

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, MAY 23, 2023

6:00 PM – Closed Session

7:00 PM – Regular Session

1. CALL TO ORDER

Mayor Schulz called the meeting to order at 6:03 p.m.

ROLL CALL:

Councilmembers Present: Finlay (arrived at 6:13 p.m.), Kang, Lewis, Garcia, Martin Del Campo, Schulz

Councilmembers Absent: Truong

Staff Present: Thai Viet Phan, City Attorney
Daniel Jordan, City Manager
Annette Juarez, City Clerk

2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

Lino Paras requested clarification on the language used on the agenda for the evaluation of the City Attorney and inquired if the contracted City Attorney was considered a City employee.

City Attorney Phan clarified that contractors which take the place of a city employee are considered an employee for evaluation purposes.

3. CLOSED SESSION

The City Council recessed into closed session at 6:07 p.m. to discuss the following items:

A. PUBLIC EMPLOYEE EVALUATION: Government Code Section 54957 – Title: City Attorney

B. CONFERENCE WITH LABOR NEGOTIATORS (UNREPRESENTED EMPLOYEE) – Government Code Section 54957.6: Title: City Attorney

7:00 PM – REGULAR SESSION

4. CALL TO ORDER

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

ROLL CALL:

Councilmembers Present: Finlay, Kang, Lewis, Garcia, Martin Del Campo, Schulz

Councilmembers Absent: Truong

Staff Present: Daniel Jordan, 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
Brian Villalobos, Director of Public Safety Services
Victoria Rocha, Assistant to the City Manager
Annette Juarez, City Clerk
Albert Nuñez, Management Aide
Christine Soo, Deputy City Clerk/ Administrative Secretary

5. PLEDGE TO THE FLAG

The flag salute was led by Fire Chief Mike Inman.

6. ADOPTION OF THE AGENDA

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

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

7. CITY ATTORNEY CLOSED SESSION REPORT

City Attorney Phan announced that no reportable action was taken.

8. SPECIAL ITEMS

A. Recognition of Duarte Public Access Boardmembers

Mayor Schulz presented certificates of recognition to the Duarte Public Access Boardmembers and thanked them for their work.

B. Proclamation Proclaiming May 2023 as Older Americans' Month and Recognition of Senior Center Volunteer of the Year Carmen Wong

Recreation Supervisor Susie Perez presented a Proclamation for May 2023 to be declared as Older Americans' Month and recognized the Senior Center Volunteer of the Year, Carmen Wong.

C. Public Safety Department Update

Director of Public Safety Villalobos reported on Part 1 Crimes and the termination of the COVID-19 emergency; he also shared that the City of Duarte received the ICMA award for the D.A.R.T program.

9. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Shoshanna Puccia, Duarte Chamber of Commerce, reported on upcoming Chamber events.

Assistant to the City Manager Rocha announced upcoming city events.

10. ORAL COMMUNICATIONS – ITEMS NOT ON THE AGENDA

Acting Captain Jorge Meza from Temple Station introduced himself and shared that he looks forward to working with the City of Duarte.

11. BUSINESS ITEMS

A. Approval for Agreement for the Employment of City Manager for the City of Duarte

City Attorney Phan presented the agreement for the employment of Brian Villalobos as the City Manager of the City of Duarte; she provided background information and qualifications for Brian Villalobos; and reviewed the terms of the employment contract.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the Council to approve an agreement for the employment of Brian Villalobos as the City Manager for the City of Duarte.

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

Lino Paras expressed his appreciation for City Manager Jordan and commended the choice of Brian Villalobos as the next City Manager. He also expressed his opinions regarding the City Manager contract.

Incoming City Manager Villalobos shared a few words of appreciation for his family and everyone that helped him along the way to becoming the next City Manager.

The City Council offered congratulatory words for incoming City Manager Villalobos.

The City Council expressed appreciation for City Manager Jordan and all the work he has accomplished for the City.

The City Council recessed for a brief Farewell and Welcome Reception in honor of outgoing City Manager Dan Jordan and incoming City Manager Brian Villalobos.

12. 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 9, 2023 Special Meeting, May 9, 2023 Regular Meeting, and May 11, 2023 Special Meeting. (CC/HA/FA)
- D. Approval of Warrants – May 23, 2023. (CC/HA/FA)
- E. Receive and file the Public Safety Department Status Report for May 2023.
- F. Approval for the Annual County of Los Angeles Probation Department Agreement for Prevention and Intervention Program.
- G. Adoption of Resolution No. 23-10 to establishing an Appropriations Limit Pursuant to the Provisions of Article XIII B of the California Constitution.
- H. Adoption of Resolution No. 23-11 to Set a Public Hearing for Citywide Landscape and Lighting Assessment District and Neighborhood Districts.
- I. Adoption of Resolution No. 23-12 proclaiming the termination of a local emergency.
- J. Adoption of Resolution No. 23-13 establishing a Salary Schedule and Compensation Plan for the Unrepresented Regular Employee Assistant City Manager.
- K. Acceptance of Notice of Completion for the Construction of Duarte City Hall ADA Improvement Project – CDBG Project No. 602171-20.
- L. Approval of Legislative Letter of Opposition of Civilian Oversight Commission Rotation Recommendation.

Moved by Councilmember Kang, seconded by Councilmember Garcia, and carried by the following vote of the Council to approve Items 12A-12L of the Consent Calendar.

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

13. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

14. PUBLIC HEARINGS

None.

15. CONTINUATION OF ORAL COMMUNICATIONS

Chuck Levin complimented the City on the facilities that he utilizes.

Mayor Schulz presented a certificate of recognition to City Manager Jordan.

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

Mayor Schulz asked all meeting attendees to state one thing they were grateful for.

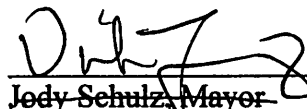
The City Council thanked City Manager Jordan and Assistant to the City Manager Rocha for all of the work they have done for the City and wished them well on their future endeavors.

17. ADJOURNMENT

At 9:02 p.m. the City Council adjourned the meeting in memory of Reid Gorecki.



Annette Juarez, City Clerk



Jody Schulz, Mayor
Vinh Truong, Mayor Pro-Tem