



**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, June 9, 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.

5:30 PM CLOSED SESSION

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

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION pursuant to paragraph (1) of subdivision (d) of section 54956.9 of the Government Code: Jeffrey Paul v. City of Duarte, Case No. CJP-3054007

6:00 PM STUDY SESSION

- A. Interview of Candidates for Vacant Mayor's Youth Council Positions
- B. Discussion of Interviews and Candidates

7:00 PM OPEN SESSION

- 5. CALL TO ORDER AND ROLL CALL
- 6. PLEDGE TO THE FLAG
- 7. CITY ATTORNEY CLOSED SESSION REPORT
- 8. ORAL COMMUNICATIONS - SPECIAL ITEMS

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

- 9. SPECIAL ITEMS
 - A. Community Development Department Update
 - B. Parks and Recreation Department Update
 - C. Mayor's Youth Council Scholarship Recipient Recognition
- 10. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS
- 11. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

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

- 12. ORAL COMMUNICATIONS - CONSENT CALENDAR

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

limit may be shortened to allow all speakers the opportunity to address the City Council.

13. CONSENT CALENDAR

A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA)

B. Approve absence(s) of City Councilmember(s) from the City Council meeting

C. Approval of Minutes - May 26, 2026 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of May 26, 2026.

D. Approval of Warrants - June 9, 2026 (CC/HA/FA)

Recommended Action: Approve the warrants of June 9, 2026.

E. Monthly Financial Report

Recommended Action: Receive and File the Monthly Financial Report for the month of April 2026.

F. Community Development Department Update

Recommended Action: Receive and File the Community Development Department Update.

G. Parks and Recreation Department Update

Recommended Action: Receive and File the Parks and Recreation Department Update.

H. Second Reading and Adoption of Ordinance No. 26-03 An Ordinance of the City Council of the City of Duarte, California, Amending Section 9.34.040 of Chapter 9.34 of the Duarte Municipal Code Regarding Political Campaign Signs

Recommended Action: Adopt Ordinance No. 26-03 An Ordinance of the City Council of the City of Duarte, California, Amending Section 9.34.040 of Chapter 9.34 of the Duarte Municipal Code Regarding Political Campaign Signs.

I. Second Reading and Adoption of Ordinance No. 26-04

Recommended Action: Adopt Ordinance No. 26-04.

J. Joint Use Agreement for Otis Gordon Park between the City of Duarte and the Duarte Unified School District

Recommended Action: Authorize the City Manager to sign a Joint Use Agreement by and between Duarte Unified School District and the City of Duarte.

K. Award of Contract for the Fiscal Year 25-26 Street Slurry Seal and Asphalt Repair Project No. 26-5

Recommended Action: Approve the award of contract for the FY 25-26 Street Slurry Seal and Asphalt Repair Project to Hardy & Harper Inc. in the amount of \$191,000.

L. Approval of Professional Services Agreement with Pasadena Humane for Animal Shelter and Animal Control Services

Recommended Action: 1. Approve the Professional Services Agreement with Pasadena Humane for animal shelter and animal control services for a five-year term beginning July 1, 2026 and ending June 30, 2031 2. Authorize the City Manager to execute the agreement in a final form approved by the City Attorney 3. Authorize the first-year licensing transition approach, with the City retaining licensing administration and revenue through June 30, 2027, and licensing transitioning to Pasadena Humane through DocuPet beginning July 1, 2027 4. Direct staff to implement the service transition and public outreach plan before July 1, 2026

M. Authorization of the Purchase of a Sail Shade Structure for the Duarte Teen Center Boxing Patio Addition Project

Recommended Action: Authorize the City Manager to execute the purchase contract agreement with Shade 'N Net for a sail shade structure and installation in the amount of \$75,800.

N. LGBTQ+ Pride Month Proclamation

Recommended Action: Proclaim June 2026 as LGBTQ+ Pride Month in the City of Duarte.

14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

15. PUBLIC HEARINGS

A. Levy and collection of assessments within the Lighting and Landscape Assessment District – Fiscal Year 2026-27

Recommended Action: Adopt Resolution No. 26-22 providing for the annual levy and collection of assessments for Fiscal Year 2026-27.

B. Adoption of Ordinance amending portions of Chapter 19.42 of the Duarte Development Code “Signs”, specifically sections 19.42.100 and 19.42.140, to update signage requirements in the Commercial Freeway (C-F) Zone

Recommended Action: Conduct a public hearing and introduce for first reading Ordinance No. 26-05, amending Chapters 19.42.100 and 19.42.140 of the Duarte Development Code to update signage requirements in the Commercial Freeway (C-F) Zone.

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. Letter of Intent Setting Terms and Conditions for an Agreement to Obtain Reciprocal Access Easement and Parking Lot Access for the City Properties Located at 1303-1305 Huntington Drive from Adjacent Property Owners

Recommended Action: 1) accept the Letter of Intent; 2) authorize the City Manager to sign an access and parking agreement for the City owned properties at 1303-1305 Huntington Drive; and 3) approve a \$700,000 budget amendment to use Town Center Specific Plan Community Benefit Funds.

- B. Appointments of the 2026/27 Mayor's Youth Council

Recommended Action: Appoint all of the youth candidates that applied to serve on the 2026/27 Mayor's Youth Council.

- C. Fiscal Year 2026/27 Budget Workshop Highlights

Recommended Action: Approve the 2026/27 Budget and Five Year Capital Improvement Plan.

- D. Adoption of the Policy on Disruptions of Telephonic or Internet Service During Public Meetings as required by SB 707

Recommended Action: Adopt the Policy on Disruptions of Telephonic or Internet Service During Public Meetings as required by SB 707.

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

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 4th day of June 2026.
Frances Jimenez
City Clerk