



**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, October 22, 2024
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.

VINH TRUONG, MAYOR
CESAR GARCIA, MAYOR PRO TEM
MARGARET FINLAY, COUNCILMEMBER
SAMUEL KANG, COUNCILMEMBER
TONEY LEWIS, COUNCILMEMBER
JODY SCHULZ, COUNCILMEMBER
TERA MARTIN DEL CAMPO, 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
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. 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. City Council meetings are also broadcast daily at 12:00 p.m. and 7:00 p.m., following each meeting, via Spectrum Cable - Channel 3.

Public comment:

In-Person: Complete a Speaker Card, indicating the agenda item number and submit it to the City Clerk. Speakers shall be limited to three (3) minutes per person per item. At the Mayor's discretion, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

Written: Submit written comment by emailing duarteinfo@accessduarte.com, prior to 4:00 p.m. on the day of the meeting. Comments 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, 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.

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. Mayor's Youth Council Update

- B. Presentation by the Los Angeles County Assessor's Office
- C. Foothill Unity Annual Report
- D. Public Safety Department 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 - October 8, 2024 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of October 8, 2024.
 - D. Approval of Warrants - October 22, 2024 (CC/HA/FA)

Recommended Action: Approve the warrants of October 22, 2024.
 - E. Monthly Financial Report

Recommended Action: Receive and File the Monthly Financial Report.
 - F. Public Safety Department Update

Recommended Action: Receive and File the Public Safety Department Update.
 - G. Approval of a Second Amendment to the Funding Agreement between the City of Duarte and Foothill Unity Center, Inc.

Recommended Action: Approve and execute a Second Amendment to the Funding Agreement between the City of Duarte and Foothill Unity Center, Inc. in an amount not to exceed \$14,500 for FY 2024-25.
 - H. Approval of Homeless Outreach Resources and Collaborative Efforts in North San Gabriel River Area

Recommended Action: 1) Amend the following accounts to increase funding: 1205-7781 by \$13,000, 1205-7980 by \$5,000, 1205-7030 by \$5,000, 1205-8030 by \$77,000; 2) Authorize the City Manager to acquire a UTV at a cost of \$55,009.62, meeting the specifications outlined by the LA County Sheriff's Department (see Attachment A); 3) Authorize the City Manager to acquire a drone, along with any necessary equipment or software, to meet the goals outlined in this report; 4) Authorize the City Manager to donate the UTV to the LA County Sheriff's Department for use by the Duarte

Deputy Special Assignment Team, with the Sheriff's Department absorbing all future liability and costs for the vehicle; and 5) Waive the competitive bidding process under Municipal Code Section 2.36.050(l) since the LA County Sheriff's Department has already conducted purchasing procedures that ensure effective competition among responsible vendors for the UTV acquisition.

I. Consideration of Service Agreement with Flock Group Inc. (Flock Safety)

Recommended Action: 1) Approve the service agreement with Flock Group Inc. (Attachment A) for thirteen (13) ALPR camera subscriptions (\$40,800 in the first year, \$39,000 in the second year) and authorize the City Manager to sign and execute the agreement; 2) Find that approval of the agreement and subscription service with Flock Group Inc. is not a "Project" as defined under Section 15378 of the California Environmental Quality Act State Guidelines; therefore, pursuant to State Guidelines Section 15060(c)(3), no environmental review is required; and 3) Find that this agreement is exempt from the competitive bidding process pursuant to Municipal Code Section 2.36.050(f) -when there is only one vendor (Attachment C).

J. Notice of Completion: Beardslee Park Restroom Replacement Project, Site Work (24-10)

Recommended Action: 1) Authorize the Notice of Completion for the Beardslee Park Restroom Replacement Project, Site Work, in the amount of \$164,643 and 2) Approve a budget amendment in the amount of \$164,643.

K. Red Ribbon Week Proclamation

Recommended Action: Issue a proclamation recognizing October 23-31, 2024, as National Red Ribbon Week and supporting the campaign to promote drug prevention within the community.

L. Compensation Amount Increase for Temporary Services Agreement – Interim Recreation Supervisor, Senior Center

Recommended Action: Approve an additional \$5,400 in the compensation amount allocated for the temporary services agreement with Retired Annuitant Peggy Diamond to serve as an Interim Recreation Supervisor for the Duarte Senior Center.

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

9. PUBLIC HEARINGS

A. Municipal Code Amendment (MCA) 24-02 - a City-initiated request to establish an Affordable Housing Overlay Zone by adding Chapter 19.26 to the Duarte Development Code

Recommended Action: Approve Municipal Code Amendment 24-02 by introducing Ordinance No. 927 that will add Chapter 19.26 Affordable Housing Overlay Zone to

the Duarte Development Code.

10. BUSINESS ITEMS

A. Professional Services Agreement with Western Audio Visual for the Replacement of Audio and Visual Equipment in the City Council Chambers/Community Center

Recommended Action: Authorize the City Manager to execute this Professional Services Agreement with Western Audio Visual in the amount of \$101,876, plus a fifteen percent contingency, for the replacement of the audio and visual equipment in the City Council Chambers/Community Center.

B. PEG Fees Assignment Agreement

Recommended Action: Approve the attached agreement which assigns the current balance of PEG fees and any future PEG fees as needed to pay for the purchase of audio visual equipment that will be used to broadcast and disseminate government programming to the public.

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

In memory of Elizabeth Bagwell.

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 17th day of October, 2024.

Annette Juarez, MMC
City Clerk