

CITY OF DUARTE

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

**Tuesday, February 10, 2026
7:00 PM — Regular Session**

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Martin Del Campo called the open session to order at 7:05 p.m.

Councilmembers Present: Finlay, Lewis, Truong, Garcia, Calderon, Kang, Martin Del Campo
Councilmembers Absent: None
Staff Present: Shawna McKee, Assistant 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
Andres Rangel, Assistant to the City Manager
Frances Jimenez, City Clerk

2. ADOPTION OF THE AGENDA

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

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

3. PLEDGE TO THE FLAG

The flag salute was led by Karena Flor.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

David Villegas thanked the City for the grace period for overnight parking and stated his opinion on the recent parking fee increases.

5. SPECIAL ITEMS

A. Community Development Department Update

Community Development Director Hensley provided an estimated timeline on the installation of new street name signs to replace those knocked down during last year's windstorms; highlighted the upcoming Citywide striping project; shared the progress of repair work being done after irrigation lines suffered damage on Vineyard Ave and Brookdale Lane; gave a report on the sinkhole repair on Bloomdale Street and Brycedale Ave, and noted the completed installation of the street banner poles on Buena Vista Street.

Further discussion occurred regarding the timeline of construction being done on Brookdale Lane and the status of restoring power to the light pedestals that suffered damage due to copper wire theft on Evergreen Street.

The City Council requested light replacements at the City entrance sign; shared their thoughts on damage being done to city property; and commented on the importance of maintaining and taking care of the goods and services provided by the City.

B. Parks and Recreation Department Update

Parks and Recreation Director Enriquez highlighted upcoming community events and mentioned that notifications are continuously being sent out to patrons and ActiveNet participants with expiring credits in June.

Conversation was had regarding the type of identifying documents that can be used to guarantee resident rates for recreation programs.

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

City Clerk Jimenez reported that the City received written public comment from Cathy Stute expressing opposition to the recent fee schedule increases.

Claudia Trefzger made a complaint regarding the recent fee increases for lap swim and overnight parking.

Alan Heller commended the city on the work being done to promote upcoming Route 66 events; proposed including past mayors in the Route 66 Centennial events; highlighted the deadline extension for the 2026 Call for Artists for Duarte's Utility Box Art Program; expressed concern regarding the regulation of Airbnb's within the city; and suggested implementing a notification system for affected residents.

In response to questions made by the City Council, Assistant City Manager / Director of Administrative Services Petersen confirmed the timeline and cost of conducting the recently approved fee study; and also noted the logistics regarding CPI increases or decreases that will be brought to the City Council annually for approval. She also gave a summary of the current tracking process regarding Airbnb usage and noted that staff is working on bringing an item to the City Council that takes a proactive approach of monitoring and enforcing said establishments.

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 — January 27, 2026 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - February 10, 2026 (CC/HA/FA).

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

F. Receive and File the Community Development Department Update.

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

H. Approval of Amendment No. 1 to the Agreement with All City Management Services, Inc., extending the term through June 30, 2028, and approving the hourly billing rates for the duration of the extension.

I. Adoption of Resolution No. 26-01 Establishing the Date and Time of Regular City Council Meetings for the 2026 Calendar Year.

J. Award of Contract - for the City Yard Electrical Upgrades Project to Amtek Construction., as the lowest responsive and responsible bidder, in the amount of \$203,333, plus a fifteen percent contingency.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, 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 - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. Fiscal Year 2025/26 Mid-Year Budget Report

Assistant City Manager and Director of Administrative Services Petersen gave a presentation outlining the 2025/26 Mid-Year report which indicated a projected surplus of \$1.4 million. Projected General Fund revenues are estimated at \$28.7 million which is a 16% increase from the adopted budget. Revenues increased substantially due to one-time revenues of increased building permit and plan check fees, while Sales Tax is coming in lower as projected. Projected General Fund Expenditures are estimated at \$27.3 million which is a 6% increase from the adopted budget, mostly due to delayed projects from prior years and the cost of the Charles Abbott contract due to the increased building and plan check fees.

Conversation was had regarding projected Special Funds, specifically the increased water costs within the Citywide Landscape District.

Assistant City Manager and Director of Administrative Services Petersen shared that the projected General Fund unassigned reserves balance as of June 30, 2026, is \$29 million which is 109% of the General Fund expenditures.

Discussion ensued regarding the June 2026 Election ballot measure that would increase the sales tax rate if passed by L.A County voters.

