transport. We Pack It All is committed to customer satisfaction, offering tailored solutions to meet the specific needs of each client, whether it's for a household move or a larger corporate relocation. Their services aim to make the moving process smoother and more organized, providing peace of mind for customers. The company is an integral part of the Duarte business community, offering job opportunities and contributing to the local economy.

Dam Inundation: Dam inundation could significantly impact We Pack It All particularly if the company's facilities are located in a flood-prone area. In the event of a dam failure or extreme flooding, the company could experience severe property damage, including water flooding the storage and packing areas, which could damage packed items, equipment, and supplies. This could lead to a halt in operations and financial loss due to damaged inventory and equipment. Additionally, flooding could hinder employees' ability to reach the facility, and customers may face delays or cancellations of their moving and packing services. The company would also face significant costs related to repairs, replacing equipment, and potential operational downtime. To mitigate these risks, We Pack It All would need to implement flood prevention measures, such as elevated storage and flood barriers, and develop a disaster recovery plan to ensure quick resumption of services after a flooding event. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Earthquake: An earthquake could significantly impact We Pack It All particularly in terms of structural damage and disruption to operations. The shaking could cause damage to the company's facility, including cracks in walls, collapsed storage areas, and displaced equipment, potentially ruining packed items or essential supplies. If the earthquake causes power outages or damages utilities, it could halt business operations, delaying services and impacting customer satisfaction. Additionally, transportation routes and roads could be damaged, making it difficult for employees to reach the facility and for customers to access the company's services. The company would face substantial costs for repairs, replacing equipment, and addressing potential inventory loss. To minimize these risks, We Pack It All would need to implement seismic retrofitting, develop a robust emergency preparedness plan, and ensure backup systems are in place to maintain operations during and after an earthquake. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Flooding: Flooding in Duarte poses significant indirect challenges to We Pack It All, a contract packaging company specializing in health and wellness products. Flooded roads and disrupted transportation networks can delay the delivery of raw materials to their primary packaging facility at 2745 Huntington Drive and their warehouse at 16100 E. Foothill Boulevard in nearby Irwindale, hindering production schedules and order fulfillment.

Additionally, employees may face difficulties commuting due to impassable roads or personal property damage, leading to staffing shortages and reduced operational efficiency. While there is no specific information on We Pack It All's flood preparedness measures, implementing a comprehensive flood risk management plan - including securing flood insurance, establishing emergency communication protocols, and developing contingency strategies for supply chain disruptions - would enhance the company's resilience against flooding events. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Wildfire: A wildfire could significantly impact We Pack It All particularly if the company's facility is located near brush or forested areas at risk of fire. Flames or smoke from nearby wildfires could damage the facility, packing materials, and equipment, as well as any stored inventory, even if the fire does not directly reach the building. The smoke and ash could also affect air quality inside the facility, potentially damaging sensitive items or materials being packed. Additionally, wildfires could lead to power outages and disrupt transportation routes, making it difficult for employees to access the facility and for customers to receive their moving and packing services. The financial costs of repairing the facility, replacing damaged equipment, and addressing service delays could be significant. To mitigate these risks, We Pack It All would need fire-resistant building materials, effective air filtration systems, and a well-developed emergency response plan to ensure the safety of employees and a quick recovery after a wildfire event. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Windstorm: A windstorm could have significant impacts on We Pack It All particularly if strong winds cause damage to the company's facility or equipment. High winds could break windows, damage the roof, or cause debris to strike the building, potentially damaging packing materials, equipment, or inventory. If the facility is affected, operations may be temporarily halted, leading to delays in services for customers and potential loss of inventory. Power outages caused by downed power lines could disrupt the business, impacting essential operations like packing, loading, and moving logistics. Additionally, transportation routes might be blocked by fallen trees or debris, making it difficult for employees to reach the facility or for customers to access services. To mitigate these risks, We Pack It All would need to secure the facility with wind-resistant infrastructure, backup power systems, and a comprehensive emergency response plan to ensure the safety of operations during a windstorm. Telecommunications could also be significantly impacted by damage or destruction of fiber optic trunked wirelines, cellular services, and emergency services communications.

Natural, Historic, and Cultural Resources

Natural, historic, and cultural resources are essential elements that define the identity and heritage of a community. Natural resources include native flora and fauna, water bodies, landscapes, and climate, providing ecological and recreational benefits. Historic resources consist of buildings, archaeological sites, monuments, and historic districts that hold historical significance. Cultural resources encompass museums, traditional practices, languages, literature, festivals, and public art, reflecting the community's cultural heritage and values. Together, these resources contribute to preserving the community's history, environment, and cultural identity, enriching the quality of life for its residents.

Q&A | ELEMENT B: RISK ASSESSMENT | B2-a.

Q: Does the plan provide an overall summary of each jurisdiction's vulnerability to the identified hazards? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Vulnerability of Natural, Historic, and Cultural Resources** below.

Vulnerability of Natural, Historic, and Cultural Resources*

Duarte is home to a variety of natural, historic, and cultural resources that contribute to the city's unique character. The nearby San Gabriel Mountains and Los Angeles River provide scenic natural beauty and opportunities for outdoor activities, while parks like Royal Oaks Park and Fish Canyon offer green spaces for recreation. These natural resources support local wildlife and offer residents a connection to the surrounding environment.

Historically, Duarte is rich in heritage, with the Duarte Historical Society preserving the city's past, including early settlements and significant buildings from the 20th century. Cultural resources in Duarte include community events like the Duarte City Picnic, where local traditions are celebrated, and cultural hubs such as the Duarte Senior Center and Teen Center. Public art, including murals, also reflects the community's identity and adds to the city's cultural vibrancy. Together, these resources shape Duarte's sense of place and pride.

*The vulnerability of city parks and centers are included in the section discussing the vulnerability of **Structures**

* The vulnerability of community events such as the Duarte City Picnic is discussed in the **Activities Bringing Value to the Community** section.

Table 4.4: Hazard Vulnerability to Natural, Historic, and Cultural Resources

(Source: Planning Team, Emergency Planning Consultants)

(Note: "X" indicates affirmative)

	Dam Inundation	Earthquake	Flooding	Wildfire	Windstorm
Natural, Historic, and Cultural Resources					
City Parks including Royal Oaks Park - See Structures					
Duarte City Picnic - See Activities Bringing Value to the Community					
Duarte Historical Society & Museum 777 Encanto Parkway, Duarte	X	X		X	X
Fish Canyon Near 3700 Fish Canyon Rd, Duarte	X	X		X	X

Q&A | ELEMENT B: RISK ASSESSMENT | B2-b.

Q: For each participating jurisdiction, does the plan describe the potential impacts of each of the identified hazards on each participating jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Impact Profile on Natural, Historic, and Cultural Resources** below.

Impact Profile on Natural, Historic, and Cultural Resources

Dam Inundation

Dam Inundation can have significant impacts on the natural, historic, and cultural resources in Duarte affecting both the environment and the community's heritage.

Natural Resources

Dam inundation could significantly impact the city's natural resources, including the San Gabriel Mountains and areas surrounding the Los Angeles River. Flooding could destroy or damage local habitats, threatening wildlife that relies on these areas. Natural spaces like Royal Oaks Park and Fish Canyon, popular for recreation and environmental conservation, could be submerged or severely impacted by rising water levels, making them inaccessible to the public and potentially harming the local ecosystem. The overall loss of natural beauty and habitat would disrupt the balance of local ecosystems and the services they provide.

Historic Resources

In the event of dam inundation, Duarte's historic resources could suffer substantial damage. Important historic buildings and landmarks, such as those maintained by the Duarte Historical Society, could be flooded, resulting in the destruction or deterioration of these valuable pieces of history. Early 20th-century architecture and other heritage sites could be lost, disrupting efforts to preserve and share the city's historical narrative. The inundation could require expensive restoration efforts and possibly lead to the permanent loss of some cultural heritage.

Cultural Resources

Dam inundation would also have a significant impact on Duarte's cultural resources. Community centers, which host vital programs for local residents, could be damaged or destroyed, halting services and community engagement. Local cultural activities might be canceled or delayed due to infrastructure damage or road closures. Public art, including murals and sculptures, could be ruined or severely impacted by flood waters, reducing the city's cultural identity and the community's ability to celebrate its heritage.

Earthquake

An earthquake can have significant impacts on the natural, historic, and cultural resources in Duarte affecting both the environment and the community's heritage.

Natural Resources

The physical landscape and natural habitats may suffer from direct damage due to ground shaking and potential landslides, particularly in areas near the foothills. Parks and green spaces may be impacted by falling trees, damaged infrastructure, and disrupted ecosystems, affecting local wildlife and recreational opportunities. Additionally, water supply systems and utilities may be disrupted, posing risks to public health and safety.

Historic Resources

Historic buildings and structures, including those recognized for their architectural significance, are particularly vulnerable to earthquake damage. Cracks, structural failures, and falling debris can lead to loss or severe damage to these important assets, diminishing the community's historical identity. The Duarte Historical Society's efforts to preserve local history may also be hindered if their facilities are damaged.

Cultural Resources

The cultural fabric of the community can be affected as well, as events and gatherings that celebrate local heritage may be canceled or postponed following an earthquake. Cultural centers and organizations may face operational disruptions and resource challenges, limiting their ability to promote community engagement and cultural education. The psychological impact of an earthquake can also affect community cohesion, as residents may experience anxiety and displacement, making it harder to participate in cultural activities.

Overall, the impacts of an earthquake on Duarte's natural, historic, and cultural resources underscore the need for effective disaster preparedness and recovery plans to protect and preserve these vital aspects of the community's identity and well-being.

Flooding

Natural Resources

Flooding can cause significant ecological disruptions in Duarte's open spaces and natural systems. Flood water contributes to erosion, sediment buildup, and runoff pollution, threatening habitats along the San Gabriel River and other green spaces. One key site, Encanto Park, includes a riparian creek and bioswale system designed to manage stormwater. However, severe or repeated flooding may exceed the capacity of this system, leading to degraded water quality and harm to local wildlife.

Historic Resources

Flooding threatens the preservation of historic assets, especially those with limited structural resilience. The Duarte Historical Museum, located within Encanto Park, houses important collections related to the city's early settlers, citrus industry, and events like the 1938 flood. Flooding could damage the building or destroy irreplaceable artifacts and documents. Additionally, flood events may obscure or erode historical markers and trail access points tied to Duarte's heritage.

Cultural Resources

Duarte's cultural identity is deeply connected to its recreational trails, community spaces, and arts. The Fish Canyon Falls Trail, a beloved local site with cultural and recreational value, has already suffered from wildfire and past flood damage. Continued flooding threatens to further degrade the trail and limit community engagement with this iconic natural landmark. Moreover, community events and programs hosted in parks and public facilities may face cancellation or relocation due to flood-related damage or accessibility issues.

Wildfire

Wildfire can significantly impact the natural, historic, and cultural resources in Duarte leading to a range of consequences that affect the community's environment and heritage.

Natural Resources

A wildfire in Duarte could severely affect the city's natural resources by destroying or damaging vital habitats within the San Gabriel Mountains and along the Los Angeles River. Wildfires can devastate local ecosystems, threatening wildlife and plant species that rely on these areas for survival. Parks like Royal Oaks Park and natural spaces such as Fish Canyon could be destroyed or heavily impacted, leading to a loss of recreational areas and a disruption of natural processes like water filtration and air purification. The environmental damage caused by wildfire could take years, if not decades, to recover, impacting both the natural landscape and local biodiversity.



Historic Resources

In the event of wildfire, historic resources in Duarte could be at great risk. Important historical buildings and structures, including those preserved by the Duarte Historical Society, could be damaged or destroyed by the flames. If these sites are lost, it would represent a permanent loss of local history, as many of the city's heritage sites are vulnerable to fire. In addition, the surrounding land and historical landscapes may suffer from the wildfire's impact, requiring extensive restoration efforts. The destruction of these sites would diminish the community's ability to preserve and share its past with future generations.

Cultural Resources

Wildfire could also disrupt cultural resources in Duarte, such as local community centers, public art, and annual cultural events. The damage to community hubs like the Duarte Senior Center or Teen Center would affect the social fabric of the city, as these spaces host important recreational and educational programs for residents. Additionally, public art such as murals and sculptures could be damaged or destroyed by fire, diminishing the city's artistic identity. Cultural events could be canceled or delayed, further impacting the community's ability to celebrate its traditions. The overall loss of cultural landmarks and programs could hinder the sense of community pride and engagement.

Windstorm

The impact of windstorms on the natural, historic, and cultural resources in Duarte can be significant, affecting the community's environmental health, heritage preservation, and cultural practices.

Natural Resources

Windstorms could severely affect Duarte's natural resources by causing significant damage to local habitats, particularly in areas like the San Gabriel Mountains and along the Los Angeles River. Strong winds could uproot trees, causing destruction to native plant life and disrupting wildlife habitats. Public parks, including Royal Oaks Park and Fish Canyon, could be impacted by fallen trees and damaged vegetation, which would disrupt both recreational access and the environmental functions of these spaces. The wind could also exacerbate erosion and lead to soil degradation in vulnerable areas, further impacting the local ecosystem.

Historic Resources

In the event of windstorms, historic resources in Duarte could suffer structural damage. High winds could break windows, damage roofing, or cause portions of historical buildings to collapse. Sites of historical significance, such as those preserved by the Duarte Historical Society, could be harmed, leading to potential destruction of valuable landmarks and architectural features. The financial and time investment needed for restoration could be considerable, and the damage to these sites could result in the loss of irreplaceable historical resources that tell the story of the city's development.

Cultural Resources

Windstorms could also negatively impact Duarte's cultural resources, including community centers, public art, and cultural events. Wind damage could destroy or displace public art like murals and sculptures, undermining the city's cultural identity. Community spaces like the Duarte Senior Center or Teen Center could experience roof damage or structural issues, leading to service disruptions. Events could be canceled or delayed due to damage to infrastructure or road closures, limiting the community's ability to celebrate its cultural traditions and engage in shared experiences.

Activities Bringing Value to the Community

Activities bringing value to the community are those that contribute positively to the well-being, cohesion, and development of the community as a whole. These activities can take various forms and serve different purposes, but they generally aim to enhance the quality of life for community members and promote a sense of belonging and connectedness.

Q&A | ELEMENT B: RISK ASSESSMENT | B2-a.

Q: Does the plan provide an overall summary of each jurisdiction's vulnerability to the identified hazards? (Requirement 44 CFR § 201.6(c)(2)(ii))

A: See **Vulnerability of Activities Bringing Value to the Community** below.

Vulnerability of Activities Bringing Value to the Community

The Duarte City Picnic is an annual community event organized by the City Park and Recreation Department to bring together local residents for a day of fun, food, and outdoor activities. Typically held at one of the city's parks, the event features a variety of family-friendly activities, including live entertainment, games, picnicking, and opportunities for residents to socialize and connect with their neighbors. It is a way to celebrate the community spirit, promote local engagement, and provide an enjoyable experience for all ages. The picnic often includes food vendors, recreational activities, and informational booths from local organizations and businesses.

Table 4.5: Hazard Vulnerability of Activities Bringing Value to the Community

(Source: Planning Team, Emergency Planning Consultants)

(Note: "X" indicates affirmative)

Activities Bringing Value to the Community	Dam Inundation	Earthquake	Flooding	Wildfire	Windstorm
Duarte City Picnic A City Park - Varies		X			X

Q&A | ELEMENT B: RISK ASSESSMENT | B2-b.

Q: For each participating jurisdiction, does the plan describe the potential impacts of each of the identified hazards on each participating jurisdiction? (Requirement §201.6(c)(2)(ii))

A: See **Impact Profile on Activities Bringing Value to the Community** below.

Impact Profile on Activities Bringing Value to the Community

Earthquake

An earthquake during the Duarte City Picnic could have significant impacts, including safety concerns for attendees and potential disruption of concert activities due to structural damage or logistical challenges. Organizers would need to assess the safety of the park grounds and potentially cancel or modify activities. The earthquake could also affect attendance and have



economic implications for vendors and organizers. However, such a hazard event could also prompt a community-wide response, with residents coming together to support each other and assist with recovery efforts. Overall, quick and effective response measures would be crucial to ensuring the safety of attendees and minimizing the impact on the concert and the community.

Dam Inundation

In the event of dam inundation, the Duarte City Picnic could be significantly impacted, particularly if the flooding affects the location of the event that particular year. The park could be submerged or severely damaged by flood waters, making it unsafe or inaccessible for the event. Flooding could also cause widespread damage to infrastructure, including picnic areas, restrooms, and event setups, leading to cancellation or postponement of the picnic. Additionally, the surrounding roads and transportation routes could be blocked by debris or water, making it difficult for attendees and vendors to reach the event. The flooding could also damage or destroy equipment and supplies needed for the picnic, further disrupting the event. The financial and logistical challenges of rescheduling or relocating the event could affect the community's ability to come together and celebrate, undermining the sense of unity that the picnic provides.

Flooding

A flood in Duarte could have significant impacts on the Duarte City Picnic, particularly if the flooding affects the event location where the picnic is held. Flood waters could damage the park's infrastructure, including picnic tables, benches, pathways, and restrooms, making the space unusable for the event. In addition, local roads and access routes might be flooded or blocked, preventing attendees, vendors, and organizers from reaching the venue, which could lead to the cancellation or delay of the picnic. Flooding could also create safety concerns for attendees, especially if flood water rises quickly or if debris from the flood makes the area hazardous. Furthermore, if the flood damages equipment or supplies needed for the event, such as sound systems, tents, and food stands, it could disrupt the entire event. The cleanup and recovery process would add additional costs and logistical challenges, and it could diminish the community's ability to hold the picnic in the affected area for future events.

Wildfire

A wildfire could significantly impact the Duarte City Picnic, especially if the fire occurs near the event location. Wildfire could cause the park and surrounding areas to become unsafe, either due to direct damage from flames or the threat of smoke inhalation. This could result in the cancellation or relocation of the picnic, as it would pose a health risk to attendees and make the environment hazardous. In addition to safety concerns, the wildfire could damage infrastructure such as picnic areas, benches, and restrooms, making the park unsuitable for large gatherings. Wildfire smoke could also create air quality issues, potentially leading to the cancellation of outdoor activities, especially for those with respiratory concerns. If roads or transportation routes are affected by the fire or evacuation orders, it could be difficult for vendors, performers, or attendees to reach the picnic, further disrupting the event. The financial impact of rescheduling or relocating the picnic would also be considerable, along with the potential loss of community engagement and spirit during that time.

Windstorm

A windstorm could have significant impacts on the Duarte City Picnic, especially if high winds cause damage to the event's infrastructure and surrounding environment. Strong winds could blow over tents, booths, and other temporary structures, potentially causing injuries or disrupting



the event. If trees or branches are knocked down, they could block pathways, damage picnic areas, and create safety hazards for attendees. The wind could also interfere with the activities and entertainment planned for the picnic, such as outdoor games, music performances, and food vendors. If there are power outages due to downed power lines, it could affect food preparation, sound systems, and other essential event services. Additionally, transportation routes might be blocked by debris, making it difficult for attendees and vendors to access the picnic. These challenges could lead to the cancellation, delay, or significant disruption of the event, diminishing the sense of community and engagement that the picnic aims to promote.

Chapter 5: Mitigation Strategies

Overview of Mitigation Strategy

As the cost of damage from disasters continues to increase nationwide, the City of Duarte recognizes the importance of identifying effective ways to reduce vulnerability to disasters. Mitigation plans assist communities in reducing risk from natural hazards by identifying resources, information and strategies for risk reduction, while helping to guide and coordinate mitigation activities at the city's facilities.

The plan provides a set of action items to reduce risk from hazards through education and outreach programs, and to foster the development of partnerships. Further, the plan provides for the implementation of preventative activities.

Resources and information within the mitigation plan include:

1. Establishing a basis for coordination and collaboration among agencies and the public in Duarte,
2. Identifying and prioritizing future mitigation projects, and
3. Assisting in meeting the requirements of federal assistance programs.

The mitigation plan is integrated with other city plans including the Emergency Operations Plan, General Plan, Capital Improvement Program, as well as department-specific standard operating procedures.

Q&A | ELEMENT E. PLAN UPDATE | E2-a.

Q: Does the plan describe how it was revised due to changes in community priorities? (Requirement 44 CFR § 201.6(d)(3))

A: See **Changes in Community Priorities** below.

Changes in Community Priorities

The Eaton Fire ignited on January 7, 2025, destroying over 14,000 acres including 9,400 structures and resulting in 18 fatalities. While Duarte was not directly affected, the city faced evacuation warnings and helped to provide shelter for those displaced by the fire. The aftereffects of the Eaton Fire brought an increased dedication to public education and attention by the City. As such, the Planning Team added several wildfire-related actions to the Mitigation Actions Matrix.

Also, the Planning Team desired to change the HMP format to improve readability and to comply with mandates in the 2023/2025 FEMA Local Mitigation Planning Policy Guide and State of California General Plan requirements:

- Executive Summary: new section summarizes the planning process and community outreach activities, and
- Chapter 1: Planning Process - several stakeholder categories were added along with a more robust community outreach strategy, and



- Chapter 2: Community Profile – new attention given to the location and levels of the disadvantaged communities and socially vulnerable populations, and
- Chapter 3: Risk Assessment – consideration given to the state and federal recommended hazards yielded different hazards for inclusion in the 2025 HMP, and
- Chapter 4: Vulnerability and Impacts - new chapter including research and content regarding hazard vulnerabilities and impacts including an analysis of vulnerability of assets including people, structures, economy, community resources and activities, and
- Chapter 5: Mitigation Strategies – added appropriate General Plan Safety Element projects/actions; updated status on 2020 action items including deleting some lacking political or budgetary support; adding action items to protect critical facilities, and
- Chapter 6: Plan Maintenance – added details about integrating the mitigation plan into other documents.
- Chapter 7: Plan Review, Adoption, and Approval - a new section summarizing the progression of the Draft Plan to Final Plan.

Q&A | ELEMENT C. MITIGATION STRATEGY | C3-a.

Q: Does the plan include goals to reduce the risk from the hazards identified in the plan? (Requirement 44 CFR § 201.6(c)(3)(i))

A: See **State Hazard Mitigation Plan Goals, 2025 Duarte Plan Goals** below.

Overall goals guide the direction of future activities aimed at reducing risk and preventing loss from natural hazards. During the first meeting of the Planning Team, the State of California's Hazard Mitigation Plan goals and the 2020 Duarte HMP goals were reviewed.

State Hazard Mitigation Plan Goals

The 2023 State Hazard Mitigation Plan identified the following goals that reflect State's current priorities:

Goal 1 - Significantly reduce risk to life, community lifelines, the environment, property, and infrastructure by planning and implementing whole-community risk reduction and resilience strategies.

Goal 2 - Build capacity and capabilities to increase disaster resilience among historically underserved populations, individuals with access and functional needs, and communities disproportionately impacted by disasters and climate change.

Goal 3 - Incorporate equity metrics, tools, and strategies into all mitigation planning, policy, funding, outreach, and implementation efforts.

Goal 4 - Apply the best available science and authoritative data to design, implement, and prioritize projects that enhance resilience to natural hazards and climate change impacts.

Goal 5 - Integrate mitigation principles into laws, regulations, policies, and guidance to support equitable outcomes to benefit the whole community.



Goal 6 - Significantly reduce barriers to timely, efficient, and effective hazard mitigation planning and action.

2025 Duarte Plan Goals

Following review of the SHMP goals, the Planning Team reviewed the 2020 HMP goals and determined that those goals are consistent with and responsive to the 2025 **Risk Assessment** and that the goals continue to represent a long-term vision for hazard reduction and enhanced mitigation capabilities.

Each of the goals is supported by mitigation action items. The Planning Team developed these action items through its knowledge of the local area, risk assessment, review of past efforts, identification of mitigation activities, and qualitative analysis. See **Mitigation Actions Matrix**.

The five mitigation goals and descriptions are listed below.

Protect Life and Property

Implement activities that assist in protecting lives by making homes, businesses, infrastructure, critical facilities, and other properties more resistant to losses from natural, human-caused, and technological hazards.

Reduce losses and repetitive damage for chronic hazard events while promoting insurance coverage for catastrophic hazards.

Improve hazard assessment information to make recommendations for avoiding new development in high hazard areas and encouraging preventative measures for existing development in areas vulnerable to natural, human-caused, and technological hazards.

Increase Public Awareness

Develop and implement education and outreach programs to increase public awareness of the risks associated with natural hazards.

Provide information on tools, partnership opportunities, and funding resources to assist in implementing mitigation activities.

Preserve Natural Systems

Balance watershed planning, natural resource management, and land use planning with natural hazard mitigation to protect life, property, and the environment.

Preserve, rehabilitate, and enhance natural systems to serve natural hazard mitigation functions.

Encourage Partnerships and Implementation

Strengthen communication and coordinate participation among and within public agencies, citizens, non-profit organizations, business, and industry to gain a vested interest in implementation.

Encourage leadership within public and private sector organizations to prioritize and implement local, county, and regional hazard mitigation activities.



Strengthen Emergency Services

Establish policy to ensure mitigation projects for critical facilities, services, and infrastructure.

Strengthen emergency operations by increasing collaboration and coordination among public agencies, non-profit organizations, business, and industry.

Coordinate and integrate natural hazard mitigation activities, where appropriate, with emergency operations plans and procedures.

How are the Mitigation Action Items Organized?

The action items are a listing of activities in which city agencies and citizens can be engaged to reduce risk.

The action items are organized within the following Mitigation Actions Matrix, categorized by hazard. Data collection and research and the public participation process resulted in the development of these action items. The Matrix includes the following information for each action item:

Q&A | ELEMENT C: MITIGATION STRATEGY | C5-b.

Q: Does the plan identify the position, office, department, or agency responsible for implementing/administering the identified mitigation actions, as well as potential funding sources and expected time frame? (Requirement 44 CFR § 201.6(c)(3)(iii))

A: See **Lead Department** below.

Lead Department

The Mitigation Actions Matrix assigns primary responsibility for each of the action items to either a department or specific position within the city. The primary responsibility for implementing the action items falls to the entity shown as the “Lead Department”. The lead department has the regulatory responsibility to address hazards, or is willing and able to organize resources, find appropriate funding, or oversee activity implementation, monitor, and evaluate. The lead department is a city staff or contracted while supporting agencies may include local governments, county, or regional agencies.

Timeline

The mitigation plan will be updated every 5 years according to FEMA regulations. However, there are projects and programs in the Mitigation Actions Matrix that will require more than 5 years to complete. Some of the actions are identified as “ongoing” since the 2020 HMP or will continue on a regular basis through the 2025 HMP. These items are indicated as either Ongoing-Annual, Quarterly, or Monthly, or Ongoing-As Needed with an explanation of what triggers the action (e.g., amending the General Plan, a public agency meeting, etc.).

Funding Source

External resources could include a range of FEMA mitigation grants perhaps including HMGP.

Internal Resources could include general fund, capital improvement budgets, impact fees, human capital, in-kind resources, etc.



Plan Goals Addressed

The plan goals addressed by each action item are included as a way to monitor and evaluate how well the mitigation plan is achieving its goals once implementation begins. The plan goals are organized into the following five areas:

- ✓ Protect Life and Property
- ✓ Enhance Public Awareness
- ✓ Preserve Natural Systems
- ✓ Encourage Partnerships and Implementation
- ✓ Strengthen Emergency Services

Q&A | ELEMENT D: PLAN MAINTENANCE | D3-b.

Q: Does the plan identify the planning mechanisms for each plan participant into which the ideas, information and strategy from the mitigation plan may be integrated? (Requirement 44 CFR § 201.6(c)(4)(ii))

A: See **Planning Mechanisms** below.

Planning Mechanisms

It's important that each action item be implemented. Perhaps the best way to ensure implementation is through integration with one or many of the City's existing "planning mechanisms" including the "internal resources" including the General Plan, Capital Improvement Projects, General Fund, and "external resources" including Grants. Opportunities for integration will be simple and easy in cases where the action item is already compatible with the content of the planning mechanism. As an example, if the action item calls for the creation of a floodplain ordinance and the same action is already identified in the General Plan's policies, then the General Plan will assist in implementation. On the contrary, if preparation of a floodplain ordinance is not already included in the General Plan policies, then the item will need to be added during the next update to the General Plan.

The Capital Improvement Program, depending on the budgetary environment, is updated annually with a 5-year scope. The CIP includes infrastructure projects built and owned by the city. As such, the CIP is an excellent medium for funding and implementing action items from the Mitigation Plan. The Mitigation Actions Matrix includes several items from the existing CIP. The authors of the CIP served on the Planning Team and are already looking to funding addition Mitigation Plan action items in future CIPs. The General Fund is the budget document that guides all of the City's expenditures and is updated on an annual basis. Although primarily a funding mechanism, it also includes descriptions and details associated with tasks and projects.

Grants come from a wide variety of sources – some annually and others triggered by events like disasters. Whatever the source, the City uses the General Fund to identify successful grants as funding sources.

Building and Infrastructure

This addresses the issue of whether or not a particular action item results in the reduction of the effects of hazards on new and existing buildings and infrastructure.

Q&A | ELEMENT C: MITIGATION STRATEGY | C1-b.

Q: Does the plan describe each participant's ability to expand and improve the identified capabilities to achieve mitigation? (Requirement 44 CFR § 201.6(c)(3))

A: See **Expanding and Improving Capabilities** below.

Expanding and Improving Capabilities

This identifies the capability categories and applicability to individual mitigation action items. Sub-category indicators are P – Planning and Regulatory; A – Administrative and Technical; F – Finance; E – Education and Outreach.

Q&A | ELEMENT E: PLAN UPDATE | E2-b.

Q: Does the plan include a status update for all mitigation actions identified in the previous mitigation plan? (Requirement 44 CFR § 201.6(d)(3))

A: See **Comments** below.

Comments

All of the 2020 Mitigation Actions Matrix items were pulled into the 2025 HMP. The “comments” column in the 2025 Matrix including progress and/or changes to those action items as well as “new” items added during the 2025 planning process.

The purpose of the “Comments” column is to capture the notes and status of the various action items. Notations include:

“Revised” – some component(s) of the action item has been revised from the 2020 HMP.

“Deleted” – item removed because of lack of priority, staff and/or budget.

