

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, NOVEMBER 28, 2023
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Schulz called the open session to order at 7:10 p.m.

ROLL CALL:

Councilmembers Present: Kang, Lewis, Garcia, Martin Del Campo, Schulz
Councilmembers Absent: Finlay, Truong
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
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Annette Juarez, City Clerk
Jason Golding, Planning Manager
Stephanie Sandoval, Public Works Manager
Scott Nash, Associate Planner
Andres Rangel, Assistant to the City Manager
Albert Nunez, Management Aide
Christine Soo, Deputy City Clerk/ Administrative Secretary

2. PLEDGE TO THE FLAG

The flag salute was led by Division II Fire Chief Steve Cabrera.

3. ADOPTION OF THE AGENDA

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

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

4. SPECIAL ITEMS

A. Mayor's Youth Council

Representatives from the Mayor's Youth Council announced events that they recently hosted. They also announced that the Youth Council will also be hosting the annual homeless care package drive and selling coffee at the upcoming Holiday in the Park, and Teen Center's Winter Holiday Festival event.

B. Public Safety Department Update

Public Safety Director Breceda introduced Division II Fire Chief Steve Cabrera and the City's new Public Safety Manager, Bryan Ariizumi; he reported out on the decline of Part 1 crimes, the implementation of armed security in Walmart, and advised the public not to keep Christmas gifts inside their cars.

C. Duarte Chamber of Commerce Quarterly Update

Dr. Greg Endelman, President of the Duarte Chamber of Commerce Board of Directors, provided an update on the Chamber's deliverables reporting that the Chamber ended the 22-23 fiscal year with a \$38k deficit with a large portion of the debt being credit card debt; he shared that the Chamber is working to refocus on their main mission; and expressed the Chamber is looking into options for cost reduction such as possibly eliminating the need for a brick and mortar building.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Deputy City Clerk Soo announced upcoming city events.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

None.

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 14, 2023. (CC/HA/FA)
- D. Approval of Warrants – November 28, 2023. (CC/HA/FA)
- E. Receive and file the Public Safety Department Update for November 2023.
- F. Receive and file the Monthly Financial Update for September 2023.

Moved by Councilmember Martin Del Campo, seconded by Councilmember Garcia, and carried by the following vote of the Council to approve Items 7A-7F of the Consent Calendar.

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. PUBLIC HEARINGS

None.

10. BUSINESS ITEMS

- A. Election of San Gabriel Basin Water Quality Authority (WQA) Board Member and Alternate

Public Comment:

Valerie Munoz shared that she currently serves on the San Gabriel Basin Water Quality Authority Board, and expressed that she would like to continue representing cities without pumping rights.

Councilmember Garcia thanked Valerie Munoz for speaking.

Moved by Councilmember Garcia, seconded by Councilmember Lewis, and carried by the following vote of the Council to adopt Resolution No. 23-21 to elect to vote for Valerie Munoz to

the San Gabriel Basin Water Quality Authority Board to represent cities without water prescriptive rights.

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

B. Consideration of a Memorandum of Understanding Between the Cities of Azusa, Duarte, and Irwindale to Collaborate on Services to Enhance Public Safety in the North San Gabriel Riverbed Area

Mayor Schulz reflected on the importance of the MOU between the three cities to improve the conditions in the north San Gabriel Riverbed area; she shared how the collaborative efforts contributed to an increase of clean-ups in the area and making the area safer for all three cities.

City Manager Villalobos added that the MOU had already been approved by the cities of Azusa and Irwindale; he also reported on potential funds and grants that the cities could apply for to increase safety in the area with the MOU in place.

Moved by Mayor Schulz, seconded by Councilmember Lewis, and carried by the following vote of the Council to approve and authorize the City Manager to sign a Memorandum of Understanding between the cities of Azusa, Duarte, and Irwindale to collaborate on services to enhance public safety in the North San Gabriel Riverbed.

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

C. Discussion of Capital Improvement Plan

Mayor Schulz directed Staff to hire consultants to discuss with property owners on the north and south sides of the Town Business Center to identify options to make the areas safer and how to fill the vacancies.

Councilmember Kang proposed giving Huntington Drive a facelift and conformity.

In response to questions posed by Council, Community Development Director Hensley reported that the business center plan will be brought back at a future meeting.

The City Council received and filed the Capital Improvement Plan.

Assistant City Manager Petersen reported that the Capital Improvement Plan identifies funded and unfunded projects.

11. CONTINUATION OF ORAL COMMUNICATIONS

Steve Hernandez thanked the City for all the events put on by the Parks and Recreation department and he inquired about the City Council reorganization meeting.

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

City Manager Villalobos announced the upcoming departure of Deputy City Clerk Soo; and announced that the Duarte Route 66 Historic Art Piece Ribbon Cutting Ceremony would be taking place the following day.

Councilmember Martin Del Campo reported on attending the recent Duarte Community Coordinating Council meetings and the Foothill Goldline JPA meeting.

Councilmember Garcia commended the City Manager's Office for their work on the City's social media highlights; he thanked the DART volunteers for their help in the recent clean-up event.

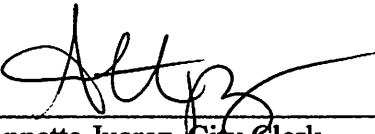
Councilmember Kang stated that he attended the Wild Stylez dance event and commended the teams who participated.

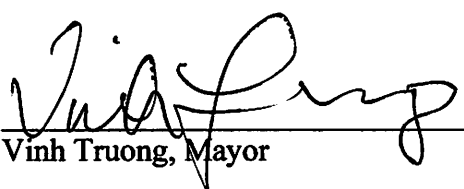
Councilmember Lewis thanked Parks and Recreation Director Enriquez for his work on the City events; and he provided direction to City Manager Villalobos to organize another clean-up on Duarte Road.

Mayor Schulz wished everyone a happy holiday season.

13. ADJOURNMENT

At 8:33 p.m., the City Council adjourned the meeting in honor of Nick Zigic.



Annette Juarez, City Clerk

Vinh Truong, Mayor