

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, July 11, 2023
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Schulz called the open session to order at 7:01p.m.

ROLL CALL:

Councilmembers Present: Finlay (arrived at 7:11 p.m.), Lewis, Truong, Garcia,
Martin Del Campo, Schulz
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
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Annette Juarez, City Clerk
Albert Nuñez, Management Aide
Christine Soo, Deputy City Clerk/ Administrative Secretary

2. PLEDGE TO THE FLAG

The flag salute was led by Dillon Wang.

3. ADOPTION OF THE AGENDA

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

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

4. SPECIAL ITEMS

A. Workforce Investment Network (WIN) Summer Youth Internship Program

Aida Torres, Crime Prevention Specialist, presented the Workforce Investment Network Summer Youth Internship Program; she discussed the benefits and impacts the program has had on the youth involved; she thanked local businesses, Recreation Supervisor Marilyn Mays, and Teen Center Recreation Specialist for all their hard work and dedication to helping the interns.

Aida Torres and Gabby Perkins presented certificates to congratulate the interns.

Councilmember Garcia shared congratulatory words for the interns and staff.

B. Community Development Department Update

Community Development Director Hensley provided a department update; he briefly reported on the traffic signal on Huntington Drive and Highland Ave; he also shared the tentative timeline of the Route 66 art piece project.

C. Parks and Recreation Department Update

Parks and Recreation Director Enriquez provided a staff report; shared upcoming parks and recreation events; he shared the giveaways the department will be doing for Parks Make Life Better month; he reported on the highlights from the 3rd of July event.

In response to questions posed by Council, Public Safety Director Breceda reported on the firework citations issued on Independence Day.

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

Steve Hernandez shared details about the fireworks in his neighborhood.

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 – June 27, 2023 Regular Meeting (CC/HA/FA)
- D. Approval of Warrants – July 11, 2023 (CC/HA/FA)
- E. Receive and file the Community Development Department Update
- F. Receive and file the Parks and Recreation Department Update
- G. Second Reading and Adoption of Ordinance No. 918 to Amend Duarte Municipal Code Section 2.31 Regarding Ad Hoc Committee Appointments
- H. Acceptance of Notice of Completion for the FY 2022-2023 Citywide Asphalt Repair Project No. 23-8 for Ruiz Concrete and Paving, Inc.
- I. Approval of City Council Conference Attendance.

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

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. PUBLIC HEARINGS

None.

10. BUSINESS ITEMS

A. Establishment of an Ad Hoc Committee to Review and Make Recommendations Relating to Public Art on Freeway Walls and Utility Boxes

City Attorney Phan provided a staff report on the recruitment and establishment for an ad hoc committee for public art on freeway walls and utility boxes.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to adopt Resolution No. 23-19 to establish an Ad Hoc Committee to review and make recommendations relating to public art on freeway walls and utility boxes, and establish a process for the appointment of committee members.

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

Community Development Director Hensley clarified that any artwork to be placed on freeway underpasses would require a negotiation process with Caltrans.

B. Annual Duarte Chamber of Commerce Services Agreement FY 2023-24

Moved by Councilmember Martin Del Campo, seconded by Councilmember Finlay, and carried by the following vote of the Council to approve the Fiscal Year 2023-24 Services Agreement in the Amount of \$50,000 with the Duarte Chamber of Commerce.

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

Dillon Wang, Duarte Chamber of Commerce President, shared details on the operations of the Chamber and the Farmers' Market.

In response to questions posed by Council, President Wang reported on the salary of the CEO, suggested possible changes for the Farmers Market to be adjusted seasonally, suggested additional fundraising opportunities, and discussed the fate of the Chamber and Farmers' Market in terms of funding.

11. CONTINUATION OF ORAL COMMUNICATIONS

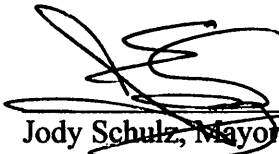
None.

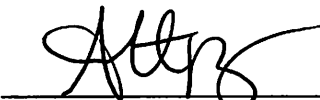
12. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/ FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR

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

13. ADJOURNMENT

At 8:40 p.m. the City Council adjourned the meeting.


Jody Schulz, Mayor


Annette Juarez, City Clerk