

CITY OF DUARTE

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

**Tuesday, October 14, 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 7:10 p.m.

Councilmembers Present: Finlay, Kang, Lewis, Truong, Calderon, Martin Del Campo, Garcia
Councilmembers Absent: None
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
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation
Albert Nuñez, Management Analyst
Frances Jimenez, City Clerk

2. ADOPTION OF THE AGENDA

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

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

3. PLEDGE TO THE FLAG

The flag salute was led by Oliver Vigil.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

Jessy Vergara thanked Aida Torres for what she has done for her contributions to the DART program and for her being reliable figure in his life.

Laura Cortez shared the impact Aida had on her life and thanked her for the lasting impact she has left on those around her.

John Fasana recognized Aida for advancing her studies and emphasized the difference she has made in the community.

Lois Gaston highlighted Aida's previous achievements working with youth programs in the city and thanked her on behalf of Duarte Kiwanis for her work over the years.

Mayor recognized the elected officials in the room.

Reyna Diaz detailed Aida's qualities that went above and beyond in order to meet the needs of the students in the community.

Steve Hernandez credited Aida for her way of working with young people and wished her the best in her future endeavors.

Deputy Sheriff Art Valenzuela shared memories of working with Aida and thanked her for being an example to follow as a leader giving back to the community.

5. SPECIAL ITEMS

A. Recognition of Aida Torres

City Manager Villalobos highlighted Aida's passion; commended her for going above and beyond in managing the DART program; and expressed that she will be missed.

Director Breceda commented on Aida's remarkableness; thanked her for her immeasurable impact on the community; detailed Aida's achievements and legacy; and presented her with a recognition plaque.

Aida Torres shared her journey working with the community; highlighted the success stories of the DART program; emphasized the results of investing in youth through service; and thanked everyone she worked with.

Aranzasu Caballero shared her experience of having Aida as a mentor; shared cherished memories of the DART program; attributed her success to Aida; highlighted Aida's prevention-based approach that strengthened relationships between youth, family, and law enforcement while also creating bridges of trust and understanding. She also thanked Aida for leading through service and kindness.

The City Council recognized Crime Prevention Specialist, Aida Torres for her service of 22 years to the community; shared admiration for her commitment to public service; thanked her for setting a good example for young people; highlighted her contributions; also acknowledged her family; and wished her well on her future endeavors.

B. Recognition of the Route 66 Parade Committee

The City Council recognized the following members of the Route 66 parade committee for their hard work: Alex Streff, Bernadette Chang, Buffy Aikins, Daniel Yrigoyen, Gloria Klinkenborg, Jacqueline Hasty, KC Caracci, Kimberly Yrigoyen, Liz Aquino, Luz Yessenia Paez, Michelle Garcia, Norman Anderson, Ryan Suba, Sharon Anderson, and Susan Mills.

The City Council also thanked the MC's: Miriam Fox, Rick Crosby, Ulisses Gutierrez, and Danielle Betancourt.

C. Red Ribbon Week Proclamation

Director Breceda highlighted the upcoming community kickoff event and art contest in honor of Red Ribbon Week.

The City Council proclaimed October 23-31, 2025, as Red Ribbon Week.

D. Presentation by San Gabriel Valley Mosquito & Vector Control District

Director of Communications, Anais Medina Diaz, gave a presentation on the presence of black fly activity that affects the Duarte community; highlighted control treatment; and shared steps residents can take to protect themselves.

In response to questions asked by the City Council, Director Medina Diaz provided information on the factors that further their presence in the area; provided details on programs the SGVMVCD is looking into to reduce the impact of black flies in the Foothill communities; and highlighted the partnerships that are formed in order to address the issue.

E. Community Development Department Update

Community Development Director Hensley shared information on the scheduled K-rail removal in the Melcanyon area; highlighted the biannual brush clearance program; provided an update on the development of Vallarta Supermarket; and shared that additional updates on local businesses including the sale of the Rancho Duarte Golf Course.

Per questions posed by the City Council Director Hensley confirmed that business licenses have been pulled for a thrift store in the city. The City Council also suggested looking into weed abatement programs hosted by the California Conservation Corps (CCC). The City Council also commended the Community Development team for addressing a fallen tree over the weekend in a timely manner.

F. Parks and Recreation Department Update

Parks and Recreation Director Enriquez highlighted upcoming special events; announced the closure of the Fitness Center Competition Pool and gave the status of the plans for the Fitness Center Pool Renovation Project which will be presented to the council at a later meeting.

Discussion ensued regarding the logistics of the upcoming Día de Los Muertos celebration. Director Enriquez also clarified the scope of work the plans for the Fitness Center Pool Renovation Project will include.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Management Analyst Nuñez announced upcoming city events.

Dan Yrigoyen announced the upcoming 12th Annual Duarte Field Tournament hosted by the Duarte High School band boosters in partnership with the City of Duarte and Duarte CERT; he also announced that Duarte High School will be hosting the championships for 1A division schools next month.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Steve Hernandez stated his opinion regarding decorum during previous council meetings and suggested considering limiting time for councilmembers when speaking.

