



AGENDA
**REGULAR JOINT MEETING OF THE CITY
 COUNCIL OF THE CITY OF DUARTE, THE
 DUARTE HOUSING AUTHORITY, AND THE
 DUARTE COMMUNITY FACILITIES
 FINANCING AUTHORITY**

TUESDAY, SEPTEMBER 12, 2023
 7:00 PM

CITY COUNCIL CHAMBERS,
 1600 HUNTINGTON DRIVE,
 DUARTE, CALIFORNIA 91010

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

JODY SCHULZ, MAYOR
 VINH TRUONG, MAYOR PRO TEM
 MARGARET FINLAY, COUNCILMEMBER
 SAMUEL KANG, COUNCILMEMBER
 TONEY LEWIS, COUNCILMEMBER
 CESAR GARCIA, COUNCILMEMBER
 TERA MARTIN DEL CAMPO, COUNCILMEMBER

City/Agency/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
 Annette Juarez, 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 on DCTV. 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 listen/view the City Council meeting broadcast on the City's website following each

meeting. To access the meeting, log onto www.accessduarte.com then on the homepage, click on the Agendas/View Meetings icon under the LATEST NEWS/QUICK LINKS banner, then on the Agendas & Minutes page, click on the City Council Meeting link. City Council meetings are also broadcast following each meeting through Spectrum Cable, Channel 3, daily at 12:00 p.m. and 7:00 p.m.

Public comments can be submitted by emailing duarteinfo@accessduarte.com, prior to 6:00 p.m. on the day of the meeting and will be distributed to the City Council and made available for public review. PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments are a matter of public record, including content that include emails and addresses, so consider content and remove private information as you deem appropriate.

7:00 PM OPEN SESSION - REGULAR MEETING - COUNCIL CHAMBERS

1. CALL TO ORDER AND ROLL CALL

A. City Manager Written Comments

2. PLEDGE TO THE FLAG

3. ADOPTION OF THE AGENDA

4. SPECIAL ITEMS

A. [Proclamation recognizing September 2023 as National Suicide Prevention Month in the City of Duarte](#)

It is recommended that the City Council proclaim the month of September 2023 as National Suicide Prevention Month in the City of Duarte

B. [Proclamation recognizing September 2023 as Childhood Cancer Awareness Month in the City of Duarte](#)

It is recommended that the City Council proclaim the month of September 2023 as Childhood Cancer Awareness Month in the City of Duarte

C. Community Development Department Update

D. Parks and Recreation Department Update

E. Duarte Unified School District Update

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

6. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

7. 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 - August 22, 2023 Regular Meeting \(CC/HA/FA\)](#)

It is recommended that the City Council approve the August 22, 2023 regular meeting minutes.

D. [Approval of Warrants - September 12, 2023 \(CC/HA/FA\)](#)

It is recommended that the City Council approve the September 12, 2023 warrants

E. [Receive and File the Community Development Department Update](#)

It is recommended that the City Council receive and file the Community Development Department Update

F. [Receive and File the Parks and Recreation Department Update](#)

It is recommended that the City Council receive and file the Parks and Recreation Department Update

G. [Notice of Completion: Roof Replacement for Fitness Center Building - Project 23-01; Budget Amendment](#)

It is recommended that the City Council: 1) Authorize the Notice of Completion for the Roof Replacement for the Fitness Center Building Project in the amount of \$187,038; and 2) Approve a budget amendment of \$187,038

H. [Notice of Completion: Senior Center Flooring Replacement - Project 23-10](#)

It is recommended that the City Council authorize the Notice of Completion for the Senior Center Flooring Replacement Project in the amount of \$98,769.50

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

9. PUBLIC HEARINGS

A. [First Reading of Ordinance No. 920 for City Council Salary Adjustment](#)

It is recommended that City Council conduct a public hearing; receive public testimony; and discuss and approve Ordinance No. 920 to increase City Council salaries beginning December 10, 2024, pursuant to Government Code section 36516.

10. BUSINESS ITEMS

A. [Professional Services Agreement with LPA for Fitness Center and Aquatic Preliminary Assessment](#)

It is recommended that the City Council provide input and further direction regarding the completed Fitness Center and Swimming Pools Assessment and desired next steps, at a minimum of repairing the current pool deck surfacing.

B. [Discussion and Appointment of Freeway Walls and Utility Boxes Arts Ad Hoc Committee and a Planning and Economic Development Commissioner to fill an existing vacancy](#)

It is recommended that the City Council discuss and make appointments to the Freeway Walls and Utility Boxes Arts Ad Hoc Committee; and appoint a Commissioner to fill an existing vacancy on the Planning and Economic Commission for the remaining of the term ending on December 31, 2024.

C. [Authorization for the City Manager to execute a Market License Agreement Amendment Number 1 with Service Line Warranties of America Inc.](#)

It is recommended that the City Council authorize the City Manager to execute a Market License Agreement Amendment Number 1 with Service Line Warranties of America, Inc. administered by Utility Service Partners, Inc. for the National League of Cities Service Line Warranty Program for residential water, sewer, and in home plumbing

D. [Approval of Amendment No. 3 of the Memorandum Agreement for Participation in the San Gabriel Valley Council of Governments \(SGVCOG\) Regional Food Recovery program](#)

It is recommended that the City Council authorize the City Manager to execute Amendment No. 3 of the Memorandum of Agreement for Participation in the San Gabriel Valley Council of Governments (SGVCOG) Regional Food Recovery program.

11. CONTINUATION OF ORAL COMMUNICATIONS

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

13. 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 (www.accessduarte.com) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 7th day of September, 2023.