

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, DECEMBER 13, 2022
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Finlay called the meeting to order at 7:17 p.m.

ROLL CALL:

Councilmembers Present: Schulz, Truong, Garcia, Finlay
Councilmembers Absent: Kang, Lewis
Staff Present: Daniel Jordan, City Manager
Shawna McKee, Deputy City Attorney
Kristen Petersen, Assistant City Manager/Director of
Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Victoria Rocha, Assistant to the City Manager
Annette Juarez, City Clerk
Jason Golding, Planning Manager
Albert Nuñez, Management Aide
Christine Soo, Deputy City Clerk/Administrative Secretary

3. PLEDGE TO THE FLAG

The flag salute was led by Abigail and Margot.

2. ADOPTION OF THE AGENDA

Moved by Councilmember Garcia, seconded by Councilmember Schulz, and carried by the following vote of the Council to adopt the agenda.

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

4. SPECIAL ITEMS

A. Adoption of Resolution No. 22-39 Declaring the Results of the November 8, 2022, General Municipal Election

City Clerk Juarez reported on the election results from the General Municipal Election held on November 8, 2022 determining that Margaret Finlay was elected as Councilmember in District 1, Tera Martin Del Campo elected as Councilmember in District 4, Samuel Kang elected as Councilmember in District 5, Cesar A. Garcia elected as Councilmember in District 6, and that the majority of voters opposed Measure J, therefore the measure was not carried and will not be adopted.

Moved by Councilmember Truong, seconded by Councilmember Schulz, and carried by the following vote of the Council to adopt Resolution 22-39 reciting the facts of the General Municipal Election held on November 8, 2022 and declaring the results and such other matters as provided by law.

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

Councilmember Garcia shared a few words of appreciation; he thanked his family, friends, and everyone who supported him throughout his campaign.

Councilmember Finlay reflected on her time on the City Council; she expressed her love for the City of Duarte and thanked everyone for their support.

B. Oaths of Office to newly elected and re-elected City Councilmembers

Los Angeles County Supervisor Kathryn Barger administered the Oath of Office to re-elected City Councilmember Margaret Finlay and newly elected City Councilmember Tera Martin Del Campo.

Councilmember Martin Del Campo introduced herself and thanked her family and friends for supporting her along the way.

Lydia Garcia administered the Oath of Office to her son, elected City Councilmember Cesar A. Garcia.

C. City Council/ Housing Authority/Financing Authority Reorganization – Selection of Mayor/Chairperson (City Clerk Presiding)

Lino Paras expressed his opinion regarding the City Council reorganization, stating that Councilmember Schulz should be selected for Mayor.

Councilmember Finlay shared a few outgoing words and expressed that she believes in the City Council and her colleagues.

Councilmember Finlay turned over the selection of Mayor/Chairperson to City Clerk Juarez.

City Clerk Juarez announced that the position of Mayor/Chairperson was vacant and opened the floor for nominations for the next Mayor of the City of Duarte.

Councilmember Finlay moved to nominate Councilmember Jody Schulz for Mayor.

No other nominations were made.

Councilmember Jody Schulz accepted the nomination.

City Clerk Juarez announced that nominations were closed.

Moved by Councilmember Truong, seconded by Councilmember Garcia, and carried by the following vote of the Council to select Councilmember Jody Schulz as Mayor of the City of Duarte.

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

D. City Council/Housing Authority/Financing Authority Reorganization – Selection of Mayor Pro-Tem/Vice Chairperson (Mayor/Chairperson Presiding)

Mayor Schulz opened the floor for nominations to fill the position of Mayor Pro-Tem/Vice Chairperson.

Councilmember Garcia moved to nominate Councilmember Truong for Mayor Pro-Tem.

Moved by Councilmember Garcia, seconded by Councilmember Finlay, and carried by the following vote of the Council to select Councilmember Vinh Truong as Mayor Pro-Tem of the City of Duarte.

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

Mayor Pro-Tem Truong thanked his colleagues for the nomination; he shared that he will work hard to keep the city moving forward.

E. Recess (30 minutes) – Welcome Reception in honor of newly elected and re-elected City Councilmembers

The City Council briefly recessed for a reception.

The City Council meeting resumed at 8:35 p.m.

F. Recognition of Los Angeles County Sheriff Deputies Michael Fernandez, Andres Arcila, Arnoldo Lopez, Veronica Cuevas, James Duran Jr., Gustavo Martinez, and Andrew Ostrowski

Sergeant Fiedler provided background regarding the deputies that saved the lives of two teenagers; he presented bodycam footage of the officers who responded to the call.

Mayor Schulz presented Certificates of Recognition to the sheriff deputies who performed the lifesaving act.

G. Royal Oaks Annexation Presentation

Andrew Smith, CEO of Westminster Gardens and Royal Oaks retirement communities, gave a presentation proposing that the City of Duarte annex Royal Oaks Manor.

City Manager Jordan clarified the annexation process; he stated that in order to understand the impacts on the City and the organization should the City decide to annex Royal Oaks Manor, analyses would be conducted; he requested direction from Council.

The Council directed Staff to conduct further research on the impacts of an annexation of Royal Oaks Manor.