John Fasana thanked the City for the K-rail removal; suggested a sweep operation to clean the area where the rails were placed; shared appreciation for the questions posed during the black fly presentation; and highlighted resources for the community from the California Residential Mitigation program, which helps homeowners retrofit their homes to be more earthquake-resistant.

Councilmember Finlay asked staff to come back with an item for discussion regarding limiting city council speaking time.

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 - September 17, 2025 Special Meeting and September 23, 2025 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - October 14, 2025 (CC/HA/FA).

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

F. Receive and File the Community Development Department Update.

G. Receive and File the Parks and Recreation Department Update.

H. Adoption of Resolution No. 25-24 and Resolution No. 25-25 fixing the City's Medical Insurance contribution for Councilmembers and Employees for 2026. I. Second Reading and Adoption of Ordinance No. 25-04.

Councilmember Calderon recused himself from item 9.I due to a common law conflict of interest pursuant to the advice of Council because his home immediately abuts the Andres Duarte Residential Project.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Martin Del Campo, and carried by the following vote of the City Council to adopt items 9A - 9I of the Consent Calendar.

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. PSA - 3D Renderings of Royal Oaks Trail

Community Development Director Hensley provided background information regarding the proposed improvements to the Donald & Bernice Watson Recreation Trail that were previously presented by Armstrong & Walker, the project Landscape Architects. Director Hensley stated 3Dikon could create the renderings council had requested and shared the logistics of the proposal.

Discussion ensued regarding different software options for 3D renderings and the proposed use of the renderings.

Moved by Mayor Pro Tem Martin Del Campo, seconded by Councilmember Truong, and carried by the following vote of the City Council to approve a proposal from 3Dikon for landscape renderings.

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

B. Notice of Completion: Huntington Drive Median Islands Landscape Improvements Project, No. 25-5, for FS Contractors, Inc.

Community Development Director Hensley presented a staff report regarding the notice of completion for the Huntington Drive Median Islands Landscape Improvements Project; detailed the completed scope of work; and pointed out issues that resulted during the project that required a budget adjustment.

In response to questions posed by the City Council, Director Hensley confirmed that the landscape is being monitored to ensure proper irrigation is being supplied.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Martin Del Campo, and carried by the following vote of the City Council to 1) accept the project as complete in the amount of \$2,561,282.92 and 2) approve a budget amendment to the General Fund in the amount of \$28,833.42.

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

The City Council stated their opinion regarding improving conformity, increasing green space, and focusing on beautification efforts in the city. Conversation was also had regarding the timeline of the project and residents' appreciation for beautification projects to date.

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 Breceda attended the California JPIA Risk Management Educational Forum and League of California Cities Annual Conference.

The City Council commended Director Breceda on his presentation at the JPIA Conference.

Assistant City Manager / Director of Administrative Services Petersen reported she attended the California JPIA Risk Management Educational Forum and thanked the City Council for supporting the directors' attendance at the conference.

City Manager Villalobos reported he attended the California JPIA conference and shared appreciation for the valuable sessions; he also reported he attended the Route 66 parade and City Picnic; and commended staff who put on the event.

Councilmember Lewis reported he attended the League of California Cities Annual Conference, along with the Wildfire and Fire Prevention Mitigation conference; he also shared memories from the Route 66 parade.

Per questions made by the City Council, Assistant City Manager / Director of Administrative Services Petersen reviewed the monthly financial report, detailed the month-to-month comparisons, and clarified the increase in vehicle replacement amounts. Suggestions were made regarding electric city vehicles.

Councilmember Truong reported he attended the California JPIA Risk Management Educational Forum and League of California Cities Annual Conference; encouraged his colleagues to attend future JPIA conferences; recognized Director Breceda for his good work; and reported he attended the LA 28 meeting.

Councilmember Finlay reported she attended the San Gabriel Valley Council of Governments meeting regarding the Olympics; shared recent community events she attended, and requested that staff collect information from other cities on their practices placing time limits on the city council.

Councilmember Calderon made a statement regarding the Andres Duarte School project and urged the Duarte Unified School District to communicate further with residents in order to address their concerns and further community engagement.

Mayor Pro Tem Martin Del Campo shared appreciation for the comments made recognizing staff and Director Breceda.

Mayor Garcia shared his experience during the Route 66 parade; made suggestions to staff regarding increasing city council input on project renderings before they go out to bid; and expressed how touched he was by the employee recognitions.

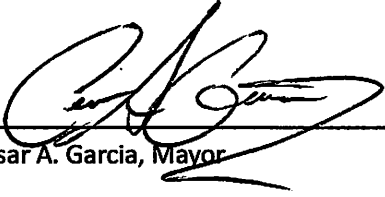
15. ADJOURNMENT

Mayor Garcia requested the addition of an adjournment for Roberto Guzman.

Steve Hernandez shared fond memories of Jean Glass.

Councilmember Finlay also reflected on memories of Jean Glass.

At 9:46 p.m., the City Council adjourned the meeting in memory of Jean Glass, active community member, and Roberto Guzman, owner of local business La Simpatia Meat Market.


Cesar A. Garcia, Mayor


Frances Jimenez, City Clerk