

CITY OF DUARTE

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

**TUESDAY, MAY 14, 2024
6:30 PM – Closed Session
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Truong called the meeting to order at 6:30 p.m.

ROLL CALL:

Councilmembers Present: Finlay (arrived at 6:54 p.m.), Lewis, Martin del Campo, Garcia, Truong
Councilmembers Absent: Kang, Schulz
Staff Present: Brian Villalobos, City Manager
Kristen Petersen, Assistant City Manager / Director of Administrative Services
Annette Juarez, City Clerk

2. ADOPTION OF THE AGENDA

Moved by Mayor Pro Tem Garcia, seconded by Councilmember Lewis, and carried by the following vote of the Council to adopt the agenda.

AYES: FINLAY, KANG, LEWIS, SCHULZ, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: KANG, SCHULZ
ABSENT: NONE

3. PUBLIC COMMENT – CLOSED SESSION ITEMS

None.

4. CLOSED SESSION

The City Council recessed into closed session at 6:35 p.m. to discuss the following:

CONFERENCE WITH LEGAL COUNSEL AND LABOR NEGOTIATOR - The Closed Session is authorized by the Government Code Sec. 54957.6.

AGENCY NEGOTIATOR: Kristen Petersen, Assistant City Manager and Director of Administrative Services; Katy Suttorp, Burke Williams & Sorensen, LLP, Outside Legal Counsel.

EMPLOYEE ORGANIZATION: SEIU Local 721 Management and Professional Employees and General Employee Units.

REGULAR SESSION

5. CALL TO ORDER

Mayor Truong called the open session to order at 7:12 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Lewis, Martin Del Campo, Garcia, Truong
Councilmembers Absent: Kang, Schulz
Staff Present: Brian Villalobos, City Manager
Thai Viet Phan, City Attorney
Kristen Petersen, Assistant City Manager / Director of Administrative Services

Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation
Annette Juarez, City Clerk
Andres Rangel, Assistant to the City Manager
Albert Nunez, Management Aide
Frances Jimenez, Deputy City Clerk
Susie Perez, Recreation Supervisor

6. PLEDGE TO THE FLAG

The flag salute was led by Susie Perez, Recreation Supervisor.

7. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced that no reportable action was taken.

8. SPECIAL ITEMS

A. Older Americans' Month Proclamation and Senior Volunteer of the Year

Recreation Supervisor Perez presented a proclamation for May 2024 to be declared Older Americans Month in the City of Duarte and recognized Senior Center Volunteer of the Year, Marion Stone. Supervisor Perez thanked Marion for her hard work and service and shared that Marion was also recently recognized as the Woman of the Year by the Duarte Woman's Club, in addition she is being recognized on the county level as the Older American of the Year.

Mayor Pro Tem Garcia shared that he along with Councilmember Martin del Campo attended the Senior Center Tea Party and Fashion Show; expressed how successful of an event it was; thanked the volunteers, Recreation Supervisor Perez along with the senior center staff for their leadership and hard work in creating a great and active program; and congratulated Marion.

B. Asian/Pacific - American Heritage Month Proclamation

Mayor Truong presented a proclamation proclaiming the month of May 2024 as Asian/Pacific - American Heritage Month; recognized Councilmember Kang for being a pillar in the Asian community; and thanked him for serving Duarte for over ten years.

C. Community Development Department Update

Director of Community Development Hensley shared the latest updates from the Field Services Division regarding their semi-annual brush clearance, annual irrigation inspection, annual grid trimming, and the opening of Jersey Mike's. Director Hensley thanked Field Services Manager Batista for his quick and efficient work in regards to graffiti in the city.

In response to a question posed by the City Council, City Manager Villalobos gave a status update on a report of a leaning telephone pole.

D. Parks and Recreation Department Update

Director of Public Safety Services Enriquez shared that the Summer 2024 City News publication is online; confirmed that activity registrations will begin this week; shared details on the upcoming analysis on traffic patterns of the fitness center; and shared upcoming recreation events.

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

City Clerk Juarez announced upcoming city events.

Susie Powell Rutherford announced the upcoming American Cancer Society's Relay for Life of Santa Anita Park fundraiser and gave information on sponsorship opportunities for the City Council and the public to consider.

10. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Joanne Chiles expressed her concern with the closure of Andres Duarte School; disagreed with the Duarte Unified School District's Andres Duarte School Project; and shared her opinion on the possible changes.

City Manager Villalobos clarified that the project is under the jurisdiction of the School District not the City of Duarte, he also suggested as the school board is a separate entity they would be a better fit to hear concerns on this topic.

Steve Hernandez spoke about his recent experience with CalAmerican Water who reached out to him expressing that there is contaminated water in his neighborhood that will require filter installation. Hernandez inquired whether the city was made aware of the issue.

City Manager Villalobos noted that the city has not been notified of such an issue and assured Hernandez that Staff would work with CalAmerican Water and investigate further.

11. CONSENT CALENDAR

- A. Motion to read all Resolutions and ordinances presented for consideration by Title only and waive further reading. (CC/HA/FA)
- B. Approval of absence(s) of City Councilmember(s) from the City Council meeting.
- C. Approval of Minutes – April 23, 2024 and April 30, 2024 Special Meeting. (CC/HA/FA)
- D. Approval of Warrants – May 14, 2024. (CC/HA/FA)
- E. Removed from Consent Calendar for Discussion.
- F. Receive and file the Parks and Recreation Department Update.
- G. All City Management Services Agreement for Crossing Guard Services.
- H. Adoption of Resolution 24-04 to set Public Hearing for Citywide Landscape and Lighting Assessment District and Neighborhood Districts.

Moved by Councilmember Finlay, seconded by Councilmember Martin del Campo, and carried by the following vote of the Council to approve Items 11A-11D, 11F-11H of the Consent Calendar.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ

12. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

- E. Receive and file the Community Development Department Update.

As requested by the City Council, Community Development Director Hensley clarified there will not be a Starbucks relocation, rather there will be an added location on Hamilton Road that will not have a drive through service.

Moved by Councilmember Finlay, seconded by Councilmember Martin del Campo, and carried by the following vote of the Council to receive and file the Community Development Department Update.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ

13. PUBLIC HEARINGS

None.

14. BUSINESS ITEMS

A. Exclusive Negotiating Agreement between the City of Duarte, acting as the Duarte Housing Authority, and Jamboree Housing Corporation for the property at 2400 Huntington Drive

Director of Community Development Hensley provided an overview of the housing authority; explained the RFP process; and detailed the specifics of the Exclusive Negotiating Agreement.

In response to questions raised by the City Council Director Hensley stated the reason why the property has remained untouched for the past years; and explained that the affordability of the property is based on the County median income.

Director Hensley introduced Roger Kinoshita, Vice President of Real Estate Acquisitions who stated the County median income for a family of four; and explained that rent price is determined by the idea that a family should be family paying no more than 30% of their income toward rent. Kinoshita also noted that rent rates will also be dependent on funding sources.

Public Comment

John Fasana emphasized the need to inform the community about State requirements in terms of the housing element; he also expressed support for the creation of affordable housing for members of the community; and noted that it is not just suggested by the state but mandated.

Moved by Councilmember Martin del Campo, seconded by Councilmember Finlay, and carried by the following vote of the Council to approve, and authorize the City Manager to sign, an Exclusive Negotiating Agreement with Jamboree Housing Corporation to negotiate the terms of a property sale and development.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ

Mayor Pro Tem Garcia mentioned the need to keep the strong small town feel while also keeping up with the demands of the community. Mayor Truong echoed the same sentiments.

B. Lease Agreement with Envision Ford for the construction of a new freeway sign, including City use of the sign and City share of sign cost

Director of Community Development Hensley gave background information on the recent purchase made by Envision Motors, shared their upcoming goals and introduced the representatives in attendance, Simon Sarriedine, CEO of Envision Motors, Andrew Baeza, Vice President of Operations and the General Counsel of Envision Motors, and Rod Wilson, President and CEO of EMI Sign Company.

Hensley then detailed the organization's plans that include an expansion, increasing sales, and improving the overall property which includes new signage. The sign structure would remain the same, however the sign itself will be improved. The lease would entail allowing the City to use 15% of the hourly message time which amounts to approximately nine minutes each hour, display messages during emergencies, and promotion of local events for a ten year period. Hensley also shared examples of other cities who also have lease agreements in place for sign usage.

