

MINUTES
**REGULAR JOINT MEETING OF THE CITY COUNCIL OF THE CITY OF DUARTE,
CALIFORNIA, SUCCESSOR AGENCY TO DISSOLVED REDEVELOPMENT AGENCY OF
THE CITY OF DUARTE, THE DUARTE HOUSING AUTHORITY, AND THE DUARTE
COMMUNITY FACILITIES FINANCING AUTHORITY**

7:00 PM TUESDAY, JULY 13, 2021

7:00 PM OPEN SESSION

1. CALL MEETING TO ORDER

Via teleconference and in person the 7:00 p.m. Open Session meeting was called to order by Mayor Urias at 7:08 p.m. in the City Hall Council Chamber, 1600 Huntington Drive, Duarte, California 91010

ROLL CALL:

Councilmembers Present:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
Councilmembers Absent	None
Staff Present:	Dan Jordan, City Manager David Cosgrove, City Attorney Kristen Peterson, Assistant City Manager, Administrative Services Director Craig Hensley, Community Development Director Manuel Enriquez, Parks and Recreation Director Brian Villalobos, Public Safety Services Director Victoria Rocha, Assistant to the City Manager Annamarie Porter, Interim City Clerk

2. PLEDGE TO THE FLAG

The salute to the Flag was led by Councilmember Schulz

3. ADOPTION OF THE AGENDA

Mayor pro tem Finlay moved, Councilmember Truong seconded to approve the adoption of the Agenda. Motion carried unanimously with a roll call vote.

4. SPECIAL ITEMS

A. WIN participant introductions

Aida Torres, Crime Prevention Specialist spoke on the Workforce Investment Network (WIN) program for youth work experience during the summer break. She reviewed the program's partners, recruitment, education, program evaluation, worksites, and she then introduced the 36 teens in the program.

B. Clean Air Duarte Presentation

Speaking on behalf of Allegra Consulting were Suzanne Madison and Brenda Morales. They reviewed the Smoke Free Clean Air Duarte Multi-Unit Housing update. Included was community support surveys, collaborations and resources, policies, best practices, implementation, enforcement, options for violations, free tobacco cessation programs by the City of HOPE, technology and timelines. Allegra had a budget for costs of education and signage. Costs to the City would be in the form of Code enforcement. There were 17 cities with ordinances in place, with no opposition thus far. The plan was to approach each of the 88 cities with no larger state-wide initiative.

Public Comments received via email in support were from Aly Rosales, Mollie Robinson Miodovski, Cary Presant, & Lois Gaston.

Mary Juarez spoke on the direct effect of second-hand smoking in her complex, the severe emotional and physical pain suffered and asked City Council to act.

Statice Wilmar spoke in favor an Ordinance.

Councilmembers Paras-Caracci and Schulz asked that City Staff bring an ordinance for Council approval.

Councilmember Kang asked for more studies regarding medical cannabis use, opposition, and how other cities were dealing with enforcement.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee announced upcoming virtual events for children and adults.

Adam Knight of the Duarte Chamber of Commerce made announcements regarding upcoming events, including a networking breakfast featuring City Manager Jordan as the guest speaker.

Assistant to the City Manager Rocha announced parks and recreation class openings, an upcoming blood drive, the annual Touch a Truck event, and the introduction of Joyce Ayala, City Manager Office Aid who was welcomed by City Council.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Len DeVane spoke regarding the hours of operations of adjacent auto businesses Precise Auto Repair and Duarte Smog affecting habitability at the Senior Housing Complex at 1657 Huntington. They have extended hours, excessive noise, screeching tires, after midnight activities, toxic odors and chemicals, and car alarms throughout the night.

Councilmember Kang confirmed he had witnessed the racing and noise and their escalation over the years.

Mayor pro tem Finlay asked if Staff could review a change to the municipal code regarding those offences.

City Attorney Cosgrove stated he would review code enforcement measures with Public Safety Services Director Villalobos

Public Safety Services Director Villalobos introduced the new Liaison Sergeant Stevin Fiedler, and City Council welcomed him to the City.

