

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, MARCH 26, 2024

6:00 PM – Closed Session

7:00 PM – Regular Session

1. CALL TO ORDER

Mayor Truong called the meeting to order at 5:46 p.m.

ROLL CALL:

Councilmembers Present: Finlay (arrived at 5:53 p.m.), Kang, Lewis, Schulz
(arrived at 5:55 p.m.), Martin Del Campo, Garcia, Truong

Councilmembers Absent: None

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

AYES: KANG, LEWIS, MARTIN DEL CAMPO, GARCIA, TRUONG

NOES: NONE

ABSTAIN: NONE

ABSENT: FINLAY, SCHULZ

3. PUBLIC COMMENT – CLOSED SESSION ITEMS

None.

CLOSED SESSION

The City Council recessed into closed session at 5:56 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

4. CALL TO ORDER

Mayor Truong called the open session to order at 7:13 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Kang, Schulz, Lewis, Garcia, Truong
Councilmembers Absent: Martin Del Campo
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
Annette Juarez, City Clerk
Stephanie Sandoval, Public Works Manager
Andres Rangel, Assistant to the City Manager
Frances Jimenez, Deputy City Clerk

5. PLEDGE TO THE FLAG

The flag salute was led by Bernadette Chang.

6. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced that no reportable action was taken.

7. SPECIAL ITEMS

A. Mayor's Youth Council Update

President Hope Peoples gave an update on recent and upcoming Mayor's Youth Council events. The City Council thanked Hope for her work.

B. Public Safety Department Update

Director of Public Safety Breceda gave a department update on the month's Part 1 crimes which included a 16.44% increase compared to March 2023; and compared to five years prior there is an overall reduction of 9.57% in crime. He discussed the most common type of Part 1 crimes, the increase in arrest and patrol officers, increase in arrest rates, overnight patrols set in place, and the recent event held at Westminster Gardens on scam awareness.

He responded to questions posed by the Council and explained that the data he is providing is citywide but there are certain areas in Duarte that are prone to more crime; and assured that there would be more deputies in areas where catalytic converter thefts occur more frequently.

8. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Jenny Gable, Duarte Library, announced upcoming library events.

City Clerk Juarez announced upcoming city events.

Bernadette Chang of the Duarte Chamber of Commerce made announcements regarding upcoming events.

9. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Michelle Silence expressed her displeasure with the Duarte Park Revitalization Project, specifically the addition of a dog park and increase of parking spaces.

Statement by Mayor Truong

Mayor Truong clarified that the Andres Duarte School Project is under the authority of the Duarte School District not the City of Duarte; and there is no item on the current agenda that allows the Council to speak on the topic.

Tom Reyes voiced his concern with the development of 173 units and reduction of the ballpark at the Andres Duarte Arts Academy site. He appealed to the Council to reject the project once in the zoning stages with the city and hold the school board accountable.

Tia Russo expressed frustration about the lack of communication between the residents and the Duarte School District prior to their decision making at their most recent special meeting and stated the community needs to be heard and represented.

City Manager Villalobos introduced newly hired Deputy City Clerk Frances Jimenez.

10. 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 – March 12, 2024. (CC/HA/FA)
- D. Approval of Warrants – March 26, 2024. (CC/HA/FA)
- E. Receive and file the Monthly Financial Update for January 2024.
- F. Receive and file the Public Safety Department Update.
- G. Acceptance of Notice of Completion for the Pool Deck Repair Project in the amount of \$136,556.
- H. The City Manager was authorized to sign a 2-Year Lease Agreement with Apple Inc. to replace 25 Computer Workstations that have reached or surpassed their end-of-life at an annual cost not to exceed \$23,500 for a total cost of \$47,000.

Moved by Councilmember Finlay, seconded by Schulz, and carried by the following vote of the Council to approve Items 7A-7H of the Consent Calendar.

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

11. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

12. PUBLIC HEARINGS

None.

