MINUTES

JOINT CITY COUNCIL/CITY COUNCIL AS SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY/HOUSING AUTHORITY/COMMUNITY FACILITIES FINANCING AUTHORITY OF THE CITY OF DUARTE REGULAR MEETING – DECEMBER 12, 2017

CALL TO ORDER	The City Council/City Council as Successor Agency to Dissolved Redevelopment Agency/Housing Authority/Community Facilities Financing Authority of the City of Duarte met in a regular meeting in the Council Chambers, 1600 Huntington Drive, Duarte, California. Mayor Pro Tem Reilly called the meeting to order at 6:35 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Finlay, Kang, Paras-Caracci (arrived prior to Closed Session), Reilly, Fasana (arrived prior to Closed Session) ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Cosgrove
ADOPTION OF AGENDA	Finlay moved, Kang seconded to adopt the Agenda, as amended to adjourn in memory of Edwin Lee, and carried with Fasana and Paras-Caracci not present.
CLOSED SESSION 1) Real Property Negotiations 2) Anticipated Litigation	There was no public input. Cosgrove stated the first Closed Session item was pursuant to Government Code Section 54956.8; Conference with real property negotiators; Negotiating parties: City of Duarte and prospective buyers or lessees; City negotiators: Darrell George, Craig Hensley; Under negotiation: Price and terms of payment; Concerning property at 946, 956, and 962 Huntington Drive (APN 8530-013-902, 903, and 904). The second Closed Session was pursuant to Government Code Section 54956.9(d)(4); Conference with Legal Counsel; Anticipated litigation. The Closed Session concluded at 7:00 p.m. City Council reconvened at 7:07 p.m., with all members present.
PLEDGE TO THE FLAG	Lois Gaston led the Pledge of Allegiance to the Flag.
MOMENT OF REFLECTION	A moment of reflection was observed.
FITNESS/MENTAL WARM-UP	Doug Edwards and Finlay provided the warm-up.
PUBLIC REPORT OF CLOSED SESSION	Cosgrove announced that City Council met in Closed Session as stated above, with no reportable action taken.
SPECIAL ITEMS Recognition – 100th Birthday Gordon Lloyd Givens	Mayor Fasana announced that since Mr. Givens was not able to attend the meeting, his congratulatory certificate will be sent to him.
Recognition – 2017 Route 66 Parade Committee and GERC	Mayor Fasana presented certificates of appreciation to the 2017 Route 66 Parade Committee members and the volunteers from GERC (Glendora Emergency Response Communications) for their volunteer efforts in making the "Then and Now" 2017 Duarte Route 66 Parade a success.
Recognition – London Lee Donald C. Hyde Scholarship	Kristen Petersen introduced London Lee and described the award from the American Public Transportation Foundation. Mayor Fasana presented Mr. Lee with a certificate in recognition of receiving the 2017 Donald C. Hyde Memorial Essay Scholarship, and congratulations were extended.
Mayor's Youth Council update	Samantha Martinez and Yesenia Chavez announced upcoming Teen Center events.
ANNOUNCEMENTS	Sheryl Lefmann, Duarte Chamber, announced upcoming Chamber events in December and January, and displayed new T-shirts. Joanna Gee, Duarte Library, announced programs, classes, story times, and holiday closures in December. Karen Herrera announced upcoming community events, meet-

