

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 13, 2024
7:00 PM – Regular Session**

REGULAR SESSION

1. CALL TO ORDER

Mayor Truong called the open session to order at 7:20 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Lewis, Schulz, Martin Del Campo, Garcia, Truong
Councilmembers Absent: Kang
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
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation
Annette Juarez, City Clerk
Andres Rangel, Assistant to the City Manager
Albert Nuñez, Management Analyst
Frances Jimenez, Deputy City Clerk

2. PLEDGE TO THE FLAG

The flag salute was led by Monrovia Mayor Becky Shevlin.

3. ADOPTION OF THE ADOPTION

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Garcia, and carried by the following vote of the Council to adopt the agenda.

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

4. SPECIAL ITEMS

A. Childhood Cancer Awareness Month Proclamation

Director of Parks and Recreation Enriquez shared a few words regarding the Rosales family and their campaign awareness.

Mayor Truong presented a proclamation to the Rosales family declaring the month of September 2024 as Childhood Cancer Awareness Month.

The Rosales family accepted the proclamation and shared their story.

B. Recognition of WIN (Workforce Investment Network) Summer Youth Internship Participants

Crime Prevention Specialist, Aida Torres provided an overview of the WIN Summer Youth Internship program; shared the goals and logistics of the program; highlighted the program partners as well as the worksites; and congratulated the students on their hard work.

Aida Torres and Gabby Perkins presented Certificates of Recognition to 25 program participants.

The City Council shared congratulatory words for the interns.

C. San Gabriel Valley Regional Housing Trust Service Recognition for outgoing Board Member Margaret Finlay

Monrovia Mayor and Vice Chair for the SGV Regional Housing Trust Board of Directors, Becky Shevlin and Regional Housing Trust Manager, Brielle Salazar recognized Councilmember Finlay and thanked her for her years of service and involvement in the San Gabriel Regional Housing Trust.

D. Community Development Department Update

Director of Community Development Hensley provided a department update on development related matters; highlighted details on ongoing projects; and shared the status of local businesses.

E. Parks and Recreation Department Update

Director of Parks and Recreation Enriquez provided a department update. He shared details on ongoing park related projects; announced the recent and upcoming events; and provided the status on recent maintenance issues that will be addressed.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel provided an update on the Hazard Mitigation Plan and announced upcoming city events.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Steve Hernandez thanked Councilmember Lewis for his hard-working efforts that have met the needs of the community on various projects.

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 23, 2024. (CC/HA/FA)
- D. Approval of Warrants – August 13, 2024. (CC/HA/FA)
- E. Receive and file the Community Development Department Update.
- F. Receive and file the Parks and Recreation Department Update.
- G. Approval of the award of contract for the FY 2023-24 Citywide Asphalt Repair Project No. 24-13 to Gentry General Engineering, Inc. in the amount of \$103,700; and approve a budget amendment to use Gas Tax funds in the amount of \$108,885.
- H. Approval of the award of contract for the FY 2024-25 Citywide Striping and Marking Project No. 25-2 to WGJ Enterprises, Inc. dba PCI in the amount of \$74,300.00.
- I. Acceptance of the Notice of Completion: Fiscal Year 2023-24 Street Rehabilitation Project No. 24-3 for All American Asphalt as complete in the amount of \$1,125,825.38.
- J. Removed from Consent Calendar for discussion.

K. Adoption of Resolution No. 24-13 approving the blanket authority to file applications with Los Angeles County Regional Park and Open Space District for Measure A Grant Funds for Projects and Programs; and authorization for the City Manager to execute and submit all documents which may be necessary for the competition of projects or programs.

Moved by Councilmember Schulz, seconded by Councilmember Martin del Campo, and carried by the following vote of the Council to approve Items 7A-7I and 7K of the Consent Calendar.

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

J. Request to Co-sponsor the American Cancer Society Relay for Life of Santa Anita Park

Assistant to the City Manager Rangel reviewed the request for co-sponsorship of the Relay for Life event.

