

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 9, 2024
6:00 PM – Closed Session
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Truong called the meeting to order at 6:09 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Lewis, Schulz (arrived at 6:25 p.m.), Garcia, Truong
Councilmembers Absent: Kang, Martin del Campo
Staff Present: Brian Villalobos, City Manager
Craig Hensley, Director of Community Development
Annette Juarez, City Clerk

2. ADOPTION OF THE AGENDA

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

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

3. PUBLIC COMMENT – CLOSED SESSION ITEMS

None.

4. CLOSED SESSION

The City Council recessed into closed session at 6:10 p.m. to discuss the following:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS pursuant to Government Code §54956.8:

Property: 2340 Central Avenue, Duarte, CA 91010

Agency negotiator: Community Development Director Craig Hensley

Negotiating parties: George Voigt, Crestfield Townhomes, LLC

Under negotiation: Price and terms related to the possible disposition/acquisition of real property interest.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION pursuant to Government Code § 54956.9, subdivision (d)(2) or (3):

Significant exposure to litigation - one case.

REGULAR SESSION

5. CALL TO ORDER

Mayor Truong called the open session to order at 7:19 p.m.

ROLL CALL:

Councilmembers Present: Finlay, Kang, Lewis, Schulz, Garcia, Truong
Councilmembers Absent: Martin Del Campo
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
Jason Golding, Planning Division Manager
Andres Rangel, Assistant to the City Manager
Albert Nunez, Management Aide
Frances Jimenez, Deputy City Clerk

6. PLEDGE TO THE FLAG

The flag salute was led by Veronica Lopez.

7. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced that no reportable action was taken.

8. SPECIAL ITEMS

A. Arcadia Association of Realtors 100th Anniversary

Mayor Truong presented a certificate of recognition to the Arcadia Association of Realtors in honor of their 100th Anniversary.

President Renee Bannoura and CEO Andrew Cooper accepted the certificate and shared a few words of appreciation.

B. Community Development Department Update

Director of Community Development Hensley highlighted upcoming changes regarding car dealerships within the city.

In response to questions posed by City Council Director Hensley clarified logistics regarding the Ford dealership signage. Discussion ensued regarding marketability to fill commercial space.

C. Parks and Recreation Department Update

Director of Parks and Recreation Enriquez announced upcoming community events and shared details of past events.

The City Council congratulated the Parks and Recreation department for their efforts in making the 3rd of July event a success. Feedback and suggestions were given by the City Council regarding the following year's firework show.

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Lois Gaston invited the community to an upcoming event hosted by the Duarte Kiwanis Club.

Veronica Lopez, District Director from Assemblymember Blanca Rubio's office introduced their newest field representative, Abel Castanova.

City Clerk Juarez announced upcoming city events.

Public Safety Director Breceda confirmed that Vector Control will attend National Night Out.

10. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Eugene Alcana, representative of the hotel project at 1230 Huntington Drive clarified rumors regarding the owners next steps in terms of the future developments of the project and reaffirmed the goodwill of the owner.

Sherry Ho, project team member of the Hotel Suites by Wyndham Representatives shared appreciation for the city of Duarte and expressed hope that their contributions can make the city better.

Steve Hernandez encouraged the community to get involved in the Duarte Library and shared information on applying to be members of the Friends of the Duarte Library.

11. 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 25, 2024. (CC/HA/FA)
- D. Approval of Warrants – July 9, 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 City Council Expenses.
- H. Approval of Professional Services Agreement with Rincon Consultants for the preparation of an EIR and related environmental review documents and planning services for the development of the Andres Duarte School in the amount of \$319,373 and a funding agreement with Crestfield Townhomes LLC to cover all related costs.
- I. Approval of a Professional Services Agreement with Emergency Planning Consultants to prepare an update to the Local Hazard Mitigation Plan; and approval of a General Fund budget amendment of \$20,500 to account number 1405-7965 and a General Fund budget amendment to of \$20,500 account number 1405-7965.

Public Comment

Lino Paras shared his opinion on financial aspects related to Item 11.H of the consent calendar.

Moved by Councilmember Finlay, seconded by Councilmember Schulz, and carried by the following vote of the Council to approve Items 11A-11I of the Consent Calendar.

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

12. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

13. PUBLIC HEARINGS

None.

14. **BUSINESS ITEMS**

A. **Update on Highland Promenade design, pedestrian improvements on the west side of Highland Avenue from the Metro Station to the 210 Freeway**

Director Hensley provided background information on the Highland Promenade project and also shared the goals and objectives.