“Completed” – item completed but remains in Matrix until the 2025 HMP receives FEMA approval.

“Notes” – in order to maintain continuity between updates.

“New” – action items not included in the 2020 HMP.

Q&A | ELEMENT C. MITIGATION STRATEGY | C5-a.

Q: Does the plan describe the criteria used for prioritizing actions? (Requirement 44 CFR § 201.6(c)(3)(iv))

A: See **Benefit/Cost Ratings** below.

Benefit/Cost Ratings

The benefits of proposed projects were weighed against estimated costs as part of the project prioritization process. The benefit/cost analysis was not of the detailed variety required by FEMA for project grant eligibility under the Hazard Mitigation Grant Program (HMGP). A less formal approach was used because some projects may not be implemented for up to 10 years, and associated costs and benefits could change dramatically in that time. Therefore, a review of the apparent benefits versus the apparent cost of each project will be performed in the future as needed. Parameters were established for assigning subjective ratings (high, medium, and low) to the costs and benefits of these projects.

Cost ratings were defined as follows:

High: Existing funding within the jurisdiction will not cover the cost of the action item so outside sources of revenue would be required.

Medium: The action item could be funded through existing jurisdictional funding but would require budget modifications.

Low: The action item could be funded under existing jurisdictional funding within the assigned lead department.

Benefit ratings were defined as follows:

High: The action item will provide short-term and long-term impacts on the reduction of risk exposure to life and property.

Medium: The action item will have long-term impacts on the reduction of risk exposure to life and property.

Low: The action item will have only short-term impacts on the reduction of risk exposure to life and property.

Q&A | ELEMENT C. MITIGATION STRATEGY | C5-a.

Q: Does the plan describe the criteria used for prioritizing actions? (Requirement 44 CFR § 201.6(c)(3)(iv))

A: See **Priority Rating** below.

Priority Rating

The 2020 HMP Mitigation Action Items did not include “priorities”. During the 2025 planning process, the Planning Team utilized the Priority Rating system designations of “High”, “Medium”, or “Low” priority were assigned to each of the action items.

Does the Action:

- ☐ solve the problem?
- ☐ address Vulnerability Assessment?
- ☐ reduce the exposure or vulnerability to the highest priority hazard?
- ☐ address multiple hazards?
- ☐ benefits equal or exceed costs?
- ☐ implement a goal, policy, or project identified in the General Plan or Capital Improvement Project?

Can the Action:

- ☐ be implemented with existing funds?
- ☐ be implemented by existing state or federal grant programs?
- ☐ be completed within the 5-year life cycle of the LHMP?
- ☐ be implemented with currently available technologies?

Will the Action:

- ☐ be accepted by the community?
- ☐ be supported by community leaders?
- ☐ adversely impact segments of the population or neighborhoods?
- ☐ require a change in local ordinances or zoning laws?
- ☐ positive or neutral impact on the environment?
- ☐ comply with all local, state and federal environmental laws and regulations?

Is there:

- ☐ sufficient staffing to undertake the project?
- ☐ existing authority to undertake the project?

As mitigation action items were updated or written the Planning Team, representatives were provided worksheets for each of their assigned action items. Answers to the criteria above determined the priority according to the following scale.

- 1-6 = Low priority
- 7-12 = Medium priority
- 13-18 = High priority

Q&A | ELEMENT C: MITIGATION STRATEGY | C1-b.

Q: Does the plan describe each participant's ability to expand and improve the identified capabilities to achieve mitigation? (Requirement 44 CFR § 201.6(c)(3))

A: See **Mitigation Actions Matrix (Expanding and Improving Capabilities)** below.

Q&A | ELEMENT C: MITIGATION STRATEGY | C4-a.

Q: Does the plan include an analysis of a comprehensive range of actions/projects that each jurisdiction considered to reduce the impacts of hazards identified in the risk assessment? (Requirement 44 CFR § 201.6(c)(3)(ii))

A: See **Mitigation Actions Matrix (Action Items)** below.

Q&A | ELEMENT C: MITIGATION STRATEGY | C4-b.

Q: Does the plan include one or more action(s) per jurisdiction for each of the hazards as identified within the plan's risk assessment? (Requirement 44 CFR § 201.6(c)(3)(ii))

A: See **Mitigation Actions Matrix (Action Items)** below.

Q&A | ELEMENT C: MITIGATION STRATEGY | C5-a.

Q: Does the plan describe the criteria used for prioritizing actions? (Requirement 44 CFR § 201.6(c)(3)(ii))

A: See **Mitigation Actions Matrix (Priority, Goals)** below.

Q&A | ELEMENT C: MITIGATION STRATEGY | C5-b.

Q: Does the plan identify the position, office, department, or agency responsible for implementing/administering the identified mitigation actions, as well as potential funding sources and expected time frame? (Requirement 44 CFR § 201.6(c)(3)(iii))

A: See **Mitigation Actions Matrix (Lead Department, Timeline, Funding Source)** below.

Q&A | ELEMENT D: PLAN MAINTENANCE | D3-a.

Q: Does the plan describe the process the community will follow to integrate the ideas, information and strategy of the mitigation plan into other planning mechanisms? (Requirement 44 CFR § 201.6(c)(4)(ii))

A: See **Mitigation Actions Matrix (Planning Mechanism)** below.

Q&A | ELEMENT E: PLAN UPDATE | E2-b.

Q: Does the plan include a status update for all mitigation actions identified in the previous mitigation plan? (Requirement 44 CFR § 201.6(d)(3))

A: See **Mitigation Actions Matrix (Comments)** below.

Mitigation Actions Matrix

Table 5.1: Mitigation Actions Matrix
(Source: Duarte Planning Team)

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
Earthquake Mitigation Action Items														
EQ-1 Continue to adopt and enforce the most up-to-date California Building Code and California Fire Code with local amendments and continue to support the training of City staff in the provisions of the latest codes, to provide for seismic safety and fire safety design.	Community Development Department: Planning and Building Divisions, LACoFD	2026	P, A	X	X		X	GF	MC	Y	H	H	L	Revised
EQ-2 Regulate the location of new essential or critical facilities in areas that would be directly affected by seismic and geologic hazards (including surface fault rupture, liquefaction, and slope	Community Development Department: Planning and Building Divisions	As needed during the development review process	P, A	X	X		X	GF	MC	Y	H	H	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
instability) to ensure the facility will not be located in an area identified as susceptible to damage from a natural hazard.														
EQ-3 Continue to require fault rupture hazard assessment studies for qualifying projects proposed in the Alquist-Priolo Earthquake Fault Zones and Fault Hazard Management Zones mapped through the City.	Community Development Department: Planning and Building Divisions	As needed during the development review process	P, A	X	X		X	GF	MC	Y	H	H	L	Revised
EQ-4 Continue to require liquefaction assessment studies for qualifying projects proposed in areas of the City mapped as susceptible to liquefaction, and in areas where geotechnical testing shows the sediments are susceptible to liquefaction. Also require the implementation of mitigation measures as a condition of approval.	Community Development Department: Planning and Building Divisions	As needed during the development review process	P, A	X	X		X	GF	MC	Y	H	H	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
EQ-5 Develop and make available to all residents and businesses literature on hazard prevention and disaster response, including information on how to EQ-proof residences and places of business, and information on what to do before, during and after an earthquake. Reminders will be issued periodically to encourage the review and renewal of earthquake-preparedness kits and other emergency preparedness materials and procedures.	Public Safety Department	Annual – Great Shakeout	P, A	X	X		X	GF	GF	Y	H	H	L	Revised
EQ-6 Create inventory of potentially hazardous buildings, including pre-1952 wood-frame structures, concrete tilt-ups, pre-1971 reinforced masonry, soft-story, and multi-family	Community Development Department	1-5 years	P, A	X	X		X	GF	GF	Y	H	H	M	Revised

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residential buildings, to assess the seismic vulnerability of their structures and conduct seismic retrofitting as necessary to improve the building's resistance to seismic shaking.														
EQ-7 Encourage the evaluation of the above-ground water storage tanks in the City to assess their potential inundation hazard in the event of catastrophic failure and ensure that all tanks are fitted with the appropriate seismic safeguards, including shut-off valves, in accordance with the most recent water tank design guidelines.	Community Development Department: Public Works Division; Cal-American Water	As needed during the development review process	P, A	X			X	U	GF	Y	H	H	L	Revised
EQ-8 Conduct a seismic evaluation of City-owned essential and critical facilities that are located in or near mapped faults or in areas	Community Development Department	1-5 years		X	X		X	BRIC, HMGP	BRIC, HMGP	Y	H	H	M	Completed

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
mapped as susceptible to liquefaction or earthquake-induced slope instability.														
EQ-9 Where appropriate, relocate, strengthen, or retrofit those City-owned essential and critical facilities found to be at risk from seismic hazards.	Community Development Department	1-5 years	P, A	X	X		X	HMGP	HMGP	Y	M	H	H	Revised
EQ-10 Implement the Earthquake and Liquefaction actions, and the Multi-Hazard actions listed in the Mitigation Actions Matrix in Mitigation Strategies of the City of Duarte Hazard Mitigation Plan. (Source: Safety Element)	Community Development Department: Planning & Building Divisions	As needed during the development review process	P, A	X	X		X	GF	GP, MC	Y	M	H	L	New
EQ-11 Restrict development in areas prone to seismic hazards and other geologic hazards. (Source: Safety Element)	Community Development Department: Planning & Building Divisions	As needed during the development review process	P, A	X			X	GF	GP, MC	Y	H	H	L	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
EQ-12 Enforce seismic design provisions of the current California Building Standards Code related to geologic, seismic, and slope hazards for all new construction. (Source: Safety Element)	Community Development Department: Building & Engineering Divisions	As needed during the development review process	P, A	X			X	GF	GP, MC	Y	H	H	L	New
EQ-13 Require that geotechnical reports include projected changes to slope stability related to climate change impacts on wildfires and erosion, and the development of mitigation strategies for new development projects in areas with the potential for liquefaction or landslide. (Source: Safety Element)	Community Development Department: Building, Planning, & Engineering Divisions	As needed during the development review process	P, A	X	X		X	GF	GP, MC	Y	M	H	L	New
Wildfire Mitigation Action Items														
WLD-1 Ensure City equipment is up to date and maintained to	Community Development	As needed throughout	P, A	X	X		X	GF, HMGP	GF, HMGP	N	L	H	M	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
supplement the Los Angeles County Fire Department efforts (including City water trucks, City trucks, and tools), especially during red flag warning days.	Department: Public Works and Field Services Divisions, LACoFD	the five-year HMP period												
WLD-2 Ensure that there are an appropriate number of generators for emergency power, and compatibility with LACoFD supply. Specifically, these generators will be used to provide back-up power systems in the event of an electrical power failure in order to pump water supply into water tanks for fire suppression.	Public Safety Department, Community Development Department; LACoFD	1-5 years	P, A	X	X		X	HMGP, GF	HMGP	N	L	H	M	Revised
WLD-3 Continue fire inspections and brush clearance programs sponsored by the Los Angeles County Fire Department and LA County Agricultural Commission.	Community Development Department Public Works & Field Services Divisions; LACoFD	As needed throughout the five-year HMP period	P, A	X	X		X	GF	GF	Y	H	H	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
WLD-4 Continue to enforce development standards and distribute zoning handouts to property owners and contractors that describe the fire prevention measures contained within the Hillside Overlay Zone including unobstructed fire protection equipment access easements, Class A roof materials, fire hydrant locations, and water main minimum requirements.	Community Development Department; Planning Division; Public Safety Department; LACoFD	As needed during the development review process	P, A	X	X	X	X	GF	GF	Y	M	H	L	Revised
WLD-5 Update the development standards of the Hillside Development Standards with new fire prevention measures as needed to address the construction of new buildings and infrastructure.	Community Development Department; Planning Division; LACoFD	1-5 years	P, A	X	X	X	X	GF	GF, MC	Y	M	M	L	Revised
WLD-6 Update the public on vegetative and fire management activities via communication	Public Safety Department; City	1-5 years	P, A	X	X	X	X	GF	GF	Y	L	M	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
mechanisms in Duarte such as temporary signs at affected properties; the City web sites; newspapers; and direct mailings.	Manager's Office; LACoFD													
WLD-7 Distribute public information brochures that encourage residents to plant fire resistant landscaping, to clear dry brush, and to consider fire-resistant building materials.	Community Development; and Public Safety Departments; LACoFD	Annual	P, A	X	X	X	X	GF	GF	Y	L	M	L	Revised
WLD-8 Publish fire prevention articles in City newsletter related to fire evacuation, fire escape plans, and fire safety.	Community Development; and Public Safety Departments	1-5 years	P, A	X	X		X	GF	GF	Y	M	H	L	Revised
WLD-9 Build a community message board to be placed in a strategic location in the City to alert the public to wildfire hazards and provide the community information related to hazards.	Community Development Department	Completed		X	X		X	GR	GR	Y	L	L	M	Completed
WLD-10 Explore funding sources and advocate with Cal-American	Community Development	1-5 years	P, A	X			X	HMGP, U	GP	Y	L	M	M	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
Water Company to install fire-resistant electrical pump systems or to install back-up power generators at each water tank to ensure adequate fire suppression.	Department: Public Works Division; LACoFD													
WLD-11 Seek funding for replacement and/or retrofit of rain cannons for Wildland urban Interface areas throughout the City.	Public Safety Department; Community Development Department; City Manager's Office	1-5 years	P, A	X		X	X	HMGP, U	GP	Y	L	M	M	Revised
WLD-12 Use information from different sources such as field evaluations, aerial maps and photography, and public feedback to continually evaluate vegetative health and develop recommendations for the Fish Fire Impact Area.	Public Safety Department; Community Development Department; LACoFD	Completed		X	X	X	X	GF	GF	Y	M	L	M	Completed
WLD-13 Monitor and evaluate tree disease and infestations on a continual basis due to the	Public Safety Department; LACoFD	Annual	P, A	X	X		X	GF	GF	Y	L	L	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
dynamic nature of insects and disease.														
WLD-14 Develop a brush clearance plan that addresses fuel modification/reduction on annual schedule for public-owned parcels. The schedule will remain flexible to meet staff workload and funding options, management objectives, neighborhood groups and other strategic inputs. Work with neighborhood groups who have demonstrated commitment to hazardous fuels reduction and those neighborhoods who would benefit from a demonstration site where one has been proposed.	Community Development Department: Public Works Division; LACoFD	1-3 years	P, A	X	X	X	X	HMGP, GF	GF	Y	M	M	L	Revised
WLD-15 A brush clearance and fuel modification/reduction plan will identify a schedule for completion for maintenance of City owned properties identified	Community Development Department	10/2020		X		X	X	GF	GF	Y	H	M	M	Completed

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
as needing a management plan. Work collaboratively with state and federal agencies to plan, prepare, and implement fuel treatment options for the landscape, particularly as funding and cooperative opportunities become available for these items.														
WLD-16 Annually reevaluate evacuation resources and update the evacuation plan.	Public Safety Department; Community Development Department; LACoFD	1-5 years	P, A	X	X		X	GF	GF, HMGP	Y	L	M	L	Revised
WLD-17 Use social media and a cell phone registration service to help notify residents of emergency events requiring evacuation.	City Manager's Office; Public Safety Department	As needed during an emergency	P, A	X	X		X	GF	GF	Y	L	M	L	Revised
WLD-18 Require all existing roofs in the Very High Fire Hazard areas to only be replaced by	Community Development Department:	As needed during the development	P, A	X	X		X	GF	GF	Y	M	H	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
roofing as required by Fire and Building Codes.	Building and Safety Division	review process												
WLD-19 Require vacant parcel inspections for weeds and other vegetation, insect, and disease issues.	Community Development Department: Field Services Division; LACoFD; Public Safety; Los Angeles County Department of Agriculture	Annual	P, A			X	X	GF	GF	Y	M	M	L	Revised
WLD-20 Require property owners to remove wood piles, fast burning vegetation, and other fuel sources from the perimeter of residences.	Public Safety Department; LACoFD	As needed throughout the five-year HMP period	P, A	X	X		X	GF	GF	Y	M	H	L	Revised
WLD-21 Implement the Wildfire actions and the Multi-Hazard actions listed in the Mitigation Actions Matrix in Part III (Mitigation Strategies) of the City	Community Development Department: Planning & Building Divisions	As needed throughout the five-year HMP period	P, A	X	X		X	GF	GP, MC	Y	M	H	L	New

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of Duarte Hazard Mitigation Plan. (Source: Safety Element)														
WLD-22 Continue to support programs to reduce fire hazards of vegetation in areas of extreme to high fire risk. Such programs may take a variety of forms, but may include weed and brush removal and control and use of fire-resistant plantings.	Community Development Department: Field Services Division; LACoFD; Public Safety; Los Angeles County Department of Agriculture	Annual	P, A			X	X	GF	GF	Y	M	M	L	New
WLD-23 Provide an adequate level of fire equipment, peak load water supply, and personnel to protect the community. (Source: Safety Element)	Public Safety Department; LACoFD; Cal-American Water	As needed throughout the five-year HMP period	P, A	X	X		X	GF, U, HMGP	GF, U, HMGP	Y	M	M	H	New
WLD-24 Require all new development and re-development in the VHFSZ to comply with the following standards, codes, and regulations:	Community Development Department: Building and Safety Division	As needed during the development review process	P, A	X	X		X	GF	GF	Y	M	H	L	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
- Title 14, CCR, division 1.5, chapter 7, subchapter 3, article 3 (commencing with section 1299.01) (Fire Hazard Reduction Around Buildings and Structured Regulations) for SRAs and VHFSZ, and with the California Government Codes 51175-57789 (Very High Fire Severity Zones); - The latest fire-safe standards; - The Board of Forestry and Fire Protection Fire Safe Regulations; and, - The most current version of the California Building Codes and the California Fire Code. (Source: Safety Element)														
WLD-25 Require all new development in the VHFSZ to develop site-specific fire management plans addressing fuel modification or incorporating	Community Development Department: Planning Division	As needed during the development review process	P, A	X			X	GF	GP, MC	Y	H	H	L	New

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open space and other defensible space areas, as well as multiple points of ingress and egress for evacuation and emergency vehicle access before approval. (Source: Safety Element)														
WLD-26 Identify areas with inadequate access/evacuation routes and develop mitigation measures or improvement plans for these areas. (Source: Safety Element)	Community Development Department; LACoFD; LACoSD, Public Safety	As needed throughout the five-year HMP period	P, A	X			X	GF	GP, MC	Y	H	H	L	New
WLD-27 Minimize new development in the Very High Fire Hazard Severity Zone, and, when feasible, locate all new essential public facilities outside of the Very High Fire Hazard Severity Zone. (Source: Safety Element)	Community Development Department: Planning Division	As needed throughout the five-year HMP period	P, A					GF	GP, MC	Y	M	M	M	New

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WLD-28 Minimize risks to existing development in Very High Fire Hazard Severity Zones by identifying existing nonconforming development to contemporary fire safe standards, in terms of road standards and vegetative hazard, and requiring all development to meet or exceed the City of Duarte Title 15 – Fire under the Duarte Municipal Code and applicable updates. (Source: Safety Element)	Community Development and Public Safety Departments; LACoFD	As needed throughout the five-year HMP period	P, A				X	GF, CIP, HMGP	GP, GF, CIP, HMGP, MC	Y	L	L	M	New
WLD-29 Work with California American Water Company (water provider) to identify, maintain, and ensure the long-term integrity of future water supply for fire suppression needs, and ensure that water supply infrastructure adequately supports existing and future development and	Community Development Department – Public Works Division; Public Safety Department; LACoFD; Cal-American Water	Within 1-5 years	P, A	X				U, HMGP	U, HMGP	N	M	M	H	New

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redevelopment, and provides adequate water flow to combat structural and wildland fires, including during peak domestic demand periods. (Source: Safety Element)														
WLD-30 Establish and maintain community fire breaks and fuel modification/reduction zones, including public and private road clearance as described in the Duarte Hazard Mitigation Plan. (Safety Element)	Community Development Department: Public Works & Field Services Divisions; LACoFD; Public Safety	As needed throughout the five-year HMP period	P, A	X			X	GF, HGMP	GF, HGMP		M	M	L	New
WLD-31 Require that all homes and businesses have visible street addressing and signage. (Source: Safety Element)	Community Development Department: Public Works Division; LACoFD	As needed throughout the five-year HMP period	P, A	X			X	GF, HGMP	GF, HGMP		H	H	L	New
WLD-32 Evaluate evacuation route capacity, safety, and viability under a range of emergency scenarios to facilitate fire, police,	Public Safety & Community Development	Within 1-5 years	P, A	X			X	GF, HGMP	GF, HGMP		M	M	L	New

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and ambulance access and resident egress, as part of the next update to the City of Duarte Local Hazard Mitigation Plan. (Source: Safety Element)	Departments; LACoFD													
Windstorm Mitigation Action Items														
WND-1 In advance of wind events, continue to send requests for tree trimming in the City to Southern California Edison (SCE) for trees located in close proximity to overhead power lines.	Community Development Department: Public Works & Field Services Divisions	Monthly	P, A	X		X	X	GF	GF	Y	H	M	L	Revised
WND-2 Seek funding for tree-trimming contractor to provide proactive pruning and trimming services prior to wind events.	Community Development Department: Field Services Divisions	1-5 years	P, A	X		X	X	HMGP, GF	HMGP, GF	N	M	H	M	Revised
WND-3 Continue with concrete repair to hardscape caused by wind event.	Community Development Department: Public Works & Field Services Divisions	Annual	P, A	X			X	HMGP, GF	HMGP, GF	Y	M	M	M	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
Hazardous Materials														
HZMT-1 Coordinate with the Los Angeles County Department of Environmental Health Services, on enforcement of State and local statutes and regulations pertaining to hazardous materials/waste storage, use, and disposal.	Public Safety Department; Community Development Department: Public Works Division; LACoFD; LASD	Ongoing		X		X		GF	GF	Y	L	L	L	Deleted
HZMT-2 Support staff training and education requirements regarding emergency response procedures associated with transportation-based hazardous materials releases.	Public Safety Department; Community Development Department: Public Works Division; LACoFD; LASD	Ongoing		X		X	X	GF	GF	Y	L	H	L	Deleted
Land Subsidence														
LS-1 Evaluate the stability of the roadways surrounding the Rancho Duarte Golf Course to ensure that they meet current engineering standards and are constructed	Community Development Department: Public Works Division; LACoFD; LASD	Ongoing		X		X		GR, GF	GR	Y	L	M	M	Deleted

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
with an adequate factor of safety to provide emergency access/evacuation during a disaster event.														
Landslide														
LM-1 Continue to require that geologic/engineering reports be prepared for any proposed construction near landslide subsidence area and require mitigation of landslide hazards before issuing any building or grading permits, in accordance with the seismic guidelines provided in the City's <i>Seismic Hazards Report</i> (July 2013).	Community Development Department: Building and Safety, Public Works Divisions	Ongoing		X	X	X	X	GF	GF	Y	M	M	L	Deleted
Dam Failure Mitigation Action Items														
DAM-1 Prepare a Dam Failure evacuation plan that can be incorporated into the City's Emergency Operations Plan.	Public Safety Department; LACoFD	1 year	P, A	X			X	HMGP, GF	HMGP, GF		L	M	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
DAM-2 Acquire Dam Inundation Maps from Cal OES.	Public Safety Department	1 year	P, A	X	X	X	X	GF	GF		H	H	L	Revised
Flood Mitigation Action Items														
FLD-1 Continually monitor and review FEMA's National Flood Insurance Program (NFIP) requirements to ensure that Title 16.40, Floodplain Management Regulations, of the City's Municipal Code is in compliance. Participate in the FEMA NFIP Community Rating System (CRS).	Community Development Department: Public Works Division	Ongoing – as new standards become available	P, A	X	X		X	GF	GF		L	M	L	Revised
FLD-2 Work in coordination with the Los Angeles County Flood Control District to develop and disseminate public education materials on flood protection and mitigation by working collaboratively with community groups, non-governmental organizations and the local media.	Community Development Department	Annual	P, A	X	X		X	GF	GF	Y	M	L	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
FLD-3 Review and update Title 16.40, Floodplain Management Regulations, of the City's Municipal Code as it relates to storm/flooding hazards, consistent with the risks identified in this LHMP.	Community Development Department	1-5 years	P, A	X	X	X		GR, GF	GP	Y	L	M	L	Revised
FLD-4 Utilize land acquisition in situations where land with structures could be purchased by and titled in the name of the City. The City would then remove structures and enforce permanent restrictions on development.	Community Development Department: Public Works Division	1-3 years	P, A	X		X		GR	GR	Y	H	L	H	New
FLD-5 Review and update Zoning Ordinance to ensure utilization of methods that mitigate against flooding including: 1) adopting ordinances that limit development in the floodplain; 2) limiting the density of developments in the floodplain; and 3) requiring that	Community Development Department	5 years	P, A	X		X		GR	GR	Y	M	M	M	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
floodplains be maintained as open space.														
FLD-6 Conduct review of existing storm drain system. Flood mitigation can involve installing, re-routing, or increasing the capacity of a storm drainage system that may involve detention and retention ponds, drainage easements, or creeks and streams. It can include separation of storm and sanitary sewerage systems as well as higher engineering standards for drain and sewer capacity.	Community Development Department	5 years	P, A	X			X	GR	GR	Y	M	L	M	New
FLD-7 Consider drainage easements for planned and regulated public use of privately-owned land for temporary water retention and drainage.	Community Development Department	5 years	P, A	X			X	GR	GR	Y	M	L	M	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
FLD-8 Properly designed and maintained roads are needed to get people and goods from place to place. In addition to planning for traffic control during floods, there are various construction and placement factors to consider when building roads. To maintain dry access, roads should be elevated above the base flood elevation. However, if a road creates a barrier it can cause water to pond. Where ponding is problematic, drainage and flow may be addressed by making changes to culvert size and placement. In situations where flood waters tend to wash roads out, construction, reconstruction, or repair can include not only attention to drainage but also stabilization or armoring of	Community Development Department	5 years	P, A	X		X		GR	GR	Y	M	M	M	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
vulnerable shoulders or embankments.														
FLD-9 Structural flood control measures (e.g., dams, floodwalls) should be examined as means to channel water away from people and property. Structural measures may also increase drainage or absorption capacities (e.g., detention and retention basins, relief drains, spillways, drain widening/dredging or rerouting, logjam and debris removal, extra culverts, bridge modification, dike setbacks, flood gates and pumps, or channel redirection). However, structural measures may cause an increase in the base flood elevation. History has shown that structures that channel water may create a false sense of security and result in greater damage to	Community Development Department	10 years	P, A	X		X		GR	GR	Y	M	L	L	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
nearby properties if the structures fail.														
FLD-10 Consider back-up generators for pumping and lift stations in sanitary sewer systems, along with other measures (e.g., alarms, meters, remote controls, and switchgear upgrades).	Community Development Department	5 years	P, A, E	X		X		GR	GR	Y	H	L	M	New
FLD-11 Dry well installation plan or storm water drain extension of areas considered at risk due to urban flooding: 1) Huntington Drive – north side, with Buena Vista; 2) Encanto Parkway- north of Huntington; 3) Encanto Parkway near Fish Canyon; 4) Central Avenue – northside, east of Santo Domingo; 5) Buena Vista Street – east side, south of Galen Street; 6) Vineyard Avenue south of Royal Oaks.	Community Development Department / Public Works	5 years	P, A, E	X	X	X		GR, GF	GR, GF	Y	M	M	M	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
FLD-12 Update Title 16.40, Floodplain Management Regulations, of the City's Municipal Code as it relates to protocols to implement the substantial improvement and substantial damage as required of all NFIP participants.	Public Works	1 year	R, A	X	X	X	X	GF	GF	Y	H	M	L	New
Multi-Hazard Mitigation Action Items														
MH-1 Coordinate hazard mitigation progress/efforts with the Los Angeles County Office of Emergency Management and other agencies and cities within Los Angeles County.	Public Safety Department; Community Development Department; LACoFD; LASD; City Manager's Office	Annual	P, A	X		X	X	GF	GF	Y	M	L	L	Revised
MH-2 Continue to work with Los Angeles 911 and other relevant agencies to maintain a coordinated and effective	Public Safety Department; Community Development	Annual	P, A	X		X	X	GF	GF	Y	M	M	L	Revised

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
emergency communication system.	Department; LACoFD; LASD													
MH-3 Continue to update and enhance mapping data and the City's GIS for all hazards.	Community Development Department	Annual	P, A	X		X	X	GF	GF	Y	M	L	L	Revised
MH-4 Work with the appropriate cellular phone service providers to ensure there is always adequate cellular services to critical facilities within the city and that a contingency plan is available to provide cellular services to City and Public Safety personnel during emergencies.	Public Safety & Community Development Departments	As needed	P, A	X		X	X	GF	GF	Y	M	M	L	Revised
MH-5 Review and update the city's existing ordinances as they relate to hazards and risks identified in this LHMP.	Community Development Department	Ongoing – as needed	P, A	X	X		X	GF	GF	N	L	H	M	Revised
MH-6 Replace generator for EOC and Civic Center Complex.	Parks & Recreation Department and Community Development	Completed 3/24	P, A	X			X	HMGP	HMGP	Y	M	H	L	Completed