Susie Rutherford from the American Cancer Society invited residents to attend and support the fundraising event.

Moved by Councilmember Finlay seconded by Councilmember Martin del Campo, and carried by the following vote of the Council to approve co-sponsoring the Relay for Life of Santa Anita Park event.

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

9. PUBLIC HEARINGS

None.

10. BUSINESS ITEMS

A. Designation of Voting Delegate and Alternate for the League of California Cities Annual Conference and Expo

After discussion the City Council concurred that Councilmember Lewis will be the voting delegate with Mayor Truong as his alternate.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Garcia, and carried by the following vote of the Council to designate Councilmember Lewis as a voting delegate and Mayor Truong as an alternate voting delegate for the League of California Cities Annual Conference and Expo.

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

B. Consideration to Approve a Letter of Support for the Glendora City Council's Proposed Cal Cities Annual Conference Resolution

Management Analyst Nuñez presented the staff report; provided an overview of the proposed letter of support; and detailed the process that would follow if approved.

Moved by Councilmember Schulz, seconded by Councilmember Finlay and carried by the following vote of the Council to authorize a letter of support for the Glendora City Council's proposed Cal Cities Annual Conference Resolution.

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

C. Development of a plan for the undergrounding of utilities on Huntington Drive between Buena Vista Street and Mountain Avenue

Director Hensley gave an overview of the need for undergrounding of utilities; detailed the partial funding sources from Rule 20A credits; highlighted several options for the location of underground; reviewed pricing estimates for the project; and provided a variety of options for the City Council to choose related to the undergrounding issue.

Conversation was had regarding the logistics of undergrounding at each location option and the time frame available for using the proposed funds.

Moved by Mayor Pro Tem Garcia, seconded by Councilmember Schulz and carried by the following vote of the Council to proceed with a project to underground utilities on Huntington Dr. between Buena Vista Street and Mountain Avenue while establishing an underground utility district for that area using partial funding from Rule 20A credits.

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

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

Director of Public Safety Breceda shared the passing of LA Deputy Sheriff Gonzalo Galvez and expressed words of sympathy for the family.

City Manager Villalobos reported he attended the JPIA Board of Directors meeting as well as the Summer Conference for the Municipal Managers Association of Southern California. Discussion ensued regarding how the City can participate in hosting the 2028 Los Angeles Olympics. City Manager Villalobos thanked the Public Safety and Parks and Recreation Departments for hosting National Night Out.

Councilmember Martin Del Campo wished the Duarte Unified School District students a great first day.

Councilmember Schulz thanked everyone for making the summer event season successful and reminded residents about upcoming City of Hope events. She also shared she will not be running for reelection and expressed gratitude for the time she served the Duarte residents.

Councilmember Finlay expressed concern for the facade of the medians. There was conversation regarding the plans for the medians. Councilmember Finlay gave kudos to Director Breceda and all those who participated in for National Night Out; and reminded residents regarding dangers of black flies.

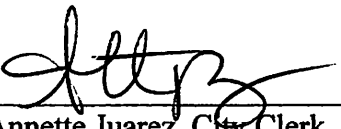
Councilmember Lewis reported he attended the Duarte Kiwanis Community Angel event honoring John Fasana; shared gratitude for Mr. Fasana's legacy; and apologized for missing National Night Out.

Mayor Pro Tem Garcia commended the Public Safety and Parks and Recreation Departments for putting on National Night Out; and thanked the donors and the deputies for their involvement. He reported he attended recent past community events and wished the students a happy first day of school.

Mayor Truong reported he attended the League of California Cities LA County Division Installation of Officers Dinner as well as recent past community events.

13. ADJOURNMENT

At 8:45 p.m., the City Council adjourned the meeting in honor of Richard Alatorre, former LA City Councilmember, Jim Clark, husband of Rosemead's Mayor Pro Tem Margaret Clark, and LA County Sheriff Deputy Gonzalo Galvez.



Annette Juarez, City Clerk

Vinh Truong, Mayor