

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, OCTOBER 11, 2022

5:30 PM – Workshop

7:00 PM – Regular Session

K-RAILS COMMUNITY WORKSHOP

1. CALL TO ORDER

Mayor Finlay called the meeting to order at 5:40 p.m.

ROLL CALL:

Councilmembers Present:	Kang, Lewis, Schulz, Truong, Garcia, Finlay
Councilmembers Absent:	None
Staff Present:	Daniel Jordan, City Manager Thai Viet Phan, City Attorney Kristen Petersen, Assistant City Manager / Director of Administrative Services Manuel Enriquez, Director of Parks and Recreation Brian Villalobos, Director of Public Safety Services Stephanie Sandoval, Public Works Manager Larry Breceda, Public Safety Manager Annette Juarez, City Clerk

2. COMMUNITY WORKSHOP

Community meeting regarding K-Rails in high-risk areas located at Mel Canyon Rd. above Fish Canyon Rd.

City Manager Jordan gave an overview of the purpose of the workshop and the discussions that will take place.

Director of Public Safety Villalobos gave a presentation on previous debris flow events and shared the importance of implementing K-rails.

Public Works Manager Sandoval proposed a mitigation plan to protect residents and properties from future debris flow events; shared that the plan includes using sandbags, K-rails, traffic control, additional signage, on-call agreements with vendors for cleanup; and reported that the City is in the beginning stages for a permanent solution to construct a debris settlement catchment basin.

Director of Public Safety Villalobos discussed evacuation protocols and K-rail placement.

Public Comment

John Fasana recalled the previous mud flow event and the positive effects of K-rails.

The Community Workshop concluded at 6:37 p.m.

REGULAR SESSION

3. ADOPTION OF THE AGENDA

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

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

4. CALL TO ORDER

Mayor Finlay called the meeting to order at 7:04 p.m.

ROLL CALL:

Councilmembers Present: Kang, Lewis, Schulz, Truong, Garcia, Finlay
Councilmembers Absent: None
Staff Present: Daniel Jordan, City Manager
Thai Viet Phan, City Attorney
Kristen Petersen, Assistant City Manager / Director of Administrative Services
Manuel Enriquez, Director of Parks and Recreation
Brian Villalobos, Director of Public Safety Services
Victoria Rocha, Assistant to the City Manager
Jason Golding, Planning Manager
Stephanie Sandoval, Public Works Manager
Larry Breceda, Public Safety Manager
Annette Juarez, City Clerk

5. PLEDGE TO THE FLAG

The flag salute was led by Mr. Levon Yotnakhparian.

6. SPECIAL ITEMS

A. Presentation of the Route 66 Sign Design

Planning Manager Golding provided a brief overview of the Route 66 Sign design project to honor the City's upcoming centennial birthday in 2026; he shared that the proposed sign is a part of the City's beautification project.

Milton Solomon, Vice President of Architectural Designs & Signs (AD&S), presented his proposed design for the Route 66 sign.

Discussion ensued regarding the sizing, night lighting, and the colors of the sign.

Public Comment

Alan Hellen expressed his appreciation of the Route 66 sign.

At the direction of the Council, Staff and Mr. Solomon will revise the sign design to include the suggestions of the Council and return to a future meeting to present the revised design.

B. Presentation of the Healthcare Workers Minimum Wage Ordinance Initiative in the City of Duarte Economic and Fiscal Impact Report

Councilmember Schulz recused herself from the Item pursuant to FPPC Regulation 18707.

Councilmember Truong recused himself from the Item pursuant to FPPC Regulation 18707.

City Manager Jordan introduced the item and provided a brief background.

Steve Mermell, Management Partners, gave a presentation on the Economic and Fiscal Impact Report for the Healthcare Workers Minimum Wage Ordinance.

Public Comment

Steve Hernandez addressed the Council to express his opinion regarding the impact of the initiative.

John Fasana addressed the Council to express his opinion regarding the ballot initiative and the impact on the City of Hope.

C. Chamber of Commerce Quarterly Report

Shoshanna Puccia, Duarte Chamber of Commerce Executive Director, presented a recap of Quarter 1, gave an update on the Farmer's Market, and shared upcoming events the Chamber will host.

7. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library programs and events.

