



**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, May 13, 2025
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.

Cesar A. Garcia, Mayor
Tera Martin Del Campo, Mayor Pro Tem
Margaret Finlay, Councilmember
Samuel Kang, Councilmember
Toney Lewis, Councilmember
Vinh Truong, 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, Interim 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 www.accessduarte.com, 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 by 7:00 p.m. 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 duarteinfo@accessduarte.com, 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.

6:30 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 – ANTICIPATED LITIGATION
Pursuant to Government Code § 54956.9
Initiation of litigation pursuant to Government Code § 54956.9(d)(4)
Number of potential cases: One (1)
Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation.

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. Recognition of Duarte Dance
 - B. Recognition of State of the City Food Sponsors
 - C. Older Americans Month Proclamation and Senior Volunteer of the Year
 - D. Community Development Department Update
 - E. Parks and Recreation 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 - April 22, 2025 Special Meeting, April 22, 2025 Regular Meeting and May 5, 2025 Special Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of April 22, 2025 and May 5, 2025.

- D. Approval of Warrants - May 13, 2025 (CC/HA/FA)

Recommended Action: Approve the warrants of May 13, 2025.

- E. Community Development Department Update

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

- F. Parks and Recreation Department Update

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

- G. 2024 Housing Element Annual Progress Report

Recommended Action: Approve the report for filing with the California Department of Housing and Community Development.

- H. Award of Contract for the Highland Promenade Project

Recommended Action: Approve the award of contract for the Highland Promenade Project to Green Giant Landscape Inc. in the amount of \$1,116,890.

- I. Notice of Completion: Replacement of Audio and Visual Equipment in the City Council Chambers/Community Center

Recommended Action: Authorize the Notice of Completion for the Replacement of Audio and Visual Equipment Project (25-7) in the City Council Chambers/Community Center.

- J. Approval of a Professional Services Agreement with Raycom Data Technologies for scanning

Recommended Action: Authorize the City Manager to sign a Professional Services Agreement with Raycom Data Technologies for document scanning.

K. Letter of Support for the San Gabriel Valley Mosquito and Vector Control District's Request for State and Federal Assistance Following the 2025 Eaton Fire

Recommended Action: Approve a letter of support for the San Gabriel Valley Mosquito and Vector Control District (SGVMVCD) as they seek state funding and FEMA reimbursement to address public health threats posed by stagnant water in fire-damaged swimming pools following the 2025 Eaton Fire.

14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

15. PUBLIC HEARINGS

A. Tax Equity and Fiscal Responsibility Act (TEFRA) hearing on Issuance of Tax Exempt Bonds for HumanGood

Recommended Action: 1) Conduct the public hearing under the requirements of TEFRA and the Internal Revenue Code of 1986, as amended; and 2) Adopt Resolution 25-09 approving the issuance of the Bonds by the California Municipal Finance Authority (CMFA) for the benefit of HumanGood, to provide for the financing or refinancing of the Project and the refunding of existing bonds, such adoption is solely for the purposes of satisfying the requirements of TEFRA, the Code and the California Government Code.

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. Proposal for Renderings of Huntington Drive Median Landscape Plan

Recommended Action: Discuss proposal and provide direction to Staff.

B. Memorandum - Approval of City Council Expenses

Recommended Action: Approve the transfer of \$1,610 from account fund 1005-7641 to 1005-7640.

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 Pabla Casillas Ramos

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: City Hall – 1600 Huntington Drive, Duarte Public Safety Department – 1042 Huntington Drive, Duarte Library – 1301 Buena Vista Street, and the City of Duarte website (www.accessduarte.com) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 8th day of May, 2025.

Frances Jimenez
Interim City Clerk