

**CITY OF DUARTE**

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

**Tuesday, March 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: Lewis, Truong, Garcia, Calderon, Kang, Martin Del Campo  
Councilmembers Absent: Finlay  
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  
Frances Jimenez, City Clerk  
Albert Nuñez, Management Analyst

**2. ADOPTION OF THE AGENDA**

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

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

**3. PLEDGE TO THE FLAG**

The flag salute was led by Danielle Loli.

**4. ORAL COMMUNICATIONS - SPECIAL ITEMS**

None.

**5. SPECIAL ITEMS**

**A. Community Development Department Update**

The Community Development department gave an update on the recently finished Citywide Striping Project; shared that Route 66 shields around the City were replaced; noted that clean up of debris from the recent high winds is currently underway; gave a status update on the Vallarta Supermarket which hopes to open up in Fall 2026 at the former Best Buy building; and highlighted the near completion of the Highland Promenade project.

In response to questions asked by the City Council, Director Hensley gave an update on the Wyndham Hotel project, specifically their permit status. He also provided information on the site of the former Morralito restaurant, which has recently been cleaned, and noted the owners' intent is to build a mixed-used project. The City Council advised having a maintenance schedule for the Wyndham Hotel lot.

The City Council proposed exploring additional ways to promote RFP and bid opportunities on various platforms. Per questions made by the City Council, City Manager Villalobos confirmed the Municipal Code mentions the preference of local business, when practical, during the RFP or bid submission process.

Per the City Council's request, an update was given on the project to underground utilities. Southern California Edison will provide new estimates with an updated scope of the project, which once received, will be presented to the City Council.

#### **B. Parks and Recreation Department Update**

The Parks and Recreation department reminded community members the spring edition of the City News is now available; noted that registration for recreation classes is now open; shared that the transition to new recreation registration software is on hold, ActiveNet will continue to be used until further updates are provided; and highlighted upcoming community events.

In response to questions made by the City Council, Director Enriquez gave an overview of the Cesar Chavez Day of Service event logistics.

The City Council thanked Duarte Unified School District board members and Superintendent for being in attendance.

Conversation ensued regarding the increase in monthly fees for the Duarte Boxing Gym, detailing the new rates and the availability of the financial assistance program for families who qualify for subsidies.

The City Council thanked Jasmine Cheng, District Representative for Senator Susan Rubio, for being in attendance.

#### **6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS**

Joanna Gee, Duarte Library, announced upcoming library events.

Management Analyst Nuñez announced upcoming city events.

#### **7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA**

Dr. Jessica Medrano, Superintendent for Duarte Unified School District, introduced herself to the City Council; expressed appreciation for the City's support of the local schools and students; highlighted recent achievements the district received; noted the beginning of enrollment season; and stated her commitment to a continued partnership with the City.

#### **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 - February 24, 2026 Regular Meeting (CC/HA/FA).

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

E. Receive and File the Monthly Financial Report for the month of January 2026.

F. Receive and File the Community Development Department Update.

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

Moved by Councilmember Lewis, seconded by Councilmember Calderon, and carried by the following vote of the City Council to adopt items 9A - 9G of the Consent Calendar.

AYES: LEWIS, TRUONG, GARCIA, CALDERON, KANG, MARTIN DEL CAMPO

NOES: NONE

ABSTAIN: NONE

ABSENT: FINLAY

#### **10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION**

None.

**11. PUBLIC HEARINGS - NONE**

**12. ORAL COMMUNICATIONS - BUSINESS ITEMS**

None.

**13. BUSINESS ITEMS**

**A. Award of Contract – Duarte Teen Center Boxing Patio Addition (26-11)**

Director Enriquez provided background information on the timeline of the first phase of the Duarte Park Revitalization Plan, whose goal is to provide adequate programming space for the Duarte Boxing Program; gave an overview of the project scope of work; reviewed the floor plans; outlined the bid results; and made a comparison of the bids received against the conceptual design and probable costs that were anticipated.

Discussion followed regarding the difference between the project's estimated cost and the bid outcome. Contributing factors that were discussed included the current market conditions, rough estimates, consultations with manufacturers, and the costs associated with phasing the project.