Samira Mejia, Think Together General Manager, shared that the organization will be having an open-house style event to highlight the importance of after school programs on October 17th.

John Fasana announced the virtual City of Hope Walk for Hope event on November 6.

Assistant to the City Manager Rocha announced upcoming City events.

8. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Director of Public Safety Villalobos introduced the City's new Code Enforcement Officer, Emily Lepone.

9. CONSENT CALENDAR

Councilmember Truong and Councilmember Schulz recused themselves from voting on Consent Calendar Item 9-H pursuant to FPPC Regulation 18707.

- 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 – September 13, 2022. (CC/HA/FA)
- D. Approval of Warrants – October 11, 2022. (CC/HA/FA)
- E. Receive and file the Parks and Recreation Department Status Report for October 2022.
- F. Receive and file the Community Development Department Status Report for October 2022.
- G. Award of Contract for the Roof Replacement for Fitness Center Building – Project 23-01 to Bellock General Contracting, Inc. DBA Essential Roofing, as the lowest responsive and responsible bidder in the amount of \$186,270, in addition to a ten percent contingency, for a total project budget of \$205,000; and approval of a General Fund budget amendment in the amount of \$53,000.
- H. Receive and file the Report on the economic and fiscal impact of the Healthcare Workers Minimum Wage Ordinance Initiative in the City of Duarte.

Moved by Councilmember Kang, seconded by Councilmember Garcia, and carried by the following vote of the Council to approve Items A-E and G-H of the Consent Calendar.

AYES: KANG, LEWIS, SCHULZ, TRUONG, GARCIA, FINLAY
NOES: NONE
ABSTAIN: SCHULZ, TRUONG (Item 9H)
ABSENT: NONE

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

Receive and file the Community Development Department Status Report for October 2022.

Director of Community Development Hensley responded to questions regarding the evergreen pedestrian improvement and reported that the improvements are a part of ATP cycle 4 grant improvements.

City Manager Jordan shared that Staff would provide a more comprehensive staff report at a future council meeting for further discussion.

Moved by Councilmember Garcia, seconded by Councilmember Schulz, and carried by the following vote of the Council to receive and file Item 9-F of the Consent Calendar.

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

11. PUBLIC HEARINGS

Introduction and first reading of Ordinance No. 912 amending the Duarte Municipal Code to enhance public safety tools, improve City processes and due process, and comply with State law

Director of Public Safety Villalobos discussed the proposed Ordinance which would update City's regulations regarding possession and drinking of alcohol, vandalism and graffiti, strage and removal of personal property, aggressive panhandling, public nudity, and catalytic converters in the Municipal Code.

Mayor Finlay opened the Public Hearing at 9:11 p.m.

City Clerk Juarez announced that no communication was received.

Public Comment

None.

Mayor Finlay closed the Public Hearing at 9:12 p.m.

In response to questions posed by Council, Director of Public Safety Villalobos communicated information regarding the automobile thefts, catalytic converter thefts, and graffiti removal.

Matt Silver, Silver & Wright, further clarified the graffiti removal provisions within the proposed Ordinance.

Director of Public Safety Villalobos also discussed the provision in the proposed Ordinance which would allow for the City to issue an award for a crime.

Moved by Councilmember Schulz, seconded by Councilmember Truong, and carried by the following vote of the Council to introduce and conduct the first reading of Ordinance No. 912 amending the Duarte Municipal Code to enhance public safety tools, improve City processes and due process, and comply with State law.

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

12. BUSINESS ITEMS

Authorization of emergency purchases pursuant to DMC Section 2.36.050; Authorization for the City Manager to enter into a cooperative agreement with U.S. Department of Agriculture – Natural Resources Conservation Service (NRCS); Authorization for the purchasing officer to execute all contracts and purchase orders related to any emergency-related clean-up of debris and the implementation of the NRCS Agreement; and Approval of a budget amendment in the amount of \$466,000

Public Works Manager Sandoval provided a staff report, describing the damage caused by the Fish Fire. She detailed the plan developed by the City to mitigate debris flow caused by the fire and discussed the need for the Council to authorize emergency purchases, contracts, and purchase orders related to any future emergency clean-up of debris in the amount of \$466,000.