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
	Department – Field Services Division													
MH-7 Update Emergency Operations Plan.	Public Safety Department	Within 5-year planning period	P, A	X	X	X	X	GF, HMGP	GF, HMGP	N	L	M	M	Revised, EOP is in the process of being updated
MH-8 Continue to encourage community involvement in disaster preparedness, including CERT.	Public Safety Department	Annual		X	X		X	GF, HMGP	GF, HMGP	N	M	M	M	Revised
MH-9 Emergency response personnel need to be trained for various contingencies and response activities, such as evacuation, traffic control, search and rescue.	Public Safety Department	As needed		X	X		X	HMGP	HMGP	N	H	M	H	Revised
MH-10 Expand and intensify precautionary measures in high-risk areas, including in disadvantaged communities, to reduce loss from natural or man-	Public Safety & Community Development Departments	As needed throughout the five-year HMP period	P, A	X			X	GF, HMGP	GF, GP, HMGP	N	M	H	L	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
made disasters and investigate ways of reducing the likelihood of their occurrence. (Source: Safety Element)														
MH-11 Consider climate change vulnerability and safety implications during the review process for all development proposals, including those involving City-owned facilities and infrastructure. (Source: Safety Element)	Community Development Department	As needed throughout the five-year HMP period	P, A		X		X	GF	GF, GP	Y	M	M	L	New
MH-12 Coordinate with the Los Angeles County Sheriff's Department, Los Angeles County Fire Department, and neighboring cities to ensure that adequate services are ready and available to serve the community in the event of natural or man-made disasters. (Source: Safety Element)	Public Safety Department	Annual	P, A	X	X		X	GF	GF	N	M	H	L	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
MH-13 Maintain hazard mitigation plans, disaster preparedness and emergency response plans, and update plans at regular intervals and when new information is available. (Source: Safety Element)	Community Development & Public Safety Departments	As needed throughout the five-year HMP period	P, A	X	X		X	GF, HMGP	GP, GF, HMGP	N	M	H	M	New
MH-14 Establish designated emergency response and evacuation routes throughout the City, for each climate hazard (e.g., wildfire, storm flooding, etc.), prioritizing the most high-risk and disadvantaged populations. (Source: Safety Element)	Public Safety & Community Development Departments; LACoSD; LACoFD	Within 1-5 years	P, A	X	X		X	GF, HMGP	GF, HMGP	Y	M	M	L	New
MH-15 Update emergency and disaster response measures to account for increased heat days with a focus on reducing health risks for the highest-risk individuals and disadvantaged	Public Safety Departments; LACoFD; LACoSD	Annual	P, A	X	X		X	GF, HMGP	GF, HMGP	N	M	H	L	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
communities. (Source: Safety Element)														
MH-16 Ensure that adequate provisions are made to supply drinking water for an extended period in the event of a major disaster. (Source: Safety Element)	Public Safety Department; City Manager's Office, Cal-American Water	Within 1-5 years	P, A	X				U, HMGP	U, HMGP	N	M	M	M	New
MH-17 Establish and support all appropriate media for reaching all segments of the community (English-speaking and non-English speaking) to educate residents concerning emergency preparedness and safety, focusing on the most vulnerable communities such as those in the Very High Fire Hazard Severity Zone. (Source: Safety Element)	City Manager's Office	As needed throughout the five-year HMP period	P, A		X		X	GF	GF	N	H	H	L	New
MH-18 Present or support an on-going series of community meetings or seminars, and a	Public Safety & Community Development	Annual	P, A	X	X		X	GF, HGMP	GF, HGMP	N	L	M	L	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP=Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
community handbook on disaster preparedness and procedures. The program should be about minimizing hazards in the home, wildfire mitigation and disaster planning, and developing disaster preparedness and evacuation plans. (Source: Safety Element)	Departments; City Manager's Office,													
MH-19 Increase public awareness of City emergency response plans, evacuation routes, and emergency shelters, with a focus on populations at greatest risk and disadvantaged communities. (Source: Safety Element)	Public Safety & Department; City Manager's Office,	5 Years	P, A	X	X		X	GF	GF	N	L	M	L	New
MH-20 Maintain a citizens notification system regarding natural, man-made, or climate change hazards that reaches all populations in the community with a focus on reaching	Public Safety & Department; City Manager's Office,	Annual	P, A	X	X		X	GF, HGMP	GF, HGMP	N	H	H	M	New

Mitigation Action Item	Lead Department	Timeline	Expanding & Improving Capabilities: P-Planning & Regulatory, A-Administrative & Technical, F-Finance, E-Education & Outreach	Goal: Protect Life and Property	Goal: Increase Public Awareness	Goal: Protect Natural Systems	Goal: Strengthen Emergency Services	Funding Source: GF-General Fund, Capital Improvement Program-CIP, HMGP-Hazard Mitigation Grant Program, U-Utilities	Planning Mechanism: GP-General Plan, CIP, GF-General Fund, HMGP-Hazard Mitigation Grant Program MC-Municipal Code	Buildings & Infrastructure: Does the Action Item impact New and/or Existing Buildings and/or Infrastructure? Yes (Y), No (N)	Priority: L-Low, M-Medium, H-High	Benefit: L-Low, M-Medium, H-High	Cost: L-Low, M-Medium, H-High	2026 Comments and Status – Completed, Revised, Deleted, New, and Notes
disadvantaged communities. (Source: Safety Element)														
MH-21 Incorporate information for potential health threats due to climate change hazards, such as heat-illness, illnesses complicated by low air quality, and risks during heavy precipitation events, into early warning systems. (Source: Safety Element)	Public Safety & Department; City Manager's Office; Parks & Recreation Department	Annual	P, A	X	X		X	GF	GF	Y	M	M	L	New

Chapter 6: Plan Maintenance

The plan maintenance process includes a schedule for monitoring and evaluating the Plan annually and producing a plan revision every five-years. This section describes how the City of Duarte will integrate public participation throughout the plan maintenance process.

Q&A | ELEMENT D: PLAN MAINTENANCE | D2-a.

Q: Does the plan describe the process that will be followed to track the progress/status of the mitigation actions identified within the Mitigation Strategy, along with when this process will occur and who will be responsible for the process? (Requirement 44 CFR § 201.6(c)(4)(i))

A: See **Local Mitigation Officer, Method and Scheduling of Plan Implementation, Monitoring and Implementing the Plan, Annual Implementation Matrix** below.

Local Mitigation Officer

The Planning Team involved in research and writing of the Plan will also be responsible for implementation. The Planning Team will be led by the Planning Team Chair Jason Golding who will be referred to as the Local Mitigation Officer. Under the direction of the Local Mitigation Officer, the Planning Team will take responsibility for plan maintenance and implementation. The Local Mitigation Officer will facilitate the Planning Team meetings and will assign tasks such as updating and presenting the Plan to the members of the Planning Team. Plan implementation and evaluation will be a shared responsibility among all of the Planning Team members. The Local Mitigation Officer will coordinate with the City of Duarte leadership to ensure funding for 5-year updates to Plan as required by FEMA. The Planning Team will be responsible for coordinating the implementation of plan action items and undertaking the formal review process. The Local Mitigation Officer will be authorized to make changes in assignments to the current Planning Team.

The Planning Team will meet no less than annually. Meeting dates will be scheduled once the final Planning Team has been established. These meetings will provide an opportunity to discuss the progress of the action items and maintain the partnerships that are essential for the sustainability of the mitigation plan. The Local Mitigation Officer (or designee) will be responsible for contacting the Planning Team members and organizing the annual meetings.

Plan updates will need to be approved by FEMA every 5 years. However, adequate time should be allowed to secure grant funding (if necessary), allow adequate time for a thorough planning process, and time for the formal review by Cal OES and FEMA. All said, if grant funding is going to be needed, the update timeline should begin 3 years prior to the plan's due date to FEMA.

Method and Scheduling of Plan Implementation

	Year 1	Year 2	Year 3	Year 4	Year 5
Monitoring	X	X	X	X	X
Evaluating					
Internal Planning Team Evaluation	X	X	X	X	X
Cal OES and FEMA Evaluation					X
Updating					X

Monitoring and Implementing the Plan

Monitoring the Plan

The Local Mitigation Officer will hold annual meetings with representatives from the coordinating agencies (as identified in the Mitigation Actions Matrix) in order to gather status updates on the mitigation action items. These meetings will provide an opportunity to discuss the progress of the action items and maintain the partnerships that are essential for the sustainability of the mitigation plan. See the **Annual Implementation Report** (discussed below) which will be a valuable tool for the Planning Team to measure the success of the Hazard Mitigation Plan. The focus of the annual meeting will be on the progress and changes to the Mitigation Action Items.

Q&A | ELEMENT D: PLAN MAINTENANCE | D3-a.

Q: Does the plan describe each community will follow to integrate the ideas, information and strategy of the mitigation plan into other planning mechanisms? (Requirement 44 CFR § 201.6(c)(4)(ii))

A: See **Integration into Other Planning Mechanisms** below.

Integration into Other Planning Mechanisms

The City of Duarte addresses statewide planning goals and legislative requirements through the General Fund, Capital Projects, and Grants. The mitigation plan provides a series of recommendations - many of which are closely related to the goals and objectives of existing planning programs. The City will implement recommended mitigation action items through existing programs and procedures.

The City is responsible for adhering to the State of California's Building and Safety Codes. In addition, the city may work with other agencies at the state level to review, develop and ensure Building and Safety Codes are adequate to mitigate or prevent damage by hazards. This is to ensure that life-safety criteria are met for new construction.

Some of the goals and action items in the mitigation plan will be achieved through activities recommended in the strategic and other budget documents. The various departments involved in developing the plan will review it on an annual basis. Upon annual review, the Planning Team will work with the departments to identify areas in the plan's action items that are consistent with the strategic and budget documents. This will ensure the mitigation plan goals and action items are implemented in a timely fashion.

Upon FEMA approval, the Planning Team will begin the process of incorporating risk information and mitigation action items into existing planning mechanisms including the General Fund (Operating Budget and Capital Projects - see Mitigation Actions Matrix for links between individual action items and associated planning mechanisms). The annual meetings of the Planning Team will provide an opportunity for Planning Team members to report back on the progress made on the integration of mitigation planning elements into the City's planning documents and procedures. The timing of integration will depend on the cycles of the various planning mechanisms. As an example, state regulations require the Emergency Operations Plan to be updated every 3 years while the General Plan may not be updated for another 20 years. The department representatives should be mindful of opportunities to update or implement action items assigned to their departments.

The 2020 HMP was integrated into the 2021 General Plan Safety Element and Climate Change Vulnerability Assessment with numerous references to hazard-related content.

Specifically, the Planning Team will utilize the updates of the following documents to implement the mitigation plan:

- ✓ HMP Risk Assessment, Community Profile, Planning Process (stakeholders) into Emergency Operations Plan, General Plan, Climate Change Vulnerability Assessment.
- ✓ HMP Mitigation Actions Matrix into General Fund, Capital Projects, Grants

Annual Implementation Matrix

The Annual Implementation Matrix is the same as the Mitigation Actions Matrix but with a column added to track the annual status of each Action Item. Upon approval and adoption of the Plan, the Annual Implementation Reports will be added to the Plan's **Attachments**. Following is a view of the Annual Implementation Matrix:

Annual Implementation Matrix will be inserted here following FEMA approval

An equal part of the monitoring process is the need to maintain a strategic planning process which needs to include funding and organizational support. In that light, at least one year in advance of the FEMA-mandated 5-year submission of an update, the Local Mitigation Officer will convene the Planning Team (as well as any other departments with responsibilities on the Mitigation Actions Matrix) to discuss funding and timing of the update planning process. On the fifth year of the planning cycles, the Planning Team will broaden its scope to include discussions and research on all of the sections within the Plan with particular attention given to goal achievement and public participation.

Economic Analysis of Mitigation Projects

FEMA's approach to identifying the costs and benefits associated with hazard mitigation strategies, measures, or projects fall into two general categories: benefit/cost analysis and cost-effectiveness analysis.

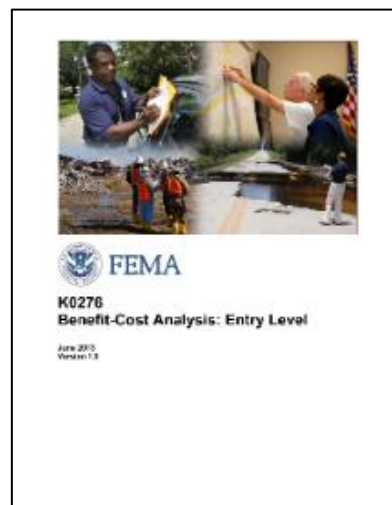
Conducting benefit/cost analysis for a mitigation activity can assist communities in determining whether a project is worth undertaking now, in order to avoid disaster-related damage later. Cost-effectiveness analysis evaluates how best to spend a given amount of money to achieve a specific goal. Determining the economic feasibility of mitigating hazards can provide decision-makers with an understanding of the potential benefits and costs of an activity, as well as a basis upon which to compare alternative projects.

Given federal funding, the Planning Team will use a FEMA-approved benefit/cost analysis approach to identify and prioritize mitigation action items. For other projects and funding sources, the Planning Team will use other approaches to understand the costs and benefits of each action item and develop a prioritized list.

The "benefit", "cost", and overall "priority" of each mitigation action item was included in the Mitigation Actions Matrix located in **Chapter 5: Mitigation Strategies**. A more technical assessment will be required in the event grant funding is pursued through the Hazard Mitigation Grant Program. FEMA Benefit-Cost Analysis Guidelines are discussed below.

FEMA Benefit-Cost Analysis Guidelines

The Stafford Act authorizes the President to establish a program to provide technical and financial assistance to state and local governments to assist in the implementation of hazard mitigation measures that are cost effective and designed to substantially reduce injuries, loss of life, hardship, or the risk of future damage and destruction of property. To evaluate proposed hazard mitigation projects prior to funding FEMA requires a Benefit-Cost Analysis (BCA) to validate cost effectiveness. BCA is the method by which the future benefits of a mitigation project are estimated and compared to its cost. The end result is a benefit-cost ratio (BCR), which is derived from a project's total net benefits divided by its total project cost. The BCR is a numerical expression of the cost effectiveness of a project. A project is considered to be cost effective when the BCR is 1.0 or greater, indicating the benefits of a prospective hazard mitigation project are sufficient to justify the costs.



Although the preparation of a BCA is a technical process, FEMA has developed software, written materials, and training to support the effort and assist with estimating the expected future benefits over the useful life of a retrofit project. It is imperative to conduct a BCA early in the project development process to ensure the likelihood of meeting the cost-effective eligibility requirement in the Stafford Act.

The BCA program consists of guidelines, methodologies, and software modules for a range of major natural hazards including:

- ✓ Flood (Riverine, Coastal Zone A, Coastal Zone V)
- ✓ Hurricane Wind
- ✓ Hurricane Safe Room
- ✓ Damage-Frequency Assessment
- ✓ Tornado Safe Room
- ✓ Earthquake
- ✓ Wildfire

The BCA program provides up to date program data, up to date default and standard values, user manuals and training. Overall, the program makes it easier for users and evaluators to conduct and review BCAs and to address multiple buildings and hazards in a single BCA module run.

Evaluating and Updating the Plan

Q&A | ELEMENT D: PLAN MAINTENANCE | D2-b.

Q: Does the plan describe the process that will be followed to evaluate the plan for effectiveness? This process must identify the criteria that will be used to evaluate the information in the plan, along with when this process will occur and who will be responsible. (Requirement 44 CFR § 201.6(c)(4)(i))

A: See **Evaluation** below.

Evaluation

As discussed at the beginning of this section, the representatives from the coordinating agencies (as identified in the Mitigation Actions Matrix) will meet annually to gather status updates on the mitigation action items. During that meeting, the Local Mitigation Officer will lead a discussion with the coordinating agencies on the success (or failure) of the Mitigation Plan to be effective and to meet the plan goals. Examples of measuring the plan's effectiveness will include assessing effectiveness include evaluating whether new hazards have emerged, whether community vulnerability has shifted, and whether stated mitigation strategies are still appropriate for the community's circumstances. The plan goals are defined in the beginning of Chapter 5: Mitigation Strategies and each of the mitigation action items is aligned with a goal or goals.

The results of that discussion will be added to the Evaluation portion of the Annual Implementation Report and inclusion in the 5-year update to the Plan. Efforts will be made immediately by the Local Mitigation Officer to address any failed plan goals.

Q&A | ELEMENT D: PLAN MAINTENANCE | D2-c.

Q: Does the plan describe the process that will be followed to update the plan, along with when this process will occur and who will be responsible for the process? (Requirement 44 CFR § 201.6(c)(4)(i))

A: See **Formal Update Process** below.

Formal Update Process

As identified above, the **Mitigation Actions Matrix** will be monitored for status on an annual basis as well as an evaluation of the plan's goals. The Local Mitigation Officer or designee will be responsible for contacting the coordinating agency members and organizing the annual meeting which will take place based on the month of the plan's approval. Planning Team members will also be responsible for participating in the formal update to the Plan every fifth year of the planning cycle. In the event the city desires to seek grant funding for the update, the application process should begin 2 years in advance of the plan's expiration. Even without grant funding, the planning process should begin at least 1.5 years ahead of the plan's expiration.

The Planning Team will begin the update process by reviewing the goals and mitigation action items to determine their relevance to changing situations within the City as well as changes in state or federal policy, and to ensure they are addressing current and expected conditions. The Planning Team will also review the Plan's **Risk Assessment** portion of the Plan to determine if this information should be updated or modified, given any new available data. The lead departments responsible for the various action items will report on the status of their projects, including the success of various implementation processes, difficulties encountered, success of coordination efforts, and which strategies should be revised. Amendments will be made to the Mitigation Actions Matrix and other sections in the Plan as deemed necessary by the Planning Team.

Q&A | ELEMENT D: PLAN MAINTENANCE | D1-a.

Q: Does the plan describe how communities will continue to seek future public participation after the plan has been approved? (Requirement 44 CFR § 201.6(c)(4)(iii))

A: See **Continued Public Involvement** below.

Continued Public Involvement

The city is dedicated to involving the public and stakeholders throughout the plan maintenance cycle. Copies of the plan will be made available at City Hall and on the City's website. The existence and location of these copies will be publicized in the City's newsletter and on the website. This site will also contain an email address and phone number where people can direct their comments and concerns.

At the discretion of the Local Mitigation Officer, a public meeting may be held after the Annual Implementation Meeting. The meeting would provide a public forum in which interested individuals and/or agencies could express their concerns, opinions, or ideas about the plan. Whether or not an annual meeting is held, the results of the meeting will be posted and announced via social media and other community notifications. The Planning Team will be especially interested in sharing progress reports on the status of the various mitigation action items. Additionally, the Local Mitigation Officer will share the annual progress reports with the City Council during a public meeting.

Chapter 7: Plan Review, Adoption and Approval

Q&A | ELEMENT F: PLAN ADOPTION | F1-a.

Q: Does the participant include documentation of adoption? (Requirement 44 CFR § 201.6(c)(5))

A: See **Plan Adoption Process** below.

Plan Adoption Process

Adoption of the plan by the local governing body demonstrates the City of Duarte's commitment to meeting mitigation goals and objectives. Governing body approval legitimizes the plan and authorizes responsible agencies to execute their responsibilities.

The Second Draft Plan will be submitted to Cal OES and FEMA for review and approval. When Cal OES determines the plan to be compliant, the document will be forwarded to FEMA. Upon receipt of FEMA's Approvable Pending Adoption, the Planning Team will schedule an adoption meeting with the City Council where the Planning Team Chair will recommend adoption of the Final Draft Plan. Assuming adoption by the City Council, the signed resolution will be forwarded to FEMA along with a request for a FEMA Letter of Approval.

In preparation for the public meeting with the City Council, the Planning Team will post the Final Draft Plan on the City's website. Notification of the Plan's availability will also be announced via the mediums utilized during the community outreach activities. Also, the Team will prepare a staff report including an overview of the Planning Process, Risk Assessment, Plan Goals, and Mitigation Actions. The Planning Team's presentation will include a summary of the input received during the community outreach activities. The meeting participants will be encouraged to present their views and make suggestions on possible mitigation actions.

The City Council will hear the item on [REDACTED]. The City Council **voted to adopt** the Final Draft of the Local Hazard Mitigation Plan. The Resolution of adoption by the City Council is below:

Insert

Plan Approval

Upon adoption by the City Council, the resolution will be forwarded to FEMA and Cal OES. The FEMA Letter of Approval was issued on [REDACTED] and is below:

insert

Attachments

First Community Outreach (August 2024)

The first Community Outreach preceded the first Planning Team meeting. Great effort was made to create a robust Stakeholder List and outreach campaign that would encourage participation by the public and stakeholders. The following is a summary of the outreach activities along with the supporting documentation.

Community Outreach Activities

Date	Community Outreach Activities
	Public Forums
8/8/2024	Educational booth at National Night Out Event informing residents about the plan update process and passing out flyers with QR codes to learn more on website. (200 copies).
8/13/2024	Announced start of planning process and placed flyers at the City Council meeting. Placed 20 copies of flyers in back of room.
8/26/2024	Announced to Duarte Community Coordinating Council start of planning process. DCCC is a group of non-profit organizations in Duarte that coordinate to better serve Duarte.
9/3/2024	Announced start of planning process and placed flyers at Public Works and Traffic Safety Commission meeting. Placed copies of flyers in back of room.
1/15/2025	The Public Utilities, Communication and Technology Commission received a presentation by staff regarding the LHMP planning process. Video was shown to the commissioners.
1/21/2025	The Public Safety Commission received a presentation by staff regarding the LHMP planning process. The video was shown to commissioners.
2/18/2025	The Planning and Economic Development Commission received a presentation by staff regarding the LHMP planning process. The video was shown to the commissioners.
	Press Releases
8/7/2024	Press Release was drafted and published.
	Social Media
8/8/2024	Start of LHMP update posted on all social media accounts with QR code directing to resource HUB to receive updates/engagement opportunities.
	Requests for Distribution
8/8/2024	Emailed press release to the Duarte Unified School District along with a request to share the messaging via their e-blasts and monthly newsletter.
8/8/2024	Emailed press release to Chamber of Commerce along with a request to share the messaging via their e-blasts and monthly newsletter
8/12/2024	DUSD posted on their notification system for parents.
8/28/2024	Posted in Chamber of Commerce weekly e-newsletter.
9/4/2024	Posted in Chamber of Commerce weekly e-newsletter.
9/6/2024	Shared announcement in City's monthly e-newsletter.
	Newsletter/Local Newspaper
	Placed announcement on quarterly city news magazine. Delivered citywide directly to homes and placed at city facilities. 10,000 copies were produced and distributed. .
	Website
8/7/2024	Home Page article on website. Dedicated a webpage to serve as the hub to receive updates and learn about engagement opportunities. Open throughout the whole planning process. Placed banner on top of the website homepage to better access the hub page.
	Stakeholder Email or Mail

9/12/2024	Sent LHMP Announcement email to stakeholder list.
	Flyers
8/8/2024	Placed Flyers at County Library, 100 copies.
8/8/2024	Placed Flyers at City Hall, 100 copies.
8/8/2024	Placed Flyers at Chamber of Commerce, 100 copies.
8/12/2024	Placed Flyers at Senior Center, 100 copies.

Flyer (August 2024)



LOCAL HAZARD MITIGATION PLAN

What is a Local Hazard Mitigation Plan?
A Local Hazard Mitigation Plan is a framework that guides our community in making decisions and developing policies to reduce or eliminate risks to life and property. The plan identifies the types of hazards that threaten our community, evaluates our vulnerability to those threats, and outlines a strategy to reduce or eliminate the risk posed by those threats.

When was the City's last Plan approved?
The current plan was approved in June 2020. To view the existing plan, visit: AccessDuarte.com/Hazard-Mitigation-Plan

Why is the Plan important?
The Federal Disaster Mitigation Act of 2000 requires that a community have an approved hazard mitigation plan to be eligible to apply for and receive certain types of Federal Emergency Management Agency (FEMA) hazard mitigation funds. Receipt of these funds can be critical to the implementation of identified hazard mitigation programs.

What are the next steps?
The City of Duarte will be starting the planning process to update the City's Hazard Mitigation Plan since it must be updated every five years. In the coming months, there will be opportunities for residents to provide feedback and share their experiences, which will help the City identify and plan for future disasters. Scan the QR Code below to stay up to date with about any available forums:

SCAN TO LEARN MORE



City Website – Landing Page and Content Page

Local Hazard Mitigation Plan

Font Size: [+](#) [-](#) [Share & Bookmark](#) [Feedback](#) [Print](#)



The City of Duarte will be starting the planning process to update the City's [Local Hazard Mitigation Plan](#) since it must be updated every five years. In the coming months, there will be opportunities for residents to provide feedback and share their experiences, which will help the City identify and plan for future disasters. Once these opportunities are available, they will be present on this webpage. [Click here](#) to sign up and receive email notifications when feedback opportunities are made available.

What is a Local Hazard Mitigation Plan?

A Local Hazard Mitigation Plan is a framework that guides our community in making decisions and developing policies to reduce or eliminate risks to life and property. The plan identifies the types of hazards that threaten our community, evaluates our vulnerability to those threats, and outlines a strategy to reduce or eliminate the risk posed by those threats. You can [click here](#) to watch an overview video of the Plan.

Why is the Plan important?

The Federal Disaster Mitigation Act of 2000 requires that a community have an approved hazard mitigation plan to be eligible to apply for and receive certain types of Federal Emergency Management Agency (FEMA) hazard mitigation funds. Receipt of these funds can be critical to the implementation of identified hazard mitigation programs that break the cycle of disaster, damage, restoration, and repeated damage.

Why is my input needed?

In order to identify and plan for future disasters, we need your feedback. The City wants to hear your experiences and priorities for our community.

How long will the survey take?

The survey should take approximately 10 minutes to complete and is anonymous. Your information will be kept confidential. The results of the survey will be included within the plan.

Hazard Mitigation Survey

Help us make Duarte safer! Participate in the Hazard Mitigation Survey to share your input on how we can better prepare for emergencies. Scan the QR code for the survey in English or Spanish and have your voice heard! You can also access the survey by clicking on the links below:

[English Survey](#)



[Spanish Survey](#)



UPCOMING MEETINGS AND AGENDAS

+

DUARTE PLANNING TEAM

+

ARCHIVED AGENDAS & PRESENTATIONS

📅 2024

📎 Evacuation Centers

Public Forums



AGENDA
PUBLIC WORKS & TRAFFIC SAFETY COMMISSION
OF THE CITY OF DUARTE
 Duarte Community Center
 1600 Huntington Drive, Duarte, CA 91010

Commissioners
 Ricardo Ortega, Chair
 Natalie Y Ng, Vice-Chair
 Jim Kirchner
 Shiu Kei Thomas Tsui
 Armond Morad

TUESDAY, SEPTEMBER 3, 2024
7:00 P.M.

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.

1. CALL TO ORDER AND NOTATION OF ANY ABSENCES
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES: **July 7, 2024**
4. ORAL COMMUNICATIONS – ITEMS ON AND/OR NOT ON THE AGENDA
Any person wishing to speak on any issue that is on and/or not on the Agenda, but that is within the subject matter jurisdiction of the Public Works and Traffic Safety Commission, may do so at this time. Each person may speak once for no more than three (3) minutes. Under the Brown Act, members of the Traffic Safety Commission and staff can respond only with a brief reply to issues raised in Oral Communications, and no action on such matters may take place at this meeting.
5. BUSINESS ITEMS
6. ITEMS FROM STAFF:
 - A. Local Hazard Mitigation Plan Update from City Manager's Office
 - B. Project Updates from Staff
7. ITEMS FROM COMMISSIONERS
8. ADJOURNMENT: **November 5, 2024**

ADA ACCESSIBILITY NOTICE

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Community Development Department at (626) 357-7931, ext. 230 or 235. 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.



**SPECIAL AGENDA
CITY OF DUARTE
PUBLIC UTILITIES, COMMUNICATIONS
AND TECHNOLOGY COMMISSION
January 15, 2025 – 7 PM
Duarte Community Center**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ITEMS FROM PUBLIC
If you wish to address the Commission, please come to the front of the room when invited by the Chairperson prior to that item being addressed. Each person may speak once for no more than 3 minutes.
5. APPROVAL OF MINUTES
 - A. Minutes from the Public Services Commission meeting of November 13, 2024
6. ITEMS OF BUSINESS
 - A. **Local Hazard Mitigation Plan Update Presentation**
 - B. Broadband Study Update
7. STAFF LIAISON COMMUNICATIONS
9. ITEMS FROM COMMISSION MEMBERS
8. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact City Hall at (626) 357-7931, extension 230. Notification no later than 1:00 p.m. on the day preceding the meeting will enable staff to make reasonable arrangements to assist your accessibility to this meeting.

Note: Any documents distributed by City Staff to a majority of the Commission less than 24 hours prior to the Commission meeting will be made available for public inspection at Duarte 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.

AGENDA
CITY OF DUARTE
PUBLIC SAFETY COMMISSION
Regular Meeting – January 21, 2025 – 7:00 p.m. – Duarte Community Center

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL-Frye, Holguin, Oloteo, Wright
4. ITEMS FROM PUBLIC CONCERNING MATTERS ON THE AGENDA
 If you wish to address the Commission on an item or items on the agenda, please wait for the Chairperson to call your name prior to that item being discussed. Please state your name and address for Commission Minutes. Each person may speak once for no more than 3 minutes.
5. APPROVAL OF MINUTES- November 19, 2024
6. ITEMS OF BUSINESS:
 A- Oath to Office to Commissioner Rosa Holguin
 B- Eaton Canyon Fire and Wind Event Update
 C- **Local Hazard Mitigation Plan Update**
 D- End of the Year Part One Crime Report
7. ITEMS FROM PUBLIC CONCERNING MATTERS **NOT** ON THE AGENDA
 Any person wishing to speak on any issue that is not on the agenda, but that is within the subject matter jurisdiction of the Commission, may do so at this time. Each person may speak once for no more than 3 minutes.
8. ITEMS FROM STAFF
9. ITEMS FROM COMMISSIONERS
10. ADJOURNMENT

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

Note: Any documents distributed by City staff to a majority of the Commission less than 72 hours prior to the Commission meeting will be made available for public inspection at Duarte 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.

Press Release



City of Duarte

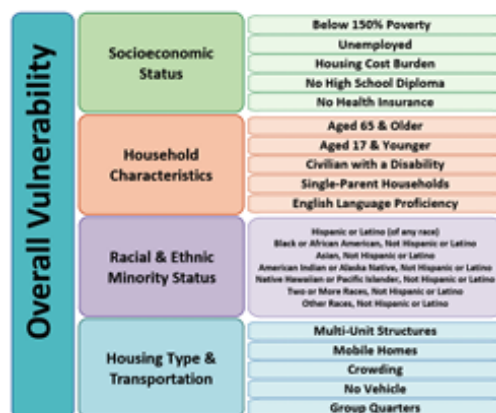
1600 Huntington Drive, Duarte, CA 91010 | Tel (626) 357-7931 | Fax (626) 358-0018 | accessduarte.com

City of Duarte to Update Hazard Mitigation Plan

The City of Duarte is pleased to announce the planning process to update the City's [Hazard Mitigation Plan](#). The plan is required to maintain eligibility for certain funding opportunities prior to and following a major disaster. The plan is required to be updated every five years. The plan identified a long list of hazards including earthquake, wildfire, landslide, flood, dam failure, windstorm, and hazardous materials event. The first task of the plan update will be to reassess the threats and impacts associated with these hazards. Plotting out the location of these hazards is important as critical facilities are considered and mitigation action items developed to minimize or eliminate threats associated with the hazards. Also, the capability assessment from the plan will be updated to identify new resources and staffing capabilities. Once initial information and updates have been gathered by the City's consultant, a Planning Team will be formed with representatives from City departments responsible for maintaining public facilities and regulating development.

