

CITY OF DUARTE

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

**Tuesday, December 9, 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 7:07 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
Craig Hensley, Director of Community Development
Larry Breceda, Director of Public Safety Services
Manuel Enriquez, Director of Parks and Recreation
Angela Chiaromonte, Financial Services Manager
Andres Rangel, Assistant to the City Manager
Frances Jimenez, City Clerk
Patricia Alcala Aparicio, Deputy 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 Michael Danduran.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

Michelle Garcia expressed her gratitude toward Mayor Garcia and the City Council, commended Mayor Garcia for his time and leadership as Mayor, and extended congratulations to the incoming Mayor and Mayor Pro Tem.

Lino Paras congratulated the City Council for their hard work this year; appreciated the communication the City Council provided; and stated his opinion on the incoming Mayor and Mayor Pro Tem.

Mayor Garcia shared a few outgoing words; expressed appreciation for his journey serving as Mayor to the residents of Duarte; thanked colleagues, staff, and the residents for their support.

Field Representative Christiane Salamat from Congressman Gil Cisneros's office presented a certificate of recognition to outgoing Mayor Garcia and shared a few words of appreciation for his Mayoral term.

Jasmine Chang, Field Representative, presented a certificate of recognition to Mayor Garcia on behalf of Senator Susan Rubio.

Abel Casanova, Field Representative from Assemblywoman Blanca E. Rubio's Office, presented Mayor Garcia with a recognition and shared a few words on behalf of Assemblywoman Rubio.

Brendan Hidalgo, Assistant Field Deputy from Supervisor Kathryn Barger's office presented a certificate of recognition and expressed words of appreciation for Mayor Garcia.

The City Council recognized Ralph Galvan, Director of Valley County Water District, for attendance at the City Council meeting.

Mayor Pro Tem Martin Del Campo acknowledged Mayor Garcia for his strong ties to the community and honored him with memorabilia in recognition of his time as Mayor.

The City Council shared words of appreciation for outgoing Mayor Garcia; commended him for his commitment and communication with the community during his Mayoral term.

5. SPECIAL ITEMS

A. City Council/Housing Authority/Finance Authority Reorganization — Selection of Mayor/Chairperson (City Clerk Presiding)

Mayor Garcia turned over the selection of Mayor/Chairperson to City Clerk Jimenez.

City Clerk Jimenez declared the position of Mayor/Chairperson and Mayor Pro Tem/Vice Chairperson as vacant and opened the floor for nomination for the next Mayor/Chairperson of the City of Duarte.

Councilmember Finlay moved to nominate Councilmember Tera Martin Del Campo for Mayor/Chairperson.

Councilmember Kang seconded the nomination.

No other nominations were made.

Moved by Councilmember Finlay, seconded by Councilmember Kang, and carried by the following vote of the City Council to select Councilmember Tera Martin Del Campo as Mayor/Chairperson for the City of Duarte.

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

B. City Council/Housing Authority/Finance Authority Reorganization — Selection of Mayor Pro-Tem/Vice Chairperson (Mayor/Chairperson Presiding)

Mayor Martin Del Campo opened the floor for nominations to fill the position of Mayor Pro Tem/Vice Chairperson.

Councilmember Finlay stated her opinion regarding following the process of rotating councilmembers for Mayor/Mayor Pro Tem and nominated Councilmember Lewis for Mayor Pro Tem/Vice Chairperson; Councilmember Lewis seconded the motion.

Councilmember Garcia made a substitute motion and nominated Councilmember Kang for Mayor Pro Tem/Chairperson; Councilmember Kang seconded the motion.

Councilmember Finlay made a substitute motion to the substitute motion and nominated Councilmember Calderon for Mayor Pro Tem/Chairperson; Councilmember Lewis seconded the motion.

City Clerk Jimenez conducted a roll call for the substitute motion to the substitute motion nominating Councilmember Calderon for Mayor Pro Tem/Chairperson. The substitute motion failed by the following Roll Call vote:

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

Motion does not pass.

City Clerk Jimenez conducted a roll call for the substitute motion nominating Councilmember Kang for Mayor Pro Tem/Chairperson. The substitute motion passed by the following Roll Call vote:

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

C. Recess (20 Minutes) — Welcome Reception in honor of the newly appointed Mayor

The City Council briefly recessed for a reception.

The City Council meeting resumed at 8:19 p.m.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Steve Hernandez shared his appreciation to the staff and the City Council for a wonderful year.

