

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, JUNE 13, 2023
7:00 PM – Regular Session**

1. CALL TO ORDER

Mayor Schulz called the open session to order at 7:04 p.m.

ROLL CALL:

Councilmembers Present: Finlay (7:07p.m.), Kang, Lewis, Garcia, Martin Del Campo, Truong
Councilmembers Absent: Schulz
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, Interim Director of Public Safety Services
Annette Juarez, City Clerk
Albert Nuñez, Management Aide
Angela Chiaromonte, Finance Manager
Jason Golding, Planning Manager
Christine Soo, Deputy City Clerk/ Administrative Secretary

2. PLEDGE TO THE FLAG

The flag salute was led by Deputy Dominic Milano and his daughters.

3. ADOPTION OF THE AGENDA

Mayor Pro-Tem announced that Special Item 4B will be removed from the agenda.

Moved by Councilmember Garcia, seconded by Councilmember Martin Del Campo, and carried by the following vote of the Council to adopt the agenda as amended.

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

4. SPECIAL ITEMS

A. Recognition of Special Assignment Deputy Dominic Milano

City Manager Villalobos shared a few words of appreciation for Deputy Milano. Interim Director of Public Safety Breceda and Sergeant Fiedler thanked Deputy Milano for his years of dedication and service.

The City Council presented a certificate of recognition to Deputy Milano.

B. Proclamation for June 2023 as Childhood Leukemia Awareness Month

This item was removed during the Adoption of the Agenda.

C. Community Development Department Update

Director of Community Development Hensley gave an update on the annual brush clearance. He also provided an update on the Route 66 art piece, providing information about the lighting and lettering improvements and project stage. He stated any changes to the project design would produce additional costs.

City Attorney Phan clarified that the Route 66 art piece was brought back as a part of the department update and the Council may direct Staff to place the item on a future agenda for further discussion and instruction.

City Attorney Phan stated that the Council may discuss how they want to proceed with future public art design processes under Business Item 9E.

D. Parks and Recreation Department Update

Director of Parks and Recreation Enriquez provided a department update on the recent Fitness Day event; he reported on upcoming summer events, recreation classes, and the Independence Day celebration; and he also thanked City of Hope for their donation and co-sponsoring the Independence Day celebration.

5. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Deputy City Clerk Soo announced upcoming city events.

6. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Steve Hernandez expressed concerns regarding trash and debris on Duarte Road.

Victor Benevides provided updates on the operations of the Duarte Chamber of Commerce.

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 – May 23, 2023 Regular Meeting. (CC/HA/FA)
- D. Approval of Warrants – June 13, 2023. (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 Amendment No. 1 to Contract Services Agreement for City Attorney Services.
- H. Acceptance of Notice of Completion for Fiscal Year 2022/23 Citywide Striping and Marking Project No. 23-9 for WGJ Enterprises, Inc. dba PCI.

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

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

8. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

9. BUSINESS ITEMS

A. Appointments to the 2023/2024 Mayor’s Youth Council

The City Council shared feedback about the City that was received from the Mayor’s Youth Council during the interviews; and thanked the students for interviewing.

Moved by Councilmember Garcia, seconded by Councilmember Finlay, and carried by the following vote of the Council to appoint all eighteen (18) candidates that applied to serve on the 2023/24 Mayor’s Youth Council.

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

B. City Council Concurrence with City Manager Appointment of Public Safety Services Department Head Position

City Manager Villalobos provided a staff report for the appointment of Larry Breceda to the Public Safety Services Department Head vacancy; he discussed Mr. Breceda’s tenure with the City and his qualifications for the position.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to concur with the City Manager’s appointment of Larry Breceda to the Director of Public Safety Services Department Position.

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

Director of Public Safety Services Breceda shared a few words of appreciation and thanked the City Council and his colleagues for their support.

C. Fiscal Year 2023/24 Budget Highlights

Assistant to the City Manager Petersen presented proposed FY 2023/24 budget highlights; she reviewed the increased expenditures relating to contracts and carry-over projects.

Discussion ensued regarding funding for the Duarte Chamber of Commerce, Duarte Farmers’ Market, and their operations.

Assistant to the City Manager Petersen gave an overview of the projected end balance of the FY 23/24 budget.

