



AGENDA
**REGULAR JOINT MEETING OF THE CITY
 COUNCIL OF THE CITY OF DUARTE, THE
 DUARTE HOUSING AUTHORITY, AND THE
 DUARTE COMMUNITY FACILITIES
 FINANCING AUTHORITY**

TUESDAY, NOVEMBER 14, 2023
 7:00 PM

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

JODY SCHULZ, MAYOR
 VINH TRUONG, MAYOR PRO TEM
 MARGARET FINLAY, COUNCILMEMBER
 SAMUEL KANG, COUNCILMEMBER
 TONEY LEWIS, COUNCILMEMBER
 CESAR GARCIA, COUNCILMEMBER
 TERA MARTIN DEL CAMPO, COUNCILMEMBER

City/Agency/Authority Staff:
 Brian Villalobos, City Manager
 Kristen Petersen, Assistant City Manager and Director of Administrative Services
 Craig Hensley, Director of Community Development
 Manuel Enriquez, Director of Parks and Recreation
 Larry Breceda, Director of Public Safety Services
 Thai Viet Phan, City Attorney
 Annette Juarez, City Clerk

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/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/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 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.

Members of the public may listen/view the City Council meeting broadcast on the City's website following each

meeting. 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 link. City Council meetings are also broadcast following each meeting through Spectrum Cable, Channel 3, daily at 12:00 p.m. and 7:00 p.m.

Public comments can be submitted by emailing duarteinfo@accessduarte.com, prior to 6:00 p.m. on the day of the meeting and will be distributed to the City Council and made available for public review. PLEASE NOTE: The subject line of your public comment email must contain the Agenda item number or title. Public comments are a matter of public record, including content that include emails and addresses, so consider content and remove private information as you deem appropriate.

1. CALL TO ORDER AND ROLL CALL

A. City Manager Written Comments

2. PLEDGE TO THE FLAG

3. ADOPTION OF THE AGENDA

4. SPECIAL ITEMS

A. Legislative Update from Senator Susan Rubio's Office

B. Tripepi Smith & Associates Update on Media Services

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

6. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

7. CONSENT CALENDAR

A. Approve absence(s) of City Councilmember(s) from the City Council meeting

B. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA).

C. [Approval of Minutes - October 24, 2023 Special Meeting and October 24, 2023 Regular Meeting \(CC/HA/FA\)](#)

It is recommended that the City Council approve the October 24, 2023 Special Meeting and Regular Meeting minutes.

D. [Approval of Warrants - November 14, 2023 \(CC/HA/FA\)](#)

It is recommended that the City Council approve the November 14, 2023 warrants.

E. [Receive and File the Community Development Department Update](#)

It is recommended that the City Council receive and file the Community Development department update.

F. [Receive and File the Parks and Recreation Department Update](#)

It is recommended that the City Council receive and file the Parks and Recreation department update.

G. [Adoption of Resolution No. 23-28 for a Salary Increase Adjusting the Hourly Rate Schedule for Compliance with New Minimum Wage Requirements Effective January 1, 2024](#)

It is recommended that the City Council adopt Resolution 23-28 adjusting the hourly rate schedule for compliance with the new minimum wage requirements effective January 1, 2024.

H. [Second Reading and Adoption of Ordinance No. 920 to Increase City Council Salaries](#)

It is recommended that the City Council adopt by second reading Ordinance No. 920 to increase City Council salaries beginning December 10, 2024, pursuant to Government Code section 36516.

I. [Adoption of Resolution No. 23-30 to Accept Grant Funds from Tobacco Law Enforcement Grant Program](#)

It is recommended that the City Council adopt Resolution No. 23-30 to accept grant funds totaling \$295,178 over a 36 month period, which are administered by the California Department of Justice (DOJ), Office of the Attorney General through Proposition 56 and authorize fiscal year 2023-24 budget amendments of \$31,500 in 1205-7030, \$9,000 in 1205-7781 and \$15,000 in 1015-7684 to allow the expenditure of these grant funds to begin immediately.

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

9. PUBLIC HEARINGS

A. [Consideration of General Plan Amendment \(GPA\) 23-01: A City-initiated request to formally adopt the 2020 Hazard Mitigation Plan into the Safety Element of the General Plan](#)

It is recommended that the the City Council 1) conduct a public hearing to receive public testimony and 2) adopt Resolution No. 23-29 approving General Plan Amendment 23-01 and adopting the local hazard mitigation plan into the Safety Element of the City of Duarte General Plan.

10. BUSINESS ITEMS

A. [Burrtec Waste Services Annual Performance and Rate Review](#)

It is recommended that the City Council approve both the Burrtec Waste Services 2022 Annual Performance Review and Amendment No. 15 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 shown in the attached schedule to become effective January 1, 2024.

B. [Consideration of Award of Contract for the Construction of the ATP Cycle 4 Pedestrian Access and Bicycle Safety Improvement Project No. 24-5](#)

It is recommended that the City Council 1) approve the award of contract for the construction of the ATP Cycle 4 Pedestrian Access and Bicycle Safety Improvement Project to FS Contractors, Inc. in the amount of \$2,402,810.00; and 2) approve a budget amendment to the Community Improvement

Fund (6220-8100) in the amount of \$23,000 and to the SB1 Fund (2250-8100) in the amount of \$560,020.75.

C. [Authorizing the Purchase of a New Prefabricated Restroom Building for Beardslee Park Restroom Replacement Project and Budget Amendment](#)

It is recommended that the City Council 1) authorize the City Manager to execute the purchase contract with The Public Restroom Company for a prefabricated restroom building, unit PS-033, in the amount of \$231,617, for the Beardslee Restroom Replacement Project and 2) approve a total project budget amendment of \$97,617 to the General Fund (100-1610-8100).

D. [Consideration of Award of Contract for Pool Deck Repair - Project 23-6; Budget Amendment](#)

It is recommended that the City Council 1) award the construction contract for the Fitness Center Pool Deck Repair to Slater Waterproofing, Inc., as the lowest responsive and responsible bidder in the amount of \$135,075, in addition to a ten percent contingency, for a total project budget of \$148,583 and 2) approving a budget amendment of \$148,583.

11. CONTINUATION OF ORAL COMMUNICATIONS

12. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS ATTENDED PER GOVERNMENT CODE SECTION 53232.3

13. ADJOURNMENT - In memory of Tracy Darlene Buss.

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 8th day of November, 2023.