The City Council shared appreciation for the work done by Assistant City Manager and Director of Administrative Services Petersen; stated their opinion on the proposed sales tax increase; and urged residents to vote on the matter.

Further conversation was had about diversifying revenues as a proactive approach to sustaining the City in the future.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to Receive and File the mid-year budget report and approve the corresponding budget amendments as delineated in Attachment 2.

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

B. Consideration to Approve a Budget Amendment to Sponsor the 2026 San Gabriel Valley Women's Summit

Assistant to the City Manager Rangel presented a staff report requesting the City Council discuss and consider the Duarte Chamber of Commerce's request to sponsor the 2026 San Gabriel Valley Women's Summit taking place on Friday, May 15 from 9 AM – 2 PM at the Monrovia DoubleTree. He also introduced Executive Director Kalpna Shah for follow-up questions.

Executive Director Shah introduced Evangeline Lee and Rana Madain, chairperson and committee member, respectively, for the San Gabriel Valley Women's Summit. She also requested the City Council's

consideration for becoming a diamond sponsor of the event.

The City Council reviewed the list of sponsorship levels and expressed their opinion on funding dependence. Conversation ensued regarding the logistics of the event, including the name and date.

Executive Director Shah assured the City Council that in the future the goal is to host the event within the City.

Moved by Councilmember Garcia, seconded by Councilmember Finlay, and carried by the following vote of the City Council to approve a budget amendment of \$10,000 to account 1020-7710 to sponsor the 2026 San Gabriel Valley Women’s Summit at the diamond sponsorship level.

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

The City Council stated their concerns regarding the significant subsidies provided to the Duarte Chamber of Commerce and its resulting implications. Additional comments were made regarding the origin and history of the event and the need to honor the late Councilmember Tzeitel Paras-Caracci.

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

Councilmember Garcia reported he attended the Foothill Transit Governing Board meeting and gave information on the agency's recent accomplishments; requested that staff share information on how the overnight parking fees came to exist; shared an update on his personal life; shared he attended the employee and commissioner recognition event; commended Assistant City Manager / Director of Administrative Services Petersen for serving 25 years in the city; shared he attended the Mayor's Breakfast; commended Michelle Garcia for serving on the event committee; and wished Councilmember Truong a happy birthday.

Councilmember Calderon congratulated Assistant City Manager / Director of Administrative Services Petersen for her service; wished Councilmember Truong a happy birthday; shared he attended the Mayor's Breakfast; and shared his opinion on the possibility of capping fees within the city.

Councilmember Finlay gave information on the documentary Firebreak; suggested the film be shown to youth in the community; commended city staff for the employee recognition dinner; reported she attended the California Contract Cities Association City Managers Meeting; shared the history on the L.A. County proposed sales tax measure; and discussed the LA County Liability Trust Fund surcharge increase for contract cities.

Councilmember Lewis encouraged constituents to vote during the June election and wished Councilmember Truong a happy birthday.

Councilmember Truong stated his opinion on the topic of increased sales tax within LA County; urged residents to look into the subject and vote; stated his thoughts on the increased fees within the City per the approved fee schedule; congratulated Assistant City Manager / Director of Administrative Services Petersen for 25 years of service; and stated he attended the Mayor's Welcome Breakfast.

Mayor Pro Tem Kang commented on the possibility of increased sales tax and the effects that would come about.

Councilmember Finlay requested that staff provide a breakdown of sales tax impacts on the city.

Mayor Pro Tem Kang continued to state his opinion on the topic of increased sales tax and shared appreciation for the Public Safety department as they work with the homeless.

Mayor Martin Del Campo thanked residents for sharing their concerns regarding the fee schedule; shared appreciation for staff giving further information on the topic; apologized in advance for her absence at the next council meeting; reported she attended the Upper San Gabriel River Working Group meeting, the LA County Sanitation District meeting and the Foothill Workforce Development Board meeting; requested that staff invite the Foothill Workforce Development Board to local events; thanked the Duarte Chamber of Commerce staff and Michelle Garcia for putting on the Mayor's Welcome


Breakfast; thanked Congressman Gil Cisneros, the artists from CSArts, her colleagues, and city staff for attending the breakfast; and encouraged everyone to show kindness to others.

15. ADJOURNMENT

At 8:55 p.m., the City Council adjourned the meeting.



Frances Jimenez, City Clerk



~~Tera Martin Del Campo, Mayor Pro Tem~~
SAMUEL KANG