The City Council suggested alternative practices to improve the bid submission and receipt process. Additional conversation occurred exploring ways to structure the bid process to get accurate and lower project cost estimates.

Director Enriquez noted MIG's contract scope of work; detailed the funding sources and reiterated staff's recommendation.

Per questions asked by the City Council, Director Enriquez stated the project scope of work and highlighted staff's role in facilitating the implementation and installation of shading and site furnishings which were not included in the bid package.

The City Council commented on the need to upgrade the parks and recreation centers to justify fee increases. They also noted improvements are necessary to demonstrate to residents how funds are being invested in services and facilities.

Moved by Councilmember Truong, seconded by Councilmember Lewis, and carried by the following vote of the City Council to 1) award the construction contract for the Duarte Teen Center Boxing Patio Addition to Aza Construction, as the lowest responsive and responsible bidder, in the amount of \$190,000 and 2) approve a project budget amendment not to exceed \$344,500.

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

In response to questions asked by the City Council, Director Enriquez confirmed the equipment in the outdoor areas will be securely bolted down. He also provided an update on utilization of the donation received from Walmart for the Duarte Boxing Gym.

**B. Second Reading and Adoption of Ordinance No. 26-02**

Director Breceda gave an overview of City Council's direction that led to the development of Ordinance No. 26-02, which aims at regulating electric bicycles due to unsafe conditions observed within the community. He also provided a timeline of the process and highlighted key provisions which include prohibiting Class 3 bicycles on the Recreation Trail, limiting the speed of Class 1 and Class 2 to 15 mph on the Recreation Trail, prohibiting reckless and unsafe operations of bikes, prohibiting unauthorized vehicles from city trails, parks and other areas not designated for vehicles use, and allowing for the administrative citation, impoundment, and alternative education based penalties for the ordinance.

Director Breceda discussed calibrating the speedometer during the remodel phase of the Royal Oaks trail. The City Council expressed appreciation that the item was presented for discussion as a business item. In response to questions, Director Breceda differentiated between the different classes of electric bicycles; detailed the enforcement procedures; and reviewed the stages for implementing the Ordinance provisions.

Moved by Councilmember Calderon, seconded by Councilmember Truong, and carried by the following vote of the City Council to adopt Ordinance No. 26-02.

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

**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 announced that following a recent committee meeting he attended, the Route 66 Parade is scheduled for September 19. He also shared the committee's outreach efforts for the logo creation. Additionally, he thanked the City Manager's Office for posting the City council meeting agenda on social media.

Councilmember Calderon thanked residents for their patience during the recent traffic and commented on the planned power outage by Southern California Edison that his constituents experienced.

Councilmember Lewis wished his coworker, Tracy Flores, a happy birthday.

Councilmember Truong reported he attended the San Gabriel Valley Council of Governments (SGVCOG) Homelessness Committee meeting, stated his opinion on Metro's role in transportation and their involvement in providing services to the unhoused; reported he attended the San Gabriel Valley Energy, Environment, and Natural Resources (EENR) committee meeting; and advised residents pay close attention to their water sources

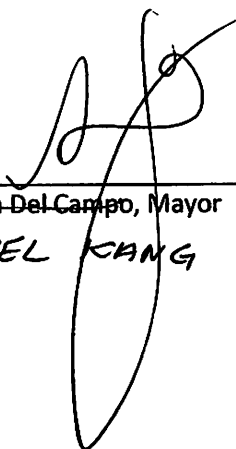
Mayor Pro Tem Kang stated his opinion on the recent traffic congestion in the community and the need for improved infrastructure nationwide. Additionally, he shared his views on the current financial condition of the country.

Mayor Martin Del Campo thanked Mayor Pro Tem Kang for presiding over the previous meeting and shared appreciation for the community members who voiced their concerns. In addition, she shared that she attended the Duarte Woman's Club Woman of the Year event, where Dilma Duran was honored, and the Route 66 Parade committee meeting. She also noted her upcoming participation in Assemblywoman Blanca Rubio's Young Legislators Program.

**15. ADJOURNMENT**

At 8:08 p.m., the City Council adjourned the meeting.

  
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Frances Jimenez, City Clerk

  
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Tera Martin Del Campo, Mayor  
SAMUEL KANG MAYOR PRO TEM