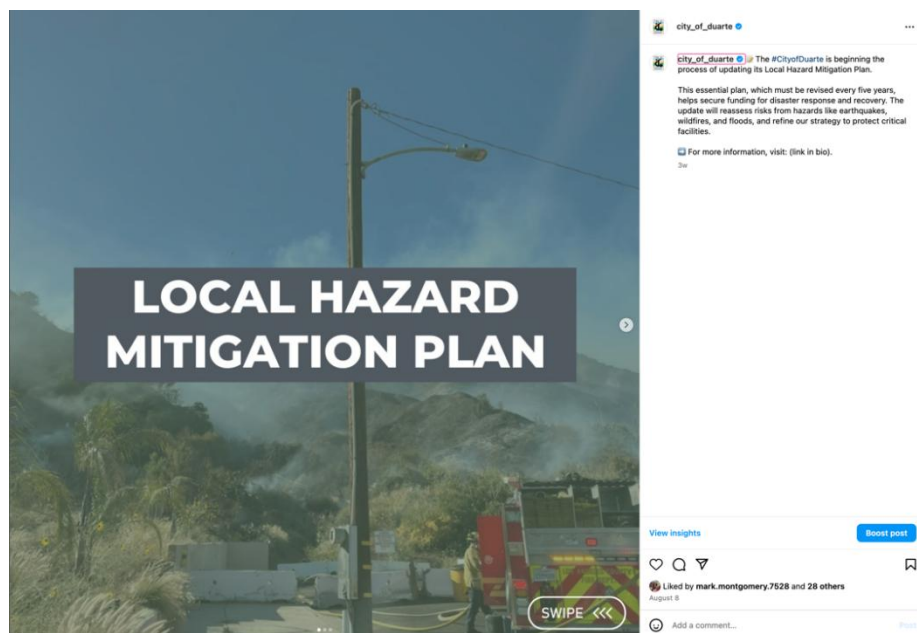
In 2023, FEMA updated its regulations relating to the preparation of local hazard mitigation plan. The new regulations added four areas of focus: 1) climate change impacts on hazards, 2) analysis and location of socially vulnerable populations, 3) hazard-specific impacts on socially vulnerable populations, and 4) a more robust community outreach strategy to inform and engage the public and stakeholders.

To respond to the new requirement regarding identification and outreach to socially vulnerable populations, the Planning Team will utilize an online tool from the U.S. Centers for Disease Control and Prevention (CDC) to identify location and ranking of the community's socially vulnerable population. The CDC has identified 16 social attributes that are used to determine percentages of social vulnerability. The CDC's Socially Vulnerable Index was designed to help emergency managers identify and map communities that will most likely need support before, during, and after a disaster. The graphic below depicts the 16 social attributes for social vulnerability:



For more information, please visit AccessDuarte.com/Hazard-Mitigation-Plan.

Social Media



City of Duarte, City Hall • Published by Sprout Social • August 8 at 9:22 AM

The #CityofDuarte is beginning the process of updating its Local Hazard Mitigation Plan. This essential plan, which must be revised every five years, helps secure funding for disaster response and recovery. The update will reassess risks from hazards like earthquakes, wildfires, and floods, and refine our strategy to protect critical facilities.

For more information, visit: <https://bit.ly/4drFba4>

LOCAL HAZARD MITIGATION PLAN

What is a Local Hazard Mitigation Plan?
A Local Hazard Mitigation Plan is a framework that guides our community in making decisions and developing policies to reduce or eliminate risks to life and property. The plan identifies the types of hazards that threaten our community, evaluates our vulnerability to those threats, and outlines a strategy to reduce or eliminate the risk posed by those threats.

Why is the Plan important?
The Federal Disaster Mitigation Act of 2000 requires that a community have an approved hazard mitigation plan to be eligible to apply for and receive certain types of Federal Emergency Management Agency (FEMA) hazard mitigation funds. Receipt of these funds can be critical to the implementation of identified hazard mitigation programs.

When was the City's last Plan approved?
The current plan was approved in June 2020. To view the existing plan, please visit: AccessDuarte.com/Hazard-Mitigation-Plan

What are the next steps?
The City of Duarte will be starting the planning process to update the City's Hazard Mitigation Plan since it must be updated every five years.

In the coming months, there will be opportunities for residents to provide feedback and share their experiences, which will help the City identify and plan for future disasters. Scan the QR Code below to stay up to date about any available forums:

SCAN TO LEARN MORE

See insights and ads

Boost post

Foothill Family and 2 others

2 comments

CityofDuarte @CityofDuarte • Aug 8

The #CityofDuarte is beginning the process of updating its Local Hazard Mitigation Plan.

The update will reassess risks from hazards like earthquakes and wildfires, and refine our strategy to protect critical facilities.

For more info, visit: bit.ly/4drFba4

LOCAL HAZARD MITIGATION PLAN

The plan identifies the types of hazards that threaten our community, evaluates our vulnerability to those threats, and outlines a strategy to reduce or eliminate the risk posed by those threats.

Why is the Plan important?
The Federal Disaster Mitigation Act of 2000 requires that a community have an approved hazard mitigation plan to be eligible to apply for and receive certain types of Federal Emergency Management Agency (FEMA) hazard mitigation funds. Receipt of these funds can be critical to the implementation of identified hazard mitigation programs.

process to update the City's Hazard Mitigation Plan since it must be updated every five years.

In the coming months, there will be opportunities for residents to provide feedback and share their experiences, which will help the City identify and plan for future disasters. Scan the QR Code below to stay up to date about any available forums:

SCAN TO LEARN MORE

1

102

Duarte Chamber Newsletter



City Monthly E-Newsletter

CITY OF DUARTE TO UPDATE HAZARD MITIGATION PLAN

The City of Duarte will be starting the planning process to update the City's Local Hazard Mitigation Plan since it must be updated every five years. In the coming months, there will be opportunities for residents to provide feedback and share their experiences, which will help the City identify and plan for future disasters.

[READ MORE](#)



Quarterly City Newsletter (home delivery)



Duarte Recognizes Marion Stone as the 2024 Senior Volunteer of the Year

Every May, Duarte celebrates Older Americans Month to honor the contributions of our seniors, both at our Senior Center and within the community. Since 1991, the City of Duarte has acknowledged a senior member who provides extraordinary volunteer service, devoting their time and effort to making the Duarte Senior Center a better place. This year, the City Council recognized Marion Stone as Duarte's 2024 Senior Volunteer of the Year.

Marion Stone is not only an active volunteer at the Senior Center, but she also volunteers at the Duarte Woman's Club. Due to Marion's dedication, she was recently recognized as the Woman of the Year for the Duarte Woman's Club and will also be recognized as Older American of the Year at the County level.

"Marion, we truly appreciate all of your contributions to the City Of Duarte, especially the Duarte Senior Center," said Recreation Supervisor Susie Perez. "Marion volunteers at the front counter and does a lot we don't see behind the scenes. For example, she oversees the bunco program and organizes fruit donations arranged in baskets and raffled off during our nutrition program each month."

This year's theme, "Powered by Connection," emphasizes the profound impact of meaningful interactions on the well-being and health of older adults in our community. Marion Stone embodies this theme through her outstanding volunteer service at the Duarte Senior Center and the Duarte Woman's Club.

"I'm very honored, surprised, and humbled," said Marion Stone. "Thank you very much."

The City of Duarte is immensely grateful for Marion and her selfless volunteerism. Her time, commitment, and service reveal her compassionate heart and positive impact on those around her.

Burrtec Community Clean-up, Shred & Compost Event

Duarte and Burrtec Waste Industries will hold their bi-annual Burrtec Community Clean-up, Shred & Compost event on Saturday, October 19 from 8 AM - 2 PM at the Duarte Civic Center Parking Lot (1600 Huntington Drive). Burrtec will be collecting bulky items, residential construction/demolition waste, electronic waste, and old documents for shredding. For compost materials, residents should bring the proper vehicle or storage container to accommodate the load. Burrtec will provide shovels.

The City will also be distributing used oil containers for residents that would like to recycle their old motor oil safely. Household hazardous waste will not be accepted. Learn more at pw.lacounty.gov.

Must be a Duarte resident (no business waste allowed); IDs will be checked.

For more information, please contact Burrtec at (626) 932-1558 or the City Manager's Office at City Hall at (626) 357-7931.



CITY OF DUARTE TO UPDATE HAZARD MITIGATION PLAN

The City of Duarte is pleased to announce the planning process to update the City's Hazard Mitigation Plan. The plan is required to maintain eligibility for certain funding opportunities prior to and following a major disaster. The plan is required to be updated every five years. The plan identified a long list of hazards including earthquake, wildfire, landslide, flood, dam failure, windstorm, and hazardous materials event. The first task of the plan update will be to reassess the threats and impacts associated with these hazards. Plotting out the location of these hazards is important as critical facilities are considered and mitigation action items developed to minimize or eliminate threats associated with the hazards. Also, the capability assessment from the plan will be updated to identify new resources and staffing capabilities. Once initial information and updates have been gathered by the City's consultant, a Planning Team will be formed with representatives from City departments responsible for maintaining public facilities and regulating development.

In 2023, FEMA updated its regulations relating to the preparation of local hazard mitigation plan. The new regulations added four areas of focus: 1) climate change impacts on hazards, 2) analysis and location of socially vulnerable populations, 3) hazard-specific impacts on socially vulnerable populations, and 4) a more robust community outreach strategy to inform and engage the public and stakeholders.

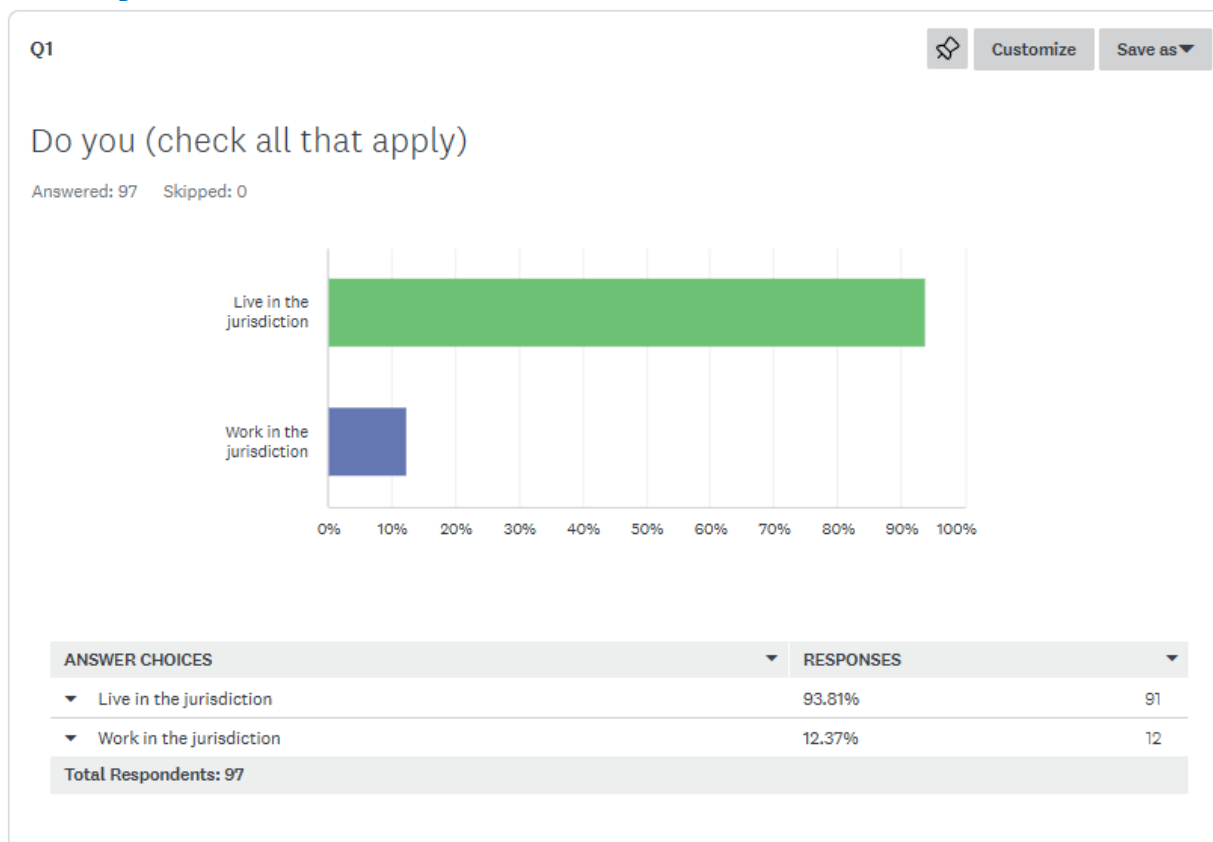
To respond to the new requirement regarding identification and outreach to socially vulnerable populations, the Planning Team will utilize an online tool from the U.S. Centers for Disease Control and Prevention (CDC) to identify location and ranking of the community's socially vulnerable population. The CDC has identified 16 social attributes that are used to determine percentages of social vulnerability. The CDC's Socially Vulnerable Index was designed to help emergency managers identify and map communities that will most likely need support before, during, and after a disaster.

The graphic below depicts the 16 social attributes for social vulnerability:



For more information, please visit AccessDuarte.com/Hazard-Mitigation-Plan.

Survey Results



Q2

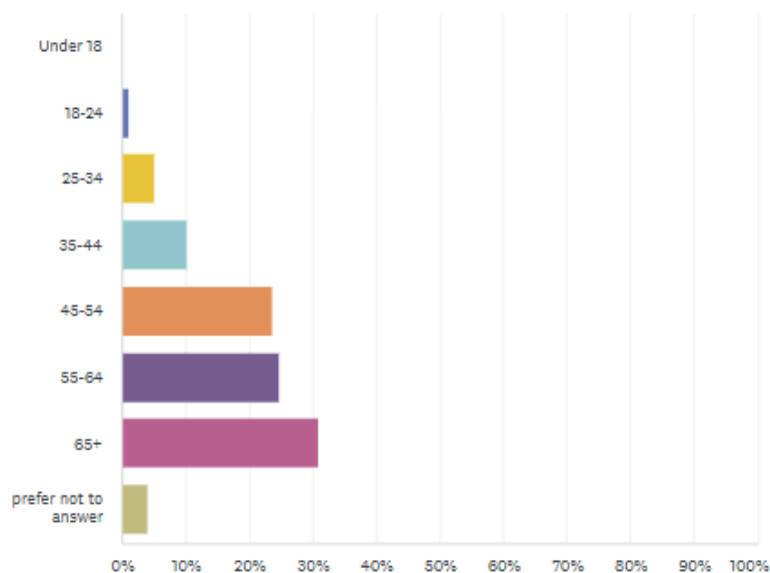


Customize

Save as ▼

What is your age group?

Answered: 97 Skipped: 0



ANSWER CHOICES	RESPONSES	
▼ Under 18	0.00%	0
▼ 18-24	1.03%	1
▼ 25-34	5.15%	5
▼ 35-44	10.31%	10
▼ 45-54	23.71%	23
▼ 55-64	24.74%	24
▼ 65+	30.93%	30
▼ prefer not to answer	4.12%	4
TOTAL		97



Q3



Customize

Save as ▾

If a large earthquake were to strike tomorrow...

Answered: 97 Skipped: 0

Q5

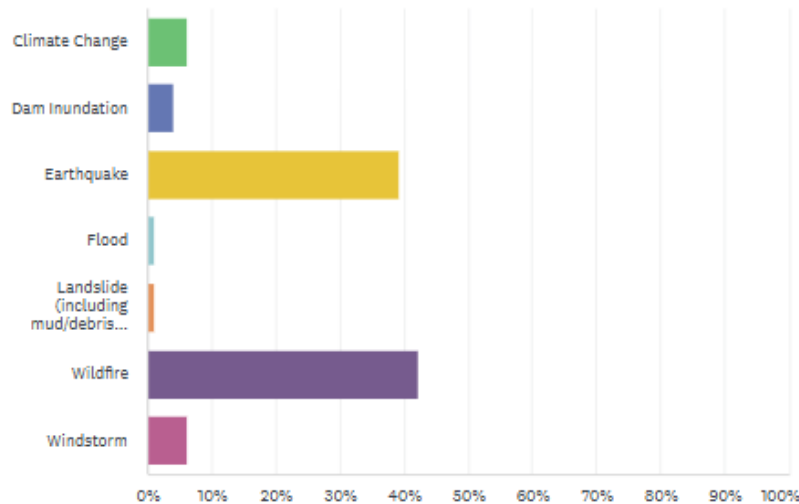


Customize

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The City's Mitigation Planning Team has identified a range of natural hazards that could pose a threat to the City. Select the one natural hazard that concerns you the most?

Answered: 97 Skipped: 0



ANSWER CHOICES ▼	RESPONSES ▼	
▼ Climate Change	6.19%	6
▼ Dam Inundation	4.12%	4
▼ Earthquake	39.18%	38
▼ Flood	1.03%	1
▼ Landslide (including mud/debris flow)	1.03%	1
▼ Wildfire	42.27%	41
▼ Windstorm	6.19%	6
TOTAL		97

Q6

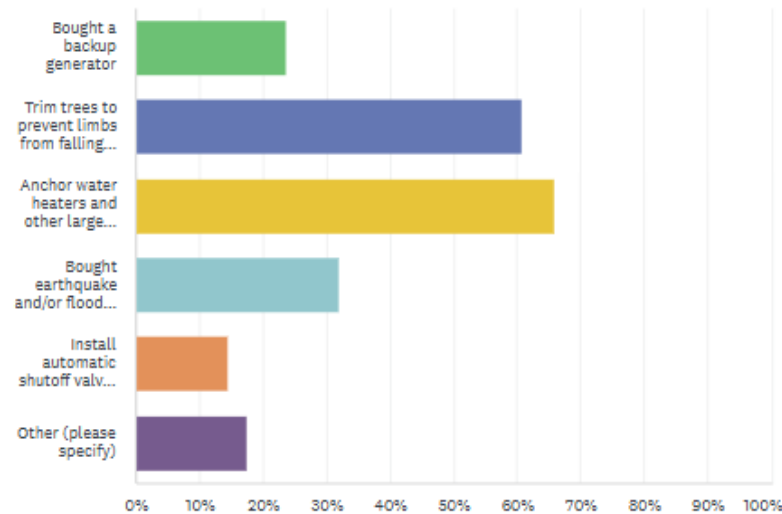


Customize

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What steps has your household taken to Mitigate against natural hazards?
(Check all that apply)

Answered: 97 Skipped: 0



ANSWER CHOICES	RESPONSES	
▼ Bought a backup generator	23.71%	23
▼ Trim trees to prevent limbs from falling onto the house during storms	60.82%	59
▼ Anchor water heaters and other large appliances to prevent tipping	65.98%	64
▼ Bought earthquake and/or flood insurance	31.96%	31
▼ Install automatic shutoff valves for gas and water	14.43%	14
▼ Other (please specify)	Responses 17.53%	17
Total Respondents: 97		

Q7

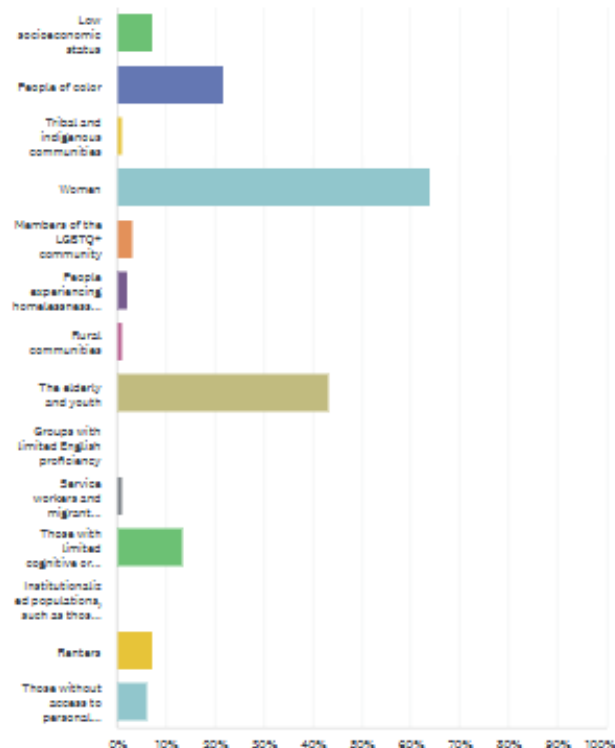


Customize

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According to FEMA's Guide for Expanding Mitigation: Making the Connection to Equity, social vulnerability is defined as the potential for loss within an individual or social group. The term recognizes that some traits influence an individual's or group's resilience. This is their ability to prepare, respond, cope or recover from an event. Please select if you fall into any of the following groups.

Answered: 97 Skipped: 0



ANSWER CHOICES	PERCENTAGE	RESPONSES
Low socioeconomic status	7.22%	7
People of color	21.65%	21
Tribal and indigenous communities	1.03%	1
Women	63.92%	62
Members of the LGBTQ+ community	3.09%	3
People experiencing homelessness or displacement	2.06%	2
Rural communities	1.03%	1
The elderly and youth	43.30%	42
Groups with limited English proficiency	0.00%	0
Service workers and migrant laborers	1.03%	1
Those with limited cognitive or physical abilities	13.40%	13
Institutionalized populations, such as those in prisons and nursing homes	0.00%	0
Renters	7.22%	7
Those without access to personal transportation	6.19%	6
Total Respondents: 97		

Q8

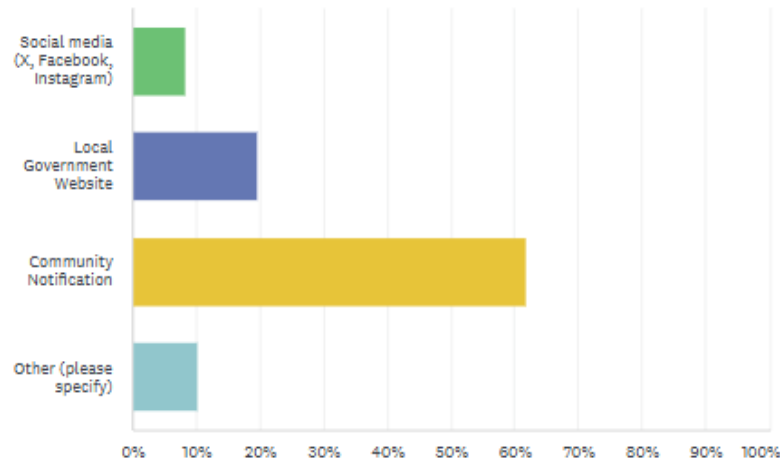


Customize

Save as ▼

Choose the ways you prefer to seek information about how to make your home and neighborhood more resilient from hazards?

Answered: 97 Skipped: 0

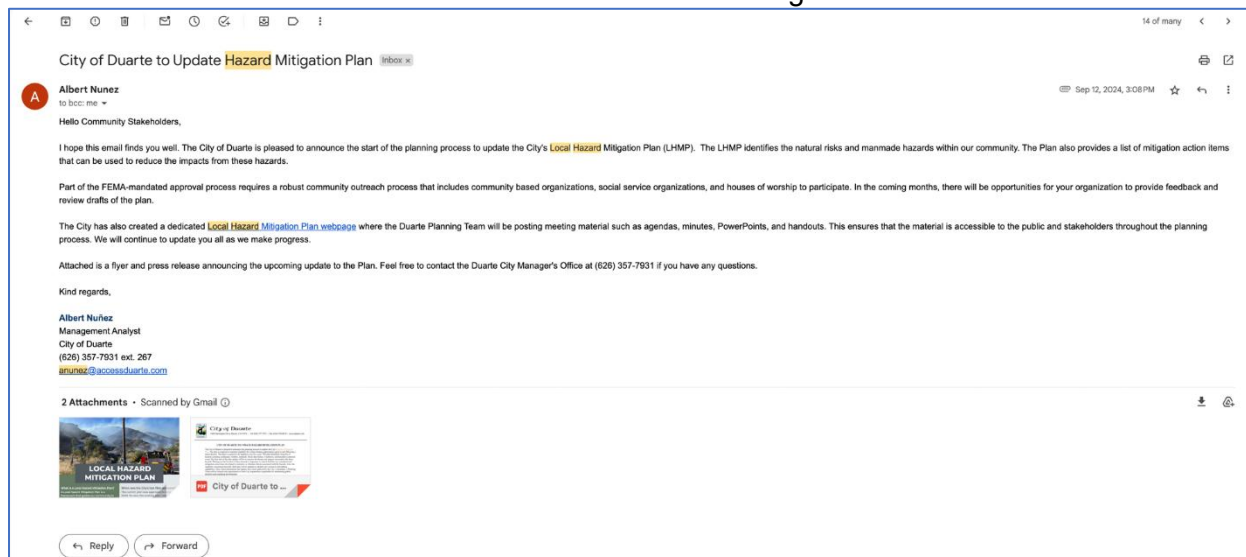


ANSWER CHOICES	RESPONSES	
▼ Social media (X, Facebook, Instagram)	8.25%	8
▼ Local Government Website	19.59%	19
▼ Community Notification	61.86%	60
▼ Other (please specify)	Responses 10.31%	10
TOTAL		97



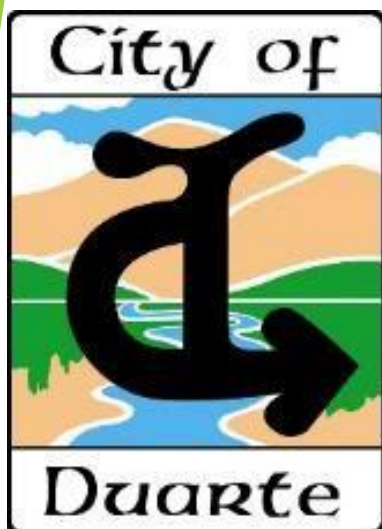
Stakeholder Invitation

Stakeholders listed above were invited via email or mail using the letter below:



Video/PPT: Hazard Mitigation Overview

Note: Can be used as a video (includes voiceover) or as a PowerPoint (script included).



Hazard Mitigation Overview

*Carolyn J. Harshman, CEM
Emergency Planning Consultants*

On behalf of the City of Duarte, it's my pleasure to welcome you to the overview of the planning process to prepare the City's 2024 Hazard Mitigation Plan.

As a bit of background, the Disaster Mitigation Act of 2000 was passed by Congress "to reduce the loss of life and property, human suffering, economic disruption, and disaster assistance costs resulting from natural disasters".

Disasters can cause loss of life; damage to buildings and infrastructure; and have devastating consequences on a community's economic, social, and environmental well-being.



What is Hazard Mitigation?

Hazard Mitigation includes Actions Taken to Minimize or Eliminate Threats Associated with Hazards

Hazard mitigation reduces disaster damage and is defined by FEMA as “sustained action taken to reduce or eliminate the long-term risk to human life and property from hazards”.

Examples of mitigation actions include outreach programs that increase risk awareness, projects to protect critical facilities, and the removal of structures from flood hazard areas.

Excellent Return on Investment

- ▶ **Mitigation:** Every \$1 spent yields a \$6 return on avoided losses in the future.
- ▶ **Building Retrofit:** Every \$1 spent yields a \$4 return on avoided losses in the future.



In 2019, the National Institute of Building Sciences issued an update to its landmark report “Natural Hazard Mitigation Saves”. The study analyzed the benefit cost ratio of a range of mitigation activities including mitigation planning and building retrofits.

The findings revealed a dramatic return on investment.

- ❖ For mitigation activities, every dollar spent yielded a six dollar return on avoided losses in the future.
- ❖ For building retrofits, every dollar spent yielded a four dollar return on avoided losses in the future.



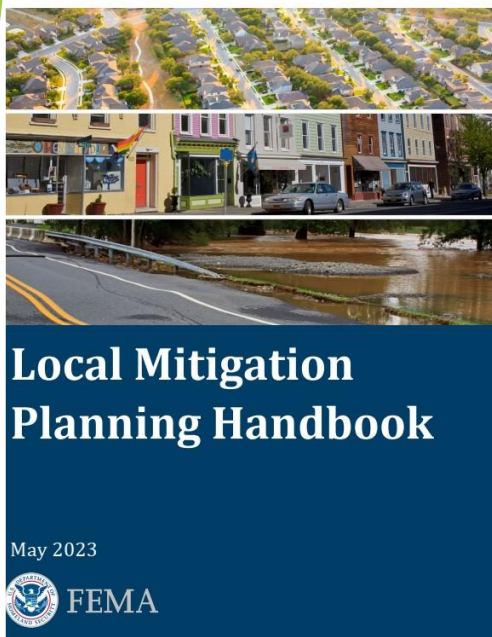
Benefits of Mitigation

Reductions in:

- Deaths and injuries
- Property repair costs
- Additional living expenses
- Direct and indirect business interruption
- Loss of service to the community
- Urban search and rescue costs

According to the National Institute of Building Sciences report, the benefits of mitigation include **reductions** in:

- ❖ Deaths, injuries, and post-traumatic stress disorder.
- ❖ Property repair costs for damaged buildings and contents.
- ❖ Additional living expenses including sheltering costs for displaced households.
- ❖ Direct business interruption: loss of revenue and other business-interruption costs to businesses whose property is damaged.
- ❖ Indirect business interruption: loss of economic activity in the broader community.
- ❖ Urban search and rescue costs.