	ings, and activities in December.
	Paras-Caracci moved, Kang seconded to consider Business Item 15.A (Appointments to City Commissions) at this time, and carried unanimously.
BUSINESS ITEM (Considered out of sequence) – Appointments to City Commissions	Finlay moved, Reilly seconded to make the following appointments to City Commissions, and that those not selected be invited to serve on the Youth and Family Master Plan Committee, and carried unanimously:
	Planning: George Farra, Wallace Wolff, Sara Vasquez. Public Services: Tina Heany, Pattie Dalessandro. Traffic Safety: Jim Kirchner, Thomas Tsui, Victor Bruno. Public Safety: Jo-Ann Oloteo (Resident), Mitchell Skinner (County Representative). Economic Development: Cynthia (Resident, term expires 12/31/19), Vinh Truong (Resident), Brian Quandt (Resident), Jason Wong (Business). Parks/Recreation: Jim Dinsmore (Resident), Elisabeth Dugan (Resident), Kirsten Nielsen (Senior Representative)
ORAL COMMUNICATIONS	The following spoke on items not on the Agenda. Steve Hernandez – Thanks, teamwork, holidays. Brian Tindall – Ocean pollution, polystyrene banning. Gene Jones – Pool, front desk.
ITEMS ADDED TO CONSENT	Reilly moved, Finlay seconded to add attendance at the Duarte Boxers Boxing Showdown in Las Vegas, January 12-14, 2018, to Item 12.M (Conference attendance), and carried unanimously.
CONSENT CALENDAR	Finlay moved, Reilly seconded to approve the Consent Calendar as amended as follows, and carried unanimously. Approve Items A, B, C, D, E, K, L. Remove Items F, G, H, I, J, M.
ITEMS REMOVED Item F – Council Bill 17-O-08 District Elections	It was noted this Ordinance establishes seven districts for City elections beginning November 2018, where five seats will be up for election: Paras-Caracci, Finlay, Kang, and two new seats, one of which will be for a four-year term, and the other will be for a two-year term (District 7). It was further noted that if the law changes, City Council's intent is to re-examine the issue, with the possibility of adopting a charter.
	Fasana read by title Council Bill 17-O-08:
	Council Bill 17-O-08 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING AND IMPLEMENTING BY-DISTRICT ELECTIONS (GOVERNMENT CODE § 34886 & ELECTIONS CODE §10010 (Second Reading)
ITEM F – APPROVED ORDINANCE NO. 877	Kang moved, Reilly seconded to adopt Ordinance No. 877, and carried by the following Roll Call vote: AYES: Kang, Finlay, Paras-Caracci, Reilly, Fasana NOES: None
Item G – Final Map/Tract 74365	Nick Baldwin, Associate Planner, presented a staff report and answered questions from Councilmembers pertaining to conditions of approval, homeowners' association, stop sign, utilities, and sanitary sewers.
ITEM G – APPROVED	Reilly moved, Kang seconded to approve the Final Map for Tract 74365 (1634 Third Street and 1101 Oak Avenue), and to accept dedications of land for the relocation of Third Street Park and land for street right-of-way, and carried unanimously.
Item H – ADA Ramps/Oak Ave. Contract – All American Asphalt	Tina Gall, Community Development Block Grant consultant, answered questions from Councilmembers about the item.
ITEM H – APPROVED	Reilly moved, Paras-Caracci seconded to award the contract to

	All American Asphalt in the amount of $51,830.65 for Citywide ADA Ramps and Oak Avenue Improvement Project, per staff recommendation, and carried unanimously.
Item I – Hayden 5K event Request for co-sponsorship	Nick Baldwin, Associate Planner, presented a staff report about the item.
ITEM I – APPROVED	Paras-Caracci moved, Reilly seconded to approve the request from Santa Teresita/Hayden Child Care for City of Duarte co-sponsorship of Hayden 5K event to be held on Saturday, March 10, 2018, and carried unanimously.
Item J – Friends/Library event Request for co-sponsorship	Paras-Caracci provided details about the event.
ITEM J – APPROVED	Finlay moved, Reilly seconded to approve the request from the Friends of the Duarte Library for City of Duarte co-sponsorship of the film screening "Beauty Bites Beast" to be held on Wednesday, February 21, 2018, and carried unanimously.
Item M – Conference Attendance	Additional information was provided about the ICSC event and the boxing event.
ITEM M – APPROVED	Finlay moved, Reilly seconded to approve attendance at the ICSC Retail Real Estate Convention (RECON), May 20-23, 2018, Las Vegas, and at the Duarte Boxers Boxing event in Las Vegas, January 12-14, 2018, and carried unanimously.
Reconsideration of Item K Agreement – Housing Consultant Karen Warner Associates, Inc.	Fasana asked that Item K be reconsidered. Finlay moved, Kang seconded to reconsider Item K, and carried unanimously.
	Hensley answered questions about the item, the current housing element, and how the consultant was selected.
	Fasana stated in the future, he would like clarity of how and when we decide to go out to bid, and when we go with an existing consultant. Cosgrove stated with the recent housing legislation, he could make a short presentation at a future meeting summarizing housing changes. Fasana stated that would be good, and suggested the presentation be made to the Planning Commission and possibly other Commissions as well.
ITEM K – APPROVED	Fasana moved, Paras-Caracci seconded to authorize the City Manager to sign a Professional Services Agreement for the Duarte Housing Authority with Karen Warner Associates, Inc., for Housing Consulting Services in the amount of $35,100 for preparation of housing element report, developing protocol for future state required reporting, and preparation of affordable housing strategy, and approve an amendment to the Housing Authority Budget to fund the project, and carried unanimously.
PUBLIC HEARINGS CDBG Budget – FY 2018/19	Mayor Fasana announced this was the time and place set for a Public Hearing to consider this item.
	Notice of the hearing had been given, the affidavit is on file, and no written communications were received about the item.
	Tina Gall, Community Development Block Grant consultant, presented a staff report about the FY 2018-19 budget and allocation of funds.
	Mayor Fasana asked if anyone in the audience wished to speak on the item.
	Steve Hernandez stated this program continues to be a significant part of our community, and he was thankful for it.
	Finlay moved, Reilly seconded to close the Public Hearing, and carried unanimously.
	Finlay moved, Kang seconded to allocate $141,786 in FY 2018-19 (July 1, 2018-June 30, 2019) CDBG program funding as follows: (a) Allocate $50,000 in CDBG funding to continue the installation of Americans with Disabilities (ADA) Curb Ramp