Public Comment

Lino Paras expressed his concern regarding the way that the item was titled on the agenda and deeper analysis regarding annexation.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, from Duarte Library, announced upcoming library events and programs.

Assistant to the City Manager Rocha, announced upcoming city events and holiday festivities.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Steve Hernandez expressed his appreciation for City Staff and the City Council and their hard work, and wished everyone happy holidays.

Lino Paras congratulated the elected City Councilmembers.

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. Approval of absence(s) of City Councilmember(s) from the City Council meeting.
- C. Approval of Minutes – November 22, 2022. (CC/HA/FA)
- D. Approval of Warrants – December 13, 2022. (CC/HA/FA)
- E. Receive and file the Community Development Department Status Report.
- F. Receive and file the Parks and Recreation Department Status Report.
- G. Second Reading and adoption of Ordinance No. 913 regarding City Commissions and Ad Hoc Committees.
- H. Approval of a Professional Services Agreement with MIG, Inc in the amount of \$84,300 for the preparation of appropriate environmental documents and a Jurisdiction Delineation and Report for California Department of Fish and Wildlife.
- I. Acceptance of Notice of Completion for FY 2021-2022 Citywide Asphalt Repair Project for ONYX Paving Company, Inc in the amount of \$93,170.
- J. Acceptance of Notice of Completion for FY 2021-2022 Citywide Striping and Marking Project for WGJ Enterprises, Inc in the amount of \$46,052.75.
- K. Acceptance of Notice of Completion for FY 2021-2022 Citywide Concrete Repair Project for DASH Construction Company, Inc in the amount of \$89,958.25.
- L. Acceptance of Notice of Completion for Duarte Road Sidewalk and Pedestrian Lighting Improvement Project TOWO Enterprise, Inc in the final amount of \$492,279.47 from In-Lieu Funds and Measure M Grant Funds.
- M. Approval of City Council Conference Attendance.

Moved by Councilmember Garcia, seconded by Councilmember Truong, and carried by the following vote of the Council to approve Items 7A-7M of the Consent Calendar.

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. PUBLIC HEARINGS

A. First Reading of Ordinance No. 914

Planning Manager Golding gave a presentation on updating building codes, which are regularly updated every three years; he also acknowledged Salina Bautista, Permit Technician for the work that she did on the building code update.

Mayor Schulz opened the public hearing at 9:21 p.m.

No members of the public spoke.

City Clerk Juarez reported that no comments were received.

Mayor Schulz closed the public hearing at 9:22 p.m.

Moved by Councilmember Garcia, seconded by Councilmember Truong, and carried by the following vote of the Council to introduce Ordinance No. 914, which includes a comprehensive revision and select amendments to Chapter 16.04, reflecting updates to the California Building Codes.

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

10. BUSINESS ITEMS

A. Burrtec Waste Services 2021 Annual Performance Review and 2023 Rate Review

Assistant to the City Manager Rocha, gave a presentation on the Burrtec Waste Services 2021 performance review.

Richard Nino, Vice President of Burrtec Waste Services, presented the rate review and the rate adjustments to take effect on January 1, 2023.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the Council to approve both the Burrtec Waste Services 2021 Annual Performance Review and Amendment No. 14 to the “Municipal Solid Waste, Recyclables and Green Waste Services Agreement between the City of Duarte and Burrtec Waste Services”, setting the refuse collection and recycling rates to become effective January 1, 2023.

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

11. CONTINUATION OF ORAL COMMUNICATIONS

None.

12. ITEMS FROM CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY/ FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR

Councilmember Garcia shared that he had a great time at Holiday at the Park and thanked Staff and his colleagues.

Councilmember Finlay congratulated the new Mayor and Mayor Pro-Tem. She expressed concerns regarding traffic congestion on Huntington Drive, on Royal Oaks Drive, and around Beardslee Elementary School; she suggested having a Council-Commissioners workshop with the Commissioners for an introduction and a City Council workshop for the councilmembers to get to know each other; she also welcomed Councilmember Martin Del Campo.

Councilmember Truong proposed incorporating new staff members into the City Council workshop as an opportunity for everyone to get to know each other; he commended the Parks and Recreation Department for the Holiday in the Park event; and he congratulated Mayor Schulz and Councilmember Martin Del Campo.

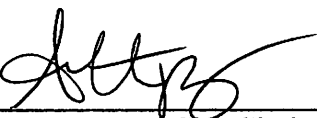
Councilmember Martin Del Campo shared that the Underwater Pictures with Santa event was fun; she shared that she is looking forward to expanding her connections with the community and fulfilling her role.

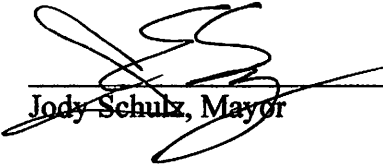
Mayor Schulz thanked Parks and Recreation Director Enriquez for the fun holiday festivities the department put together; and she wished everyone a happy holiday.

Management Aide Nuñez commended Assistant to the City Manager Rocha and the Facilities team for helping him set up for the reception.

13. ADJOURNMENT

At 9:53 p.m. the City Council adjourned the meeting.



Annette Juarez, City Clerk

Jody Schulz, Mayor