7. CONSENT CALENDAR

- A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading. (CC/HA/SA/FA)
- B. Approve absence(s) of City Council member(s) from the City Council meeting
- C. Approval of Minutes – June 22, 2021 (CC/HA/SA/FA)
- D. Approval of Warrants – July 14, 2021 (CC/HA/SA/FA)
- E. Approve WIN Participant Agenda Report.
- F. Approve Community Development update.
- G. Approve a Proclamation declaring July as Parks Make Life Better Month.
- H. Adopt by title only, Resolution No. 21-15, a Resolution of the City Council of the City of Duarte, California approving participation in the Los Angeles Urban County Permanent Local Housing Allocation Program and authorizing the Mayor, or his designee, to sign a contract for funding for this program from the County of Los Angeles.
- I. Approve the bike bike-rack Memorial for Gordon Loyd Gibbons for placement along the Donald and Bernice Watson Recreation Trail, and authorize a budget amendment in the amount of \$1,664.27..
- J. Approve an Agreement with Granicus, LLC, a Minnesota Limited Liability Company, for City website design, implementation and maintenance in the amount not to exceed \$99,024 for the term July 19, 2021 - July 18, 2026, authorize the City Manager to execute on behalf of the City, and approve a FY 2021-22 General Fund budget amendment in the amount of \$5,000 (\$3,767.61 for Granicus' work on the website and \$1,232.29 for contingencies).
- K. Approve City Council Conferences and Event Attendance: 1. Chamber Installation. 2. California Contract Cities Fall Educational Summit. 3. League of California Cities Annual Conference & Expo.

Mayor pro tem Finlay moved, seconded by Councilmember Paras-Caracci to approve the Consent Calendar as presented. Motion was carried by the following vote:

AYES:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
NOES:	None
ABSTAIN:	None
ABSENT:	None

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION - None

9. PUBLIC HEARINGS

- A. Public Hearing to consider for first reading and introduction by title only Ordinance No. 904, an Ordinance of the City Council of the City of Duarte, California Adopting Municipal Code Amendment 2020-02 replacing in its entirety Duarte Development Code Chapter 19.60.160, regarding

accessory dwelling units and junior accessory dwelling units; and modifying Chapter 19.160.050 related to definitions for Accessory Dwelling Units.

Councilmember Paras-Caracci left the Dais at 8:21 p.m. and returned to the Dais at 8:25 p.m.

Associate Planner Baldwin gave a presentation reviewing changes to State law and adoption of State-mandated standards, Statewide laws. He showcased the 30 current ADU’s in the City and another 24 under planning/construction and their increasing numbers of late. The ordinance would establish development standards and create a set of organized regulations.

Mayor Urias opened the Public Hearing. There being no one wishing to speak, Mayor Urias closed the Public Hearing.

Mayor pro tem Finlay moved, seconded by Councilmember Kang to introduce for first reading by title only Ordinance No. 904. Motion was carried by the following vote:

AYES: Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
NOES: None
ABSTAIN: None
ABSENT: None

10. BUSINESS ITEMS

A. Discussion and possible action regarding first reading and introduction by title only Ordinance No. 903, an ordinance of the City Council of the City of Duarte California amending Chapter 6.09 of the Duarte Municipal Code, titled "Waste Management", to include provisions pertaining to mandatory commercial recycling and mandatory commercial organics recycling, and authorize the City Attorney to prepare a summary of the Ordinance for Public Notice publication.

Assistant to the City Manager Rocha gave a presentation of the mandatory commercial recycling and organics ordinance, explaining the legislative history, (there were no new requirements), thresholds for participation, and mandatory commercial organics. She reviewed the State’s motivation, levels of compliance, state assessment of municipal compliance, City of Duarte efforts to date and a summary of Ordinance No. 903.

City Attorney Cosgrove stated that CalRecycle could issue a fine, and the fine would be levied against the City for failure to adopt a program for enforcement of the recycling division.

