

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 8, 2015

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 Kang called the meeting to order at 6:04 p.m.
RECORDATION OF ATTENDANCE	The following were in attendance: PRESENT: Fasana (arrived prior to Closed Session), Finlay (arrived prior to Closed Session), Paras-Caracci, Reilly, Kang ABSENT: None ADMINISTRATIVE STAFF PRESENT: City Manager George, City Attorney Melching
ADOPTION OF AGENDA	Reilly moved, Paras-Caracci seconded to adopt the Agenda, as amended to remove Special Item 8.C, and carried with Fasana and Finlay not present.
CLOSED SESSION Conference with Legal Counsel	There was no public input. George stated the Closed Session is pursuant to Government Code Section 54956.9(d)(4); Anticipated litigation; Initiation of litigation, One potential case. The Closed Session concluded at 6:40 p.m. City Council reconvened at 7:08 p.m., with all members present.
PLEDGE TO THE FLAG	Cub Scout Troops 143 and 180 led the Pledge of Allegiance.
MOMENT OF REFLECTION	A moment of reflection was observed.
FITNESS/MENTAL WARM-UP	Reilly and Finlay provided the warm-up.
SPECIAL ITEMS Presentation – Cantabile Choir	The Cantabile Show Choir from Duarte High School performed a medley of holiday songs under the direction of Choral Director Claire Hsu.
Recognition – Cal Am Water Donation of drinking fountains	Mayor Kang presented a Certificate to Brian Barreto of California American Water in appreciation of the Elkay H ₂ O bottle filling stations with drinking fountains that were recently donated to the City.
Presentation by SCE – El Niño	Salvadore Ramirez, SCE Government Affairs Representative, presented an update on the El Niño emergency response plan including preparations, inventories, inspections, availability of resources, and use of social media. George stated the City will be conducting an El Niño preparation workshop on December 17.
ANNOUNCEMENTS	Ryan Ricchio, Duarte Library, announced events, story times, and classes in December.

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	Felipe Valdez, Mayor's Youth Council, announced upcoming events at the Duarte Teen Center in December and January. Karen Herrera presented community announcements about City events, programs, and workshops in December and January.
ITEMS FROM COUNCIL (Considered out of sequence) (Continued later in the meeting)	It was determined that Items From Council would be considered at this time. Finlay provided information about climate credits that were discussed at the recent SCAG workshop, stated the final guidelines are available in December, the concept applications are due in March, and asked that Townsend be informed so they understand how important this is.
CONSENT CALENDAR	Fasana moved, Paras-Caracci seconded to approve the Consent Calendar, as follows, and carried unanimously. Approve Items A, B, C, D, E, G, I, N. Remove Items F, H, J, K, L, M.
RESOLUTION NO. 15-26 Salary Schedule – Part-Time	Item G – Council Bill 15-R-27 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ESTABLISHING AN HOURLY RATE SCHEDULE FOR PART-TIME CLASSIFIED EMPLOYEES
ITEMS REMOVED Item F – Award of Bid ADA Improvements Martinez Concrete, Inc.	Rafael Casillas, Public Works Manager, presented a staff report about the item, and answered questions from City Councilmembers about other upcoming projects. Paras-Caracci requested that when improvements are being made in the future, an update be provided at the time they are being made so Council is aware.
ITEM F – APPROVED	Reilly moved, Finlay seconded to award the contract to the lowest responsible bidder Martinez Concrete, Inc., in the amount of \$67,174.05 for Removal of Architectural Barriers for ADA Improvements FY 2015-16, per staff recommendation, and carried unanimously.
Item H – Council Bill 15-R-27 Animal Control Officer	Council Bill 15-R-27 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ESTABLISHING AN HOURLY RATE SCHEDULE FOR PART-TIME TEMPORARY ANIMAL CONTROL OFFICER POSITION Kristen Petersen, Assistant City Manager, presented a staff report about the item, and answered questions from City Councilmembers about the job description.
ITEM H – APPROVED RESOLUTION NO. 15-27	Paras-Caracci moved, Reilly seconded to approve the part-time temporary animal control officer job description, and to adopt Resolution No. 15-27, per staff recommendation, and carried unanimously.

Item J – Audited Financial
Statements 6/30/15

Kristen Petersen presented a staff report and highlights of the audited financial statements for the fiscal year ended June 30, 2015, noted the item is on the Agenda as a receive and file item, and if Council wished, stated a more detailed follow-up of this item could be presented at an upcoming meeting.

Fasana requested that in the future, audited financial statements be an item on the Agenda, not on the Consent Calendar.

ITEM J – RECEIVE/FILE

Fasana moved, Reilly seconded to receive and file the audited financial statements for fiscal year ended June 30, 2015, per staff recommendation, and carried unanimously.