Project; and (b) Add approximately $91,786 in new year 2018-2019 CDBG funds to implement the prior year CDBG-funded street improvement project on Galen Street from Broadland Avenue to Buena Vista Street entitled, "Galen Street Improvement Project"; and authorized staff the ability to make adjustments to projects, due to final funding allocations and/or as needed due to programmatic interpretations by the Los Angeles County Community Development Commission (LACDC), per staff recommendation, and carried unanimously.

COUNCIL BILL 17-O-09
1) Parking – Street Sweeping (First Reading)
2) Budget amendment – $90,000

Mayor Fasana stated this was the time and place set for a Public Hearing to consider this item.

Notice of the hearing had been given, the affidavit is on file, and no written communications were received about the item.

Council Bill 17-O-09 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ADDING CHAPTER 11.15 TO THE DUARTE MUNICIPAL CODE PROHIBITING ALTERNATE SIDE PARKING ON DESIGNATED STREETS FOR THE PURPOSES OF STREET SWEEPING (First Reading) (CC)

Brian Villalobos presented a staff report and PowerPoint about the item, including background, pilot program, alternate side citations issued, comments received, analysis, commercial and area maps, costs, comparison, sign cost and placement, and enforcement, and stated a budget amendment in the amount of $90,000 is also being requested to purchase signage.

Cosgrove noted a correction to the proposed ordinance: In the fifth "whereas," the word "residential" will be deleted.

Mayor Fasana asked if anyone in the audience wished to speak on the item. There were none.

Finlay moved, Kang seconded to close the Public Hearing, and carried unanimously.

There was discussion about the item, with Council requesting that staff look into the possibility of Edison allowing signs to be posted on their poles, notification to the post office about mail trucks observing the parking restrictions, street sweeper not being able to fit under some of the trees, existing signs on the red-curbed area of Duarte Road, and possibility of an app to see when the sweeper has finished the street.

Finlay moved, Paras-Caracci seconded to re-open the Public Hearing, and carried unanimously.

Brian Lister suggested the possibility of eliminating street sweeping on holidays.

Kang moved, Paras-Caracci seconded to close the Public Hearing, and carried unanimously.

Richard Niño, Burrtec, answered questions about the street sweeping schedule following trash collection days.

Reilly moved, Kang seconded to introduce Council Bill 17-O-09 for first reading, as amended to delete the word "residential" in the fifth "whereas," and to authorize a budget amendment in the amount of $90,000 for signage, and carried unanimously.

BUSINESS ITEMS
Burrtec Performance Review, Amendment, and Adjustment

Richard Niño, Burrtec Waste Services, presented a PowerPoint about the 2018 rate review, including overview, background, impacts, commercial recycling, commercial organics legislation, and street sweeping fee. Karen Herrera presented a staff report about the Burrtec Annual Performance Review, including franchise fees, recycling fees, service levels, complaints/responses, mandatory commercial/organic recycling, and overall findings, and stated Burrtec is compliant with the service agreement, they

have excellent customer service, the City encourages Burrtec to continue organics collection and diversion and appreciates the expansion of the senior citizen rate program, and staff is proposing extending the contract from three years to ten years, which would be effective through December 31, 2027.

Cosgrove noted two minor wording changes in the amendment: On Page 3 in the first paragraph, the word "second" will be replaced with the word "third," and on Page 4 in Item C, the word "equally" will be deleted. Cosgrove provided further details about legal protections that are included in the amendment.

There was discussion about a ten-year term, opportunities for Burrtec to invest, strengths and risks to the City, trusted partner, rates, options, capital investments, organics legislation, diversion goals, green waste, need for alternative organic process sources, impact of China decision impacting all jurisdictions, and rate comparisons.

