

CITY OF DUARTE

Minutes of the REGULAR JOINT MEETING OF THE CITY COUNCIL/HOUSING AUTHORITY/DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

**Tuesday, November 12, 2024
7:00 PM — Regular Session**

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

1. CALL TO ORDER AND ROLL CALL

Mayor Truong called the open session to order at 7:06 p.m.

Councilmembers Present: Finlay, Kang, Lewis, Schulz, Martin Del Campo, Garcia, Truong
Councilmembers Absent: None
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
Jason Golding, Planning Manager
Stephanie Sandoval, Public Works Manager
Andres Rangel, Assistant to the City Manager
Albert Nuñez, Management Analyst
Frances Jimenez, Deputy City Clerk

2. PLEDGE TO THE FLAG

The flag salute was led by Martin Calderon.

3. ADOPTION OF THE AGENDA

Moved by Councilmember Finlay seconded by Councilmember Kang and carried by the following vote of the City Council to adopt the agenda.

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

4. SPECIAL ITEMS

A. Recognition - Roberto Martinez, Family Barbers

Mayor Truong presented a certificate of recognition to Roberto Martinez in honor of his retirement.

The City Council expressed appreciation for Mr. Martinez' twenty eight years of service to the community and wished him the best of luck in his future endeavors.

B. 2024 SGVCOG Update

Mackenzie Bolger, Principal Management Analyst for the SGVCOG gave an overview of the leadership of the organization, shared the status on a few programs such as sustainability, transportation, homelessness and housing programs, and vulnerable populations. She also detailed the FY 2023-24 accomplishments, highlighted Duarte focused projects and shared what the organization is looking forward to in FY 2024-25.

C. Recognition of Art Ad Hoc Committee

Planning Manager Jason Golding and Management Analyst Albert Nuñez presented certificates of recognition to the members of the Freeway Walls and Utility Boxes Arts Ad Hoc Committee Members for their instrumental work in creating the Utility Box Art Program from scratch and developing the City's first Call for Artists.

The City Council thanked the members for taking on the project.

D. Community Development Department Update

Director of Community Development Hensley gave an update on the Nissan dealership and its new ownership; shared the status of several development projects; gave a timeline for the Royal Oaks Annexation; and provided a progress report on several Public Works projects such as the annual pavement repair project, the annual striping project, and the annual concrete repair.

Discussion ensued regarding Christmas decorations on Duarte Road.

The City Council commended Director Hensley for his work and thanked him for his diligent efforts in doing what is best for the city.

Further conversation was had regarding possible options to reduce traffic congestion on Las Lomas.

E. Parks and Recreation Department Update

Director of Parks and Recreation Enriquez shared upcoming community events for the holiday season and introduced the newest member of his team Alexis Corral, Recreation Supervisor.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

6. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

John Fasana congratulated the candidates who ran this past election and thanked Councilmember Schulz for her years of service. He also shared his opinion on the composition of the LA Metro board and encouraged the Council to start a discussion about ensuring equity and representation on the board.

Neil Furukawa discussed the RCR in Duarte Mesa Tract 1959 and dog license fees in LA County.

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 22, 2024 Regular Meeting (CC/HA/FA)

D. Approval of Warrants - November 12, 2024 (CC/HA/FA)

E. The Community Development Department Update was received and filed.

F. The Parks and Recreation Department Update was received and filed.

G. Approval of City Council travel to upcoming conferences

H. Removed from Consent Calendar for discussion.

I. Second reading and adoption of Ordinance 926 regarding Business License Fees

J. Second reading and adoption of Ordinance 927 regarding Affordable Housing Overlay

K. Removed from Consent Calendar for discussion.

Moved by Councilmember Finlay seconded by Mayor Pro Tem Garcia and carried by the following vote of the City Council to approve item 7.A-7.G and 7I.-7.J of the Consent Calendar.

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

H. Contract with Springbrook Realty Advisors to develop an affordable housing analysis and regulatory agreement for the Crestfield Townhomes development
Item pulled for discussion.

Discussion ensued regarding the project and the percentage of affordable housing allocation.

Clarification was also provided indicating that the project is between the developer and the Duarte Unified School District.

Further conversation was had regarding the history of the project location.

Suggestions were made by the City Council that the analysis consider a higher percentage of affordable housing at the site.

Moved by Mayor Pro Tem Garcia seconded by Councilmember Finlay and carried by the following vote of the City Council to authorize the City Manager to sign a professional services agreement with Springbrook Realty Advisors to develop an affordable housing analysis and regulatory agreement for the Crestfield Townhomes development.

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

K. Award of Contract for the Huntington Drive Median Islands Landscape Improvements Project No. 25-5

A status update was provided by Public Works Manager Stephanie Sandoval on the bidding process and project as a whole.