Item K – Parking restrictions
Council Bill 15-R-23
No Stopping

Council Bill 15-R-23 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING NO STOPPING ANY TIME WITH A PROVISION FOR TOWING ON HIGHLAND AVENUE BETWEEN CENTRAL AVENUE TO DUARTE ROAD, ON CENTRAL AVENUE EAST AND WEST OF HIGHLAND AVENUE, AND ON BUSINESS CENTER DRIVE WEST OF HIGHLAND AVENUE

Council Bill 15-R-24
Two-Hour Parking

Council Bill 15-R-24 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING A TWO (2) HOUR PARKING RESTRICTION ON THE NORTH AND SOUTH SIDES OF BUSINESS CENTER DRIVE BETWEEN HIGHLAND AVENUE AND FAIRDALE AVENUE

Council Bill 15-R-25
Resident Only Parking

Council Bill 15-R-25 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, ESTABLISHING A RESIDENT ONLY PARKING REGULATIONS ON DENNING AVENUE, GLENFORD AVENUE, FAIRDALE AVENUE, SANDEFUR STREET EASTFORD AVENUE AND PORTIONS OF BUSINESS CENTER DRIVE

Rafael Casillas, Public Works Manager, presented a staff report about the three proposed resolutions to assist traffic circulation in anticipation of the Gold Line parking lot, and answered questions from Councilmembers pertaining to outreach, permits, red curb, signage, and adjacent businesses.

ITEM K – APPROVED
RESOLUTION NO. 15-23
RESOLUTION NO. 15-24
RESOLUTION NO. 15-25

Reilly moved, Paras-Caracci seconded to adopt Resolution No. 15-23, Resolution No. 15-24, and Resolution No. 15-25, per staff recommendation, and carried unanimously.

Item L – Burrtec Amendment and
Rate Adjustment

Karen Herrera, Deputy City Manager, presented a staff report about the proposed amendment to the Burrtec agreement and the rate adjustment, and discussed new legislation pertaining to organics.

Finlay suggested the Public Services Commission take a tour of Burrtec's West Valley facility.

ITEM L – APPROVED

Finlay moved, Fasana seconded to approve Amendment No. 7 to the Burrtec Refuse Collection and Recycling Agreement, and to approve Burrtec's annual refuse collection and recycling rate adjustment, per staff recommendation, and carried unanimously.

Item M – Agreement with RSG
Real Estate Advisory Services

Craig Hensley, Community Development Director, presented a staff report about the proposed agreement with Rosenow Spevacek Group (RSG), and clarified that the amount of the requested budget amendment is \$30,000.

ITEM M – APPROVED

Finlay moved, Paras-Caracci seconded to authorize the City Manager to execute a Professional Services Agreement with Rosenow Spevacek Group Inc. (RSG) for real estate advisory services to evaluate the development pro forma and estimate fair market value of the City owned properties on the south side of Third Street, and to approve a related \$30,000 budget amendment, per staff recommendation, and carried unanimously.

PUBLIC HEARINGS
Council Bill 15-R-28
Revenue Bonds (Be.Group)
Westminster Gardens etc.

Mayor Kang announced this was the time and place set for a Public Hearing to consider a proposed Resolution.

Melching read by title Council Bill 15-R-28:

Council Bill 15-R-28 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING THE ISSUANCE OF THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY SENIOR LIVING REVENUE BONDS (BE. GROUP OBLIGATED GROUP) IN ONE OR MORE SERIES IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$55,000,000 FOR THE PURPOSE OF FINANCING AND REFINANCING THE ACQUISITION, CONSTRUCTION, EXPANSION, REMODELING, RENOVATION, IMPROVEMENT, FURNISHING AND EQUIPPING OF SENIOR LIVING FACILITIES, AND ANCILLARY FACILITIES THEREOF, AND CERTAIN OTHER MATTERS RELATING THERETO

Notice of the hearing had been given, the affidavit is on file, and there were no written communications filed in the matter.

Jeff Melching presented a staff report about the TEFRA hearing, corresponding resolution, and proposed issuance of bonds pertaining to Westminster Gardens located at 1420 Santo Domingo Avenue.

Mayor Kang asked if there was anyone in the audience who wished to speak on the item. There were none.

Mayor Kang closed the Public Hearing.

RESOLUTION NO. 15-28

Fasana moved, Paras-Caracci seconded to adopt Resolution No. 15-28, and carried unanimously.

Community Development Block
Grant Program (CDBG) Budget
Fiscal Year 2016-17

Mayor Kang announced this was the time and place set for a Public Hearing to consider the Community Development Block Grant 2016-17 Budget.

George provided a staff report, and stated the Public Hearing is to receive input regarding the use of the City of Duarte's CDBG (Community Development Block Grant) funding allocations for Fiscal Year 2016-17.

Notice of the hearing had been given, the affidavit is on file, and no written correspondence was filed in the matter.

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

Rafael Casillas answered questions from Councilmembers, and introduced Tina Gall from LDM Associates.

Reilly moved, Paras-Caracci seconded to allocate \$50,000 in FY 2016-17 (July 1, 2016-June 30, 2017) CDBG program funding to continue the installation of Americans with Disabilities (ADA) Curb Ramp Project, and to allocate \$90,000 for street improvements to Santo Domingo Avenue ("Duarte Street Improvement Project"), as described in Table 1 of the staff report, and included language giving 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."