New FEMA Requirements

5

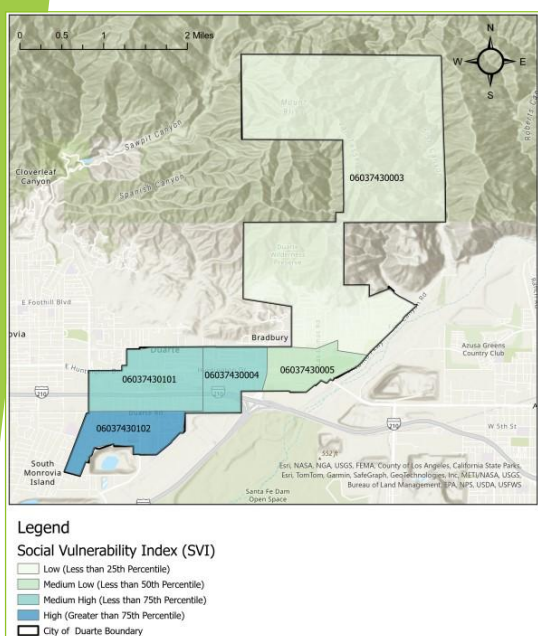
In 2023, FEMA issued new standards regarding preparation of hazard mitigation plans. In addition to the previous regulations from 2011, jurisdictions are now required to discuss climate change and the impacts on natural hazards. Also, now there are standards requiring focused outreach to disadvantaged communities and socially vulnerable populations.

Mitigation plans are key to breaking the cycle of disaster damage and reconstruction. Mitigation planning begins with state, local, tribal nation, and territorial governments identifying natural disaster vulnerabilities and risks that are common in their area.

After identifying risks, they develop long-term strategies for protecting people and property from similar events.

Local governments are eligible to prepare a mitigation plan and receive mitigation funds through federal and state grants as well as funds following a major disaster.

The purpose of today's overview is to introduce the planning process used by the City of Duarte to prepare the Hazard Mitigation Plan.



Overall Vulnerability

Socioeconomic Status

Below 150% Poverty
Unemployed
Housing Cost Burden
No High School Diploma
No Health Insurance

Household Characteristics

Aged 65 & Older
Aged 17 & Younger
Civilian with a Disability
Single-Parent Households
English Language Proficiency

Racial & Ethnic Minority Status

Hispanic or Latino (of any race)
Black or African American, Not Hispanic or Latino
Asian, Not Hispanic or Latino
American Indian or Alaska Native, Not Hispanic or Latino
Native Hawaiian or Pacific Islander, Not Hispanic or Latino
Two or More Races, Not Hispanic or Latino
Other Races, Not Hispanic or Latino

Housing Type & Transportation

Multi-Unit Structures
Mobile Homes
Crowding
No Vehicle
Group Quarters

Social Vulnerability Index

Many studies have shown that segments of the population are more vulnerable to the impacts of disaster than the rest of the community.

The U.S. Centers for Disease Control and Prevention developed a Social Vulnerability Index which measures a community's overall vulnerability. There are a total of 16 categories under the headings of socioeconomic status, household characteristics, racial and ethnic minority status, and housing type and transportation.

The CDC's Social Vulnerability Index was designed to help emergency managers identify and map communities that will most likely need support before, during, and after a disaster.

The SVI map for the City of Duarte shows a range of low to high vulnerability with the "highest" social vulnerability in the southwest corner of the community.

Planning Process

#1 Organize Planning Process and Resources*

- Planning Team Meetings

#2 Assess Risks & Capabilities*

- Risk Assessment, Vulnerabilities, Mapping and Demographics
- Review Capabilities

#3 Develop Mitigation Strategy*

- Develop Mitigation Actions

#4 Adopt and Implement Plan*

- Formal Review Cal OES and FEMA
- Adoption by City Council

* Each step includes Community Outreach activities



FEMA's 2023 Local Mitigation Planning Handbook identifies a planning process with four steps:

Step #1 is to organize the planning process and resources which includes creation of a Planning Team to assist with research and writing of the plan. Also, a Community Outreach Strategy is developed and begun even before the first Planning Team meeting.

Step #2 is to assess risks and capabilities including a Risk and Vulnerability Assessment as well as a review of the City's capability to respond and recover from a major disaster.

Step #3 is to develop a Mitigation Strategy which includes a comprehensive list of mitigation actions and projects.

Step #4 is to Adopt and Implement the Plan which includes a formal review by Cal OES and FEMA and adoption by the City Council.

Each Step includes Community Outreach activities.

This is the 4-step planning process followed by the City's Planning Team.

Community Outreach Strategy

1. Develop Outreach Methods for reaching Stakeholders and Public

- ▶ FEMA-Mandated Stakeholders
- ▶ Press Release, Social Media, Website

2. Share Planning Team Activities

- ▶ Post Agenda/Minutes, Meeting PPT, and Handouts
- ▶ Post Public Forums and Events

3. Opportunities for Input

- ▶ Project Announcement
- ▶ Hazard Mitigation Survey
- ▶ Hazard Mitigation Overview Video
- ▶ First Draft Plan

The **Community Outreach Strategy** consists of three phases:

The first phase is “Developing Outreach Methods” which includes identifying methods of reaching the public and stakeholders.

FEMA-mandated stakeholders include:

- ❖ Local and Regional Regulatory Agencies
- ❖ Neighboring Jurisdictions
- ❖ Businesses, Academia, and Community Lifelines (more on Community Lifelines in the next slide).
- ❖ Nonprofit and Community-Based Organizations

Project announcements will be made via a range of postings including Press Release, Social Media, Website, and Public Forums and Events

The second phase is “Sharing Planning Team Activities”. The Planning Team will meet a total of five times to assist with data gathering, writing and community outreach. The Team includes representatives from the City Manager’s Office, Planning, Public Works, Public Safety, and the Los Angeles Area D Coordinator. In an effort to inform and engage the public and stakeholders, Planning Team agendas, minutes, PowerPoints, and handouts will be posted on the dedicated website. Also, when materials or briefings are scheduled for public forums or events, that information will also be posted.

The third phase is “Providing Opportunities for Input” for the public and stakeholders. The first announcement will introduce the start of the project. This will take place in advance of the Planning Team’s first meeting. Other opportunities for input will include participation in a hazard mitigation survey, viewing a mitigation overview video, and providing input on the First Draft Plan.

Community Lifelines

lifelines@fema.dhs.gov

fema.gov/media-library/assets/documents/177222

Definition

A lifeline enables the continuous operation of critical business and government functions and is essential to human health and safety or economic security.

Purpose

- Root Cause Analysis
- Interdependencies
- Prioritization
- Ease of Communication

Assessing

- Status → What?
- Impact → So What?
- Actions → Now What?
- Limiting Factors → What's the Gap?

Stabilization

Occurs when basic lifeline services or capabilities are provided to survivors (may be temporary solutions requiring sustainment).

COMPONENTS OF LIFELINES



November 2019

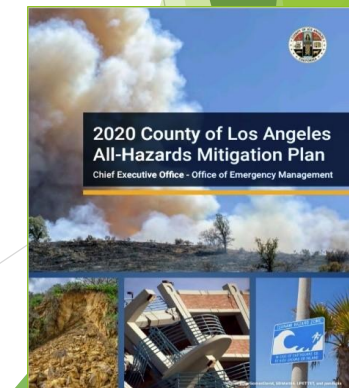
Community Lifelines are the vital services in a community. When stabilized, they enable all other aspects of society to function.

The seven services include:

- ❖ Safety and Security
- ❖ Food, Water, and Shelter
- ❖ Health and Medical
- ❖ Energy (including Power and Fuel)
- ❖ Communications
- ❖ Transportation
- ❖ Hazardous Material

Identifying Hazards

- ▶ Reviewed:
 - ▶ FEMA National Risk Index Hazards
 - ▶ California State Hazard Mitigation Plan
 - ▶ County of Los Angeles All-Hazards Mitigation Plan
 - ▶ City of Duarte General Plan Safety Element
 - ▶ 2020 Duarte Hazard Mitigation Plan
- ▶ Planning Team Chose:
 - ▶ Earthquake
 - ▶ Dam Inundation
 - ▶ Wildfire
 - ▶ Landslide
 - ▶ Windstorm
 - ▶ Hazardous Materials



Identifying hazards with the potential for causing significant impacts involved reviewing a range of hazard mitigation-related documents.

The Hazard Identification Process included a review of:

FEMA's National Risk Index which includes 18 hazards that are recommended for consideration throughout the US, the California State Hazard Mitigation Plan, the County's All-Hazards Mitigation Plan, City's General Plan Safety Element and the City's 2020 Hazard Mitigation Plan.

Following that review, the Planning Team chose earthquake, dam inundation, wildfire, landslide (including mud and debris flow), windstorm, and hazardous materials (relating to City of Hope).

Existing and Future Capabilities to Increase Resilience

- ▶ **Planning and Regulatory** - Codes, Ordinances, Policies, Laws, Plans and Programs Guiding Growth and Development
- ▶ **Administrative and Technical** - Staff, Skills, and Tools
- ▶ **Financial** - Taxes, General Funds, Utility Service Fees, Impact Fees, Grants, etc.
- ▶ **Education and Outreach** - Fire Safety, Flood Safety, Preparedness Information, etc.

The City's "capabilities" were mentioned in the previous slide.

One of the FEMA requirements is to identify existing capabilities to increase resilience.

Also, the mitigation plan is required to identify ways to expand existing capabilities.

The capability categories include Planning and Regulatory, Administrative and Technical, Financial, and Education and Outreach.

Develop a Mitigation Strategy

- ▶ Goals
- ▶ Coordinate Strategy with General Plan Elements and Capital Improvement Plan
- ▶ Prepare Comprehensive Range of Actions that will Reduce the Impacts of the Identified Hazards.

- ▶ Example:

“Develop seismic inventory of at-risk City-owned buildings and infrastructure.”

The Mitigation Strategy section of the plan includes the plan goals as well as methods for coordinating with the City’s General Plan Elements and the Capital Improvement Plan.

Most importantly, the Mitigation Strategy includes a comprehensive range of actions and projects capturing ongoing activities along with ideas for the future. Although the lifespan of the plan is only 5-years, there’s no harm in identifying projects that will take 10- or even 20-years to complete.

Each action item identifies a lead department, timeline, plan goals met, projected funding source, and benefits, costs, and priority.

Here is an example of a mitigation action item: *“Develop seismic inventory of at-risk City-owned buildings and infrastructure.”*



Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES



FEMA

Approval and Implementation

Review, Adoption, and Approval

- ▶ Formal Review by Cal OES and FEMA
- ▶ FEMA Issues Approvable Pending Adoption
- ▶ City Council Adoption
- ▶ FEMA Issues Letter of Approval

Implementation

- ▶ Planning Team Meets Annually
- ▶ Coordinate with General Plan, CIP
- ▶ Seek Grant Funds
- ▶ Five-Year Update

Following drafting of the plan by the Planning Team and gathering input from the public and stakeholders, the document will be submitted to Cal OES for a formal review.

Utilizing FEMA's Plan Review Tool and updated regulations, the Cal OES staff will review the City's plan for conformance. Once Cal OES is satisfied that all the requirements have been met, the document is forwarded to FEMA. Altogether, the formal review typically lasts 4-6 months. Once FEMA is satisfied, a letter will be sent authorizing the City to take the document to the City Council for adoption. When proof of adoption is received, FEMA will issue a Letter of Approval.

This concludes the Hazard Mitigation Overview. Please watch for the posting of the Draft Hazard Mitigation Plan. We look forward to hearing your questions, thoughts, and suggestions. On behalf of the City of Duarte, thank you for taking time to learn about the importance of increasing the community's resilience through mitigation planning.



Community Outreach – First Draft Plan (August 27, 2025)



City DirectoryJobsI Want To...CommunityGovernmentBusinessQ

EMERGENCY SERVICES

Emergency Preparedness

Community Emergency Response Team

Local Hazard Mitigation Plan

Fire Services

Sheriff Services

Government » Departments » Public Safety » Emergency Services » Emergency Preparedness »

Local Hazard Mitigation Plan – Public Feedback Form

Font Size: [icon] [icon] [icon] Share & Bookmark [icon] Feedback [icon] Print

The City of Duarte is updating its Local Hazard Mitigation Plan (LHMP). This plan identifies potential hazards such as earthquakes, wildfires, and flooding while outlining strategies to reduce risks and strengthen community resilience. We encourage you to review the draft plan by [clicking here](#) and share your feedback through the form below.

Full Name

First NameLast Name

Email

*Comments or Feedback

2000 Character limit

2000 characters

To receive a copy of your submission, please fill out your email address below and submit.

Email Address



Emergency
Planning
Consultants

Local Hazard Mitigation Plan | 2026
Attachments

- 208 -
Page 308 of 386



Floodplain Related Documents

The following is a link to the City of Duarte's Floodplain Ordinance:

https://library.municode.com/ca/duarte/codes/code_of_ordinances?nodeId=TIT16BUCO_CH16.40FLMARE



AGENDA REPORT

MEETING DATE: January 27, 2026
TO: Mayor and Members of the City Council
FROM: Craig Hensley, Community Development Director
BY: Scott Nash, Associate Planner
SUBJECT: Second Reading and Adoption of Ordinance No. 26-01
RECOMMENDATION: It is recommended that City Council adopt Ordinance No. 26-01
FISCAL IMPACT: There is no fiscal impact associated with this item
STRATEGIC PLAN
IMPACT: There is no strategic plan impact associated with this item

BACKGROUND

The proposed project is to remove existing on-site improvements and construct eleven two-story attached townhomes in five buildings, at 1404-1414 Royal Oaks Drive. The property is currently two large single-family properties developed with single family homes each with a driveway with access to Royal Oaks Drive. Combining the two properties, the site is rectangular and roughly 40,540 square feet.

The townhomes will be two-stories with direct-access two-car garages on the ground floor and one floor of living area above. The project will consist of five Spanish-style structures each containing two to three dwelling units. These units range in size from 1,341 to 1,594 square feet. In addition to the townhome structures, the project will include site improvements to vehicle and pedestrian access, parking facilities, and landscaping. Vehicular access to the Project site will be maintained from Royal Oaks Drive via a driveway along the northern property line. Pedestrian access will be established from Royal Oaks Drive via a new interior walkway system connecting to each unit. The Project proposes attached two-car garages for all 11 townhomes, totaling 22 enclosed spaces, as well as six guest parking spaces

The proposed General Plan amendment will change the designation of the project site (both parcels) from Low Density Residential (LDR) to Medium Density Residential (MDR), which is consistent with the current designation of the neighboring properties to the south and west. The proposed Zone Change will modify the current zoning designation of the project site (both parcels) from R-1 Single-Family Residential to R-3 Multiple Family Residential Medium Density in direct correlation with the proposed General Plan Amendment. This project also involves a Site Plan Design Review, which addresses the architectural design and compatibility of the project.

The City hired De Novo Planning Group to prepare an Initial Study and Mitigated Negative Declaration (MND) pursuant to CEQA. The result of the Initial Study indicated the project will not have any significant environmental impacts with adopted mitigations. The MND process has been completed. The public comment period started on September 17, 2025 and ended on November 12, 2025.

On September 22, 2025 the Site Plan and Design Review application was reviewed by the Architectural Review Board (ARB) and the ARB provided a recommendation of approval for the Planning Commission's consideration.

The Planning and Economic Development Commission held a public hearing at its November 17, 2025 meeting. At the meeting, the Commission heard a detailed Staff presentation, held a public hearing, considered all the available information and public comment and recommended that the City Council approve the proposed Mitigated Declaration and development project. The Planning Commission vote was unanimous.

The proposed project provides for the redevelopment of two large underutilized single-family properties into a high-quality residential development along Royal Oaks Drive. The medium density residential land use designation is consistent with the neighboring properties to the west and south and provides a smooth transition to the single-family property to the east.

At its meeting on January 13, 2026 the City Council conducted a first reading of this Ordinance. If adopted by the City Council, Ordinance No. 26-01 will go into effect in thirty (30) days.

ATTACHMENTS

A. Ordinance No. 26-01

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

ORDINANCE NO. 26-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE ADOPTING ZONE CHANGE 24-03, CHANGING THE ZONING OF THE PROPERTIES AT 1404 AND 1414 ROYAL OAKS DRIVE FROM SINGLE-FAMILY RESIDENTIAL (R-1) TO MULTIPLE-FAMILY RESIDENTIAL MEDIUM DENSITY (R-3), AND TO AMEND THE OFFICIAL ZONING MAP

WHEREAS, the applicant has submitted an application requesting approval of a Zone Change to change the zoning from Single-Family Residential (R-1) to Multiple Family Residential Medium Density (R-3) for the project site, shown in Exhibit A, and located at 1404 and 1414 Royal Oaks Drive; and

WHEREAS, the zone change will also change the official Zoning Map, Chapter 19.06.020, to show the Zone Change as shown in Exhibit A; and

WHEREAS, on November 17, 2025, the Planning Commission held a duly noticed public hearing on the proposed Project, whereupon the Planning Commission received additional public testimony and made recommendation to the City Council; and

WHEREAS, notice of a public hearing on January 13, 2026, the proposed amendment was given in accordance with applicable law; and

WHEREAS, on January 13, 2026 the City Council held a duly noticed public hearing on the proposed General Plan Amendment, whereupon the City Council received additional public testimony; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. RECITALS

All of the facts set forth in the Recitals of this Resolution are true and correct and incorporated herein by this reference.

SECTION 2. FINDINGS

Per Section 19.142.060.B, the City Council finds and determines as follows:

1. The amendment is internally consistent with all other provisions of the General Plan.

The project conforms to the goals and objectives on the General Plan by re-designating underutilized residential properties into higher-density residential sites. The land use of Medium Density Residential is consistent with the R-3 zoning designation, allowing a medium density residential project consisting of multi-family housing.

2. The proposed amendment will not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The project will amend an existing residential zoning designation to R-3 Multiple Family Medium Density Residential, which typically allows for a multi-family attached housing developments. The zoning designation is consistent with the adjacent properties to the west and south and is complementary to the remaining surrounding properties. The amendment will establish a designation that will facilitate an improvement to an underutilized property and the surrounding community.

3. The affected site is physically suitable in terms of design, location, operating characteristics, shape, size, topography, and the provision of public and emergency vehicle access, and public services and utilities and is served by highways and streets adequate in width and improvement to carry the kind and quantity of traffic the proposed use would likely generate, to ensure that the proposed use(s) and/or development will not endanger, jeopardize, or otherwise constitute a hazard to the property or improvements in the vicinity in which the property is located.

The zone change will modify the current zoning designation of the project site from R-1 Single-family Residential to R-3 Multiple Family Residential Medium Density. The site is adequate to accommodate a multi-family residential project. The site is adjacent to Royal Oaks Drive, an arterial road in the city. The project will be designed to accommodate proper public and emergency personnel and will be adequately served by utilities. A traffic analysis was conducted as part of the project review and it was determined that impacts to traffic will be below significant through mitigation measures. The zone change will allow the development of multi-family project that will accommodate a density around 11 units. It is not anticipated that the project will endanger or jeopardize the property or improvements in the vicinity. The project will allow the improvement of underutilized properties with a development that is compatible to its surroundings and with minimal impacts to the adjacent neighborhood.

SECTION 3. SIGNATURE

The City Clerk is hereby authorized and directed to certify as to the adoption of this Ordinance.

SECTION 4.

This Ordinance shall take effect thirty (30) days after its adoption. The City Clerk shall certify to the adoption of this Ordinance and shall cause this Ordinance to be posted in the manner provided for in the Duarte Municipal Code.

PASSED, APPROVED, AND ADOPTED after second reading at a regular meeting of the City Council of the City of Duarte this 27th day of January 2026.

APPROVED AS TO FORM:

Tera Martin Del Campo, Mayor
City of Duarte

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

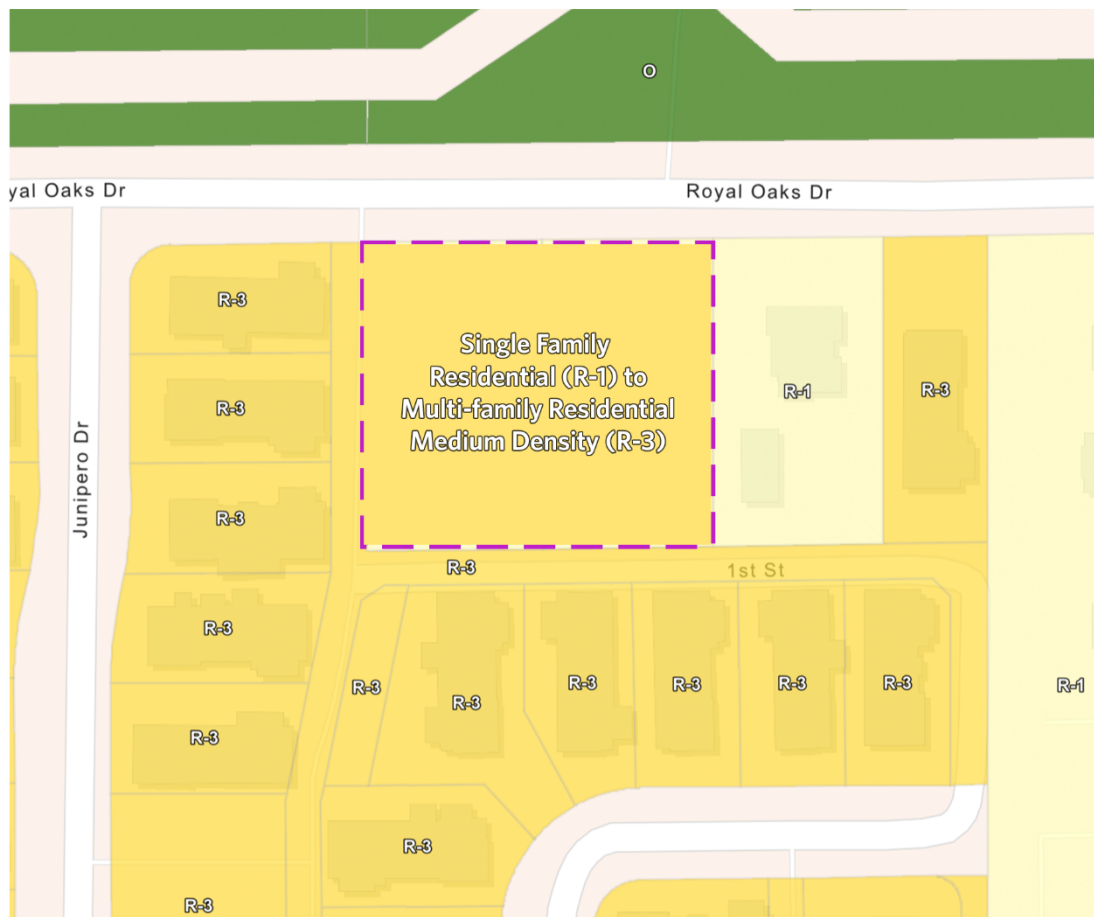
STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF DUARTE)

I, Frances Jimenez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Ordinance No. 26-01 was adopted by the City Council of said City of Duarte at a regular meeting of said Council held on the 27th day of January 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Frances Jimenez
City Clerk

Exhibit A





AGENDA REPORT

MEETING DATE: January 27, 2026

TO: Mayor and Members of the City Council

FROM: Larry Breceda, Director of Public Safety

BY: Bryan Ariizumi, Public Safety Manager

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

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

FISCAL IMPACT: There is no fiscal impact associated with this item

STRATEGIC PLAN
IMPACT: There is no strategic impact associated with this item

BACKGROUND

In the course of their duties, Duarte Public Safety personnel often need to access the California Law Enforcement Telecommunications System (CLETS) to obtain information while conducting their investigations. CLETS allows law enforcement and non-criminal justice agencies (i.e., Duarte Public Safety Department) with the capability to obtain information directly from federal and state computerized information files.

The California Department of Justice (DOJ) recently advised that the City does not have an agreement on file that provides authorized access to CLETS. The City of Duarte must enter into an agreement with the Los Angeles County Sheriff's Department to receive information from CLETS on behalf of the Sheriff's Department. The delegation must be authorized pursuant to statute, regulation, or interagency agreement.

As part of the agreement, the City must provide a statute, ordinance or regulation that requires the governmental agency to perform a law enforcement-related function that necessitates receiving information from CLETS.

DISCUSSION/ANALYSIS

To ensure that Duarte Public Safety personnel maintain authorized access to CLETS, Resolution No. 26-10 identifies specific positions within the City that authorizes the City Manager, Director of Public Safety Services, Public Safety Manager, Senior Code Compliance/Animal Control Officer, Code Compliance/Animal Control Officer, Community Service Officer, Animal Control Officer, Public Safety Secretary, and Crime Prevention Specialist positions to perform law enforcement-related functions.

Resolution No. 26-10 will meet the requirement of providing a regulation that requires Duarte Public Safety to perform a law enforcement-related function that necessitates receiving information from CLETS.

RECOMMENDATION

Staff recommends the City Council adopt Resolution No. 26-10, authorizing select public safety personnel to perform law enforcement-related functions.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

A. Resolution No. 26-10

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 26-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE AUTHORIZING CITY EMPLOYED CITY MANAGER, DIRECTOR OF PUBLIC SAFETY SERVICES, PUBLIC SAFETY MANAGER, SENIOR CODE COMPLIANCE/ANIMAL CONTROL OFFICER, CODE COMPLIANCE/ANIMAL CONTROL OFFICER, COMMUNITY SERVICE OFFICER, ANIMAL CONTROL OFFICER, PUBLIC SAFETY SECRETARY, AND CRIME PREVENTION SPECIALIST POSITIONS TO PERFORM IN A LAW ENFORCEMENT RELATED FUNCTION, WHICH NECESSITATES ACCESS TO THE DEPARTMENT OF JUSTICE (DOJ) CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEMS (CLETS) PROVIDED INFORMATION

WHEREAS, the City Manager, Director of Public Safety Services, Public Safety Manager, Senior Code Compliance/Animal Control Officer, Code Compliance/Animal Control Officer, Community Service Officer, Animal Control Officer, Public Safety Secretary, and Crime Prevention Specialist employed by the City of Duarte will be required to perform law enforcement related functions; and

WHEREAS, there will be a need for the City Manager, Director of Public Safety Services, Public Safety Manager, Senior Code Compliance/Animal Control Officer, Code Compliance/Animal Control Officer, Community Service Officer, Animal Control Officer, Public Safety Secretary, and Crime Prevention Specialist to access information contained in the Department of Justice California Law Enforcement Telecommunications System on a daily basis; and

WHEREAS, Section 1.5.2 of the Department of Justice California Law Enforcement Telecommunications System Policies, Practices, and Procedures requires that access to DOJ/CLETS systems will only be considered after the governmental agency enacts a statute, ordinance, or a regulation that authorizes its employees to perform law enforcement related functions.

NOW, THEREFORE, the City Council of the City of Duarte does hereby resolve, declare, determine, and order as follows:

SECTION 1. The City Manager, Director of Public Safety Services, Public Safety Manager, Senior Code Compliance/Animal Control Officer, Code Compliance/Animal Control Officer, Community Service Officer, Animal Control Officer, Public Safety Secretary, and Crime Prevention Specialist are hereby authorized to perform law enforcement related functions.

SECTION 2. The City Clerk shall certify to the passage and adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 27th day of January 2026.

Tera Martin Del Campo
Mayor

APPROVED AS TO FORM:

Thai Viet Phan
City Attorney

ATTEST:

Frances Jimenez
City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF DUARTE)

I, Frances Jimenez, City Clerk of the City of Duarte, County of Los Angeles, State of California, hereby attest to the above signature and certify that Resolution No. 26-10 was adopted by the City Council of the City of Duarte at a regular meeting of said City Council held on the 27th day of January 2026, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Frances Jimenez
City Clerk



AGENDA REPORT

MEETING DATE: January 27, 2026

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

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

RECOMMENDATION: 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

FISCAL IMPACT: There is no fiscal impact associated with this item

STRATEGIC PLAN IMPACT: Goal C - C3.1 Community Safety

BACKGROUND

The urgency for regional wildfire mitigation, coordination, and public education in the San Gabriel Valley has only intensified following the 2025 Eaton Fire. This incident underscored what many agencies across the San Gabriel Valley have long recognized: wildfire risk is increasing, and timely, accurate, and unified coordination, mitigation, and public education are essential to protecting lives, property, and critical infrastructure. In order to fund these endeavors, the San Gabriel Valley Council of Governments (SGVCOG) is looking for a letter of support for their application to the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) Proposition 4 funding.

The RMC manages portions of California's Proposition 4 Climate Bond that was passed by voters specifically for watershed, wildfire, and nature based projects.

DISCUSSION/ANALYSIS

The SGVCOG is well positioned to lead the effort to reduce fire risk across the San Gabriel Valley. Since 2021, the SGVCOG has implemented multiple regional wildfire preparedness programs, including FirePrep SGV, a regional education and outreach program launched in partnership with the Rivers and Mountains Conservancy; development of a Regional Community Wildfire Protection Plan (CWPP) for the San Gabriel Valley; and a home ignition zone assessment program serving residents in high fire hazard severity zone areas.

However, additional resources are needed to continue and expand these programs. Through the

recently completed Regional CWPP process, stakeholders across the San Gabriel Valley collaboratively identified key regional priorities to reduce wildfire risk, including, but not limited to, fuels mitigation projects, wildfire preparedness education and outreach, and home hardening and defensible space implementation. RMC funding is critical to ensure that the CWPP's regionally supported priorities are realized.

RECOMMENDATION

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.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

- A. Letter of Support for SGVCOG's RMC Consolidated Grant Program Application

Fiscal Review:

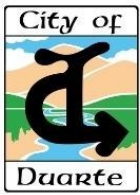


Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



City of Duarte

1600 Huntington Drive, Duarte, CA 91010 | Tel (626) 357-7931 | Fax (626) 358-0018 | CityofDuarte.ca.gov

January 27, 2026

San Gabriel & Lower Los Angeles Rivers and Mountains Conservancy
100 N. Old San Gabriel Canyon Road
Azusa, CA 91702

Subject: Letter of Support for SGVCOG's RMC Consolidated Grant Program Application

To Whom It May Concern,

On behalf of the City of Duarte, I am pleased to offer this letter of strong support for the San Gabriel Valley Wildfire Preparedness Program application, facilitated by the San Gabriel Valley Council of Governments (SGVCOG), as part of the San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy (RMC) Consolidated Grant Program.

