



**AGENDA
REGULAR JOINT MEETING OF THE CITY COUNCIL
OF THE
CITY OF DUARTE, SUCCESSOR AGENCY TO
DISSOLVED REDEVELOPMENT
AGENCY OF THE CITY OF DUARTE, THE DUARTE
HOUSING AUTHORITY, AND
THE DUARTE COMMUNITY FACILITIES FINANCING
AUTHORITY**

TUESDAY, NOVEMBER 24, 2020

7:00 p.m. - Regular Session

CITY COUNCIL CHAMBERS, 1600 HUNTINGTON DRIVE,
DUARTE, CALIFORNIA 91010

MISSION STATEMENT

With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our community's future

TZEITEL PARAS-CARACCI, MAYOR
SAMUEL KANG, MAYOR PRO TEM
JOHN FASANA, COUNCILMEMBER
MARGARET FINLAY, COUNCILMEMBER
TONEY LEWIS, COUNCILMEMBER
LIZ REILLY, COUNCILMEMBER
BRYAN URIAS, COUNCILMEMBER

City/Agency/Authority Staff:

Daniel Jordan, City Manager

Kristen Petersen, Assistant City Manager and Director of Administrative Services

Craig Hensley, Community Development Director

Manuel Enriquez, Director of Parks and Recreation

Brian Villalobos, Director of Public Safety Services

David Cosgrove, City Attorney

Marla Akana, City Clerk

**ADDRESSING THE CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AND
FINANCING AUTHORITIES:**

NOTICE: Due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), Governor Newsom has issued Executive Order N-29-20 in which Section 3 supersedes Paragraph 11 of Executive Order N-25-20 (issued on March 12, 2020) addressing Brown Act regulations. This new order states that the City does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. The Order allows the City to hold City Council meetings via teleconferencing and allows for members of the public to observe and address the

meeting electronically.

ADA ACCESSIBILITY NOTICE: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact the City Manager's office at (626) 357-7931. Notification no later than 1:00 p.m. on the day preceding the meeting will enable the City to make reasonable arrangements to assist your accessibility to this meeting.

Notice: Any documents distributed by the City/Agency/Authorities to a majority of the City Council/Successor Agency/ Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Successor Agency/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice: Duarte City Council meetings are live-streamed and videotaped for later broadcast on DCTV. Attendance at the meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

NOTICE: Due to the state and local State of Emergency resulting from the threat of Novel Coronavirus (COVID-19), Governor Newsom has issued Executive Order N-29-20 in which Section 3 supersedes Paragraph 11 of Executive Order N-25-20 (issued on March 12, 2020) addressing Brown Act regulations. This new order states that the City does not need to make a physical location available for members of the public to observe a public meeting and offer public comment. The Order allows the City to hold City Council meetings via teleconferencing, and allows for members of the public to observe and address the meeting electronically. To follow the new Order issued by the Governor, the City Council meeting scheduled for November 24, 2020, beginning at 7:00 p.m. will be closed to the public. Members of the public may watch and participate on Zoom. To access the meeting, please register at https://us02web.zoom.us/webinar/register/WN_jdPFj8iLREaL2XZauT-cfw Participants will receive the link to access the meeting after registering. When registered viewers initially log into the Zoom meeting, they will be in listen- and view-mode. If there is an agenda item you wish to speak on, please use the "Raise Your Hand" button in Zoom. Staff will unmute you to ask your question using your microphone. Members of the public may listen to the audio of the live City Council meeting broadcast on the City's website. To access the meeting, log onto www.accessduarte.com, then on the homepage, click on the Agendas/View Meetings icon under the LATEST NEWS/QUICK LINKS banner, then on the Agendas & Minutes page, click on the City Council Meeting, November 24, 2020 link. Public comments can be submitted electronically by emailing duarteinfo@accessduarte.com before or during the meeting, prior to the close of public comment. Emailed public comments will be read into the record based on the order that they are received. PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Email addresses may be read or become a matter of public record. Thank you.

1. CALL TO ORDER OF CITY COUNCIL, SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY, HOUSING AUTHORITY, AND COMMUNITY FACILITIES FINANCING AUTHORITY, AND NOTATION OF ANY ABSENCES

comments 

2. ADOPTION OF THE AGENDA

3. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Any person who wishes to make a brief announcement of a future community event that is open to the general public may do so at this time.

4. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

5. SPECIAL ITEMS

A. Public Safety status report

B. Community Development status report

C. Parks and Recreation status report

D. Monthly financial report

6. ITEMS TO BE ADDED TO THE CONSENT CALENDAR

7. CONSENT CALENDAR

A. Approval of Minutes - November 10, 2020 (CC/HA/SA/FA)

minutes 

B. Approval of Warrants - November 24, 2020 (CC/HA/SA/FA)

warrants 

C. Motion to introduce and/or adopt all resolutions and ordinances presented for consideration by title only and waive further reading (CC/HA/SA/FA)

D. Public Safety status report (Receive and File) (CC)

Public Safety 

E. Community Development status report (Receive and File) (CC)

Community Development 

F. Parks and Recreation status report (Receive and File) (CC)

Parks & Recreation 

- G. Monthly financial report (Receive and File) (CC)

Monthly financial 

- H. Award of contract to lowest responsible bidder FS Contractors, Inc., in the amount of \$145,907.75 for the Parking Lot Improvements Project at Royal Oaks Park (CC)

Contract - FS Contractors 

- I. Acceptance of Citywide Concrete Repair Project FY 2019-2020 (by Ruiz Concrete and Paving, Inc.) and authorization for the City Clerk to initiate the notice of completion (CC)

Notice of completion - Ruiz Concrete 

- J. Receive and file Duarte Housing Successor Annual Report for Fiscal Year 2019/20 (CC)

Duarte Housing Successor report 

- K. Authorization for the City Manager to sign an Engineering and Landscape Design Contract with KHR Associates for design of the Highland Promenade, and authorization of a \$124,900 budget amendment (CC)

KHR & Associates 

- L. Authorization for the City Manager to enter into a Contract with Koff & Associates for a Total Compensation Study, and authorization of a \$38,100 budget amendment (CC)

Koff & Associates 

- M. Approval of Amendment No. 9 to the Agreement with Levon Yotnakhparian for City Council Meeting Cablecasting Services and internet viewing in the amount of \$12,700 (7/1/20-6/30/21) (CC)

L. Yotnakhparian 

- N. Approval of 2020/21 Service Agreement with Duarte Community Television, Inc. (DCTV) in the amount of \$27,600 for Governmental and Educational Access Programming Services (CC)

DCTV 

- O. Authorization for the City Manager to execute an Annual Service Agreement with Community Media of the Foothills (CMF) for FY 2020/21 in the amount of \$24,500.00 for Public Access Programming (CC)

Community Media of Foothills 

- P. City Council/City Manager Conference Attendance and other items suggested by City Council (CC)

8. ITEMS REMOVED FROM CONSENT CALENDAR

9. PUBLIC HEARINGS

- A. Consideration to approve Community Development Block Grant Program (CDBG) Budget for FY 2021/22 (July 1, 2021-June 30, 2022), and allocation of approximately \$164,628 in new FY 2021/22 CDBG funding to the existing FY 2020/21 CDBG Project, Installation of Americans with Disabilities Act-Compliant Accessible Improvements at City Hall

CDBG 

- B.1. Council Bill 20-O-08 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUARTE, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, ADDING A NEW CHAPTER 5.68 TO TITLE 5 BUSINESS LICENSES AND REGULATIONS, ESTABLISHING PROVISIONS FOR THE LICENSE REQUIREMENTS AND CONDITIONS OF OPERATION FOR PRIVATE HOME SHORT TERM RENTALS (First Reading).

CB 20-08 

- B.2. Council Bill 20-R-33 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA, AMENDING THE SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES RELATED TO LICENSE REQUIREMENTS AND CONDITIONS OF OPERATION FOR PRIVATE HOME SHORT TERM RENTALS

CB 20-33 

10. COUNCIL BILLS

- A. Council Bill 20-R-34 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE ADJUSTING THE HOURLY RATE SCHEDULE FOR COMPLIANCE WITH THE NEW MINIMUM WAGE REQUIREMENTS

CB 20-34 

B. Council Bill 20-R-35 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE APPROVING A FIVE-YEAR EXTENSION TO DISPOSE OF OR INITIATE THE DEVELOPMENT OF HOUSING SUCCESSOR OWNED PROPERTIES

CB 20-35 

11. BUSINESS ITEM - Approval of Burrtec Waste Services annual performance review, Amendment No. 12 to the Refuse Collection and Recycling Agreement, and annual refuse collection and recycling rate adjustment

Burrtec 

12. CONTINUATION OF ORAL COMMUNICATIONS

*Any person who did **not** speak during the initial Oral Communications period earlier in the meeting, who wishes to speak on any issue that is not on the Agenda but that is within the subject matter jurisdiction of the City Council/Successor Agency/Housing Authority/Financing Authority, may do so at this time. Each person may speak once for no more than 3 minutes. Under the Brown Act, members of the City Council/Successor Agency/Housing Authority/Financing Authority, and staff can respond only with a brief reply to issues raised in Oral Communications, and no action on such matters may take place at this meeting.*

13. ITEMS FROM CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR (Reports of items of current interest, constituent communications, status of pending items, or issues of concern (3 minutes per person), and reports of meetings attended per Government Code Section 53232

14. ADJOURNMENT

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: City Hall – 1600 Huntington Drive, Duarte Public Safety Department – 1042 Huntington Drive, Duarte Library – 1301 Buena Vista Street, and the City of Duarte website (www.accessduarte.com) not less than 72 hours prior to the meeting per Government Code 54954.2.

Dated this 25 day of November, 2020.

Annette Juarez
City Clerk