Steve Hernandez stated Burrtec is great and confident in what they do, discussed process, equipment, control of gases, and benefits of a ten-year contract, stated they have shown their willingness to work with us, and we need to support them now.

Paras-Caracci moved, Finlay seconded to receive and approve the Burrtec Waste Services annual performance review, approve Amendment No. 9 to the Refuse Collection and Recycling Agreement, and approve the annual refuse collection and recycling rate adjustment, and carried unanimously.

Intergovernmental Organizations

Finlay moved, Reilly seconded to approve the following appointments to intergovernmental organizations, and carried unanimously.

Area "D" Emergency Services
City Manager – Representative
Full Council – Alternates

California Contract Cities
Liz Reilly – Delegate
Margaret Finlay – Alternate

City Selection Committee (County)
John Fasana – Delegate
Full Council – Alternates

Community Education Council
Tzeitel Paras-Caracci – Representative
Samuel Kang – Alternate

Duarte Community Service Council
Tzeitel Paras-Caracci – Representative
John Fasana – Alternate

Duarte Education Foundation
Margaret Finlay – Representative
Liz Reilly – Alternate

Foothill Employment and Training Consortium
John Fasana – Delegate
Samuel Kang – Alternate

Foothill Transit
Tzeitel Paras-Caracci – Delegate
Samuel Kang – Alternate

Gold Line Phase II JPA
Liz Reilly – Delegate
Tzeitel Paras-Caracci – Alternate

Joint Powers Insurance Authority
Margaret Finlay – Director
City Manager/Full Council – Alternates

League of California Cities
Samuel Kang – Delegate
Full Council – Alternates

San Gabriel Valley Council of Governments
John Fasana – Governing Board Representative
Margaret Finlay – Alternate Governing Board Representative

San Gabriel Valley Economic Partnership
Samuel Kang – Representative
Tzeitel Paras-Caracci – Alternates

San Gabriel Valley Vector Control District
Margaret Finlay – Representative

Sanitation Districts #15 and #22
John Fasana – Director
Margaret Finlay – Alternate

Southern California Association of Governments
Margaret Finlay – Representative
Full Council – Alternates

Audited Financial Statements FY ended 6/30/17

Kristen Petersen presented a staff report about the audited financial statements for the fiscal year ended June 30, 2017, including background, auditor's findings that the statements were prepared in accordance with generally accepted accounting principles, with no major findings or deficiencies, sales tax revenue, and expenditures, and answered questions about State repayments.

Reilly moved, Paras-Caracci seconded to receive and file the audited financial statements for the fiscal year ended June 30, 2017, and carried unanimously.

ITEMS FROM CITY COUNCIL/ CITY MANAGER

PARAS-CARACCI: Stated the storm water drain on Vineyard by the tennis courts does not have a net to keep debris out (Hensley responded), thanked Senator Portantino and Assemblymember Rubio for the toy drive, wished all happy holidays, and announced Duarte Elks Lodge annual children's Christmas party on December 17.

KANG: Stated his wife called the police about someone pounding on their door, it took 45 minutes for a response, we need to have a plan for the homeless to proactively remediate the issue, the landlord by the 76 Station is trying to fix infractions, transients congregate in that area, he would like to see cleanliness and uniformity on Huntington Drive, some shrubs are dying by the monument signs, the purchase of the liquor store was good as it mitigated the economic obsolescence we had there, and wished all happy holidays.

FINLAY: Stated she served dinner for a number of homeless persons in Covina, inquired about the 7/11 shopping center at Las Lomas, stated it is a key entry point to our City, it needs to be cleaned up, and asked for an update, and wished all happy holidays.

REILLY: Asked when the districts take effect (Cosgrove stated November 2018), stated she attended the Historical Society craft fair, County Library holiday card craft, Chamber holiday mixer, tree lighting ceremony, and annual awards dinner, and wished all happy holidays.

FASANA: Attended Foothill Gold Line groundbreaking, tree lighting event, awards dinner, Supervisor Barger breakfast, Metro Mayor's summit, craft fair, and Portantino and Rubio events, stated public safety officers and fire personnel have been busy from Ventura to San Diego, it was great to see the response to the minor fire incident in Monrovia, the polystyrene issue may be worth looking into by the Public Services Commission, and suggested our street lights may need to be updated, with the possibility of motion sensor lights.

ADJOURNMENT

Finlay moved, Kang seconded to adjourn the meeting at 10:59 p.m., in memory of Edwin Lee, and carried unanimously.

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Mayor John Fasana

ATTEST:

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City Clerk