

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, August 22, 2023
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Schulz called the meeting to order at 7:05 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Kang, Lewis, Truong, Garcia, Martin Del Campo, Schulz
Councilmembers Absent: None
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
Gerard Batista, Field Services Manager
Albert Nuñez, Management Aide
Christine Soo, Deputy City Clerk/ Administrative Secretary

2. PLEDGE TO THE FLAG

The flag salute was led by John Fasana.

3. ADOPTION OF THE AGENDA

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

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

4. SPECIAL ITEMS

A. Mayor's Youth Council Update

Representatives from the Mayor's Youth Council reported on topics discussed from their last meeting and announced upcoming events.

B. Recognition of Duarte Boxing Club Members

Mayor Schulz presented certificates to championship boxers Anthony Marquez, Andy Bocanegra, and Fabian Pedroza, of the Duarte Boxing Club.

The Council shared a few words of commendation and congratulated the boxers and the coaches for their dedication and commitment to the sport.

C. Introduction of Los Angeles Sheriff's Department Temple Station Captain Jorge Meza

Captain Jorge Meza introduced himself and shared that he was honored to be Captain of Temple Station; he shared some of his past experiences and background in law enforcement; he expressed excitement to be serving the City of Duarte.

D. Foothill Unity Center Annual Report

Tashera Taylor, CEO of Foothill Unity Center, gave an annual report on the work that the organization has accomplished; discussed the role of Foothill Unity in the community; reported on the social services and programs offered by the organization.

Ulises Gutierrez, from Foothill Unity Center Board of Directors, shared success stories and invited the community to the 2023 Golden Plate Awards to celebrate honorees and former Duarte Mayor Lois Gaston for all the work they have done.

John Fasana shared a few words on the work accomplished by Foothill Unity and their impact on the community.

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

Suzie Powell Rutherford, from ACS, invited the community to participate in the upcoming Relay for Life event at the Santa Anita Park in September.

City Manager Villalobos introduced Andres Rangel as the new Assistant to the City Manager.

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 – July 25, 2023 Regular Meeting (CC/HA/FA)
- D. Approval of Warrants – August 8, 2023 and August 22, 2023 (CC/HA/FA)
- E. Receive and file the Monthly Financial Report.
- F. Receive and file the Public Safety Department Update.
- G. Second Reading and Adoption of Ordinance No. 919 to Amend the Duarte Municipal Code Chapter 2.08 Regarding Holidays.

Moved by Councilmember Finlay, seconded by Councilmember Martin Del Campo, and carried by the following vote of the Council to approve Items 7A-7G of the Consent Calendar.

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. PUBLIC HEARINGS

None.

10. BUSINESS ITEMS

A. Consideration of Award of Contract to Mariposa Landscapes and Approve a Budget Amendment to the FY 23-24 Budget

Community Development Director Hensley provided background on the current contractor the City uses for landscape maintenance services; he reported on the costs and services that Mariposa Landscapes has listed in their proposal; and he briefly described the RFP process and shared details of the proposed contract.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to 1) authorize the City Manager to execute and agreement for maintenance services with Mariposa Landscapes with an annual cost of \$585,628; and 2) approve a budget amendment of \$66,000 in account numbers 2410-7915 and 2410-7917.

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

B. Consideration of a Professional Services Agreement with MIG, Inc. for the Preparation of an Amendment to the Westminster Gardens Specific Plan to Accommodate Expansion and an Environmental Impact Report for the Project and Approval of a Funding Agreement with HumanGood to Pay for Consultant Costs

Councilmember Garcia recused himself from Item 10B pursuant to FPPC Regulation 18707.

Community Development Director Hensley reported on the proposed agreement with MIG, Inc and the funding agreement for HumanGood to pay for consultant costs.

In response to questions posed by Council, Director Hensley reported on the affordability of the proposed units and shared that some units will accommodate assisted living and memory care.

Moved by Councilmember Kang, seconded by Councilmember Finlay, and carried by the following vote of the Council to 1) authorize the City Manager to execute a professional services agreement with MIG, Inc. for the preparation of a new Westminster Gardens Specific Plan and Environmental Impact Report for \$404,480; and 2) sign a funding agreement with HumanGood, project applicant, to fund the project.

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

C. Discussion and Appointment of City Council Community Center Renovation Ad Hoc Committee

Parks and Recreation Director Enriquez provided a staff report on the appointment of a committee to advise in the process of renovating the Community Center; reported that plans for the redesigned facility include concepts of a permanent dais and council chambers.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to establish a Community Center Renovation Ad Hoc Committee and appoint Mayor Pro Tem Truong, Councilmember Finlay, and Councilmember Kang to serve on the committee.

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

11. CONTINUATION OF ORAL COMMUNICATIONS

None.

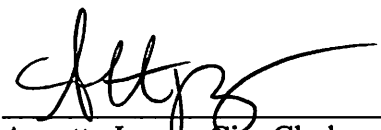
12. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/ FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR

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

Parks and Recreation Director Enriquez reported on the status of the state capital funding for the park restrooms; shared that there has been a change in leadership with the State’s office, but funds are still secured; and reported that if the project for park restrooms falls through, the City can utilize funds for a different capital improvement project.

13. ADJOURNMENT

At 8:56 p.m. the City Council adjourned the meeting.



Annette Juarez, City Clerk



Jody Schulz, Mayor