

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 12, 2023
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Schulz called the meeting to order at 7:18 p.m.

ROLL CALL:

Councilmembers Present: Kang, Lewis, Truong, Garcia, Martin Del Campo, Schulz
Councilmembers Absent: Finlay
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
Jason Golding, Planning Manager
Salina Bautista, Building Permit Technician

2. PLEDGE TO THE FLAG

The flag salute was led by Duarte Unified School District Superintendent Dr. Gordon Amerson.

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

4. SPECIAL ITEMS

A. Proclamation recognizing September 2023 as National Suicide Prevention Month in the City of Duarte

Mayor Schulz presented a proclamation for September 2023 to be declared National Suicide Prevention Month.

Ulises Gutierrez, from iNSPIRE, accepted the proclamation, expressed importance of mental health, and shared a few words about community partnerships and resources for suicide prevention.

B. Proclamation recognizing September 2023 as Childhood Cancer Awareness Month in the City of Duarte

Mayor Schulz also presented a proclamation for September 2023 to be declared Childhood Cancer Awareness Month.

C. Community Development Department Update

Community Development Director Hensley provided a department update; he reported on the progress of the installation of the Route 66 Art piece.

D. Parks and Recreation Department Update

Parks and Recreation Director Enriquez reported on the upcoming annual City picnic, upcoming fall activities, and the agencies working on the Fish Canyon Falls trail renovations.

E. Duarte Unified School District Update

Superintendent Amerson provided a school district update; he reported on the Andres Duarte Consolidation Project and the relocation of students and staff in 2022 to other district schools; and reported on potential joint occupancy development of the site and how the district is exploring options to generate revenue for the district and maximize community benefit.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

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

Assistant to the City Manager Rangel 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 – August 22, 2023 Regular Meeting. (CC/HA/FA)
- D. Approval of Warrants – September 12, 2023. (CC/HA/FA)
- E. Receive and file the Community Development Department Update.
- F. Receive and file the Parks and Recreation Department Update.
- G. Authorization of the Notice of Completion for the Roof Replacement for Fitness Center Building – Project 23-01; and approval of a Budget Amendment in the amount of \$187,038.
- H. Authorization of the Notice of Completion for the Senior Center Flooring Replacement – Project 23-10 in the amount of \$98,769.50.

Moved by Councilmember Martin Del Campo, seconded by Mayor Pro Tem Truong, and carried by the following vote of the Council to approve Items 7A-7H of the Consent Calendar.

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. PUBLIC HEARINGS

A. First Reading of Ordinance No. 920 for City Council Salary Adjustment

City Attorney Phan gave a staff report; she reported that the Duarte City Council has not received a salary increase in 18 years; and stated that if approved, the salary adjustment would not go into effect until December 2024.

Mayor Schulz opened the public hearing at 8:04 p.m.

Steve Hernandez expressed his support for the city council salary increase.

Mayor Schulz closed the public hearing at 8:06 p.m.

Moved by Mayor Pro Tem Truong, seconded by Councilmember Lewis, and carried by the following vote of the Council to conduct a public hearing and receive public testimony, and discuss and approve first reading of Ordinance No. 920 to increase City Council salaries beginning December 10, 2024, pursuant to Government Code Section 36516.

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

10. BUSINESS ITEMS

A. Professional Services Agreement with LPA for Fitness Center and Aquatic Preliminary Assessment

Parks and Recreation Director Enriquez provided a staff report; and discussed the current condition of the City's aquatic center.

Arash Izadi, from LPA, Inc., and Michelle Gable, from Aquatic Design Group, briefly provided an assessment summary; it was reported that pool plastering is nearing its 10-year life expectancy; recommendations for ADA improvements were presented; and a cost summary breakdown was given.

Director Enriquez addressed the significance of the proposed improvements to avoid cascading effects.

The Council inquired about whether ADA services were currently being provided to the public at the aquatic center and ADA compliance.

Assistant City Manager Petersen clarified that the aquatic center was accessible and in compliance with ADA standards as grandfathered, however she pointed out that ADA standards change annually and if substantial re-construction were to take place, the facility would be required to meet all of the most current ADA requirements, similar to the recent reconstruction of the Civic Center Courtyard.