Council provided direction to Staff to conduct a service fee analysis and have a workshop to discuss revenue and resources.

Moved by Councilmember Finlay, seconded by Councilmember Martin Del Campo, and carried by the following vote of the Council to adopt the proposed FY 2023/23 budget.

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

D. Promoting Transparency in Public Meetings

City Attorney Phan presented the staff report regarding the promotion of transparency in public meetings held by the Duarte City Council through the recording and posting of the meetings online for public viewership; she clarified that such meetings would include workshops, study sessions, and special meetings that have not been traditionally recorded.

The Council directed Staff to consider the application of Resolution No. 23-14 if the Mayor's Youth Council and other minors are present at these public meetings.

Moved by Councilmember Kang, seconded by Councilmember Finlay, and carried by the following vote of the Council to adopt Resolution No. 23-14 to promote transparency in Public Meetings held by the City Council of the City of Duarte.

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

E. Establishment of an Ad Hoc Committee to Review and Make Recommendations Relating to Public Art (Resolution 23-15)

City Attorney Phan gave a staff report regarding the establishment of an ad hoc committee for the purpose of reviewing and making recommendations relating to public art, stating that the ad hoc committee would be temporary and the size of the committee was initially proposed to be consistent with the other commissions as required by ordinance.

The Council directed Staff to bring back an amendment to the Ordinance to expand the size of the ad hoc committee because the majority of the Council expressed interest in serving on the art ad hoc, specifically relating to the Route 66 art piece; and for Staff to solicit applications from commissioners.

City Attorney Phan reported that the resolution would be brought back with additional language to outline the scope of projects to be reviewed by this ad hoc committee.

Discussion further continued regarding which projects would be included as part of the art ad hoc committee, including the design of the Route 66 art piece approved by Council on November 8, 2022, and concerns relating to reconsideration of the agreement relating to the design and build of the Route 66 art piece.

Community Development Director Hensley reported that design changes to the approved art piece would have a fiscal impact.

City Attorney Phan clarified that potential modifications to the approved design of the Route 66 art piece would require a motion to bring back the contract for reconsideration, with a second and a majority vote of the City Council of the City of Duarte.

Community Development Director Hensley suggested bringing back the art piece design at the next Council meeting for further discussion pertaining to a detailed version of the plans and a cost estimate for potential structural changes.

City Attorney Phan clarified that Resolution 23-15 for the establishment of the public art ad hoc committee will not be adopted due to changes requested by Council relating to the size of ad hoc committees currently mandated by the ordinance.

Council provided direction to Staff to bring back Resolution No. 23-15 at a future meeting after the ordinance is amended.

Moved by Councilmember Kang, seconded by Councilmember Lewis, and carried by the following vote of the Council to exclude the Route 66 art piece from the ad hoc committee's scope of projects and to bring back the Route 66 art project for discussion and action at a future meeting.

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

City Attorney Phan clarified that because Council already provided direction to bring back an ordinance to amend the size of ad hoc committees and the resolution establishing an art ad hoc committee, another motion was not required relating to these items in addition to Councilmember Kang's motion to bring back the Route 66 art piece design discussion.

10. CONTINUATION OF ORAL COMMUNICATIONS

None.

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

City Manager Villalobos encouraged civility during discussions.

Councilmember Garcia inquired about the protocol for injured coyotes to which Director of Public Safety Breceda provided the requested information.

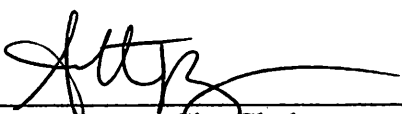
Councilmember Kang expressed the importance of self-reflection and addressing disagreements cordially.

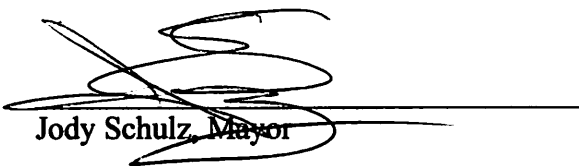
Councilmember Lewis called for respecting one another and proposed a new design for the City flag.

Mayor Pro-Tem Truong discussed the importance of moving forward with maturity and respect.

12. ADJOURNMENT

At 10:00 p.m. the City Council adjourned the meeting.


Annette Juarez, City Clerk


Jody Schulz, Mayor