The City Council expressed excitement over the project; thanked staff for their work beautifying the city; and shared appreciation for fellow colleagues.

Moved by Councilmember Kang seconded by Councilmember Finlay and carried by the following vote of the City Council to approve the award of contract for the Huntington Drive Median Islands Landscape Improvements Project to FS Contractors Inc. in the amount of \$2,2020,130.00 with an approved 15% contingency totaling \$2,532,449.50.

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

9. PUBLIC HEARINGS

None.

10. BUSINESS ITEMS

A. Professional Services Agreement with MIG for Design Services of the Teen Center Outdoor Boxing Patio

Director Enriquez provided an overview of the staff report; gave project background information; and shared key components of the concept design.

The City Council thanked department staff for their work providing a space for the young people in the community.

Moved by Councilmember Schulz seconded by Councilmember Martin Del Campo and carried by the following vote of the City Council to Authorize the City Manager to execute a Professional services Agreement with MIG in the amount of \$53,022, plus a ten-percent contingency, for design services of the Teen Center Outdoor Boxing Patio.

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

B. Selection and Approval of 2024 Call for Artists Utility Box Art Designs and Recommendation for Freeway Wall Community Identifier

Management Analyst Nuñez gave an overview of the 2024 Call for Artists and shared the recommended design for each utility box location. The City Council selected and approved the following recommendations for the utility box art: Box #1 - Option #1; Box #2 - Option #1; Box #3 - Option #2; Box #4 - Option #1.

Planning Manager Golding gave a presentation on community identifiers and transportation art; provided examples and explained the limitations of each; and shared the committee recommendations.

Discussion ensued regarding possible options for freeway wall art in the future.

Moved by Councilmember Schulz seconded by Councilmember Finlay and carried by the following vote of the City Council to 1) Select and approve the following recommendations for the utility box art: Box #1 - Option #1; Box #2 - Option #1; Box #3 - Option #2; Box #4 - Option #1; 2) Approve the Arts Ad Hoc Committee's recommendation to prioritize a community identifier for future public art on Mountain Avenue, with a budget not to exceed \$60,000.

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

City Manager Villalobos commended Planning Manager Golding and Management Analyst Nuñez for leading the Arts Ad Hoc Committee and thanked them for setting up the program for the future.

C. Discussion and Direction Regarding the Duarte Chamber of Commerce and Small Business Support Recommendations

Assistant to the City Manager Rangel presented the staff report and introduced John Wearey CEO of Stratiscope who detailed Stratiscope's Duarte Chamber of Commerce and Small Business Support Report. Mr. Wearey shared the purpose of assessing the businesses' needs within the community; detailed the background and approach to increase support; and provided recommendations for the future of the Chamber of Commerce.

Discussion ensued regarding strategic planning, the role of the Chamber of Commerce and expectations set by the city. Further conversation was had regarding the installment for services and rent payments that are being made on a yearly basis.

After reviewing the recommendations proposed in Stratiscope's Duarte Chamber of Commerce and Small Business Support Report, the City Council concurred they needed additional information such as a checklist on how exactly the Chamber will support small businesses. Direction was given to staff to come back with a checklist, an agreement, and additional options on how to move forward.

Moved by Councilmember Finlay seconded by Councilmember Kang and carried by the following vote of the City Council to receive and file the staff report.

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

11. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

Councilmember Finlay shared a few public safety concerns, reported recent community events she attended, gave an update on mosquito activity in the area, and shared a resident's comment that thanked the city for cleaning up debris in the area.

Councilmember Lewis shared recent community events he attended and thanked the artists that participated in the 2024 Call for Artists.

Councilmember Kang shared appreciation for Sergeant Fiedler and his proactive work; and also discussed ways to improve public safety within the city..

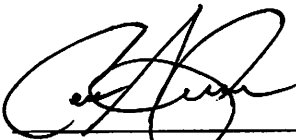
Mayor Pro Tem Garcia also thanked Sergeant Fiedler; shared recent community events he attended; and thanked Max's restaurant for being supportive of Duarte.

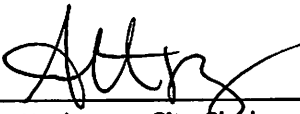
Mayor Truong echoed the sentiments of Mayor Pro Tem Garcia and also thanked Max's for their hospitality.

Councilmember Finlay shared information for city staff to look into the possibility of serving as a host for countries competing in the Olympics.

13. ADJOURNMENT

At 9:46 p.m., the City Council adjourned the meeting.


Vinh Truong, Mayor **For Vinh Truong*


Annette Juarez, City Clerk