In response to questions posed by Council, Assistant City Manager Petersen reported that \$4.7 million from COVID-19 relief funds are still available in fund balance; she provided other options for funding the improvements recommended by the consultant.

Discussion ensued regarding the necessity of the proposed improvements, the cost of the proposed improvements, fiscal responsibility, status of current ADA compliance, and obtaining quotes.

The City Council provided direction to Staff to conduct an RFP for the project of the presented scope.

B. Discussion and Appointment of Freeway Walls and Utility Boxes Arts Ad Hoc Committee and a Planning and Economic Development Commissioner to fill an existing vacancy

Mayor Schulz reported that the Council interviewed candidates for the Arts Ad Hoc Committee and the Planning and Economic Development Commission. She announced the following appointments to the Freeway Walls and Utility Boxes Arts Ad Hoc Committee:

Alan Heller
Martin Calderon
Livier Martinez
Lauren Peterson

Chloe West
Brian Quandt
Debbie Ortiz
Gabriela Untermayerova.

She announced the following appointment to fill the Planning and Economic Development Commissioner vacancy:

Luz Yesenia Paez

Moved by Councilmember Kang, seconded by Councilmember Garcia, and carried by the following vote of the Council to appoint the selected candidates to the Freeway Walls and Utility Boxes Arts Ad Hoc Committee and Planning and Economic Development Commission vacancy.

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

*Councilmember Garcia inquired about appointing members of the City Council to the Arts Ad Hoc Committee.

City Attorney Phan clarified that the Council may appoint up to three members of the City Council to the Arts Ad Hoc Committee.

Moved by Councilmember Lewis, seconded by Mayor Pro Tem Truong, and carried by the following vote of the Council to appoint Councilmember Samuel Kang and Councilmember Cesar Garcia to the Freeway Walls and Utility Boxes Arts Ad Hoc Committee and Planning and Economic Development Commission vacancy.

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

C. Authorization for the City Manager to execute a Market License Agreement Amendment Number 1 with Service Line Warranties of America Inc.

City Manager Villalobos provided a staff report, stating that Service Line Warranties of America offers the program to Duarte residents; and clarified that the program is optional and is not offered through the City.

Moved by Mayor Pro Tem Truong, seconded by Councilmember Lewis, and carried by the following vote of the Council to authorize the City Manager to execute a Market License Agreement Amendment Number 1 with Service Line Warranties of America, Inc. administered by Utility Service Partners, Inc. for the National League of Cities Service Line Warranty Program for residential water, sewer, and in-home plumbing.

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

*Council backtracked to Business Item 10B.

D. Approval of Amendment No. 3 of the Memorandum Agreement for Participation in the San Gabriel Valley Council of Governments (SGVCOG) Regional Food Recovery program

Assistant to the City Manager Rangel provided a staff report. He reported that Amendment No. 3 would allocate remaining funding of Cal Recycle grant funding to operate the Regional Food Recovery Hub.

Moved by Mayor Pro Tem Truong, seconded by Councilmember Garcia, and carried by the following vote of the Council to authorize the City Manager to execute Amendment No. 3 of the Memorandum of Agreement for Participation in the San Gabriel Valley Council of Governments (SGVCOG) Regional Food Recovery program.

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

11. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

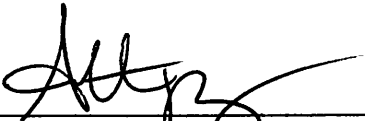
Mayor Schulz asked Councilmembers, Staff, and all meeting attendees to state one thing they were grateful for.

Mayor Pro Tem Truong reported that he attended the California JPIA conference and briefly talked about the sessions he attended.

Councilmember Kang reported that he attended a San Gabriel Valley Council of Governments Transportation Committee meeting, and he briefly shared a few topics that were discussed.

13. ADJOURNMENT

At 9:33 p.m. the City Council adjourned the meeting.



Annette Juarez, City Clerk



Jody Schulz, Mayor