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

C. Approval of Minutes — November 25, 2025 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - December 9, 2025 (CC/HA/FA).

E. Receive and File the Monthly Financial Report.

F. Receive and File the Community Development Department Update.

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

H. Receive and File Duarte Housing Successor Annual Report Fiscal Year 2024-2025.

I. Award of Contract for the Buena Vista Street at Kellwil Way Traffic Signal and Intersection Project to Alfaro Communications Construction, Inc. in the amount of \$575,165.34 with a 10% contingency for a total project cost of \$633,000.00; and approve a budget amendment in the amount of \$108,000 from Measure M funds.

J. Second Reading and Adoption of Ordinance No. 25-05 amending Chapter 1604 of the Duarte Municipal Code by adopting 2025 California Building Codes.

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

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS

A. Community Development Block Grant (CDBG) Program - Consideration to approve the City of Duarte's CDBG Proposed Program for Fiscal Year (FY) 2026-2027 (July 1, 2026 – June 30, 2027)

Tina Gall, CDBG consultant, presented the staff report which detailed the annual request to utilize CDBG funds to implement the FY 2026-2027 CDBG project, continuing the installation of the ADA Curb Ramps.

Mayor Martin Del Campo opened the public hearing.

Public Comment:

None.

Mayor Martin Del Campo closed the public hearing.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Kang, and carried by the following vote of the City Council to allocate approximately \$109,000 in FY 2026-2027 to implement a new FY 2026-2027 CDBG Project, Installation of Americans with Disabilities Act-Compliant (ADA) Curb Ramps and authorize the City Manager, or designee, to execute all necessary contract documents in a form approved by the City Attorney; and authorize staff the ability to make adjustments due to changes in CDBG funding allocations and/or as needed due to programmatic interpretations by the Los Angeles County Development Authority (LACDA).

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

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. Audited Financial Statements

Financial Services Manager Chiaromonte gave an overview of the 2024/25 Year End Statements; summarized the final FY 24/25 numbers; and stated the overall economic conditions.

Financial Services Manager Chiaromonte addressed the City Council's questions regarding the LAIF interest rates and provided further details on the revenue impact caused by delayed projects.

The City Council thanked the Finance Department for continuing to be fiscally conservative.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Kang, and carried by the following vote of the City Council to Receive and File the Audited Financial Statements for Fiscal Year 2025-26.

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

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 of Public Safety Services Breceda reported he attended the LA County Sheriff's Department Temple Station Reserves Holiday Event.

Director of Parks and Recreation Enriquez congratulated the newly appointed Mayor and Mayor Pro Tem.

Finance Service Manager Angela Chiaromonte congratulated the Mayor and Mayor Pro Tem on their appointments.

City Manager Villalobos extended holiday wishes to everyone; thanked former Mayor Garcia for a great

year; and congratulated Mayor Martin Del Campo.

City Attorney Phan wished everyone a Merry Christmas and congratulated the new appointees.

Councilmember Calderon thanked staff for the successful community events; congratulated the new Mayor and Mayor Pro Tem; and wished everyone a Merry Christmas.

Councilmember Finlay thanked staff for their efforts in hosting successful community events; reported on attending the Southern California Association of Governments Governing Board Meeting; shared details about the Los Angeles County Sanitation Districts' proposed fiscal year rate increase; and congratulated the new Mayor and Mayor Pro Tem.

Councilmember Lewis congratulated the incoming Mayor and Mayor Pro Tem and wished everyone a Merry Christmas.

Councilmember Truong reported he attended the San Gabriel Valley Council of Governments Homeless Committee meeting and provided an update. He also requested that the meeting also be adjourned in honor of Cary-Hiroyuki Tagawa; wished his son a happy birthday; extended holiday wishes to everyone; and apologized for his absence at the last City Council meeting and recent community events.

Mayor Pro Tem Kang recognized Outreach Coordinator Erika Ramos and Code Compliance/Animal Control Officer Tony Hadloc for their outreach efforts with the unhoused community and thanked the Sheriff's Department for their work. He congratulated the incoming Mayor, former Mayor Garcia, and his colleagues for their work over the past year; and expressed his appreciation to City staff.

Mayor Martin Del Campo thanked everyone for their support, shared hopes for the future; and thanked her husband for his support.

15. ADJOURNMENT

At 8:53 p.m., the City Council adjourned the meeting in memory of Edgar Bourne Jr. and Cary-Hiroyuki Tagawa.



Frances Jimenez, City Clerk



Tera Martin Del Campo, Mayor