Mayor pro tem Finlay moved, seconded by Councilmember Kang to introduce for first reading by title only Ordinance No. 903. Motion was carried by the following vote:

AYES: Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
NOES: None
ABSTAIN: None
ABSENT: None

Michael Heftman of Burrtec discussed the effectiveness of the program and that cities with ordinances got within the 90th percentile of compliance.

B. Discussion and possible action regarding: 1. Setting a schedule for the series of Public Hearings required to redraw City Council Election Districts as a result of the 2020 Census, 2. To provide Staff direction on National Demographics Inc (NDC) proposal, and 3. Approve the agreement with National Demographics, Inc. for Demography Consultant services in the amount not to exceed \$62,000, and authorize the City Manager to execute on behalf of the City.

City Attorney Cosgrove described the State mandated process for redistricting, and changes in the law that would impact the current process.

Douglas Johnson and Todd Tatum of NDC gave a presentation of the Redistricting process that included a timeline, pre-draft map hearings, public meetings with community input, inmate considerations, draft map drawings hearings, and final map adoption which must be adopted by April 17, 2022. Redistricting Rules and Goals of Federal Laws, California criteria for Cities, and other traditional redistricting principles. Inclusion of a Story Map (online data map of Duarte’s jurisdiction), interactive review and drawing map tools and additional options to include language selection. Although data from the State was not anticipated until late September, they did recommend beginning the process as soon as possible as there were 500 jurisdictions going through the same process. The California Secretary of State had identified within each city’s population those whos’ languages were

3% or more of limited English fluency, and specific outreach would be accomplished by the website which was translatable into 100 different languages. The kit would also be provided in Spanish. The option of the caliper mapping for the additional cost would provide translation services for multi-lingual capacity.

Mayor pro tem Finlay formed a path to inclusivity by suggesting having meetings at night, and possibly on the weekend.

Councilmember Paras-Caracci requested that the first meeting be as soon as possible to get the word out to begin the dialog and to allow for more flexibility. There needed to be language translations to address the needs of the diverse community.

City Manager Jordan reviewed the costs, with the options, and the amount already set aside in the budget, and prior redistricting data not being applicable due to changes in redistricting rules. The not-to-exceed amount allowed for flexibility in selecting options as they appeared more critical. He stated there was not an RFP and agreed with Council that non-electronic tools be available in multiple languages.

Moved by Councilmember Kang, seconded by Mayor pro tem Finlay to authorize the City Manager to enter into a contract with NDC in an amount not to exceed \$62,000 representing \$19,750 of existing project elements and meeting expenses, plus up to another \$42,250 for additional optional project elements in the discretion of the City Manager with an eye toward the Council's sensitivity to multi-lingual needs, with a budget amendment of up to \$32,000 to account number 100-1010-7965 and direction to Staff to follow a project hearing schedule of September 28, October 26, November 9, 2021, and January 11, 2022. Motion was carried by the following vote:

AYES:	Finlay, Kang, Lewis, Paras-Caracci, Schulz, Truong, Urias
NOES:	None
ABSTAIN:	None
ABSENT:	None

11. CONTINUATION OF ORAL COMMUNICATIONS – None

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

City Manager Jordan announced the cancellation of the non-conforming fence potential ordinance hearing, stating that it would come back after additional study to the next meeting. It would offer Council more options. Also, an update regarding master leasing options, with Union Station offering their assistance with costing information. He then explained Council Chamber Covid protocol remained fluid as regulations change and technology upgrades needed to accommodate the hybrid format.

Councilmembers agreed that presenters and the City Attorney should be present in person.

City Manager Jordan along with all the members of Council thanked Parks and Recreation Services Director Enriquez and Public Safety Services for a highly successful and admirable July 3rd fireworks event.

Councilmember Kang asked for Staff to address the monument signs lighting throughout the City that needed repair.

Public Safety Services Director Villalobos stated that there were 11 fireworks citations issued.

13. ADJOURNMENT – Mayor Urias adjourned the meeting at 9:59 p.m.


Bryan Urias, Mayor


Annamarie Porter, Interim City Clerk