

City of Duarte
Public Utilities,
Communications, and
Technology Commission
July 12, 2023

1. CALL TO ORDER

The meeting was called to order at 7:09 PM.

2. PLEDGE OF ALLEGIANCE

Kristen Petersen, Assistant City Manager/Director of Administrative Services, led the Pledge of Allegiance.

3. ROLL CALL

Present: Rodriguez, Riley, Tovar,
Hsu (7:35 PM arrival)
Absent: Dalessandro
Staff: Petersen, Nuñez

4. ITEMS FROM THE PUBLIC

None

5. APPROVAL OF MINUTES

Chair Rodriguez made a motion to approve the minutes from May 10, 2023. Vice Chair Riley seconded the motion. The minutes were approved unanimously.

6. ITEMS OF BUSINESS

A. Presentation on “Report an Issue” Website Feature and City Mobile App - Albert Nuñez, Management Aide

Albert Nuñez, Management Aide, gave a presentation on the research that was conducted on the timing and cost of creating a city mobile application or “app”, as well as the implementation and results of the “Report an Issue” website feature. Staff member Nuñez recommended that the Commission discuss and provide direction to City staff on the new issue-reporting website feature and the potential issue-reporting application (app).

The Commissioners made suggestions on various topics for consideration, such as what type of issues should be added to the dropdown list, ways to promote the website feature, and updating the form completion message.

The Commissioners recommended City staff continue using the “Report an Issue” website feature and not move forward with a request to City Council

for funding of a city mobile app.

B. Presentation on Duarte PEG Channel - Tripepi Smith

Saara Lampwalla, Senior Business Analyst for Tripepi Smith, gave a presentation on the Duarte Public Educational Government (PEG) Channel Usage Policy and how the City is implementing the policy in a new chapter of PEG Channel operations.

The Commissioners suggested City staff conduct a survey on Duarte FlashVote to analyze how many residents have access to the PEG Channel.

7. STAFF LIAISON COMMUNICATIONS

Assistant City Manager/Director of Administrative Services Petersen provided an update on the Assistant to the City Manager recruitment process.

8. ITEMS FROM COMMISSION MEMBERS

Chair Rodriguez asked City staff to look into the opportunity for the Commission to tour the SoCalGas hydrogen-powered demonstration home in Downey, CA.

Vice Chair Riley suggested that the City should look into potentially replacing the Independence Day Fireworks Show with drones instead of fireworks due to the amount of smoke that is left.

9. ADJOURNMENT

Chair Rodriguez adjourned the meeting at 8:25 PM.

