

CITY OF DUARTE

Minutes of the REGULAR JOINT MEETING OF THE CITY COUNCIL/HOUSING AUTHORITY/DUARTE COMMUNITY FACILITIES FINANCING AUTHORITY

**Tuesday, July 22, 2025
7:00 PM — Regular Session**

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the open session to order at 7:08 p.m.

Councilmembers Present: Finlay, Kang, Lewis, Truong, Martin Del Campo, Garcia
Councilmembers Absent: Calderon
Staff Present: Kristen Petersen, Assistant City Manager / Director of Administrative Services
Thai Viet Phan, City Attorney
Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation
Andres Rangel, Assistant to the City Manager
Albert Nuñez, Management Analyst
Frances Jimenez, City Clerk
Alyssa Rico, Recreation Manager

2. ADOPTION OF THE AGENDA

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Martin Del Campo, and carried by the following vote of the City Council to adopt the agenda.

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

3. PLEDGE TO THE FLAG

The flag salute was led by Gabbie Perkins.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

5. SPECIAL ITEMS

A. Recognition of WIN Program Participants

Public Safety Director Breceda introduced team members, Gabbie and Zasio who spearheaded the Workforce Investment Network WIN program.

Gabbie Perkins gave a summary on the WIN Summer Youth Internship program; thanked the program partners; and detailed the logistics of the internship.

Zasio, College Public Safety Intern, recognized the twenty-five students who successfully completed the program.

The City Council presented certificates of recognition and expressed congratulatory words to the youth.

B. Recognition of Duarte CERT for Eaton Fire Deployment

Diana Manzano-Garcia, Disaster Management Area Coordinator, recognized the Duarte CERT team members Govan Yee, Eric Negroe, Beth Negroe, and Matthew Negroe, for their crucial role in supporting the local Disaster Resource Center (DRC) in Pasadena following the Eaton Fire.

Bryan Ariizumi provided background information on the Silver Award designation given to the Duarte CERT team members and expressed pride in their commitment to public service.

The City Council shared words of appreciation for the CERT members; thanked them for dedication; and commended their spirit of volunteerism.

C. Public Safety Department Update

Director Breceda thanked the CERT team for their hard work both during crisis situations and a variety of non-emergency situations.

Director Breceda reported a year to date 15.3% decline in part 1 crimes; shared the department’s effort to reduce crime in grand theft autos and aggravated assaults; highlighted the work of the special assignment team; provided updates on successful use of the Flock Camera System; and announced that CSArts-SGV's and Duarte High School’s emergency preparedness plans were updated with additional plans in place to collaborate with Public Safety in conducting emergency drills. An overview was also given on the logistics of the fireworks show and fireworks suppression efforts, including the data on citations issued.

The City Council congratulated the Public Safety department for their efforts in enforcing and issuing citations.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

The City Council encouraged residents to participate and attend community events.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Cierra Martinez expressed concern about the development of townhomes on Crestfield Drive and the removal of the Andres Duarte Elementary School.

Tom Reyes stated his opposition to the Crestfield Townhomes project; shared concerns with the lack of community engagement from the developers; discussed the financial implications; and asked the Council to consider denying a rezoning of the area.

David Van de Wetering spoke on behalf of a Duarte resident and stated concerns regarding the rezoning of Andres Duarte School and Otis Gordon Park sites that would allow for proposed rental units and also presented a series of questions for the City Council to consider.

The City Council clarified that the Duarte Unified Board of Education is the entity that has the authority to reconsider opening a school and suggested directing questions on that matter to school board members.

8. ORAL COMMUNICATIONS - CONSENT CALENDAR

None.

9. CONSENT CALENDAR

A. Motion to read all Resolutions and Ordinances presented for consideration by Title only and waive further reading (CC/HA/FA).

B. Approve absence(s) of City Councilmember(s) from the City Council meeting.

C. Approval of Minutes - July 8, 2025 Special and Regular Meeting (CC/HA/FA).

D. Approval of Warrants - July 22, 2025 (CC/HA/FA).

E. Receive and File the Monthly Financial Report for the month of May 2025.

F. Receive and File the Public Safety Department Update.

G. Approval and authorization of the City Manager to execute on behalf of the city a sublease agreement with the Duarte Chamber of Commerce, effective July 1, 2025 – June 30, 2026.

H. Proclamation of August 7, 2025, as National Night Out and adoption of the theme of "Town Nights - Celebrating Safe Spaces in the Town."

Moved by Councilmember Kang, seconded by Councilmember Finlay, and carried by the following vote of the City Council to approve items 9A-9H of the Consent Calendar.

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. Award for Professional Services Agreement with Southwest Offset Printing Co., Inc. for the Printing and Mailing of the Duarte City News Quarterly Publication

Recreation Manager Rico provided background information on the quarterly publication of the Duarte City News; shared the Requests for Proposals (RFP) process; detailed the evaluation criteria along with the bid outcome; and presented staff's recommendation.

The City Council commended Recreation Manager Rico for her thorough research and work in ensuring transparency in the decision-making process.

Moved by Councilmember Finlay, seconded by Councilmember Lewis, and carried by the following vote of the City Council to authorize the City Manager to execute this two-year Professional Services Agreement with Southwest Offset Printing Co., Inc. in the amount not to exceed \$68,500.00 from the General Fund.

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

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

Director Enriquez congratulated Recreation Manager Rico for her first presentation and thanked her for taking on the project. He also recognized Recreation Coordinator, Kelly Barnes for her contributions to the department and reminded the community that July is Parks Make Life Better month.

Assistant City Manager / Director of Administrative Services Petersen shared that City Manager Villalobos is safely enjoying his travels.

Mayor Garcia requested to adjourn the meeting in honor of LA County deputies, Detectives Joshua Kelley-Eklund, Victor Lemus and William Osborn.

Mayor Pro Tem Martin Del Campo thanked the Parks and Recreation department for their youth-oriented summer activities and reported that she, along with Mayor Garcia, met with exchange students from China.

Councilmember Finlay thanked the Parks and Recreation department for the pool repair.

Councilmember Lewis expressed his condolences to the families of the fallen deputies and thanked LA County Sheriff's department deputies for their service.

Councilmember Kang inquired about recent roadwork occurring late into the night. Staff assured they would look into the matter.

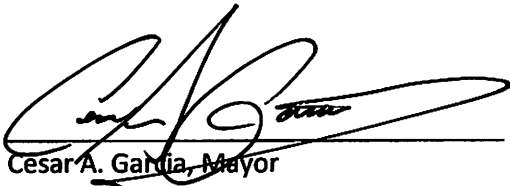
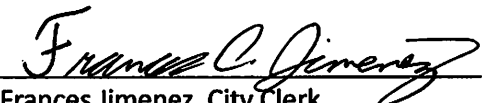
Councilmember Truong clarified that the city website contains the councilmember's contact information for residents to reach out; and thanked both the Public Safety department and the Parks and Recreation department for hosting various community events.

Mayor Garcia shared his experience interacting with the exchange students; thanked Mr. Morris, Principal of Mt. Olive Innovation and Technology High School for his work on the program; and invited residents to upcoming community events.

Councilmember Finlay invited department heads to attend the upcoming California Joint Powers Insurance Authority (CJPIA) Board of Directors meeting.

15. ADJOURNMENT

At 8:15 p.m., the City Council adjourned the meeting in honor of LA County Detectives Joshua Kelley-Eklund, Victor Lemus and William Osborn.


Cesar A. Garcia, Mayor
Frances Jimenez, City Clerk