In response to a question posed by the Council, Public Works Manager Sandoval stated that the \$466,000 includes the total cost estimate without the consideration of any potential reimbursements. City Manager Jordan further elaborated on the calculation of the total cost.

Moved by Councilmember Schulz, seconded by Councilmember Truong, and carried by the following vote of the Council to authorize emergency purchases pursuant to DMC Section 2.36.050; authorize the City Manager to enter into a cooperative agreement with U.S. Department of Agriculture – Natural Resources Conservation Service (NRCS); authorize the purchasing officer to execute all contracts and purchase orders related to any emergency-related clean-up of debris and the implementation of the NRCS Agreement; and approve a budget amendment in the amount of \$466,000.

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

Approval of Amendment No. 1 to the Professional Services Agreement with Tripepi Smith & Associates, Inc. to provide ongoing communications support from November 1, 2022 to October 31, 2025 and adjusting the scope of work; and authorization for the City Manager to execute the Agreement

Assistant to the City Manager Rocha gave a presentation regarding the scope of work Tripepi Smith & Associates performs for the City, accomplishments, suggested amendments to the agreement, and costs.

In response to questions posed by the Council, Assistant to the City Manager Rocha discussed metrics and content published by Tripepi Smith & Associates.

Council discussed the consistency of content posts along all social media platforms and the suggested amendments to the agreement.

Moved by Councilmember Truong, seconded by Councilmember Garcia, and carried by the following vote of the Council to approve Amendment No. 1 to the Professional Services Agreement with Tripepi Smith & Associates, Inc. to provide ongoing communications support from November 1, 2022 to October 31, 2025 and adjusting the scope of work; and authorize the City Manager to execute the Agreement.

AYES: KANG, LEWIS, TRUONG, GARCIA, FINLAY

NOES: NONE

ABSTAIN: NONE

ABSENT: SCHULZ*

*Councilmember Schulz left the meeting at 9:49 p.m. due to a time conflict.

13. CONTINUATION OF ORAL COMMUNICATIONS

Parks and Recreation Director Enriquez shared that the City of Duarte's Senior Center is being recognized and honored with a City Champion Award at the YWCA 2022 Champions of Change Award luncheon on Thursday, November 10th. He expressed that this award is to the credit of the staff leadership at the Senior Center.

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

Councilmember Truong thanked Staff; and reported that he attended the JPIA risk management conference.

Councilmember Garcia thanked Staff for their hard work.

Councilmember Kang inquired about the thermal camera and asked for a status update at the next council meeting.

Councilmember Lewis announced that October is Breast Cancer Awareness month and shared that his prayers are with all survivors.

In response to a question posed by Mayor Finlay, Community Development Director Hensley reported that Staff will take a look at the utility unit at 802 Buena Vista St.

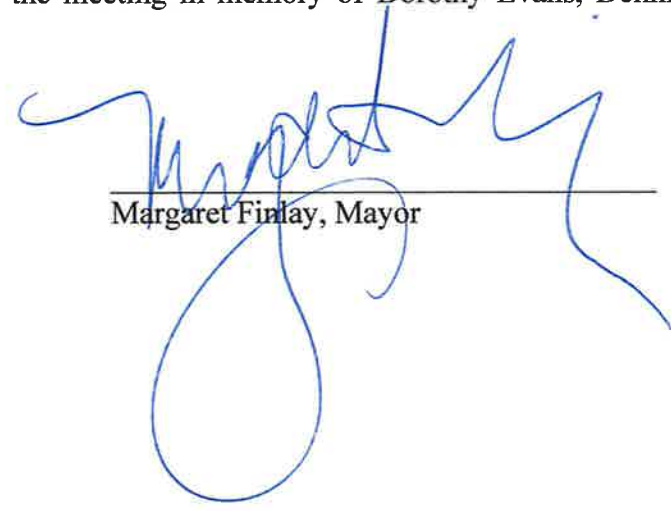
Community Development Director Hensley informed Council that the Johnson-Yang business center upgrades are complete, and staff is in communication with the owners to install brighter lighting.

15. ADJOURNMENT

At 10:07 p.m. the City Council adjourned the meeting in memory of Dorothy Evans, Dennis Mielke, and Doug Edwards.



Annette Juarez, City Clerk



Margaret Finlay, Mayor