



**AGENDA
CITY OF DUARTE
PUBLIC SERVICES COMMISSION
October 12, 2022 – 7 PM
Duarte Community Center**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ITEMS FROM PUBLIC
If you wish to address the Commission, please come to the front of the room when invited by the Chairperson prior to that item being addressed. Each person may speak once for no more than 3 minutes.
5. APPROVAL OF MINUTES
 - A. Minutes from the Public Services Commission meeting of September 14, 2022
6. ITEMS OF BUSINESS
 - A. Presentation from Duarte Rotary Club Member John Fasana on the Water Kit 55 for Disaster Preparedness, a partnership between the Duarte Rotary Club, California American Water, and the City of Duarte
7. STAFF LIAISON COMMUNICATIONS
9. ITEMS FROM COMMISSION MEMBERS
8. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact City Hall at (626) 357-7931, extension 230. Notification no later than 1:00 p.m. on the day preceding the meeting will enable staff to make reasonable arrangements to assist your accessibility to this meeting.

Note: Any documents distributed by City Staff to a majority of the Commission less than 72 hours prior to the Commission meeting will be made available for public inspection at Duarte City Hall, 1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

City of Duarte
Public Services Commission
September 14, 2022

1. CALL TO ORDER

The meeting was called to order at 7 PM.

2. PLEDGE OF ALLEGIANCE

Commissioner Dalessandro led the Pledge of Allegiance.

3. ROLL CALL

Present: Rodriguez, Teleke, Dalessandro

Absent: Riley, Tovar

Staff: Rocha

4. ITEMS FROM THE PUBLIC

Kim and Dan Yrigoyen sent a comment via email introducing themselves as the 2023 Route 66 Parade Chairs and asking the Commissioners to tell their neighbors and friends to reach out to volunteer to be on the 2023 Route 66 Parade Planning Committee.

5. APPROVAL OF MINUTES

Chair Rodriguez made a motion to approve the minutes from July 13, 2022. Vice Chair Teleke seconded the motion. The minutes were approved unanimously.

6. ITEMS OF BUSINESS

- A. Update on General Commission Topics (PEG Channel, City website, broadband, solid waste and recycling updates)

Staff member Rocha provided a recap of the work that the Commission either heard and/or took action spanning from September 2021 to August 2022.

Chair Rodriguez and Commissioner Dalessandro asked if California American Water could provide an update on conservation efforts.

Chair Rodriguez requested if the Commission could hear from Southern California Edison and/or the City on steps toward the State's efforts for increased electric vehicles, specifically the availability of charging stations.

7. STAFF LIAISON COMMUNICATIONS

Staff member Rocha passed along a message to the Commission from City Manager Dan Jordan, thanking the Commission for the tremendous amount of work that the Commission accomplished over the last year.

Staff member Rocha reminded Commissioners that Duarte City News issues are available at all City facilities and the Duarte Library. Rocha also reported on upcoming events: the City Picnic, Tree Dedication in Memory of Former

Councilmember Bryan Urias, Duarte Family Feud, the Community Yard Sale, and the Virtual Living with Wildlife Seminar. Rocha also reminded the Commissioners to register to vote and that the election is on November 8, 2022.

Commissioner Dalessandro mentioned how much she appreciated the Touch-A-Truck event in the summer.

Rocha also reminded the Commissioners about the Duarte Farmers Market. Chair Rodriguez and Commissioner Dalessandro both commented that their work hours do not allow them to attend.

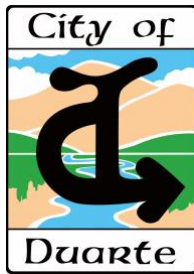
8. ITEMS FROM COMMISSION MEMBERS

None

9. ADJOURNMENT

Chair Rodriguez adjourned the meeting at 7:47 PM.