BUSINESS ITEMS

City Commission appointments

Paras-Caracci moved, Reilly seconded to make the following appointments to the Parks and Recreation Commission, and carried unanimously: Jim Dinsmore, Elisabeth Dugan (terms expire 12/31/17); Barbie Bylsma-Houghton, Ted Rudolph, Anne Wilkins (terms expire 12/31/19).

Reilly moved, Paras-Caracci seconded to make the following appointments to the Planning Commission, and carried unanimously: George Farra (term expires 12/31/17); Shauna Pierce (term expires 12/31/19).

Reilly moved, Fasana seconded to make the following appointments to the Traffic Safety Commission, and carried unanimously: Natalie Ng, Robert Jole (terms expire 12/31/19).

Reilly moved, Fasana seconded to make the following appointments to the Economic Development Commission, and carried unanimously: Tony Molina, Krista Granger (terms expire 12/31/19).

Reilly moved, Paras-Caracci seconded to make the following appointments to the Public Services Commission, and carried unanimously: Michael Tse, David Gallivan, Kathy Kirchner (terms expire 12/31/19).

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Finlay moved, Fasana seconded to make the following appointments to the Public Safety Commission, and carried unanimously: Mary Ann Ur (term expires 12/31/17); Christine Frye, Steve Hernandez, Scott Magnusson (terms expire 12/31/19).

Intergovernmental Organizations

Reilly moved, Finlay 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)

Samuel Kang – 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

Samuel Kang – Delegate

John Fasana – 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

John Fasana – Representative

Full Council – Alternates

San Gabriel Valley Vector Control District

Margaret Finlay – Representative

Sanitation Districts #15 and #22

Samuel Kang – Director

Margaret Finlay – Alternate

Southern California Association of Governments

Margaret Finlay – Representative

Full Council – Alternates

City Council asked that additional information about the schedule for the Community Education Council and the Duarte Community Council be provided.

Parks/Recreation Department
Classes – Transaction Fees

Cesar Monsalve, Parks and Recreation Director, presented the staff report about transaction fees associated with the Active Net program, including staff's recommendation, and answered questions from Councilmembers.

Fasana moved, Finlay seconded to absorb the initial transaction fees associated with the use of Active Net for the Parks and Recreation Department's program registrations for a period of time, which will allow staff to conduct a fee study and data analysis on fees and usage, with a subsequent recommendation on fees to be presented to City Council at a later date, per staff recommendation, and carried unanimously.

Citywide Street Sweeping
Discussion/Direction

Brian Villalobos, Director of Public Safety, presented a staff report and PowerPoint about the City's current street sweeping program and schedule, as well as various options for a street sweeping ordinance, including cost for sign installation and cost for program.

Larry Breceda, Public Safety Manager, presented results of the windshield survey. Richard Niño, Burrtec, answered questions and provided information about a pilot program.

There was discussion, including possible pilot program in one of the quadrants, sweeping of one or both sides of the street, frequency of street sweeping, outreach, determining who would pay for street signs, wording of signs, and grace period.

Paras-Caracci moved, Reilly seconded to direct staff to bring back a resolution/ordinance for a street sweeping pilot program to be conducted in one area (Quadrant #2), with options that were discussed such as sweeping both sides of the street, every other week, extensive outreach, signage, technology, and grace period, and carried unanimously.

ORAL COMMUNICATIONS
(Continued)

ITEMS FROM CITY COUNCIL/
CITY MANAGER
(Continued)

The following spoke on items not on the Agenda.
Steve Hernandez – Commission appointment, recent tragedies.

GEORGE: Stated he spoke with the School Superintendent about the possibility of DUSD funding the starting blocks at the pool, and they are interested.

PARAS-CARACCI: Attended Christmas show at Santa Teresita, holiday event at City of Hope, and breakfast with Santa, thanked her family and friends who supported her during her time as Mayor, and stated she is excited for another new year.

REILLY: Attended National Monument land management meeting in Palmdale and the COG Energy Environment and Natural Resources meeting, discussed draft ordinance for over the counter drugs, thanked the Cantabile Choir for its performance, regarding the recent mass shootings, stated we have to be more vigilant, and wished all happy holidays.

FASANA: Stated we have accomplished a lot this year, congratulated the Mayor, thanked City of Hope, staff, sponsors, and honorees at the Mayor's Prayer Breakfast, regarding the recent shootings, stated liberty will prevail, and wished all a happy holiday season.

FINLAY: Provided information to the Assistant City Manager pertaining to technical assistance being provided on February 11 for the SCAG workshop in Los Angeles, reminded all that yesterday was the anniversary of December 7, 1941, stated she is grateful for the sacrifices of our service people, she enjoyed working with City Councilmembers this past year, and wished all happy holidays.

KANG: Thanked staff, stated this is a great team with good synergy, the Rotary breakfast was great, attended craft show at the museum and grand opening of Federico's, thanked all for a great year, and wished everyone happy holidays.

ADJOURNMENT

The meeting was adjourned at 10:42 p.m. in memory of the victims of the San Bernardino tragedy, to the City Council Meeting of January 12, 2016.

Mayor Samuel Kang

ATTEST:

City Clerk

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