Hector Baeza co-owner of Site Design Studio shared details on the scope of work; referenced the plans; highlighted the planned developments

The City Council gave suggestions for the foliage and plant selections and provided further direction to Director Hensley regarding tree choice and overall streetscape.

B. **Approval of Memorandum of Agreement between the Cities of Azusa, Duarte, and Irwindale and the San Gabriel Valley Council of Governments**

City Manager Villalobos shared background information on the North San Gabriel Working Group; gave information on the source of funds; and emphasized the purpose of the MOA.

Moved by Councilmember Schulz, seconded by Councilmember Kang and carried by the following vote of the Council to approve the Memorandum of Agreement between the Cities of Azusa, Duarte, and Irwindale and the San Gabriel Valley Council of Governments and authorize the City Manager to Execute the Agreement.

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

Per questions posed by the City Council, City Manager Villalobos explained the logistics of the appropriation process.

C. **City Council Ballot Argument for Cannabis Measure**

City Attorney Phan provided an overview of the Council decision made at the June 25, 2024, council meeting regarding the authors of the argument for the cannabis ballot measure. To provide further clarification and allow for additional council discussion, City Attorney Phan reviewed the elections code and outlined what can be written in a ballot argument; shared past practices with ballot measures, explained the process of writing an argument for or against a measure and provided options for the City Council to consider.

Councilmember Kang made a motion to rescind the motion from June 25, 2024, that designated Mayor Truong and Councilmembers Martin del Campo and Kang to prepare the argument supporting the passage of the ballot measure.

Councilmember Schulz seconded the motion and added that the Council take no further action.

Discussion ensued regarding the process of writing ballot arguments as individuals.

Moved by Councilmember Kang, seconded by Councilmember Schulz and carried by the following vote of the Council to rescind the motion from June 25, 2024, that designated Mayor Truong and Councilmembers Martin del Campo and Kang to prepare the argument supporting the passage of the ballot measure and take no further action regarding the drafting of the argument for the cannabis measure.

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

Motion carries.

D. City of Duarte City Manager Employee Agreement

City Attorney Phan summarized the specifications of the City Manager Employee Agreement.

Moved by Councilmember Kang, seconded by Mayor Pro Tem Garcia and carried by the following vote of the Council to approve the City of Duarte City Manager Employment Agreement Between City of Duarte and Brian Villalobos, approve a budget amendment of \$19,700 to the FY 2024/25 budget and amend the Citywide Salary Schedule accordingly.

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

15. CONTINUATION OF ORAL COMMUNICATIONS

None.

16. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS ATTENDED PER GOVERNMENT CODE SECTION 53232.3

City Manager Villalobos thanked the City Council for approving his agreement, corrected information given by Lino Paras during public comment, addressed the recent outages, and shared that the city received a letter from Supervisor Barger thanking the city of Duarte and Monrovia for support of the Pathway Home Program.

Councilmember Schulz thanked City Manager Villalobos for the power outage updates and asked for information on a recent Supreme Court ruling regarding homelessness and street enforcement.

Councilmember Finlay asked for information about the number of citations issued on the 4th of July. Discussion ensued about the possibility of raising fines and the area which acquires the most citations as identified.

Councilmember Lewis thanked the Parks and Recreation department for putting on the 3rd of July event. Discussion ensued regarding fireworks in the county area.

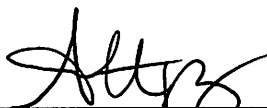
Mayor Pro Tem Garcia thanked City Manager Villalobos for his quick response to damaged water pipes; thanked the public safety department for their work on the 4th of July; shared his experience welcoming foreign exchange students; and invited residents to attend upcoming community events.

City Manager Villalobos thanked Field Services Manager Gerard Batista for his efforts resolving the water pipe issue.

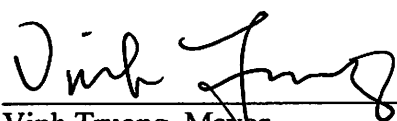
Mayor Truong shared his experience with the visiting foreign exchange students; thanked Mt. Olive Principal Morris, Araceli Sanchez, Duarte Unified School District staff, Deputy Valenzuela and Mayor Pro Tem Garcia; and thanked everyone for joining the 3rd of July celebration.

17. ADJOURNMENT

At 9:07 p.m., the City Council adjourned the meeting.



Annette Juarez, City Clerk



Vinh Truong, Mayor