DRAFT



**PUBLIC SERVICES COMMISSION
STATUS REPORT
September 2021-August 2022**

PROJECT/PROGRAM	STATUS
<u>New Website</u>	
Design	Completed – Commissioners provided feedback in September 2021 on possible design layout and features based on contractor’s available templates, and reviewed feedback from internal and external stakeholder surveys including FlashVote.
Implementation	Completed – Commissioners was scheduled to review draft of the new City website but due to a staff emergency, the June meeting was cancelled. The City website officially launched July 1, 2022.
<u>Solid Waste and Recycling</u>	
Annual Rate Review and Expansion of Bulky Item Service to the Multi-Family Sector	Completed – Commissioners reviewed Burrtec’s rate case for the solid waste and recycling rates for 2022 including expanding automatic bulky item pick-up to the multi-family sector in an effort to mitigate illegal dumping. The Commission made the recommendation to the City Council to accept Burrtec’s rates that included expansion to the bulky item pick-up program.
SB 1383 Residential Food Waste Program	Implemented – Commissioners received two presentations on SB 1383, one as a part of the 2022 rate review and one specific to the residential food waste program component of the legislation. Food waste program rolled out on September 1, 2022.
SB 1383 San Gabriel Valley Regional Food Recovery Program	In Progress – Commissioners received two presentations on SB 1383, one as a part of the 2022 rate review and one specific to the food recovery component of the legislation. Duarte is a participating in the San Gabriel Valley Regional Food Recovery Program. Phase one of the program which included capacity assessment, education and outreach to businesses that are required to participate under the law, and initial inspection of said businesses completed in June 2022. Phase two will begin in fall 2022 which will include capacity and infrastructure expansion, in addition to further education, outreach and inspections.
2023 Rate Review	<i>Anticipated Work</i> – Commissioners should be receiving a presentation about the 2023 Burrtec rates within the next two months.
<u>Public, Education, and Government Channel</u>	
Study Session	Completed – Commissioners attended a study session on the legislative history, City PEG channel structure current and past, and basic operating principles of PEG channels December 2021.

PROJECT/PROGRAM	STATUS
Request for Proposal Creation	Completed – Commissioners provided feedback on the draft Request for Proposals for the City’s PEG channel content manager including feedback on scope of work and requiring references from the proposers in March 2022.
Proposal Reviews and Interviews	Completed – Commissioners rated the submitted proposals and interviewed the two firms in May 2022. The Commission voted to recommend Tripepi Smith as the content manager.
Contract Implementation	In Progress – Tripepi Smith’s current communications contract is due for renewal November 1. Staff decided to add the Commissioner’s recommendation into the contract renewal versus having two contracts with Tripepi Smith. The recommendation will be presented to City Council.
PEG Channel Policies Review	<i>Anticipated Work</i> – City staff anticipates including the Commissioners in the creation of PEG channel operating policies.
<u>SoCalGas</u>	
SoCalGas Services Presentation	Completed – The new public affairs manager with SoCalGas, Lanae O’Shields, introduced herself in March 2022 and presented an overview of SoCalGas’ services.
Visit SoCalGas Hydrogen House	In Progress – Commissioners requested a tour of the SoCalGas Hydrogen House once it opened. Staff is waiting for an update from SoCalGas as to when the house opens, and tours starts.
<u>Broadband</u>	
Funding for broadband connectivity assessment	In Progress – City staff submitted a State Funding Request of \$150,000 to support a citywide study of broadband access and connectivity infrastructure assessment in April 2022. The City received notice of award for \$200,000. Assemblywoman Rubio’s office has communicated that funds should be dispersed by late October/early November.
RFI/RFP/RFQ	<i>Anticipated Work</i> – The Commission will review a draft RFI, RFP, or RFQ once City staff has further guidance from the legislature on the process and a decision on methodology is determined. interviews may or may not be required.

Requested topics and information from Commissioners:

- Data on water usage in the Duarte since drought restrictions were put into place (Upper San Gabriel Valley Water District/California American Water)
- Information from Southern California Edison and the City response to Governor Newsom’s executive order to phase out gasoline-powered vehicles, specifically the construction of charging stations in Duarte.