

CITY OF DUARTE

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

**Tuesday, April 14, 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 7:09 p.m.

Councilmembers Present:	Finlay, Lewis, Truong, Garcia, Calderon, Kang, Martin Del Campo
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 Frances Jimenez, City Clerk Stephanie Sandoval, Public Works Manager Albert Nuñez, Management Analyst

2. ADOPTION OF THE AGENDA

Moved by Councilmember Truong, seconded by Councilmember Calderon, 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 Elisa Ramos.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

5. SPECIAL ITEMS

A. Community Development Department Update

Community Development Director Hensley stated he would keep his remarks brief, noting that Public Works Manager Sandoval would discuss the Recreation Trail later in the meeting. He provided an update on the 928 Huntington Drive property, explaining that although the project had previously been on hold, it has now been approved; announced that the 20-unit town home development on 1400 Santo Domingo is moving forward from plan check; and shared the upcoming opening of Gene's Grinders.

The City Council clarified the location of Gean's Grinders' and noted that it will now become a staple in our community. Discussion ensued regarding ways to support the business during their grand opening.

B. Parks and Recreation Department Update

Parks and Recreation Director Enriquez provided information on upcoming events including the Earth Day Clean-Up, our Community Yard Sale, and an End of Season Vegetable Garden Care workshop, taking place in April.

Additionally, he shared an update on Capital Improvement Projects, noting that the Community Center entry doors will be replaced, with work scheduled to begin and conclude during the month of May.

The City Council clarified the date and time the Earth Day Clean-Up will take place.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events. Per inquiries made by the City Council, Joanna clarified that some events are organized across the library system, while others are curated by the staff and herself.

Management Analyst Nuñez announced upcoming city events. The Council congratulated the team and city for all their efforts, noting that the City of Duarte was designated as a Clean California Community, an honor awarded to only thirty cities.

Ceci Carroll invited the community to the upcoming Duarte's Women's Club Installation Dinner. In response to questions, Ceci confirmed that she would be the incoming president.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Marc Gonzalez announced that he initiated a group aimed at contributing to the city's improvement. He invited the public to join them at Cabrera’s, to determine ways to better support the City and find solutions.

Neil Furukawa reinforced two issues he had previously mentioned, the Duarte Mesa sign and the U.S. Environmental Protection Agency (EPA); he stated that he has sent communication to multiple parties regarding the sign and awaits a response. Additionally, he questioned why the U.S. Army Corps of Engineers has the entrance to Lario Park closed, stating it was previously a recreational area for the public.

Brian Barreto, California American Water’s Southern California External Affairs Manager, shared that they recently updated their emergency response plans (ERP); he informed the City Council about how California American Water protects, operates, and restores their service in their water system during an emergency; stated the priorities and responsibilities of their ERP; valuing the partnership they have with the community; and welcoming the City to ongoing coordination with California American Water.

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 - March 24, 2026 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - April 14, 2026 (CC/HA/FA).

E. Receive and File the Monthly Financial Report for February 2026.

F. Receive and File the Community Development Department Update.

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

H. Approval of City Council Conference Attendance.

Moved by Councilmember Finlay, seconded by Mayor Pro Tem Kang, and carried by the following vote of the City Council to adopt items 9A-9H 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. Professional Services Agreement with Inter-Con Security for Parking Enforcement Services

Assistant City Manager/Director of Administrative Services Petersen outlined the need for parking enforcement services; informed on the City's historical challenge of retaining part-time Community Service Officers; explained that many use these roles as a stepping stone to becoming full-time officers; highlighted ongoing turnover, which has limited the City's ability to cover the entirety of parking enforcement; recommended exploring the option of contracting for services; and introduced Management Analyst Nuñez to continue the presentation.

Management Analyst Nuñez thanked those involved in the process; provided background information on current parking enforcement operations; gave an overview of the Community Services Officers' responsibilities; emphasized the challenge of limited staffing, ongoing turnover, and vacancies, and outlined the resulting impacts; described staff's actions to issue a request for proposals; identified the proposal selected as the most responsive of the three received; detailed the operational scope of work to be done by Inter-Con Security; highlighted the benefits of contracting for services; and presented the fiscal impact and recommendation.

Per questions asked by the City Council, Management Analyst Nuñez explained that having a three-year contract would avoid the need for annual agreements; Assistant City Manager/Director of Administrative Services Petersen added that the contract may be terminated with a 30-day notice; noted that a three-year contract provides us with flexibility to evaluate the costs throughout the years; informed that staff are working with the public commission to assess parking enforcement needs. The City Council agreed that the 30-day termination option allows the City to evaluate its need for the contract.