Per questions posed by the City Council, Director Hensley clarified the cost of the lease; emphasized the benefits the city would gain from the agreement; and shared the visibility and marketability this opportunity offers.

Discussion ensued regarding the sign details, partnership opportunities, the economic value for the city, and possible timeline.

Sarriedine shared his professional experience; highlighted the team's plans; emphasized the return on investment; and further explained their goals for the future that can benefit both the city and the dealership.

In response to a question posed by the City Council, City Manager Villalobos clarified that as part of the agreement to purchase the Nissan dealership it would still remain a car dealership with a commercial site at the corner so as to maintain sales tax revenue from that property as Envision Motors will propose a \$40 million rebuild for the Lincoln Ford dealership with plans to sell Ford out of the other lot until the project is finalized.

Per questions made by the City Council, Sarriedine explained why they did not purchase the Alhambra location and his reasoning behind purchasing property in Duarte. He further discussed the advantageous details of the lease agreement.

Mayor Pro Tem Garcia thanked Sarriedine for choosing Duarte, for investing into the project and the partnership that will ensue.

Mayor Truong expressed excitement over the newfound partnership and the influx of tax dollars that will be coming into the city.

Discussion ensued regarding the timeline of the project, the possibility of electric vehicles at the dealership, and current management of the dealership.

Sarriedine clarified that the name of the dealership is Ford of Duarte Envision Motors.

Moved by Councilmember Finlay seconded by Mayor Pro Tem Garcia, and carried by the following vote of the Council to authorize the City Manager to sign a lease agreement between the City and Envision Ford that includes City use of the sign and City payment of \$500,000 toward the cost of the sign.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ

C. Award of Contract - Beardslee Park Restroom Replacement Project, Site Work (24-10)

Director of Parks and Recreation Enriquez provided background information regarding the proposal and detailed the need to award the contract.

Discussion ensued regarding the list of bidders, the timeline, and the scope of work.

Moved by Councilmember Finlay seconded by Councilmember Lewis, and carried by the following vote of the Council to 1) Award the construction contract for the Beardslee Park Restroom Replacement Project, Site Work, to Golden Sun Enterprise, Inc., as the lowest responsive and responsible bidder in the amount of \$149,777, in addition to a ten percent contingency; and 2) Approve a total project budget amendment of \$164,755 from the General Fund.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ

D. Job Description and Salary Schedule for Recreation Manager

Director of Administrative Services Petersen gave a presentation that detailed the need to fill the twelve-year vacancy in the Recreation Superintendent position, reevaluate the salary range, and amend the title to Recreation Manager. Details were provided regarding the proposed salary, fund use, and the start date, all of which were approved by the Union Board.

In response to a question posed by the City Council, Director Petersen explained the position was vacant for so long due to the employee being promoted to department head and the vacancy was never filled. The role has since been updated to meet the needs of both the department and the department head as the position acts as the second in command. She also confirmed that it will be an open recruitment and all current employees will be able to apply.

Moved by Councilmember Finlay seconded by Councilmember Garcia, and carried by the following vote of the Council to approve the job description and salary schedule for the position of Recreation Manager, amend the City-Wide Salary Schedule and include funding for the position in the 2024/25 budget.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ

E. Discussion of Los Angeles County Chief Executive Office Pathway Home Program

City Manager Villalobos emphasized that this presentation is for informational purposes and will only need to be received and filed. He then gave a presentation of the Pathway Home Project that described what it entails, what it is not, the issues affecting the city, the reasoning behind the location, explained specific program details, and elaborated on what commitment will be made by both Monrovia and Duarte.

Onnie Williams, with the Homeless Initiative of L.A. County, provided background on the organization and the authorities that came to establish the program; and clarified that there is a 90 participant agreement set in place but there is availability for extensions as the individuals work towards permanent housing.

In response to questions posed by the City Council, Williams explained that through research and other programs there are always more people who want housing and shelter than space is actually available. He further explained this program is beneficial to the Cities of Monrovia and Duarte as it keeps folks within their community and services the Cities' needs. He continued to clarify that Duarte will always have approximately ten beds and the County will hold the actual agreement with the motel owner, Manoj Patel and the service providers, however the program does need a partnership with the City, as there will be collaborative efforts with city staff within various departments. Per a question made by the City Council, Williams affirmed that Monrovia will be receiving a transient occupancy tax.