The urgency for regional wildfire mitigation, coordination, and public education in the San Gabriel Valley has only intensified following the 2025 Eaton Fire. This incident underscored what many agencies across the San Gabriel Valley have long recognized: wildfire risk is increasing, and timely, accurate, and unified coordination, mitigation, and public education are essential to protecting lives, property, and critical infrastructure.

The SGVCOG is well positioned to meet the moment to lead this effort to reduce fire risk across the Valley. Since 2021, the SGVCOG has implemented multiple regional wildfire preparedness programs, including FirePrep SGV, a regional education and outreach program launched in partnership with the Rivers and Mountains Conservancy; development of a Regional Community Wildfire Protection Plan (CWPP) for the San Gabriel Valley; and a home ignition zone assessment program serving residents in high fire hazard severity zone areas.

However, additional resources are needed to continue and expand these programs. Through the recently completed Regional CWPP process, stakeholders across the San Gabriel Valley collaboratively identified key regional priorities to reduce wildfire risk, including, but not limited to, fuels mitigation projects, wildfire preparedness education and outreach, and home hardening and defensible space implementation. RMC funding is critical to ensure that the CWPP's regionally supported priorities are realized.

With funding awarded through the RMC's Proposition 4 program, the City of Duarte is looking forward to supporting the SGVCOG in the implementation of these regional priorities. We recognize the importance of a unified and regional approach to wildfire prevention and preparedness and remain committed to working collaboratively to strengthen wildfire resilience throughout the San Gabriel Valley.

Sincerely,

Tera Martin Del Campo
Mayor
City of Duarte



AGENDA REPORT

MEETING DATE: January 27, 2026

TO: Mayor and Members of the City Council

FROM: Kristen Petersen, Assistant City Manager/Director of Administrative Services

SUBJECT: 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

RECOMMENDATION: It is recommended that the City Council 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

FISCAL IMPACT: The City will be reimbursed for more of its costs in providing municipal services

STRATEGIC PLAN IMPACT: Goal D - D2.1 Financial Sustainability

BACKGROUND

State law allows cities to establish charges for services through the adoption of either ordinances or resolutions. Over time, it has become common practice for cities to gather service charges into a master schedule and to adopt them as part of a single resolution. This approach allows charges to be established and updated in a less cumbersome fashion than would individual ordinances or resolutions. It also gives the general public a single source for reference.

Although a handful of adjustments have been made to City service charges over the past few years, Duarte's last comprehensive update was completed in 2017. While State law requires that service charges not exceed the actual cost of providing services, it is also important that they do not fall too far below actual cost. As a result, on January 28, 2025, the City Council authorized staff to contract with Willdan Financial Services ("WFS") for the purpose of examining and updating the City's existing user fee schedule. The intent of the exercise was to determine the full cost of providing certain municipal services and has resulted in the creation of an updated Comprehensive Fee Schedule, which includes, but is not limited to the following department and fee groups: City

Manager, Public Safety, Parks and Recreation, Administrative Services, Business License, Building, Planning and Public Works.

DISCUSSION/ANALYSIS

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, and the California Code of Regulations (“Code”). The Code requires that the City Council adopt fees by either Ordinance or Resolution.

The last time the City performed a comprehensive fee study was in 2017. In order to determine the full cost of providing various City services and determine the appropriate fee level and recovery rates, WFS was awarded a contract. The study was a coordinated effort between all City departments. Throughout the process, several meetings were held between Willdan, City staff, and City management to review status updates and provide direction.

Updating the City’s Comprehensive Fee Schedule was essentially a two-phase process. The first phase was to prepare an updated Cost Allocation Plan for the City. The Cost Allocation Plan’s primary objective is to allocate costs from departments that provide services internally to operating departments that conduct the day-to-day operations necessary to serve the community. The function of this plan is to establish “Indirect Cost Rates” that can then be used to assign the reasonable allocation of central service overhead that should be assigned to different City services. This is used in the calculation of the fully burdened cost for City personnel involved in providing certain services. The second phase was to conduct a Comprehensive User Fee Study. By taking the fully burdened salary and benefit costs for employees in each department and then determining the amount of time it typically takes to provide certain services, WFS was able to use a standard unit cost build-up approach to determine the appropriate cost for certain user services. For other fees WFS used a programmatic approach such as the valuation-based fees, recreation program fees, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services. The resulting cost is shown in the User Fee Study as the Full Cost.

As mentioned above, WFS coordinated with each Department to review each user fee in detail in order to calculate the full cost of providing the service. This full cost is the legal maximum that the City can charge. Then City staff assumed the responsibility of developing specific fee level recommendations to present to the City Council. City staff took into consideration City and departmental goals, priorities, policy initiatives, past performance, implementation issues, surrounding communities’ fees and other internal and external factors in recommending the suggested fees shown in the schedule. A summary of the changes to user fees by department and fee group is listed below.

City Manager

- No changes to fees

Public Safety

- 104 fees/fines increase
- 3 fees/fines decrease
- 5 new fines added
- 4 fines would change from passthrough or no charge to percentage based
- 3 fees have no change

Parks and Recreation

- 48 fees increase
- 11 fees decrease
- 3 fees variably adjusted
- 1 new fee added
- 19 fees have no change

Administrative Services

- 3 fees increase
- Returned check fee will align with the Gov Code
- 4 fees have no change

Business License

- 16 fees increase
- 2 fees decrease
- 2 new fees added
- 31 fees have no change

Building

- Building fees align with the LA County Building Fee Schedule
- No fee increases included at this time

Planning

- 38 fees increase
- 5 fees decrease
- 1 new fee added
- 1 fee variably adjusted
- 30 fees have no change

Public Works

- 5 fees increase
- 1 fee decreases
- 2 new fees added
- 2 fees changed to “fee set by State”
- 11 fees have no change

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of the fee schedule is that the City have the flexibility to remain current. Therefore, an inflationary factor is included in the resolution adopting the fee schedule to allow the City to annually increase or decrease the fees by the changes in the Consumer Price Index. This annual change to fees shall not exceed the reasonable estimated cost of providing services each year.

RECOMMENDATION

It is recommended that the City Council approve Resolution No. 26-07 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 since the final action on the adoption or increase of the fee and specifically will go into effect March 30, 2026

FISCAL IMPACT

The City will be reimbursed for more of its costs in providing municipal services.

ATTACHMENTS

A. Resolution No. 26-07

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

RESOLUTION NO. 26-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE TO APPROVE THE FULL COST ANALYSIS OF USER FEES PREPARED BY WILLDAN FINANCIAL SERVICES AND AMEND AND AUGMENT THE CITY OF DUARTE FEE SCHEDULE

WHEREAS, the City has the authority to impose fees, charges, and rates under its police powers pursuant to California Constitution Article XI section 7.

WHEREAS, user fees are a charge for services provided by a governmental agency to a public citizen or group, and

WHEREAS, the City of Duarte has established user fees for various department-related services, and

WHEREAS, the City of Duarte engaged Willdan Financial Services (Willdan) to conduct a cost-of-service study for user fees in order to determine the estimated and reasonable costs borne by the City to provide these services, and

WHEREAS, the City Council of the City of Duarte has determined that the cost of providing certain services is not of general benefit but of benefit to the individual and, therefore, fees should be required to pay for materials and special services performed by City staff, and

WHEREAS, the City Council has found it necessary to adjust fees for services, and to maintain a comprehensive document which incorporates fees for services provided by the City into one schedule, however, for Planning services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for the department/division. Additionally, the City will pass through any discrete costs incurred from the use of external service providers, including, but not limited to, legal counsel, consultants, and contractors, if required to process a specific application, and

WHEREAS, the user fees described in Exhibit "A" are hereby determined to be reasonable in that the amount thereof does not exceed the estimated reasonable costs of providing the services for which the user fees are proposed to be rendered, and

WHEREAS, notice of a public hearing on the changes to the user fees was published in accordance with Government Code sections 66018 and 6062a, and

WHEREAS, a duly noticed public hearing before the City Council was held on January 27, 2026, at which public testimony was received and duly considered on the proposed changes to the user fee, and

WHEREAS, pursuant to Government Code sections 66016 and 66019, fees adopted pursuant to those sections, hereby shall take, and be in, effect on 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 since the final action on the adoption or increase of the fee and specifically will go into effect March 30, 2026, and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. The recitals set forth above are true and correct and adopted as the findings of the City Council and after consideration of the staff report, the study and public comment and correspondence received, the City Council hereby approves and adopts the user fees set forth in Exhibit "A."

SECTION 2. The adoption of this Resolution is not subject to CEQA review pursuant to CEQA Guideline 15378(b)(4), which provides that the creation of government funding mechanisms or other government fiscal activities that do not involve any commitment to any

specific project which may result in a potentially significant physical impact on the environment.

SECTION 3. The fees set forth in this Resolution shall be separately imposed for each service described under Exhibit “A” to which the fees pertain; additional fees shall be required for each additional service that is requested or required. Where fees are indicated on a per unit of measurement basis, the fees are for each identified unit or portion thereof within the indicated ranges of such units.

SECTION 4. It is the intention of the City Council to review the user fees as determined and set out herein on a periodic basis as well as the City’s costs reasonably borne as established and, as and if warranted, to revise such fees based thereon.

SECTION 5. The adopted fees for services set forth in Exhibit “A” shall be adjusted for inflation by the City Council annually by the percent change in the Consumer Price Index (CPI). “Consumer Price Index” means the average of the percent change in Consumer Price Index for Urban Clerical and Wage Earners, as reported by the Bureau of Labor Statistics or successor agency, from the December of the preceding calendar year over the preceding December, for the Los Angeles-Long Beach-Anaheim, CA area. Increases or decreases shall be rounded off to the nearest dollar. In no event shall the fee collected exceed the actual cost of providing the service by the City.

SECTION 6. The fees shown in the Comprehensive User Fee Study Schedule as Exhibit “A,” are approved and adopted for Fiscal Year 2025-26 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 since the final action on the adoption or increase of the fee and specifically will go into effect March 30, 2026.

SECTION 7. If any action, subsection, sentence, clause or phrase of this Resolution or the fees levied by this Resolution shall be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the validity of the remaining portions of this Resolution or the fees levied by this Resolution that can be given effect without the invalid provisions.

SECTION 8. All other resolutions in conflict herewith are hereby repealed.

PASSED, APPROVED, AND ADOPTED this 27th day of January 2026.

Terra Martin Del Campo, Mayor

APPROVED AS TO FORM:

Thai Viet Phan, City Attorney

ATTEST:

Frances Jimenez, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF DUARTE)

I, Frances Jimenez, City Clerk of the City of Duarte, California, do hereby certify that Resolution No. 26-07 was passed and adopted by the City Council of the City of Duarte California, at a regular meeting of said City Council held on the 27th day of January 2026, and thereafter signed and approved by the Mayor and attested by the City Clerk, and that said resolution was adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Frances Jimenez, City Clerk

City of Duarte, CA



User Fee Study

January 15, 2026

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Executive Summary

The City of Duarte engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identify 100% full cost recovery for City services. **Appendix C** details the full cost and suggested fees as determined through discussion with departmental staff. The recommended fees identified herein are either at or less than full cost recovery.

User Fee Background

Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole (“User Fees”). As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefits. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, Proposition 26, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee. There are no fees suggested to be set above the cost of service and as such a public vote is not required.

California User Fee History

Before Proposition 13, in times of fiscal shortages, California cities were able to raise property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Due to the thresholds needed to increase local taxes, cities have less control and very few successful options for new revenues. The State of California took a series of actions in the 1990’s and 2000’s to improve the State’s fiscal situation, at the expense of local governments. In 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees further reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person’s activities. Proposition 26 contains seven categories of exceptions. The fees analyzed as part of a User Fee study typically fall under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.

Additional Policy Considerations

State regulations require that municipalities update their fee schedules to reflect the actual costs of certain public services primarily benefiting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby typically reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover reasonable support costs. Support costs are those costs relating to a local government's central service departments that are allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the City's Cost Allocation Plan. A Cost Allocation Plan identifies the central service functions of the City such as Finance, City Manager, and Human Resources and allocates their cost to the departments and funds of the City that they support. This plan was used in the User Fee study to account for the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost through the study.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City to annually increase or decrease the fees by changes in a pre-approved inflationary index, as described below. However, such inflationary increases shall not exceed the reasonable estimated cost of providing the services each year.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can also be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs but cannot rely solely on the CPI increase as it is incumbent upon each agency to ensure the amount of the fees charged does not exceeds the reasonable estimated costs of providing the services. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every five years, which would include adding, amending, or removing fees for programs/services.

Study Objective

As the City of Duarte seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. A User Fee Study provides assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Duarte departments and fee groups:

- City Manager
- Public Safety
- Parks and Recreation
- Administrative Services
- Business License
- Building
- Planning
- Public Works

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

Aim of the Report

The User Fee Study focused on the cost of City services, as City staff currently provide them at existing, known, or reasonably anticipated service and staff level needs. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide an influential dissertation on the qualities of the utilized tools, techniques, or alternative approaches.

Project Approach and Methodology

Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for such fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits (see [Appendix B](#)), but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

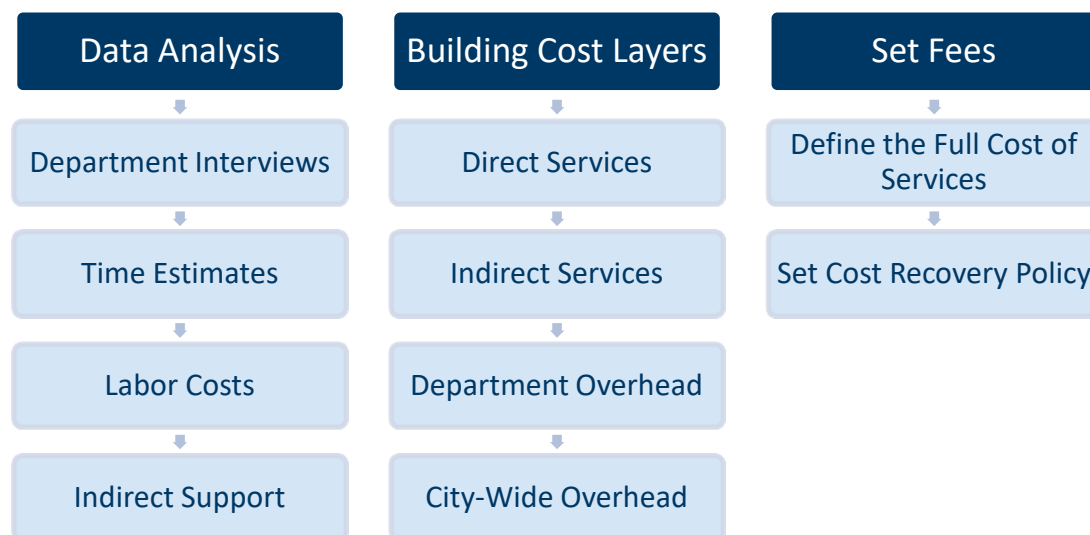
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to 1,650 productive or billable hours to account for calculated or anticipated hours’ employees are involved in non-billable activities such as paid vacation, sick leave, holidays, and other considerations as necessary. Dividing the full cost, including overhead, of a position by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate for how a service is provided, to calculate a fee’s cost based on the personnel and the amount of their time that is involved in providing each service.

Summary Steps of the Study

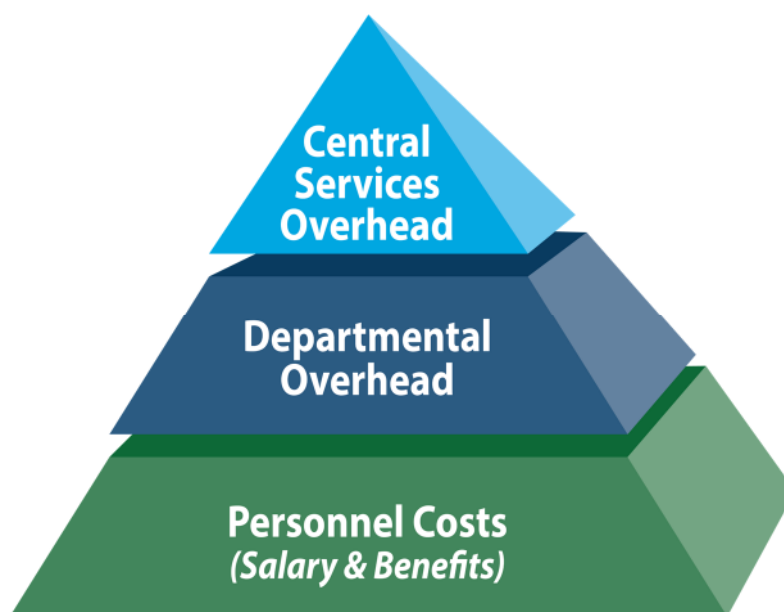
The process of the study is straightforward and simple in concept. The following list provides a summary of the study process steps:



Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (**Appendix A**). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City's central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs represent services provided by those Central Services Departments whose primary function is to support other City departments.



Methodology

The two methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Program Cost Approach: In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence rental based fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit a program's needs and goals. Typical programmatic approach cases are valuation-based fees, Recreation programs, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Internal and external reviews
- Cross-checking

Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences are identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Position staffing levels, seniority, and the positions that complete fee and service activity may vary from when the previous costs were calculated
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
- Changes in processes and procedures within a department, or the City as a whole

-
- Changes in the demand for services in a City may have also changed the staffing or cost structure of departments over time

City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct work hours (billable/non-billable)
- Time estimates to complete work tasks
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

Duarte User Fees

Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in [Appendix C](#). Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were obtained through interviews conducted with City staff for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time data used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service and will differ from City to City depending on staffing, positions involved, experience of staff, the use of consultants, and the policies and procedures in place for each City. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The primary goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility of determining the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Duarte, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) who receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, some services fall into the range between these two extremes.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City, but it is important to distinguish the difference between any purported possible benefits that may be conveyed through the result of activities of the service receiver and the direct benefit being conveyed through the City providing the service to the requestor.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool since it can be used to reduce fees to encourage certain activities (such as to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without overburdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, typically the General Fund's other unrestricted funds.

Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The cost of service study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

Summary

City staff is recommending setting user fees at suggested fee amounts as detailed in [Appendix C](#). City and departmental goals, City Council priorities, policy initiatives, past performance, implementation issues, and other internal and external factors should influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and the update to a consistent and comprehensive fee schedule were the primary objectives of this study. City staff has reviewed the full costs and identified the recommended fee levels for consideration by City Council.

The following sections provide background for each department, division, and fee group and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to [Appendix C](#) of this report.

City Manager

The City Manager, appointed by the City Council, is responsible for implementing the policies and directives of both the City Council and the Housing Authority, and for overseeing the activities of the City's various Departments and programs. Tasks include identifying community problems and appropriate solutions, making policy recommendations to the City Council, facilitating public participation in the governmental process, and representing the City in legislative actions, environmental issues, emergency management, public information, and interactions with other governmental entities. The City Manager also serves as the Executive Director and Secretary of the Housing Authority. Additional staff within the City Manager's office include an Assistant to the City Manager/Public Information Officer, City Clerk, a Deputy City Clerk, and a Management Aide.

Analysis

Willdan individually reviewed the services associated with the City Manager. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the City Manager's services relied primarily upon a standard unit cost build-up approach for fees, excluding fees set by the State, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fees are not in line with the full cost of providing service. Staff is recommending the fees remain as currently set as detailed in [Appendix C](#).

Public Safety

The Public Safety Department oversees a variety of traditional police services including patrol, traffic enforcement, investigations, and special enforcement provided by the Los Angeles County Sheriff's Department. In addition, the Department also monitors a juvenile Prevention Intervention Program provided by the Los Angeles County Probation Department.

Other services provided by the Department include animal control, residential and business municipal code compliance, parking enforcement, school crossing guards, crime prevention, and emergency preparedness. Adult (Community Emergency Response Team - CERT) and youth (Duarte Area Resource Team - DART) volunteer groups assist with a variety of activities, which complement the Department.

Analysis

Willdan individually reviewed the services associated with the Public Safety Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the Public Safety services relied primarily upon a standard unit cost build-up approach for fees, excluding parking citations, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fees are currently below the full cost of providing services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 32 fees and 72 parking citation fines;
- 1 fee and 2 parking citation fines will decrease ;
- 5 new parking citation fines will be added;
- 4 penalties would change to a percentage base fine from a passthrough or no charge fee;
- 3 fees would remain as currently set, and;
- the average fee change would be an increase of 94% for current fees, excluding parking citation fines.

Parks and Recreation

The Parks and Recreation Department is responsible for the operation of the City's recreation programs and select community services conducted throughout its eleven neighborhood parks, two sports parks, skate park, fitness center, pools, senior center, teen center, and two recreational trails. The Department also coordinates various city-wide special events, and the scheduling of all City facilities and athletic fields. In addition to organizing a wide range of programs and events, the Department is responsible for securing and administering Federal, State, County, and private grants for future park and program development.

Analysis

Willdan individually reviewed the services associated with the Parks and Recreation Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of most Parks and Recreation programs encompassed facility rentals, sports, programs, and other community services. The fee for use for government owned facilities and property can be set discretionally by the City, typically based on past usage characteristics, policy goals, and surrounding jurisdiction comparison. The cost of capital acquisition, maintenance, repair, and upgrade to the City and subsequently the public is offset through rental or use fees. As such these fees should be set using the knowledge of activity use for the facilities, policy desires of the City, and market factors when desirable. It is generally accepted that some Recreation programs provide a measure of public benefit to the residents and City as a whole, and as such is it common for services to bear significant subsidies. In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions. For a few of the fees in Parks and Recreation a standard cost of service approach was used, but some of the additional cost considerations above were not included as this is an operational cost analysis study that does not include considerations for capital. The analysis found that the current fees for facility use and services are below the cost of providing them. The analysis also included a cost recovery analysis for Community Services as a whole and it was determined to be operating at around 10% cost recovery. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 48 fees;
- 11 fees would decrease;
- 1 new fee would be added;
- 3 fees would be variably adjusted, and;
- the remaining fees would remain as currently set.

Administrative Services

The Administrative Services Department is responsible for a number of the City's administrative functions, including finance, human resources, information technology, transportation, and risk management. The Department's financial activities consist of budget preparation, accounting, investments, cashiering, purchasing, and auditing. Its human resources activities entail recruitments, union negotiation, training, evaluation, discipline, employee benefits, and payroll processing.

Analysis

Willdan individually reviewed the services associated with the Administrative Services Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Administrative services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that services are currently set below the full cost of providing them. The analysis found that most of the current fees are underfunding the cost of most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 3 fees;
- the returned check fee will align to the Government Code 1719;
- 4 fees would remain as currently set, and;
- the average fee change would be an increase of 6% for current fees.

Business License

The Business License Division is responsible for administering and enforcing the City's business license ordinance. This includes processing new business license applications, renewals, and collecting associated fees. The Division ensures compliance through outreach and enforcement activities, working closely with other City departments to verify zoning and operational requirements. It also serves as a key point of contact for business owners seeking guidance on licensing processes and requirements, thereby supporting economic activity and maintaining regulatory standards within the City.

Analysis

Willdan individually reviewed the services associated with the Business License Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Business License services relied primarily upon a standard unit cost build-up approach for fees, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fees are currently below and above the full cost of providing services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 16 fees;
- 2 fees would decrease;
- 2 news fees will be added;
- 31 fees would remain as currently set, and;
- the average fee change would be an increase of 11%.

Building

The Building Division is responsible for ensuring that all construction within the City complies with applicable building codes, regulations, and safety standards. The Division performs plan checks, issues building permits, and conducts field inspections to enforce code compliance. It plays a critical role in safeguarding public health and safety through structural integrity, fire safety, and energy efficiency requirements. The Division also provides guidance and information to residents, developers, and contractors to support successful project completion.

Analysis

The City of Duarte Building Department utilizes the Los Angeles County Building Fee Schedule which is updated on a biannual basis. The City applies a multiplier of 2.0 to the LA County schedule to recover the full cost of services. A program analysis was performed to determine existing cost recovery for services based on the cost for providing services along with historical revenue and fee activity. The analysis found that the current 2.0 multiplier is achieving full cost recovery for services. The Building fees are detailed in **Appendix C**. This report does not include fees based on valuation tables.

Planning

The Planning Division manages the City's land use and development activities to ensure they align with the General Plan and zoning ordinances. This includes reviewing development proposals, processing planning entitlements, conducting environmental reviews, and working with developers, residents, and other stakeholders to guide sustainable and compatible growth. The Division also oversees long-range planning initiatives, updates to planning documents, and coordination with regional agencies on housing and transportation planning efforts.

Analysis

Willdan individually reviewed the services associated with the Planning Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Planning services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most of the current fees are underfunding the cost of most of the services. Staff is recommending the fees be adjusted as detailed in Appendix C. As a result, there would be:

- An increase for 38 fees;
- 5 fees would decrease;
- 1 new General Agreements and Contracts fee will be added;
- 1 fee would be variably adjusted;
- 30 fees would remain as currently set, and;
- the average fee change would be an increase of 35%

Public Works

The Public Works Division is responsible for the maintenance, repair, and improvement of the City's infrastructure, including streets, sidewalks, storm drains, traffic signals, and public facilities. The Department manages capital improvement projects, oversees street sweeping and graffiti removal, and ensures the cleanliness and functionality of the City's public right-of-way. It also coordinates waste collection and environmental programs, and provides engineering services related to private development and public infrastructure projects.

Analysis

Willdan individually reviewed the services associated with the Public Works Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Public Works services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most of the current fees are underfunding the cost of most of the services. Staff is recommending the fees be adjusted as detailed in [Appendix C](#). As a result, there would be:

- An increase to 5 fees;
- 1 fee would decrease;
- 2 new fees will be added;
- 2 fees would change to "Fee Set by State" from a flat fee;
- 11 fees would remain as currently set, and;
- the average fee change would be an increase of 6%.

Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a portion of the total allowable cost is recovered as staff not only works on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, contract costs, and any other costs that are charged directly to the service requestor.

City of Duarte - User Fee Study

Overhead Rate Calculations

Department	Total Salaries & Benefits	Department Operating Cost	Direct Overhead %	Indirect Allocation %
100: City Manager	789,200	221,200	28%	0%
100: Community Development	1,903,400	610,300	32%	68%
100: Facilities Maintenance	376,800	130,300	35%	0%
100: Finance	912,200	193,700	21%	0%
100: Public Safety	6,882,900	827,200	12%	30%
100: Parks and Recreation	1,657,300	623,600	38%	91%
440: Proposition A Transit Fund	88,300	30,800	35%	48%

Appendix B –Fully Burdened Hourly Rates

Below are fully burdened hourly rates of staff positions that provide for the services detailed in [Appendix C](#). The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. For any user fee service request that is outside the scope of the fees detailed in [Appendix C](#), or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.

City of Duarte - User Fee Study

Fully Burdened Hourly Rate Calculation

Department	Title	Fully Burdened Hourly Rate
100: City Manager	CM - Assistant to the City Manager	\$107.73
100: City Manager	CM - City Clerk	\$110.97
100: City Manager	CM - City Manager	\$235.42
100: City Manager	CM - Deputy City Clerk	\$63.11
100: City Manager	CM - Management Analyst - City Manager's Office	\$71.26
100: Community Development	Dev - Administrative Secretary	\$100.87
100: Community Development	Dev - Assistant Civil Engineer	\$165.91
100: Community Development	Dev - Associate Planner	\$151.98
100: Community Development	Dev - Building Permit Technician	\$120.70
100: Community Development	Dev - Director of Community Development	\$326.37
100: Community Development	Dev - Field Services Manager	\$248.58
100: Community Development	Dev - Maintenance Lead Worker	\$140.37
100: Community Development	Dev - Maintenance Technician	\$89.68
100: Community Development	Dev - Planning Manager	\$266.86
100: Community Development	Dev - Public Works Manager	\$241.02
100: Community Development	Dev - Sr Maintenance Technician	\$120.23
100: Facilities Maintenance	Facilities - Facilities Maintenance Supervisor	\$111.95
100: Finance	Fin - Accountant	\$90.24
100: Finance	Fin - Accounting Specialist	\$82.79
100: Finance	Fin - Administrative Secretary	\$67.37
100: Finance	Fin - Assistant City Manager	\$198.06
100: Finance	Fin - Financial Services Manager	\$117.26
100: Finance	Fin - Payroll Technician	\$60.70
100: Public Safety	PS - Administrative Secretary	\$83.60
100: Public Safety	PS - Code Compliance/ Animal Control	\$87.24
100: Public Safety	PS - Crime Prevention Specialist (Part Time 3/4)	\$95.48
100: Public Safety	PS - Director of Public Safety Services	\$188.57
100: Public Safety	PS - Outreach Coordinator -Public Safety Office	\$77.97
100: Public Safety	PS - Public Safety Manager	\$148.84
100: Public Safety	PS - Receptionist Clerk/Typist	\$75.96
100: Public Safety	PS - Senior Code Compliance/Animal Control Officer	\$101.27
100: Parks and Recreation	Rec - Administrative Secretary	\$165.21
100: Parks and Recreation	Rec - Director of Parks and Recreation	\$338.17
100: Parks and Recreation	Rec - Recreation Coordinator	\$171.82
100: Parks and Recreation	Rec - Recreation Manager	\$234.41
100: Parks and Recreation	Rec - Recreation Supervisor	\$179.54
440: Proposition A Transit Fund	Fund 440 - Transit Supervisor	\$179.58

Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees, services, and penalties in which the full cost, existing fee, and suggested fee is listed as “NA”, the amount or percentage was not calculable. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one-to-one basis, a full cost was not calculated (for penalties, fines, market-based fees, or items not included in the study), or when there is not a current fee amount to compare against.