13. BUSINESS ITEMS

A. 2024 Safe Routes to School Plan

Public Works Manager Sandoval presented the 2024 Safe Routes to School Plan (SRTS) which provides value by creating a list of projects to add to the City's Capital Improvement Program (CIP) and is a useful tool as the city looks for grant funding. She introduced KOA consultants Michael Nilsson, Director of Planning and Deputy and Project Manager, Monica Paderanga.

Director of KOA Planning, Nilsson shared that the creation of the plan required collaboration from various community organizations and discussed the project goals and objectives. The plan guides the implementation of a safer and more accessible environment for students and families walking, bicycling, or otherwise getting to and from school.

Project Manager Paderanga emphasized the importance of community engagement to create the SRTS Plan which included walk audits, stakeholder meetings and a prioritization analysis. Examples of recommendations included sidewalk repairs, ADA replacement projects, improved lighting, new signage, striping, and more.

Conversation was had regarding the need for security lighting specific to certain areas such as at the Royal Oaks Trail.

Staff clarified that the recommendations proposed in the SRTS Plan will be implemented into other projects as they are able to; and confirmed that certain projects would require collaboration with the School District to identify cost sharing and possible grant funding.

City Manager Villalobos noted that all of the projects are currently unfunded, however, they will be placed on the CIP and potentially be identified for grants.

Conversation ensued once more regarding lighting the Royal Oaks Trail.

Following questions and comments by the City Council, Director of KOA Planning, Nilsson clarified that the priority projects listed are ranked based on community feedback and metric, collision analysis, cost of project; and stated there are recommendations around every single school that would require continued coordination with County, District and funding partners.

There was conversation regarding sharing the results of the SRTS Plan with the School District and working closely to coordinate future collaboration.

In response to questions posed by the City Council, Community Development Director Hensley clarified that security lighting is part of the bike trail project which is currently in the design phase with CalTrans; it is anticipated to be going to bid this calendar year.

Moved by Mayor Pro Tem Garcia, seconded by Councilmember Schulz and carried by the following vote of the Council to adopt the 2024 Safe Routes to School Plan.

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

14. CONTINUATION OF ORAL COMMUNICATIONS

None.

15. 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 negotiations between Contract Cities and Contract Law for Sheriffs Department for a five year agreement and attended the CalTrans briefing on opening of Highway 39.

Councilmember Schulz shared that she attended the San Gabriel Valley COG meeting.

Councilmember Finlay discussed the importance of contacting the Staff of organizations to get true facts rather than relying on what other individuals may be stating during public comment; and shared an upcoming Earth Day event hosted by the Sanitation District.

Councilmember Lewis shared that he attended the Duarte Spring Fashion Show; thanked Director of Parks and Recreation Enriquez, the Teen Center, and all the volunteers for putting on the show.

Councilmember Kang reported that he also attended the fashion show; and requested the meeting be adjourned in honor of Emilio Munoz, father of Nelci Perez.

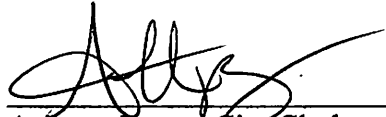
Mayor Pro Tem Garcia stated that he attended the WELL San Jose conference where he got pinned; and expressed admiration at the transparency of the city council.

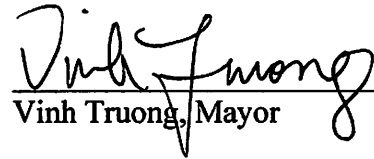
Mayor Truong thanked Westminster Gardens for their partnership during the annual Cesar Chavez Day of Service; and stated that he will attend the San Gabriel Valley Economic Forecast Summit and the San Gabriel Valley COG Energy, Environment, and Natural Resources meeting.

13. ADJOURNMENT

Mayor Pro Tem Garcia expressed sentiments and shared memories about Elma Diaz de Leon and Emiliano Oropeza Jr.

At 8:27 p.m., the City Council adjourned the meeting in memory of Emilio Munoz, Elma Diaz de Leon, and Emiliano Oropeza Jr.



Annette Juarez, City Clerk

Vinh Truong, Mayor