



**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, July 28, 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 diverse 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.

Virtual Public Comment: Members of the public may provide live comments during the meeting by Zoom or by phone. To join by Zoom click on or type the following address into your web browser <http://www.zoom.us/join> and enter MEETING ID: 824 3739 5412. To join the Conference Call: Dial (646) 558-8656 and enter MEETING ID: 824 3739 5412#. You will be prompted by the City Clerk when it is time for designated public comment periods. Virtually raise your hand from Zoom or dial *9 from your phone to join the queue to speak. Staff will call your name or the last four digits of your phone number when it is your time to speak. Press the microphone icon on Zoom or dial *6 to unmute. Callers are encouraged, but not required, to identify themselves by name for the record. Please mute other devices when it is your turn to speak. 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.

5:30 PM WORKSHOP

1. CALL TO ORDER AND ROLL CALL

A. City Manager Written Comments

2. ADOPTION OF THE AGENDA

3. PUBLIC COMMENT ON WORKSHOP ITEMS - Any person wishing to speak on the Workshop 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. DONALD AND BERNICE WATSON RECREATION TRAIL WORKSHOP

5. CONTINUATION OF ORAL COMMUNICATIONS

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.

7:00 PM OPEN SESSION

6. CALL TO ORDER AND ROLL CALL

7. PLEDGE TO THE FLAG

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. 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 - July 14, 2026 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of July 14, 2026.

- D. Approval of Warrants - July 28, 2026 (CC/HA/FA)

Recommended Action: Approve the warrants of July 28, 2026.

- E. Public Safety Department Update

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

- F. Strategic Plan Update

Recommended Action: Receive and File the Strategic Plan Update.

- G. Monthly Financial Report

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

- H. Approval of Final Map – Tract Map 82962

Recommended Action: Approve Final Map, Tract 82962 (Attachment A) for a 20-unit, three-story residential condominium development at 1401 Santo Domingo Avenue.

- I. National Night Out Proclamation

Recommended Action: Proclaim August 6, 2026, as National Night Out and adopt the theme of "Touch-A-Truck."

- J. Approval of Memorandum of Understanding (MOU) with the San Gabriel Valley Council of Governments (SGVCOG) Regional Food Recovery Program

Recommended Action: Authorize the City Manager to execute the Memorandum of Understanding (MOU) with the San Gabriel Valley Council of Governments (SGVCOG) to continue participation in the Regional Food Recovery Program for a not to exceed amount of \$25,195 for a two-year term.

K. Purchase of Locking Security Electric Pull Box Lids from Skyline Safety and Supply

Recommended Action: Authorize the purchase of 64 locking security electric pull box lids from Skyline Safety and Supply for \$84,864.

L. Notice of Completion: Fiscal Year 25-26 Street Rehabilitation Project No. 26-2 for ONYX Paving Company Inc.

Recommended Action: Accept the project as complete in the amount of \$969,802.

14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

15. PUBLIC HEARINGS - NONE

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. FY 26-27 Quarterly Chamber of Commerce Update Presentation

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

B. Replacement of holiday decorations by JK Property Services

Recommended Action: Approve the replacement of holiday garland and bows and electrical line for building lighting for a total cost of \$7,255.

C. Approval of a Joint Powers Agreement between the Cities of Azusa, Duarte, and Irwindale for the Formation of the North San Gabriel River Joint Powers Authority to Pursue the Leases, Management, Operation, and Revitalization of Lario Park

Recommended Action: 1. Approve participation in the formation of the North San Gabriel River Joint Powers Authority (JPA) between the Cities of Azusa, Duarte, and Irwindale; 2. Authorize the City Manager to negotiate and execute the Joint Powers Agreement, subject to approval as to form by the City Attorney; and 3. Authorize the City's participation in pursuing a lease or other management agreement with the U.S. Army Corps of Engineers (USACE) for Lario Park and related recreational assets within

the Santa Fe Dam Recreation Area.

D. Capital Asset and Lease and Subscription-Based IT Arrangements (SBITAs) Policies

Recommended Action: Approve the proposed Capital Asset and Lease and Subscription-Based IT Arrangements (SBITAs) Policies.

E. Reclassification of existing Human Resources Specialist position to Human Resources Analyst

Recommended Action: Reclassify the existing Human Resources Specialist position to Human Resources Analyst; approve the attached Human Resources Analyst job description; and approve the attached revised City-Wide Salary Schedule, which includes a salary range of \$6,400-\$8,000 for the new Human Resource Analyst position.

F. Update on the DuarteBus and Duarte public transportation services

Recommended Action: Discuss and give direction to staff on the future of the DuarteBus transit system and other potential public transportation services.

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 23rd day of July 2026.

Frances Jimenez
City Clerk