City Manager

Item No.	Title	Current Fee/Charge	Unit	Notes	Code
1	Candidate Filing Fee	\$25.00			2.40.010
2	Banner Fee	\$50.00			
3	Construction and Demolition:				
4	Administrative Fee	\$125.00			6.10.130
5	Initiative Petition Filing Fee	\$200.00			EC 9202-B

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$25.00	\$0
\$53.44	6%	\$50.00	\$0
\$151.98	18%	\$125.00	\$0
NA	NA	\$200.00	\$0

Public Safety

Item No.	Title	Current Fee/Charge	Unit	Notes	Code
1	Dog License (Annual)				
2	Unaltered	\$60.00			8.04.210 (a)
3	Altered	\$25.00			8.04.210 (a)
4	Senior Altered	\$0.00		Senior discount limited to one dog per household	8.04.210 (a)
5	Dog License Delinquent Penalty	\$60.00			8.04.220
6	Senior Dog License Delinquent Penalty	\$0.00			8.04.220
7	Replacement Dog Tag	\$6.00			8.04.250
8	Cat License (permanent)				
9	Unaltered	\$40.00			8.04.240
10	Altered	\$20.00			8.04.240
11	Animal Impound Fee				
12	1st	\$60.00			8.04.150
13	2nd	\$80.00			8.04.150
14	3rd	\$100.00			8.04.150
15	Daily Boarding	\$30.00			
16	Deceased Dog Pick-Up Fee - Unlicensed				
17	Small Dog (1-24 lbs.)	\$0.00		Includes cremation/disposal fee	8.04.760
18	Medium Dog (25-59 lbs.)	\$0.00		Includes cremation/disposal fee	8.04.760
19	Large Dog (60-100 lbs.)	\$0.00		Includes cremation/disposal fee	8.04.760
20	Wild or Vicious Animal Permit:				
21	Application Fee (New & Renewal)	\$250.00			8.04.680
22	Application Appeal	\$290.00			8.04.610 (b)
23	Parking Citation Fine	\$60.00		Fines will vary based on violation severity	
24	Parking Citation Delinquent Penalty	100%			
25	Vehicle Impound Fee	\$140.00			
26	Vehicle Inspection Fee	\$0.00			
27	Disabled Placard Administrative Fee	\$40.00		Fee cannot exceed \$25 per 40226 CVC	40226 CVC
28	Administrative Hearing Fee	\$50.00			
29	Administrative Citation 1st Delinquent Penalty	Passthrough fees			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$99.85	20%	\$80.00	\$20
\$99.85	70%	\$30.00	\$5
\$99.85	90%	\$10.00	\$10
\$119.25	33%	\$80.00	\$20
\$119.25	83%	\$20.00	\$20
\$23.90	16%	\$20.00	\$14
\$45.00	0%	\$45.00	\$5
\$45.00	44%	\$25.00	\$5
\$172.81	54%	\$80.00	\$20
\$172.81	36%	\$110.00	\$30
\$172.81	13%	\$150.00	\$50
\$75.95	34%	\$50.00	\$20
\$135.95	26%	\$100.00	\$100
\$223.45	22%	\$175.00	\$175
\$401.91	38%	\$250.00	\$250
\$457.73	24%	\$350.00	\$100
\$401.64	25%	\$300.00	\$10
NA	NA	Separate Sheet	Variable
NA	NA	100% of base bail (fine)	\$0
\$344.43	52%	\$165.00	\$25
\$37.21	33%	\$25.00	\$25
\$37.21	33%	\$25.00	-\$15
\$152.70	51%	\$75.00	\$25
NA	NA	50% of base bail (fine)	NA

Public Safety

Item No.	Title	Current Fee/Charge	Unit	Notes	Code
30	Administrative Citation 2nd Delinquent Penalty	Passthrough fees			
31	Overnight Parking Fees				
32	Annual permit	\$100.00			11.13.060
33	Temporary permit	\$1.00	per day		11.13.080
34	Recreational Vehicle (RV) Permit				
35	Resident	\$5.00	per day		11.16.020 (A)
36	Guest	\$10.00	per day		11.16.020 (A)
37	Senior Resident	\$5.00	per day	First three days per month are free	11.16.020 (A)
38	Removal of Political Campaign Signs	\$45.00			9.34.090
39	Removal of Temporary Signs in the Public Right of Way	\$0.00			19.42.090 (C)(3)
40	Bicycle License (4 Years)	\$7.00			11.20.060
41	Copy of Sheriff's Department Report	\$25.00			
42	Delinquent Penalty for unpaid fees and assessments	\$0.00			
43	Annual Cart Retrieval Program Review	\$60.00			9.70.070 (E)
44	Cart Redemption Fee	\$60.00	per cart		9.70.100 (C)
45	Cart Storage Fine (Day 4 - 10)	\$50.00	per cart, per day	Fine escalates through duration of storage	9.70.100 (D)
46	Cart Storage Fine (Day 11 - 20)	\$0.00	per cart, per day	Fine escalates through duration of storage	9.70.100 (D)
47	Cart Storage Fine (Day 21 - 30)	\$0.00	per cart, per day	Fine escalates through duration of storage	9.70.100 (D)

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	25% of base bail (fine)	NA
\$227.94	45%	\$125.00	\$25
\$174.42	97%	\$5.00	\$4
\$20.90	52%	\$10.00	\$5
\$20.90	28%	\$15.00	\$5
\$20.90	76%	\$5.00	\$0
\$101.27	41%	\$60.00	\$15
\$101.27	41%	\$60.00	\$60
\$21.90	54%	\$10.00	\$3
NA	NA	\$25.00	\$0
NA	NA	10% of base fees and assessments every 30 days up to 50% of total original	Variable
\$373.98	20%	\$300.00	\$240
\$267.97	44%	\$150.00	\$90
\$342.39	78%	\$75.00	\$25
\$342.39	71%	\$100.00	\$100
\$342.39	56%	\$150.00	\$150

Parking Citation Fine

CODE SECTION	CODE	CURRENT BAIL	SUGGESTED BAIL	DESCRIPTION	Fee Δ
6.15.060(A)(1)	DMC	\$60	\$100	CONTROLLING SPILLS	\$40.00
9.46.010	DMC	\$60	\$100	UNAUTHORIZED VEHICLE REPAIR	\$40.00
11.08.010	DMC	\$60	\$100	OVERWEIGHT ON RESTRICTED STREET	\$40.00
11.12.021	DMC	\$60	\$65	RESTRICTED PARKING ON CITY PROPERTY	\$5.00
11.12.024(a)	DMC	\$60	\$100	VEH FOR SALE IN PKG LOT / COMM ZONE	\$40.00
11.12.024(b)	DMC	\$60	\$100	VEH WASH/REPAIR IN PKG LOT / COMM ZONE	\$40.00
11.12.030(a)	DMC	\$60	\$100	>80" WIDE/>10,000 LB ANY STREET-OVR 2 HR	\$40.00
11.12.031	DMC	\$60	\$100	OVER 10,000 LBS, OVER 2 HRS ANY STREET	\$40.00
11.12.050	DMC	\$60	\$65	PKD ON ST W/O CURB, OBSTRUCTING TRAFFIC	\$5.00
11.13.010	DMC	\$60	\$65	3 AM-6 AM WITHOUT A PERMIT	\$5.00
11.13.120	DMC	\$60	\$65	IMPROPER DISPLAY OF ALL-NIGHT PKG PERMIT	\$5.00
11.15.030(a)	DMC	\$60	\$65	STREET SWEEPING RESTRICTION	\$5.00
11.16.020(A)	DMC	\$60	\$85	RV PERMIT REQUIRED	\$25.00
11.22.010	DMC	\$60	\$65	PRIV PROP W/O OWNER CONSENT	\$5.00
11.22.012(a)	DMC	\$60	\$100	>80" WIDE/>10,000 LB PRIV PROP-OVER 2 HR	\$40.00
19.38.080(B)	DDC	\$60	\$65	LIVING/SLEEPING IN VEH PROHIBITED	\$5.00
19.38.080(C)	DDC	\$60	\$65	INOP/UNREG VEH PKD IN PKG LOT - PUB VIEW	\$5.00
19.38.090(A)	DDC	\$60	\$100	COMM VEH OVER 6,000 LBS ON R-ZONED LOT	\$40.00
19.38.120(C)	DDC	\$60	\$65	PARKING IN FRONT OR STREET SIDE YARD	\$5.00
15.20.070	LACC	\$63	\$65	FAILURE TO OBEY SIGNS/CURB MARKINGS	\$2.00
15.20.130	LACC	\$48	\$65	PKG SPACE MARKINGS (ON STREET)	\$17.00
15.52.040(B)	LACC	\$48	\$65	NO PARKING IN BICYCLE LANE	\$17.00
15.64.010	LACC	\$48	\$65	PARKING TIME LIMITS	\$17.00
15.64.040	LACC	\$48	\$65	PARKING IN FRONT OF USPS MAIL BOX	\$17.00
15.64.052	LACC	\$78	\$100	NO PKG COMM VEH >10,000 LBS - RESID DIST	\$22.00
15.64.100	LACC	\$53	\$100	DISCONNECTED TRAILER	\$47.00
15.64.110	LACC	\$263	\$300	PARKING IN BUS ZONE	\$37.00
15.64.120(A)	LACC	\$53	\$65	WHITE CURB-3 MIN PASSENGER LOADING ZONE	\$12.00
15.64.130	LACC	\$53	\$65	PARKING IN ALLEY	\$12.00
15.64.140	LACC	\$53	\$65	TEMPORARY NO PARKING	\$12.00
15.64.210	LACC	\$48	\$65	PARKING UNATTENDED VEH W/KEY IN IGNITION	\$17.00
1.64.240	LACC	\$48	\$65	MARKED STALLS - ANGLED PKG ON STREET	\$17.00
15.64.250(A)	LACC	\$53	\$65	DOUBLE PARKING - PRIVATE STREET	\$12.00

CODE SECTION	CODE	CURRENT BAIL	SUGGESTED BAIL	DESCRIPTION	Fee Δ
15.64.260	LACC	\$53	\$65	NO PARKING ANYTIME	\$12.00
15.64.261	LACC	New	\$65	>6 FT TALL WITHIN 100 FT OF INTERSECTION	N/A
15.64.270	LACC	\$53	\$65	PKG ON PUBLIC/PRIV PROP W/O OWNER CONSENT	\$12.00
15.64.280	LACC	\$53	\$65	PARKING ON WRONG SIDE OF STREET	\$12.00
15.64.290	LACC	\$53	\$65	PARKING ON PUBLIC RIGHT OF WAY	\$12.00
15.64.310(B)	LACC	\$363	\$375	PARKED VEH TRANSPORTING HAZARDOUS WASTE	\$12.00
15.64.320(A)	LACC	\$53	\$65	BLOCKING DRIVEWAY - PRIVATE STREET	\$12.00
15.64.370(A)	LACC	\$68	\$100	WITHIN 15 FT OF FIRE HYDRANT - PRIV ST	\$32.00
15.64.390	LACC	\$53	\$65	RESERVED/ASSIGNED PARKING SPACE	\$12.00
15.64.400	LACC	\$338	\$355	DISABLED PARKING - ON-STREET PARKING	\$17.00
15.64.410	LACC	\$338	\$355	DISABLED PARKING - PARKING LOT	\$17.00
15.76.120(A)	LACC	\$53	\$65	REPAIRING VEHICLE ON STREET	\$12.00
15.76.130	LACC	\$53	\$65	WASHING VEHICLE ON STREET	\$12.00
17.04.370	LACC	\$53	\$65	PARKING IN PARK AREAS	\$12.00
4000(a)(1)	CVC	\$73	\$85	EXPIRED REGISTRATION	\$12.00
5200(a)	CVC	\$38	\$65	DISPLAY OF LICENSE PLATE	\$27.00
5204(a)(1)	CVC	\$73	\$85	NO CURRENT REGISTRATION TABS	\$12.00
21113(a)(1)	CVC	\$53	\$65	UNLAWFUL PARKING - PUBLIC PROPERTY	\$12.00
22500(a)	CVC	\$53	\$65	PARKING WITHIN INTERSECTION	\$12.00
22500(b)	CVC	\$53	\$65	PARKING ON CROSSWALK	\$12.00
22500(d)	CVC	\$68	\$85	WITHIN 15 FT OF FIRE STATION DRIVEWAY	\$17.00
22500(e)	CVC	\$53	\$65	BLOCKING DRIVEWAY	\$12.00
22500(f)	CVC	\$53	\$65	BLOCKING SIDEWALK	\$12.00
22500(g)	CVC	\$53	\$65	STREET EXCAVATION ZONE-BLKing TRAFFIC	\$12.00
22500(h)	CVC	\$53	\$65	DOUBLE PARKING - PUBLIC STREET	\$12.00
22500(i)	CVC	\$263	\$300	PARKING IN BUS ZONE	\$37.00
22500(j)	CVC	\$53	\$65	PARKING IN A TUNNEL	\$12.00
22500(k)	CVC	\$53	\$65	PARKING ON A BRIDGE	\$12.00
22500(l)	CVC	\$258	\$300	BLOCKING DISABLED ACCESS RAMP	\$42.00
22500(n)(1)(A)	CVC	New	\$65	PARKED WITHIN 20 FT OF CROSSWALK	NA
22500.1	CVC	\$78	\$100	PARKING IN FIRE LANE	\$22.00
22502(a)	CVC	\$53	\$65	PARKING 18 INCHES FROM CURB	\$12.00
22507.8(a)	CVC	\$338	\$355	DISABLED PARKING-NO PLACARD OR PLATE	\$17.00
22507.8(b)	CVC	\$338	\$355	DISABLED PARKING-BLOCKING PARKING SPACE	\$17.00

CODE SECTION	CODE	CURRENT BAIL	SUGGESTED BAIL	DESCRIPTION	Fee Δ
22507.8(c)	CVC	\$338	\$355	DISABLED PARKING-CROSSHATCHED LINES	\$17.00
22511.1(a)	CVC	New	\$65	PKD IN EV CHARGING SPACE W/O CHARGING	NA
22511.1(b)	CVC	New	\$65	BLOCKING EV CHARGING SPACE	NA
22514	CVC	\$68	\$100	PARKED WITHIN 15 FT OF FIRE HYDRANT	\$32.00
22515(a)	CVC	\$53	\$65	UNATTENDED VEHICLE	\$12.00
22516	CVC	\$48	\$65	PERSON LOCKED IN VEHICLE	\$17.00
22517	CVC	\$68	\$100	LEAVE VEHICLE DOOR OPEN TO TRAFFIC	\$32.00
22519	CVC	New	\$65	PROHIBITED / RESTRICTED PKG-CITY PKG LOT	NA
22521	CVC	\$43	\$100	PKG WITHIN 7 1/2 FT OF RAILROAD TRACK	\$57.00
22522	CVC	\$288	\$300	WITHIN 3 FT OF SIDEWALK ACCESS RAMP	\$12.00
22523(a)	CVC	\$113	\$100	ABANDONED VEHICLE ON PUBLIC STREET	-\$13.00
22523(b)	CVC	\$113	\$100	ABANDONED VEHICLE ON PUBLIC/PRIV PROP	-\$13.00

Parks and Recreation

Item No.	Title	Current Fee/Charge	Unit
1	Vendor Booth Fees	\$75.00	Per booth
2	Classes & Camps		
3	Day Camp		
4	Res	\$125.00	
5	Non Res	\$150.00	
6	Recreation Classes	Varies	
7	Swim Lessons		
8	Res	\$45.00	
9	Non Res	\$56.00	
10	Swim Team		
11	Res	\$200.00	
12	Non Res	\$250.00	
13	Private Swim Lessons		
14	Res	\$280.00	
15	Non Res	\$280.00	
16	Youth Sports		
17	Res	\$60.00	
18	Non Res	\$70.00	
19	Excursions		
20	Excursions (All ages)	\$45.00	
21	Fitness Center:		
22	Membership:		
23	Total Facility - Individual		
24	Res	\$200.00	
25	Non Res	\$275.00	
26	Total Facility - Individual Senior (60+)		
27	Res	\$120.00	
28	Total Facility - Individual Senior & Spouse (60+)		
29	Res	\$220.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Varies	NA
NA	NA	\$150.00	\$25
NA	NA	\$175.00	\$25
NA	NA	Varies	NA
NA	NA	\$50.00	\$5
NA	NA	\$65.00	\$9
NA	NA	\$225.00	\$25
NA	NA	\$250.00	\$0
NA	NA	\$300.00	\$20
NA	NA	\$340.00	\$60
NA	NA	\$60.00	\$0
NA	NA	\$70.00	\$0
NA	NA	Varies	NA
NA	NA	\$225.00	\$25
NA	NA	\$325.00	\$50
NA	NA	\$120.00	\$0
NA	NA	\$220.00	\$0

Parks and Recreation

Item No.	Title	Current Fee/Charge	Unit
30	Total Facility - Family		
31	Res (Max of 4- ages 14+)	\$300.00	
32	Non Res (Max of 4- ages 14+)	\$400.00	
33	Lap Swim		
34	Res (Individual 14+)	\$2.00	
35	Non Res (Individual 14+)	\$2.00	
36	Res (Senior 60+)	New	
37	Open Swim		
38	Individual 12 & Under	\$1.00	
39	Individual 13+	\$2.00	
40	Rental - Community Center:		
41	Full Auditorium:		
42	Hourly Rate		
43	Res	\$300.00	
44	Non Res	\$600.00	
45	Half Auditorium:		
46	Hourly Rate		
47	Res	\$150.00	
48	Non Res	\$300.00	
49	Kitchen	\$100.00	
50	Audio/Visual Equipment	\$60.00	
51	Cleaning/Damage Bond Full Auditorium	\$500.00	
52	Cleaning/Damage Bond Half Auditorium	\$300.00	
53	Rental - Courts (per hour)		
54	Basketball, Futsal, Tennis, Pickleball or Volleyball		
55	Res	\$25.00	
56	Non Res	\$40.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$450.00	\$150
NA	NA	\$600.00	\$200
NA	NA	\$3.00	\$1
NA	NA	\$5.00	\$3
NA	NA	\$2.00	NA
NA	NA	\$2.00	\$1
NA	NA	\$3.00	\$1
NA	NA	\$100.00	-\$200
NA	NA	\$150.00	-\$450
NA	NA	\$60.00	-\$90
NA	NA	\$110.00	-\$190
NA	NA	\$150.00	\$50
NA	NA	\$60.00	\$0
NA	NA	\$500.00	\$0
NA	NA	\$300.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$40.00	\$0

Parks and Recreation

Item No.	Title	Current Fee/Charge	Unit
57	Duarte Youth Non Profit	\$0.00	
58	Cleaning/Damage Deposit	\$100.00	
59	Rental - Gazebos (Small) 8hr		
60	Res	\$50.00	
61	Non Res	\$75.00	
62	Rental - Gazebos (Large) 8hr		
63	Res	\$75.00	
64	Non Res	\$100.00	
65	Cleaning/Damage Deposit	\$50.00	
66	Rental - Parks (No Lights) per hr		
67	Soccer/Open Field		
68	Res	\$10.00	
69	Non Res	\$30.00	
70	Duarte Youth Non Profit	\$0.00	
71	Cleaning/Damage Deposit	\$100.00	
72	Rental - Royal Oaks Park Building:		
73	Hourly Rate		
74	Res	\$90.00	
75	Non Res	\$180.00	
76	Cleaning/Damage Bond	\$150.00	
77	Rental - Skate Park		
78	Res	\$30.00	
79	Non Res	\$55.00	
80	Duarte Youth Non Profit	\$0.00	
81	Cleaning/Damage Bond	\$100.00	
82	Rental - Sports Fields (per hour):		
83	With Lights		
84	Res	\$30.00	
85	Non Res	\$55.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$0.00	\$0
NA	NA	\$100.00	\$0
NA	NA	\$60.00	\$10
NA	NA	\$85.00	\$10
NA	NA	\$85.00	\$10
NA	NA	\$110.00	\$10
NA	NA	\$50.00	\$0
NA	NA	\$30.00	\$20
NA	NA	\$50.00	\$20
NA	NA	\$10.00	\$10
NA	NA	\$100.00	\$0
NA	NA	\$60.00	-\$30
NA	NA	\$90.00	-\$90
NA	NA	\$250.00	\$100
NA	NA	\$30.00	\$0
NA	NA	\$55.00	\$0
NA	NA	\$10.00	\$10
NA	NA	\$250.00	\$150
NA	NA	\$50.00	\$20
NA	NA	\$80.00	\$25

Parks and Recreation

Item No.	Title	Current Fee/Charge	Unit
86	Duarte Youth Non Profit	\$15.00	
87	Without Lights		
88	Res	\$10.00	
89	Non Res	\$20.00	
90	Duarte Youth Non Profit	\$0.00	
91	Cleaning/Damage Bond	\$100.00	
92	Rental - Swimming Pool (per hour):		
93	Pool Party - 2 Hr Min		
94	50 Persons & Under (Trng or Comp)		
95	Res	\$60.00	
96	Non Res	\$120.00	
97	51 to 100 Persons (Comp Only)		
98	Res	\$75.00	
99	Non Res	\$150.00	
100	101 to 150 Persons (Comp Only)		
101	Res	\$100.00	
102	Non Res	\$200.00	
103	151 to 200 Persons (Comp Only)		
104	Res	\$150.00	
105	Non Res	\$300.00	
106	Cleaning/Damage Bond	\$200.00	
107	Rental - Teen Center:		
108	Mtg/Patio		
109	Hourly Rate		
110	Res	\$125.00	
111	Non Res	\$250.00	
112	Gas BBQ Grill Rate	\$20.00	
113	Cleaning/Damage Bond	\$300.00	
114	Mtg Room Only		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$15.00	\$0
NA	NA	\$30.00	\$20
NA	NA	\$50.00	\$30
NA	NA	\$10.00	\$10
NA	NA	\$100.00	\$0
NA	NA	\$145.00	\$85
NA	NA	\$290.00	\$170
NA	NA	\$160.00	\$85
NA	NA	\$320.00	\$170
NA	NA	\$205.00	\$105
NA	NA	\$410.00	\$210
NA	NA	\$255.00	\$105
NA	NA	\$510.00	\$210
NA	NA	\$500.00	\$300
NA	NA	\$75.00	-\$50
NA	NA	\$125.00	-\$125
NA	NA	\$50.00	\$30
NA	NA	\$500.00	\$200

Parks and Recreation

Item No.	Title	Current Fee/Charge	Unit
115	Hourly Rate		
116	Res	\$50.00	
117	Non Res	\$100.00	
118	Cleaning/Damage Bond	\$100.00	
119	Senior Center Dining Room		
120	Hourly Rate		
121	Res	\$300.00	
122	Non Res	\$600.00	
123	Cleaning/Damage Bond	\$500.00	
124	Boxing Membership		
125	Youth Res	\$10.00	
126	Youth Non Res	\$20.00	
127	Adult Res	\$10.00	
128	Adult Non Res	\$20.00	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$60.00	\$10
NA	NA	\$90.00	-\$10
NA	NA	\$250.00	\$150
NA	NA	\$175.00	-\$125
NA	NA	\$225.00	-\$375
NA	NA	\$500.00	\$0
NA	NA	\$15.00	\$5.00
NA	NA	\$25.00	\$5.00
NA	NA	\$25.00	\$15.00
NA	NA	\$40.00	\$10.00

Administrative Services

Item	Title	Current Fee/Charge	Unit	Notes	Code
1	Business License:				
2	Application Fee	\$35.00			
3	Copy Charge - Paper				
4	Res	\$0.35			
5	Non Res	\$0.45			
6	Garage & Lawn Sale Application Permit	\$0.00			
7	Returned Check Charge	\$40.00			Civil Code 1719
8	Special Event Insurance:				
9	Application Fee	\$90.00	Per Application		
10	Premium	Actual Cost	Actual Cost		
11	Credit Card Convenience Fee	3.78%			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$135.12	63%	\$50.00	\$15
\$0.35	0%	\$0.35	\$0
\$0.45	0%	\$0.45	\$0
NA	NA	\$0.00	\$0
NA	NA	First Check \$25/Additional Check \$35	-\$15
\$149.30	33%	\$100.00	\$10
NA	NA	Actual Cost	\$0
10.07%	60%	4.00%	0.22%

Business License

Item	Title	Current Fee/Charge	Unit	Notes	Code
1	Business License Fees				
2	Business License Application Permit	\$35.00	Annual Fee	also in Admin tab	
3	Classification A- Manufacturing & Wholesaling	\$132.00	Annual Fee	Plus \$10 per EE	5.08.140
4	Classification B- Professional Services	\$132.00	Annual Fee	Plus \$10 per EE	5.08.150
5	Classification C- Retail Businesses	\$132.00	Annual Fee	Plus \$10 per EE	5.08.160
6	Classification D- Building Trades	\$306.00	Annual Fee		5.08.170
7	Classification D- Building Trades: 3 month	\$76.50			5.08.170
8	Classification D- Building Trades: 6 months	\$153.00			5.08.170
9	Classification D- Building Trades: 9 months	\$229.50			5.08.170
10	Poolhalls	\$175.00	Annual Fee	Plus Per Table	5.08.180
11	Table Fee	\$47.00	Per Table		5.08.180
12	Bowling Alleys	\$175.00	Annual Fee	Plus Per Lane	5.08.190
13	Lane Fee	\$37.00	Per Lane		5.08.190
14	Skating Rinks and Shooting Galleries	\$362.00	Annual Fee		5.08.200
15	Circuses, Tent Shows and Carnivals				
16	First Day	\$1,065.00	Annual Fee		5.08.210
17	Each Additional Day	\$337.00	Each		5.08.210
18	Swap Meets	\$716.00	Annual Fee	Plus \$14,180 in lieu of license tax on individual vendors	5.08.211
19	Coin-Operated Machines				5.08.220
20	Vending Machines	Based on Gross Receipts			
21	Amusement Machines	\$132.00	Annual Fee	Per Machine	
22	Arcade 10+ Machines	\$383.00	Annual Fee		
23	Dispensing Service				
24	For 1st 30 Machines	\$132.00			
25	Per Machine over 30	\$1.00	Per Machine		
26	Rentals				
27	First 4 Units	\$175.00	Annual Fee		5.08.230
28	Each Add'l Unit	\$37.00	Per Unit		5.08.230
29	Utilizing/Delivery Vehicles	\$170.00	Annual Fee		5.08.240
30	Mobile Sales of Commodities	\$236.00	Annual Fee		5.08.280
31	Salvage Trucks	\$542.00	Annual Fee		5.08.310
32	Taxis	\$95.00	Annual Fee	Per Vehicle	5.08.320
33	Outdoor Advertising	\$768.00	Annual Fee	Plus Advertising Space	5.08.330
34	Advertising Space	\$0.88	Per Sq Ft		
35	Distribution of Advertising Material	\$75.00	Annual Fee	Plus \$10 per badge	5.32.070
36	Amusement and Entertainment				5.82.040
37	Application Fee	\$500.00			
38	Permit- Burlesque	\$3,700.00	Annual Fee		
39	Permit- Other	\$500.00	Annual Fee		
40	Auctioneer License	\$500.00	Annual Fee		5.12.060

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$379.23	87%	\$50.00	\$15
NA	NA	\$132.00	\$0
NA	NA	\$132.00	\$0
NA	NA	\$132.00	\$0
NA	NA	\$306.00	\$0
NA	NA	\$76.50	\$0
NA	NA	\$153.00	\$0
NA	NA	\$229.50	\$0
NA	NA	\$175.00	\$0
NA	NA	\$47.00	\$0
NA	NA	\$175.00	\$0
NA	NA	\$37.00	\$0
NA	NA	\$362.00	\$0
NA	NA	\$1,065.00	\$0
NA	NA	\$337.00	\$0
NA	NA	\$716.00	\$0
NA	NA	Based on Gross Receipts	\$0
NA	NA	\$132.00	\$0
NA	NA	\$383.00	\$0
NA	NA	\$132.00	\$0
NA	NA	\$1.00	\$0
NA	NA	\$175.00	\$0
NA	NA	\$37.00	\$0
NA	NA	\$170.00	\$0
NA	NA	\$236.00	\$0
NA	NA	\$542.00	\$0
NA	NA	\$95.00	\$0
NA	NA	\$768.00	\$0
NA	NA	\$0.88	\$0
\$83.56	4%	\$80.00	\$5
\$777.66	4%	\$750.00	\$250
\$3,478.43	0%	\$3,470.00	-\$230
\$777.66	4%	\$750.00	\$250
\$744.22	1%	\$740.00	\$240

Business License

Item	Title	Current Fee/Charge	Unit	Notes	Code
41	Bingo Permit	\$190.00	Annual Fee		9.13.040
42	Renewal	\$100.00			9.13.040
43	Business on Vacant Lot	\$750.00	Annual Fee		5.36.040
44	Close out sale permit	\$230.00	Annual Fee		5.28.030
45	Fortune Telling Permit	\$1,600.00	Annual Fee		9.08.030 (f) 9.08.060 (d)
46	Massage Parlor	\$856.00	Annual Fee		5.08.010
47	Renewal	\$321.00			5.08.010
48	Massage Technicians	\$216.00	Annual Fee		5.56.140
49	Renewal	\$135.00			5.56.140
50	Filming Permit	\$1,300.00	Annual Fee	Per Day	5.40.030
51	Public Dance	\$250.00	Annual Fee		5.76.080
52	Tobacco Retailer License Fee	\$125.00	Annual Fee		5.09.100
53	Auctions and Sales by Public Outcry	\$1,880.00	Annual Fee		5.12.020
54	Solicitors and Peddlers	\$287.00	Annual Fee	Per Day	5.16.080
55	Secondhand Dealers, Pawnbrokers and Junk Dealers	\$1,419.00	Annual Fee		5.24.040
56	Home Occupation	New	Annual Fee		19.08.15
57	Large Family Daycare	New	Annual Fee		19.60.100

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$275.32	2%	\$270.00	\$80
\$99.63	10%	\$90.00	-\$10
\$963.52	0%	\$960.00	\$210
\$432.57	21%	\$340.00	\$110
\$1,796.28	0%	\$1,790.00	\$190
\$1,421.00	10%	\$1,280.00	\$424
\$358.11	2%	\$350.00	\$29
\$560.66	43%	\$320.00	\$104
\$275.32	0%	\$275.00	\$140
\$1,572.83	0%	\$1,570.00	\$270
\$364.78	1%	\$360.00	\$110
\$558.12	51%	\$275.00	\$150
NA	NA	\$1,880.00	\$0
NA	NA	\$287.00	\$0
NA	NA	\$1,419.00	\$0
\$443.00	70%	\$132.00	NA
\$142.71	100%	\$0.00	NA