City Manager Villalobos added that Duarte will have the use of ten beds and in potentially working with Supervisor Barger the City can possibly receive additional funding. He also clarified that the program does not allow guests and no families are allowed, however partners may be admitted into the program after they have been evaluated and overall, there are several checks and balances in the program to ensure safety and success.

Discussion ensued regarding the logistics of the program, and the assurance of ten beds for Duarte. The City Council thanked staff for their work on the research; expressed support for the program; and emphasized the need to address the issue.

Per questions posed by the City Council regarding drug and alcohol rehabilitation components, Williams shared information on their partnership with the Department of Public Health's Substance Abuse Prevention and Intervention Program and described the use of security onsite.

Mayor Truong thanked Williams for the presentation and hoped that residents will be better informed; shared his experience visiting the existing Pathway Home Program in Pomona; emphasized the importance of a strong partnership; and thanked the County for taking the initiative to create the program.

Public Comment

Lino Paras expressed his opinion on the complexity of homelessness and issues related to organizations receiving Measure H funds; expressed his disappointment over the absence of Councilmembers; encouraged individuals to look into the recent Supreme Court Case regarding

Oregon's crime and homelessness as well as the handling of homelessness in Boise, Idaho; and inquired about the use of funds between the Tri-cities to address homelessness.

John Fasana shared his appreciation for the report; expressed his belief that the program is another tool to strengthen the ability of the City to encourage the homeless to find housing; and referred to the case Martin vs. Boise. He identified the project as a good offer that addresses the communities need while providing an opportunity to learn from this experience; and hopes we will work together in terms of outreach and any issues that arise.

Mayor Pro Tem Garcia echoed Fasana's comments.

Moved by Councilmember Finlay seconded by Councilmember Martin del Campo, and carried by the following vote of the Council to receive and file the report regarding the Los Angeles County Chief Executive Office Pathway Home Program.

AYES: FINLAY, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG
NOES: NONE
ABSTAIN: NONE
ABSENT: KANG, SCHULZ

15. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

City Manager Villalobos reported he attended the SCAG conference and asked for a consensus from the City Council to send Supervisor Barger a letter of thanks for her potential support of the Pathway Home Project and funding from Measure H. The City Council concurred.

Councilmember Martin Del Campo reported she attended the Metro Foothill Goldline extension meeting and the Mother's Day Tea and Fashion Show.

Councilmember Finlay was glad that City Manager Villalobos attended SCAG; shared her upcoming attendance at the Contract Cities conference; and asked for a proclamation for Mosquito Awareness Week.

Councilmember Lewis thanked Mr. Patel; shared his recent experience giving out smoke detectors and carbon dioxide detectors to the community; and wished everyone a happy belated Mother's Day.

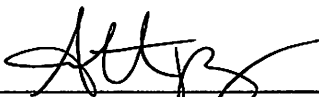
Mayor Pro Tem Garcia reported he attended the Upper San Gabriel Valley Water District WaterFest, the Teen Center's barbeque, and the San Gabriel Valley Women's Summit. He expressed sentiments about the passing of Yvonne Bullock and he along with Councilmember Finlay shared fond memories of her. Mayor Pro Tem Garcia also shared a few words regarding the passing of Mark King and expressed his condolences to his family.

Mayor Truong shared his thoughts on the benefits of attending conferences; mentioned that during the SGV COG Energy, Environment and Natural Resources meeting the Vector Control warned about the increase of mosquitoes and black flies; and encouraged residents to contact the Vector Control if needed. He also asked residents to remain aware of the energy tax and adjustments on the rates in the upcoming future, and noted the potential effects of the Governor of California's order of solely using electric vehicles by 2035 that could decrease the gas tax for the city; shared the memorial celebration that was had on Mother's Day in honor of his mother; and commended the programs and events hosted by the City.

17. ADJOURNMENT

At 9:35 p.m., the City Council adjourned the meeting in memory of Greg Prodigalidad, Yvonne Bullock, and Mark King.


Vinh Truong, Mayor


Annette Juarez, City Clerk