

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, September 26, 2023
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Schulz called the meeting to order at 7:00 p.m.

ROLL CALL:

Councilmembers Present: Finlay (arrived at 7:07 p.m.), Lewis, Garcia, Schulz
Councilmembers Absent: Kang, Truong, Martin Del Campo
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
Annette Juarez, City Clerk
Andres Rangel, Assistant to the City Manager
Albert Nuñez, Management Aide
Christine Soo, Deputy City Clerk/Administrative Secretary

2. PLEDGE TO THE FLAG

The flag salute was led by John McEntire.

4. SPECIAL ITEMS

A. Proclamation for the Week of September 10-16, 2023 as National Patriotism Week

Mayor Schulz presented a proclamation proclaiming the week of September 10-16 as National Patriotism Week in the City of Duarte.

John McEntire accepted the proclamation on behalf of the Duarte Elks Lodge. He spoke about the work the Duarte Elks Lodge has done for the community and upcoming events in the month of October.

B. Mayor's Youth Council Update

Members of the Mayor's Youth Council reported on their recent participation at the City Picnic and upcoming events.

3. ADOPTION OF THE AGENDA

Councilmember Finlay requested that Consent Calendar Item 7H be tabled and brought back at a future date.

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

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

4. SPECIAL ITEMS (continued)

C. Public Safety Department Update

Public Safety Department Director Breceda provided a department update. He discussed youth intervention programs, the recent uptick in crime rates, trespassing and loitering, and flock cameras.

D. San Gabriel Valley Council of Government Update

Nicholas Ryu, representative from the San Gabriel Valley Council of Government, gave an update on the goals and objectives of the organization; reported on collaborative efforts with cities to implement regional strategies to address regional challenges; discussed upcoming projects throughout the San Gabriel Valley in the 2023-2024 fiscal year.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, from Duarte Library, announced upcoming library events.

Deputy City Clerk Soo announced upcoming city events.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Melinda Trefzger expressed her concerns for the closure of the fitness center pool.

Mayor Schulz advised the commenter to defer to City staff for a solution.

City Attorney Phan stated that to remain in compliance with Brown Act meeting laws, councilmembers are not allowed to respond to public comment relating to items not on the agenda.

Claudia Trefzger expressed her concerns for the closure of the fitness center pool.

Margaret Pappas expressed her concerns for the closure of the fitness center pool.

Pam Romero expressed her support for repairs to the fitness center pool for future usage.

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 – September 12, 2023 Special Meeting and September 12, 2023 Regular Meeting. (CC/HA/FA)
- D. Approval of Warrants – September 26, 2023. (CC/HA/FA)
- E. Award of Contract for Professional Design Services for the Completion of the Plans, Specifications, and Cost Estimate for the FY 23-24 Street Rehabilitation Project.
- F. Award of Contract for the FY 23-24 Citywide Striping and Marking Project No. 24-2.
- G. Acceptance of Notice of Completion for City Yard Fence and Gate Replacement – Project 22-5 and Approval of a Budget Amendment.
- H. Removed from consent calendar.
- I. Receive and file the Monthly Financial Update.
- J. Receive and file the Public Safety Department Update.

Moved by Councilmember Finlay, seconded by Councilmember Lewis, and carried by the following vote of the Council to approve Items 7A-7G, 7I-7J of the Consent Calendar.

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

Councilmember Finlay pulled Consent Calendar Item 7H – second reading and adoption of Ordinance No. 920 to increase city council salaries.

Council directed Staff to bring back the item at a future meeting.

9. PUBLIC HEARINGS – None.

10. BUSINESS ITEMS

A. Discussion Regarding Public Utilities, Communications, and Technology Commission Recommendation Concerning the “Report an Issue” Website Feature

Management Aide Nunez provided a staff report on the “Report an Issue” website feature; he discussed the research and design of the website feature; he shared details on the various components and its usage since the launch of the feature.

In response to questions posed by Council, Management Aide Nunez provided clarification on the maintenance costs for other citizen request management platforms.

Moved by Councilmember Garcia, seconded by Councilmember Lewis, and carried by the following vote of the Council to concur with the recommendation from the Public Utilities, Communications, and Technology Commission for City Staff to continue collecting data from the “Report an Issue” website feature and not move forward with a request to City Council for funding of a city mobile application (“app”).

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

B. Adoption of Resolution No. 23-24 to Rename Royal Oaks Parks Extension to Tzeitel Paras-Caracci Park

Parks and Recreation Director Enriquez provided a staff report regarding the renaming of Royal Oaks Park Extension to Tzeitel Paras-Caracci Park, in honor of former Duarte Mayor and Councilmember Tzeitel Paras-Caracci.

Public Comment:

KC Caracci expressed his support and appreciation for the renaming of Royal Oaks Park to honor his wife, former Mayor and Councilmember Paras-Caracci.

John Fasana shared a few words supporting the renaming of the park in honor of former Mayor and Councilmember Paras-Caracci.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to adopt Resolution No. 23-24 renaming Royal Oaks Park Extension to Tzeitel Paras-Caracci Park and to erect appropriate signage reflecting the park’s new name and to approve a budget amendment not to exceed \$20,000 from Parks and Recreation Other Expenses line item (100-1605-7980).

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

C. Discussion Regarding Nomination for a San Gabriel Basin Water Quality Authority Board Member and Alternate to Represent Cities without Pumping Rights

Council directed Staff to bring back the item at the next regular meeting.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to bring the item back at the next regular city council meeting.

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

D. Discussion Regarding an Additional Councilmember Appointment to the Arts Ad Hoc Committee

Mayor Schulz reported that Councilmember Finlay had expressed interest in being a part of the Arts Ad Hoc Committee.

Moved by Councilmember Garcia, seconded by Councilmember Finlay, and carried by the following vote of the Council to appoint Councilmember Margaret Finlay to the Freeway Walls and Utility Boxes Arts Ad Hoc Committee.

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

11. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

City Manager Villalobos commended the Parks and Recreation Department for putting together the City Picnic.

Councilmember Finlay also commended the efforts put into the City Picnic.

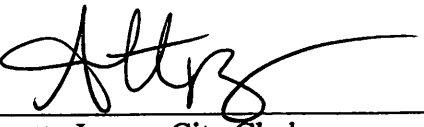
Councilmember Garcia commended the City’s Finance department on their hard work; he gave a shoutout to the Duarte Elks Lodge and their events; he also reported on the discussions he participated in during the tri-cities workshop with the cities of Azusa and Irwindale regarding the riverbed; he requested that the meeting be adjourned in memory of Margarita Mota.

Councilmember Lewis expressed his appreciation for former Mayor and Councilmember Paras-Caracci and his support for the renaming of Royal Oaks Park Extension to honor her.

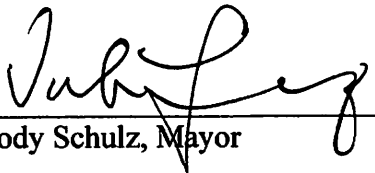
Mayor Schulz gave kudos to the Parks and Recreation department for their efforts on the City picnic; she shared that the Duarte Elks Lodge would be having a free haunted house in October.

13. ADJOURNMENT

At 8:26 p.m., the City Council adjourned the meeting in memory of Margarita Mota.



Annette Juarez, City Clerk



Jody Schulz, Mayor
Vinh Truong, Mayor Pro-Tem