Building

#	Description	Category	Building Use	Current Fee/Charge	Unit	Unit Tier	Notes
1	M1. Equipment	Mechanical	All	\$78.65	each	≥ 1 units	
2	M2. Equipment	Mechanical	All	\$151.52	each	≥ 1 units	
3	M3. Equipment	Mechanical	All	\$379.46	each	≥ 1 units	
4	M9. Air Inlets and Outlets	Mechanical	All	\$12.22	each	≥ 1 units	
5	M7. Appliance Vents	Mechanical	All	\$37.32	each	≥ 1 units	
6	M4. Air Handler Unit	Mechanical	All	\$37.32	each	Up to 10 units	Over 10 units: \$11.55 per unit
7	M5. Air Handler Unit	Mechanical	All	\$112.86	each	≥ 1 units	
8	M6. Air Handler Unit	Mechanical	All	\$189.73	each	≥ 1 units	
9	M8. Evaporative Cooler	Mechanical	All	\$63.54	each	≥ 1 units	
10	M11. Ventilation Fans	Mechanical	All	\$46.43	each	Up to 10 units	Over 10 units: \$16.22 per unit
11	M12. Ventilation System	Mechanical	All	\$98.20	each	≥ 1 units	
12	M15. Product Conveying Duct System	Mechanical	Commercial	\$189.73	each	≥ 1 units	
13	M14. Fire Damper	Mechanical	Commercial	\$30.66	each	≥ 1 units	
14	M13. Alteration of Existing Duct System	Mechanical	Commercial	\$78.65	each	≥ 1 units	
15	Fee for work done without required permit	Mechanical	Commercial	\$1.00	dollars	≥ 1 dollars	
16	P1. Plumbing Fixtures	Plumbing	Commercial	\$47.32	each	≥ 1 units	
17	P5. Dishwasher	Plumbing	Commercial	\$47.32	each	≥ 1 units	
18	P22. Future stacks or branches	Plumbing	Commercial	\$25.77	each	≥ 1 units	
19	P3. Roof Drain	Plumbing	Commercial	\$47.32	each	≥ 1 units	
20	P19. Backwater Sewer Valve	Plumbing	Commercial	\$135.74	each	≥ 1 units	
21	P18. Industrial Waste Interceptor	Plumbing	Commercial	\$47.32	each	≥ 1 units	
22	P21. Swimming Pool Drainage Trap and Receptor	Plumbing	Commercial	\$47.32	each	≥ 1 units	
23	P15. Low Pressure Gas Piping System	Plumbing	Commercial	\$47.32	each	First 5 units	> 5 units: \$12.00
24	P17. Gas Meter	Plumbing	Commercial	\$47.32	each	≥ 1 units	
25	P2. Water Heater and/or Vent	Plumbing	Commercial	\$47.32	each	≥ 1 units	
26	E2. New Multifamily Residential Buildings	Electrical	Residential - SFR, Residential - MFR	\$0.23	sq. ft.	≥ 1 sq. ft.	
27	E1. New Single & Two-Family Residential Buildings	Electrical	Residential - SFR, Residential - MFR	\$0.44	sq. ft.	≥ 1 sq. ft.	
28	Surcharge Mechanical Plan Check Fee	Mechanical	Commercial	\$487.88	sq. ft.	≥ 1 sq. ft.	
29	Surcharge Installation Mechanical Fee	Mechanical	Commercial	\$732.48	each	≥ 1 units	
30	Site Inspection	Building	Commercial	\$633.62	each	≥ 1 units	
31	Site Inspection	Building	Commercial	\$1,561.62	sq. ft.	Up to 5,000 sq. ft.	5,001 – 10,000 sq. ft.: \$1,879.30 10,001 – 100,000 sq. ft.: \$3,124.34 > 5000 sq. ft.: \$4,735.48
32	Demolition Inspection	Building	Commercial	\$473.66	each	≥ 1 units	
33	Special Safety Provision Inspections	Building	Commercial	\$473.66	each	Up to 1 unit	Over 1 units: \$76.20 per unit
34	Inspections outside of normal business hours	Building	Commercial	\$284.38	hours	≥ 1 hours	
35	Inspections	Building	Commercial	\$284.38	hours	≥ 1 hours	
36	Pool/Spa Barrier Inspection	Pool	Commercial	\$266.82	each	≥ 1 units	
37	Swimming Pool Refundable Deposit	Pool	Commercial	\$500.00	each	≥ 1 units	

Building

#	Description	Category	Building Use	Current Fee/Charge	Unit	Unit Tier	Notes
38	Private Swimming Pool	Electrical	Residential - SFR, Residential - MFR	\$235.05	each	≥ 1 units	
39	Private Swimming Pool - Other	Electrical	Residential - SFR, Residential - MFR	\$158.18	each	≥ 1 units	
40	E23. Carnivals and Circuses - Generators	Electrical	Commercial	\$112.86	each	≥ 1 units	
41	E24. Carnivals and Circuses - Rides	Electrical	Commercial	\$47.32	each	≥ 1 units	
42	E24. Carnivals and Circuses - Booth Lighting	Electrical	Commercial	\$47.32	each	≥ 1 units	
43	E3. Temporary Power Service	Electrical	Commercial	\$126.41	each	≥ 1 units	
44	E4. Temporary Power Distribution	Electrical	Commercial	\$61.98	each	≥ 1 units	
45	E5. Branch Circuit (15 or 20 amp 120 volt)	Electrical	Commercial	\$50.21	each	Up to 10 units	11 to 40 units: \$41.77 Over 40 units: \$37.32 per unit
46	E6. Branch Circuit (15 or 20 amp 208-277 volt)	Electrical	Commercial	\$79.09	each	≥ 1 units	
47	E7. Outlets	Electrical	Commercial	\$6.22	each	Up to 20 units	Over 20 units: \$4.22 per unit
48	E8. Lighting Fixtures	Electrical	Commercial	\$6.22	each	Up to 20 units	Over 20: \$4.22 per unit
49	E9. Lighting Fixtures	Electrical	Commercial	\$7.33	each	≥ 1 units	
50	E10. Lighting Fixtures	Electrical	Commercial	\$7.33	each	≥ 1 units	
51	E11. Residential Appliances (3 HP or less)	Electrical	Residential - SFR, Residential - MFR, Commercial	\$30.88	each	≥ 1 units	
52	E12. Non-Residential Appliances (3 HP or less)	Electrical	Commercial, Residential - MFR, Residential - SFR	\$44.88	each	≥ 1 units	
53	E13. Power Apparatus (4-10 HP, KW, KVA)	Electrical	Residential - SFR, Residential - MFR, Commercial	\$57.76	each	≥ 1 units	
54	E20. Signs, Outline Lighting or Marquees	Electrical	Residential - SFR, Residential - MFR, Commercial	\$112.86	each	≥ 1 units	
55	E21. Signs, Outline Lighting or Marquees	Electrical	Residential - SFR, Residential - MFR, Commercial	\$37.32	each	≥ 1 units	
56	E17. Service Panels (399 amps or less)	Electrical	Residential - SFR, Residential - MFR, Commercial	\$112.86	each	≥ 1 units	
57	E18. Services Panels (400-1,000 amps)	Electrical	Residential - SFR, Residential - MFR, Commercial	\$221.06	each	≥ 1 units	
58	E19. Services Panels (over 1,000 amps)	Electrical	Residential - SFR, Residential - MFR, Commercial	\$470.55	each	≥ 1 units	
59	Other Mechanical Fee	Mechanical	Residential - SFR, Residential - MFR, Commercial	\$1.00	dollars	≥ 1 dollars	

Building

#	Description	Category	Building Use	Current Fee/Charge	Unit	Unit Tier	Notes
60	Other Building Fee	Building	Residential - SFR, Residential - MFR, Commercial	\$1.00	dollars	≥ 1 dollars	
61	Other Electrical Fee	Electrical	Residential - SFR, Residential - MFR, Commercial	\$1.00	dollars	≥ 1 dollars	
62	Other Plumbing Fee	Plumbing	Residential - SFR, Residential - MFR, Commercial	\$1.00	dollars	≥ 1 dollars	
63	Plan Review	Building	Residential - SFR, Residential - MFR, Commercial	\$317.26	hours	≥ 1 hours	
64	Issuance of Certificate of Occupancy	Building	Commercial	\$293.04	hours	≥ 1 hours	
65	Issuance of Temporary Certificate of Occupancy	Building	Commercial	\$440.11	each	≥ 1 units	
66	Extension Temporary Certificate of Occupancy	Building	Commercial	\$293.04	hours	≥ 1 hours	
67	Investigation of alternate materials and methods of construction	Building	Commercial	\$634.50	hours	≥ 1 hours	
68	Fee for work done without required permit	Building	Commercial	\$1.00	dollars	≥ 1 dollars	
69	E14. Power Apparatus (11-50 HP, KW, KVA)	Electrical	Commercial	\$133.52	each	≥ 1 units	
70	E15. Power Apparatus (51-100 HP, KW, KVA)	Electrical	Commercial	\$249.72	each	≥ 1 units	
71	E16. Power Apparatus (over 100 HP, KW, KVA)	Electrical	Commercial	\$412.79	each	≥ 1 units	
72	Fee for work done without required permit	Electrical	Commercial	\$1.00	dollars	≥ 1 dollars	
73	P16. Med/High Gas Piping System With 1 Outlet	Plumbing	Commercial	\$194.62	each	Up to 1 units	Over 1 units: \$12.00 per unit
74	P12. Gas Pressure Regulator	Plumbing	Commercial	\$47.32	each	≥ 1 units	
75	P6. Drainage and/or Vent Piping	Plumbing	Commercial	\$47.32	each	≥ 1 units	
76	P14. Water-Treating Equipment	Plumbing	Commercial	\$47.32	each	≥ 1 units	
77	P13. Water Pressure Regulator	Plumbing	Commercial	\$47.32	each	≥ 1 units	
78	P8. Water Piping Line	Plumbing	Commercial	\$47.32	each	≥ 1 units	
79	P9. Water Piping Line	Plumbing	Commercial	\$146.85	each	≥ 1 units	
80	P10. Water Piping Line	Plumbing	Commercial	\$317.25	each	≥ 1 units	
81	P7. Water Piping Replacement	Plumbing	Commercial	\$19.55	each	≥ 1 units	
82	P11. Sprinkler System	Plumbing	Commercial	\$47.32	each	≥ 1 units	
83	P23. Backflow Devices on Unprotected Water Supplies	Plumbing	Commercial	\$47.32	each	≥ 1 units	
84	P4. Trap Primer	Plumbing	Commercial	\$47.32	each	≥ 1 units	
85	P20. Solar Water Heating System	Plumbing	Commercial	\$158.18	each	≥ 1 units	
86	S1. Public Sewer Connection	Sewer	Commercial	\$135.74	each	≥ 1 units	

Building

#	Description	Category	Building Use	Current Fee/Charge	Unit	Unit Tier	Notes
87	S5. House Sewer Manhole	Sewer	Commercial	\$135.74	each	≥ 1 units	
88	S8. Section of House Sewer	Sewer	Commercial	\$87.76	each	≥ 1 units	
89	S4. Connection of Additional Building	Sewer	Commercial	\$87.76	each	≥ 1 units	
90	S9. Connection of House Sewer to Private System	Sewer	Commercial	\$87.76	each	≥ 1 units	
91	S3. Private Sewage Disposal System	Sewer	Commercial	\$278.82	each	≥ 1 units	
92	S6. Grey Water System	Sewer	Commercial	\$278.82	each	≥ 1 units	
93	S7. Cesspool, Overflow Seepage Pit, Percolation Test Pit	Sewer	Commercial	\$135.74	each	≥ 1 units	
94	S2. Disconnect, Abandon, Alter or Repair Sewer	Sewer	Commercial	\$87.76	each	≥ 1 units	
95	Fee for work done without required permit	Sewer	Commercial	\$1.00	dollars	≥ 1 dollars	
96	Fee for work done without required permit	Plumbing	Commercial	\$1.00	dollars	≥ 1 dollars	
97	Other Plan Check Fee	Building	Commercial	\$1.00	dollars	≥ 1 dollars	
98	Grading Plan Check Fee	Grading	Commercial	\$1.00	dollars	≥ 1 dollars	
99	Residential Solar Plan Check	Solar	Residential - SFR, Residential - MFR	\$250.00	each	≥ 1 units	
100	Investigation of alternate materials and methods of construction	Building	Residential - SFR, Residential - MFR	\$317.25	each	≥ 1 units	
101	Other Grading Fee	Grading	Residential - SFR, Residential - MFR	\$1.00	dollars	≥ 1 dollars	
102	PW C&D Deposit	Encroachment Permit Fees	Residential - SFR, Residential - MFR	\$1.00	dollars	≥ 1 dollars	
103	Cash Bond	Encroachment Permit Fees	Residential - SFR, Residential - MFR	\$1.00	dollars	≥ 1 dollars	
104	Plumbing Plan Check	Plumbing	Commercial	Fee is 40% of the fees in this category minus the Issuance Fee.	dollars		
105	Electrical Plan Check	Electrical	Residential - SFR, Residential - MFR	Fee is 70% of the fees in this category minus the Issuance Fee.	each		

PLANNING

Item	Title	Current Fee/Charge	Unit	Notes
1	Site Plan and Design Review			
2	Single Story Addition (up to 600 sf in R1, R2)	\$75.00		
3	Single Story Addition (over 600 sf in R1, R2) & (up to 250 sf in R1-D)	\$300.00		
4	Single Story Addition (over 250 sf in R1-D)	\$500.00		
5	Second Story Addition (less than 600 sf)	\$600.00		
6	Second Story Addition (over 250 sf)	\$750.00		
7	New Single Story House	\$1,400.00		
8	New Two Story House	\$2,000.00		
9	Addition to Multi-Family	\$1,000.00		
10	Major Multi-Family improvements (No Addition)	\$500.00		
11	Second Unit - ADU	\$1,000.00		
12	Pools, single family façade changes, etc	No Charge		
13	Commercial Addition (up to 2,500 sf)	\$1,000.00		
14	Commercial Addition (over 2,500 sf)	\$2,500.00		
15	New Multi-Family and Mixed Use	\$5,000.00		
16	New Commercial (less than 2,500 sf)	\$4,000.00		
17	New Commercial (2,500 sf and up to 20,000 sf)	\$5,000.00		
18	New Commercial (over 20,000 sf)	\$6,000.00		
19	Minor parking & façade changes	\$100.00		
20	Major Exterior Improvements Commercial (No Addition)	\$500.00		
21	Items Not Listed Requiring Director Review	\$300.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$370.68	60%	\$150.00	\$75
\$848.18	53%	\$400.00	\$100
\$513.39	3%	\$500.00	\$0
\$848.18	17%	\$700.00	\$100
\$1,152.14	31%	\$800.00	\$50
\$1,859.54	3%	\$1,800.00	\$400
\$2,600.90	4%	\$2,500.00	\$500
\$4,565.26	1%	\$4,500.00	\$3,500
\$1,975.10	4%	\$1,900.00	\$1,400
\$1,564.32	4%	\$1,500.00	\$500
NA	NA	No Charge	\$0
\$1,307.80	1%	\$1,300.00	\$300
\$5,900.03	0%	\$5,900.00	\$3,400
\$12,897.50	22%	\$10,000.00	\$5,000
\$5,000.00	0%	\$5,000.00	\$1,000
\$17,908.38	44%	\$10,000.00	\$5,000
\$24,168.73	38%	\$15,000.00	\$9,000
\$518.99	61%	\$200.00	\$100
\$4,402.08	9%	\$4,000.00	\$3,500
\$515.31	3%	\$500.00	\$200

PLANNING

Item	Title	Current Fee/Charge	Unit	Notes
22	Items Not Listed Requiring ARB Review	\$2,000.00		
23	Reasonable Accommodation	\$300.00		
24	<u>Determinations</u>			
25	Director Decision	\$250.00		
26	Zoning Clearance	No Charge		
27	<u>Landscape Plan Review</u>			
28	No Water Efficient Requirements	\$100.00		
29	Landscape Plan Review (Subject to Water Efficient Requirements)	Consultant Cost+10% Staff Overhead (or \$400 if not subject to consultant review)		
30	Lighting Plan Review	Consultant Cost+10% Staff Overhead (or \$400 if not subject to consultant review)		
31	<u>Other</u>			
32	Appeal (to one hearing body)	\$250.00		
33	CC&R, Covenant & Other Legal Review	Attorney Cost+15% Staff Overhead		
34	Development Agreement	Attorney Cost+15% Staff Overhead		
35	General Agreements and Contracts	New		Plus any Attorney Costs
36	Signs			
37	Walls and Other Signs (Per Sign)	\$100-\$4,206	Per Sign	
38	Monument Sign	\$525.00		
39	Freeway Sign	\$5,400.00		
40	Sign Program	\$1,400.00		
41	Temporary Sign (annual fee for all requests in calendar year)	\$15.00		
42	Subdivision			
43	Certificate of Compliance	\$1,000.00		
44	Lot Line Adjustment	\$1,300.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$2,563.80	2%	\$2,500.00	\$500
NA	NA	\$300.00	\$0
\$443.00	10%	\$400.00	\$150
NA	NA	No Charge	\$0
\$218.70	9%	\$200.00	\$100
NA	NA	Consultant Cost+10% Staff Overhead (or \$400 if not subject to consultant review)	\$0
NA	NA	Consultant Cost+10% Staff Overhead (or \$400 if not subject to consultant review)	\$0
\$1,478.23	66%	\$500.00	\$250
NA	NA	Attorney Cost+15% Staff Overhead	\$0
NA	NA	Attorney Cost+15% Staff Overhead	\$0
NA	NA	Attorney Cost+15% Staff Overhead	NA
\$218.70	77%	\$50.00	Variable
\$956.39	48%	\$500.00	-\$25
\$2,938.87	5%	\$2,800.00	-\$2,600
\$3,321.30	1%	\$3,300.00	\$1,900
\$30.40	34%	\$20.00	\$5
\$417.44	4%	\$400.00	-\$600
NA	NA	\$1,300.00	\$0

PLANNING

Item	Title	Current Fee/Charge	Unit	Notes
45	Parcel Merger	\$1,200.00		
46	Parcel Map	\$3,500.00		
47	Tentative Tract Map	\$7,500.00		
48	Other Subdivision Related	Costly at hourly rate		
49	Land Use			
50	Administrative Variance	\$300.00		
51	Conditional Use Permit	\$3,000.00		
52	Development Code Amendment	\$5,000.00		
53	General Plan Amendment	\$5,000.00		
54	Minor Use Permit	\$800.00		
55	Planned Development Permit	\$5,000.00	Deposit	Cost at Hourly Rate
56	Specific Plan	\$5,000.00	Deposit	Cost at Hourly Rate
57	Specific Plan Amendment	\$5,000.00	Deposit	Cost at Hourly Rate
58	Use Classification	\$700.00		
59	Variance	\$3,000.00		
60	Zone Change	\$4,000.00		
61	Environmental			
62	Categorical Exemption w/o Initial Study	\$100.00		
63	Negative Declaration	\$3,000.00		
64	EIR	Consultant Cost+10% Staff Overhead (overhead not to exceed \$15,000)	Third Party Cost +10%	
65	Miscellaneous			
66	Aerials	\$10.00		
67	Address Change	\$150.00		
68	ABC Letter of Necessity	\$65.00		
69	Hourly Research Fee - Planner	Cost at Hourly Rate		
70	Hourly Research Fee - Clerical	Cost at Hourly Rate		
71	Large Family Day Care	\$150.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$1,200.00	\$0
NA	NA	\$3,500.00	\$0
\$8,405.01	0%	\$8,400.00	\$900
NA	NA	Costly at hourly rate	\$0
\$544.21	8%	\$500.00	\$200
\$4,452.52	10%	\$4,000.00	\$1,000
\$6,659.49	10%	\$6,000.00	\$1,000
\$7,233.89	3%	\$7,000.00	\$2,000
\$1,482.04	33%	\$1,000.00	\$200
NA	NA	\$6,000.00	\$1,000
NA	NA	Cost at Hourly Rate	\$0
NA	NA	Cost at Hourly Rate or \$5,000	\$0
\$1,026.09	3%	\$1,000.00	\$300
\$4,452.52	10%	\$4,000.00	\$1,000
\$7,233.89	3%	\$7,000.00	\$3,000
\$329.19	39%	\$200 plus filing fee	\$100
NA	NA	\$3,000.00	\$0
NA	NA	Consultant Cost+10% Staff Overhead (overhead not to exceed \$15,000)	\$0
NA	NA	\$10.00	\$0
\$151.98	1%	\$150.00	\$0
\$177.20	4%	\$170.00	\$105
NA	NA	Cost at Hourly Rate	\$0
NA	NA	Cost at Hourly Rate	\$0
NA	NA	No Fee	-\$150

PLANNING

Item	Title	Current Fee/Charge	Unit	Notes
72	Public Notice (in newspaper, per notice)	\$450.00		
73	Recordation Fee (in addition to County Recorder Fee)	\$15.00		
74	Re-inspection Fee	Cost at Hourly Rate		
75	Special Event Permit	\$25.00		
76	Temporary Use Permit	\$100.00		
77	Zoning Conformance Letter	\$50.00		
78	COPIES			
79	Large Copies (24" x 36")	\$5.00		
80	Maps (General Plan, Zoning, Redevelopment, etc.)	\$5.00		
81	General Plan Text	\$25.00		
82	Zoning Ordinance Text	\$25.00		
83	Copies (Color or Black & White) RESIDENT	\$0.35	each page	
84	Copies (Color or Black & White) NON RESIDENT	\$0.45	each page	
85	Items Not Listed	To Be Determined By Director		

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for the department/division. Additionally, the City will pass through any discrete costs incurred from the use of external service providers, including, but not limited to, legal counsel, consultants, and contractors, if required to process a specific application.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$25.22	1%	\$25 plus cost to publish	-\$425
\$113.65	3%	\$110.00	\$95
NA	NA	Cost at Hourly Rate	\$0
\$462.62	95%	\$25.00	\$0
\$462.62	78%	\$100.00	\$0
\$101.21	1%	\$100.00	\$50
NA	NA	\$5.00	\$0
NA	NA	\$5.00	\$0
NA	NA	\$25.00	\$0
NA	NA	\$25.00	\$0
\$0.35	0%	\$0.35	\$0
\$0.45	0%	\$0.45	\$0
NA	NA	To Be Determined By Director	\$0

Public Works

Item	Title	Current Fee/Charge	Unit	Notes
1	Public Works			
2	Curb & Gutter - up to 25 lf	\$125.00		
3	Curb & Gutter - add'l per lf over 25 lf	\$4.80		
4	Sidewalk - up to 100 sf	\$160.00		
5	Sidewalk - add'l per sf over 100 sf	\$1.60		
6	Driveway Approach - up to 120 sf	\$170.00		
7	Driveway Approach -add'l per sf over 120 sf	\$1.42		
8	Curb - up to 25 lf	\$125.00		
9	Curb - add'l per lf over 25 lf	\$5.00		
10	Gutter - up to 25 lf	\$125.00		
11	Gutter - add'l per lf over 25 lf	\$5.00		
12	Curb Core	\$75.00		
13	Sewer in Public ROW	\$200.00		
14	Street Cut in Public ROW - up to 150 sf	\$180.00		
15	Street Cut in Public ROW - add'l \$1.20 per sf	\$1.50		
16	Encroachment Permit (Minor)	New		
17	Encroachment Permit (Traffic Control & other)	New		
18	Transportation Permit (Annual),	\$100.00		
19	Transportation Permit (Daily, One Way),	\$15.00		
20	Engineering Fees,"Calculated on project improvement value"			
21	NPDES Inspection	\$200.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$125.00	\$0
NA	NA	\$4.80	\$0
\$150.00	0%	\$150.00	-\$10
NA	NA	\$1.60	\$0
\$200.03	0%	\$200.00	\$30
NA	NA	\$1.42	\$0
NA	NA	\$125.00	\$0
NA	NA	\$5.00	\$0
NA	NA	\$125.00	\$0
NA	NA	\$5.00	\$0
\$108.18	8%	\$100.00	\$25
\$300.02	0%	\$300.00	\$100
\$239.34	6%	\$225.00	\$45
NA	NA	\$1.50	\$0
\$60.25	59%	\$25.00	NA
\$311.64	20%	\$250.00	NA
NA	NA	Fee Set by State	\$0.00
NA	NA	Fee Set by State	\$0.00
\$311.64	4%	\$300.00	\$100



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AGENDA REPORT

MEETING DATE: January 27, 2026
TO: Mayor and Members of the City Council
FROM: Brian Villalobos, City Manager
BY: Frances Jimenez, City Clerk
SUBJECT: Discussion Establishing the Date and Time of Regular City Council Meetings for the 2026 Calendar Year
RECOMMENDATION: It is recommended that the City Council discuss establishing the date and time of regular City Council meetings for the 2026 calendar year
FISCAL IMPACT: There is no fiscal impact associated with this item
STRATEGIC PLAN IMPACT: There is no strategic plan impact associated with this item

BACKGROUND

Section 2.04.020 of the Duarte Municipal Code allows the City Council to establish the time and date of its regular meetings.

At the January 13, 2026, City Council meeting the City Council directed staff to revisit this item after concerns were raised regarding potential schedule conflicts. Historically, the second City Council meeting in the month of November has fallen on the week of Thanksgiving. In both 2024 and 2025, three councilmembers were absent from said meetings.

DISCUSSION/ANALYSIS

Given the recurring low attendance due to the Thanksgiving holiday, and in efforts to promote organizational efficiency, staff was directed to bring this item back for further discussion.

RECOMMENDATION

It is recommended that the City Council discuss establishing the date and time of regular City Council meetings for the 2026 calendar year.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

None.

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



AGENDA REPORT

MEETING DATE: January 27, 2026
TO: Mayor and Members of the City Council
FROM: Brian Villalobos, City Manager
BY: Andres Rangel, Assistant to the City Manager
SUBJECT: FY 25-26 Chamber of Commerce Update Presentation
RECOMMENDATION: It is recommended that the City Council receive and file the Duarte Chamber of Commerce Update Report
FISCAL IMPACT: There is no fiscal impact associated with this item
STRATEGIC PLAN
IMPACT: Goal A - A2.3 Economic Development and Activation

BACKGROUND

On June 24, 2025, the City Council approved the FY 2025-26 Services agreement with the Duarte Chamber of Commerce (“Chamber”) in the amount of \$73,600 through June 30, 2026.

Part of that agreement includes the Chamber presenting a progress report to Council, including progress made on the following performance metrics:

- a. Active membership update
- b. Number of interactions and types of inquiries with businesses
- c. Number of Chamber members reserving available rooms and office space
- d. Number and types of businesses promoted, and type(s) of promotion provided
- e. Number and types of workshops/trainings hosted
- f. Events hosted and member turnout

The Chamber will be providing the City Council with another report toward the end of the 25-26 fiscal year.

DISCUSSION/ANALYSIS

In addition to the Chamber presenting updates to the City Council, the Chamber provides staff with monthly progress reports. For the months of October through December, Chamber membership has grown to 153 members, an increase of two members from September 2025. In those three months, the Chamber has also offered 21 webinars, received 170 inquiries from businesses (in person, email, and over the phone), and used traditional (flyers, public events, newsletters) and digital promotions (eBlasts) 105 times. The Chamber also hosted a Lunch and

Learn as well as the Mayor's Prayer Breakfast in November. Chamber staff will provide more detail regarding its work conducted thus far this fiscal year during its presentation.

RECOMMENDATION

It is recommended that the City Council receive and file the Duarte Chamber of Commerce Update Report.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

None.

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager



AGENDA REPORT

MEETING DATE: January 27, 2026

TO: Mayor and Members of the City Council

FROM: Brian Villalobos, City Manager

BY: Andres Rangel, Assistant to the City Manager

SUBJECT: Budget Amendment for 2026 FIFA World Cup Viewing Party

RECOMMENDATION: It is recommended that the City Council approve a \$20,000 budget amendment to account 100-1010-7980 to fund the 2026 FIFA World Cup Viewing Party

FISCAL IMPACT: The estimated cost to activate the City and host the event is \$20,000, reflected in account number 100-1010-7980

STRATEGIC PLAN
IMPACT: Goal A - E3.1 Economic Development and Activation

BACKGROUND

At its November 11th Regular City Council Meeting, the City Council established an Ad Hoc Committee to activate the City for the upcoming Summer Olympics and World Cup. On December 17th, the Ad Hoc Committee convened and discussed, among other items, a budget to host a World Cup Viewing Party and install World Cup street banners on Buena Vista.

DISCUSSION/ANALYSIS

The FIFA World Cup will kick off on June 11th. To generate excitement and public awareness to the tournament, the City plans to host a World Cup Viewing Party on Friday evening, June 12th, at Duarte Sports Park. In addition to sparking interest in the City, the City is also coordinating with the Los Angeles Sports and Entertainment Commission (LASEC) and Metro to make the event a regional attraction.

The estimated budget includes, among other items, renting the screen, entertainment, interactive fun zones for kids, staff and public safety time, as well as installing World Cup street banners, provided by LASEC, that would be installed leading up to the event, and kept throughout the tournament. Attachment A shows a detailed budget breakdown of the event.

Approval of the item would amend account number 100-1010-7980 of the City Manager's Office department budget by \$20,000.

RECOMMENDATION

It is recommended that the City Council approve a \$20,000 budget amendment to account number

100-1010-7980 to fund the 2026 FIFA World Cup Viewing Party.

FISCAL IMPACT

The estimated cost to activate the City and host the event is \$20,000, reflected in account number 100-1010-7980.

ATTACHMENTS

A. Budget Breakdown

Fiscal Review:



Kristen Petersen
Assistant City Manager/
Director of Administrative Services

Reviewed and Approved:



Brian Villalobos
City Manager

Proposed Budget

FY 25-26			
World Cup City Activation			
World Cup Viewing Party			
Description	Unit Cost	Quantity	Estimated Cost
Music (DJ)			\$ 675.00
Generator			\$ 400.00
Interactive Fun Zone			\$ 2,000.00
Jugglers			\$ 750.00
Signage			\$ 500.00
Staff Time			\$ 600.00
Décor			\$ 500.00
Video Production			\$ 600.00
Public Safety			\$ 3,680.00
Portable Restrooms			\$ 3,840.00
Street Decorations			\$ 1,455.00
LED Screen			\$ 5,000.00
Subtotal			\$ 20,000.00