Discussion followed regarding the costs and revenues of the contract. Assistant City Manager/Director of Administrative Services Petersen stated that the increased coverage is expected to generate additional revenues; highlighted that the City has previously exceeded \$221,000 in revenue with a fully staffed team of Community Services Officers and emphasized that expanded hours of coverage will further support revenue growth. She also explained that Inter-Con Security will cover costs related to equipment, uniforms, vehicles, training, insurance, staff consistency, and hiring.

Director of Public Safety Services Breceda emphasized the importance of officer consistency; reassured that contracted officers will be housed within the City's Public Safety office. He also explained that coverage data for officers has been produced to display a seven-day timeframe.

In response to questions, Assistant City Manager/Director of Administrative Services Petersen reviewed alternative approaches and their costs; stated that the current process is more expensive. She described the proposed contract as a cost-effective alternative to part-time staffing, offering increased hours with reduced expenses and greater flexibility.

The City Council shared their opinions on the contract, expressed appreciation to the staff for the clarification, and asked additional questions. In response, Assistant City Manager/Director of Administrative Services Petersen confirmed that the professional services agreement meets all requirements and that all three bidders satisfied insurance requirements. City Manager Villalobos confirmed this contract is specific to parking enforcement under the municipal code and that patrol activities, including hotspots and street sweeping enforcement will be directed by the City.

Additional information was provided regarding the independent data system used to maintain license plate records. The City Council requested clarification on officer hours and asked whether information about the uniforms and badges associated with enforcement vehicles could be shared with the public prior to the contract starting. Additionally, questions were also raised about the potential use of clean air vehicles; staff confirmed that the details regarding the uniforms and enforcement vehicles will be release to the public prior to the start of the contract along with looking into their suggestion about clean air vehicles.

To address questions regarding the number of positions lost, Director Breceda clarified that patrol officers are being substituted to ensure parking enforcement; stated that three positions will be rededicated to regular patrol community service officers, with one being offered the position.

In reply, the City Council asked if adjustments to the pay scale have an impact on retaining officers, with the City Manager adding that the part-time salary has been restructured; emphasizing that officers are lost due to the need for full-time and career changes.

Moved by Councilmember Truong, seconded by Councilmember Finlay, and carried by the following vote of the City Council to 1) Authorize the City Manager to execute a Three-year Professional Services Agreement with Inter-Con Security for parking enforcement services, with the option for two (2) additional one-year extensions; and 2) Approve a budget amendment of \$15,000 to account number 1205-7761 for Fiscal Year 2025-26.

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

B. Award of Contract for the Donald & Bernice Watson Multi-Use Pathway Improvement Project CPFL-5346(012) (26-10)

Public Works Manager Sandoval outlined the fiscal impacts discussed during the Capital Improvement Program Workshop. She reported that FS Contractors was the lowest responsive and responsible bidder for \$1,697,950.00, with a 7% contingency; stated the remaining funds will come from the City's Measure M funds; and highlighted several projects conducted by FS Contractors.

The City Council inquired whether electrical work in the area has been considered, including the addition of power along the trail for vendor use. In response, Public Works Manager Sandoval emphasized that the main scope of the project is to install lighting at main intersections of the trail, including pedestrian lighting near the bridge. Director Hensley added that vendor lighting is currently not built into the scope but could be considered in the future.

Councilmembers discussed the benefits of providing lighting for vendors during events; emphasized the importance of beautifying the trail; and suggested the use of self-sustaining lumen lighting, along with references to personal experiences using the trail at night. The City Council also requested additional information regarding FS Contractors' past projects.

Per the City Council's request, staff listed and described previously completed projects by FS Contractors.

The City Council expressed their liking of the trail graphics, and raised concerns about the width of the trail, noting the need to accommodate the safety of all users.

Director Hensley stated that the trail is expected to be widened by 1.5 feet wider; noted that additional widening will result in significant costs; and added that lighting has been up for discussion but will be a topic for further discussion as the costs are significant at this time.

The City Council shared their concerns about proceeding without addressing potential future issues related to insufficient lighting; requested to have lighting estimates shared with them; and considered the removal of the horse trail. Councilmembers acknowledged that the proposed widening is beneficial; and emphasized the need to proactively evaluate lighting improvements.

Staff recommended moving forward with the award of contract; advised coming back within four to six weeks to see an analysis of additional lighting.

The City Council asked whether the California Joint Powers Insurance Authority (CAJPIA) had reviewed the project for potential liability concerns.

Director Hensley responded that funding was awarded to the City to address ADA compliance issues; and emphasized that the intent of the project was to meet all ADA requirements.

The City Council reiterated their request for a lighting cost estimate; and asked if it's possible to receive an add-on analysis of the cost for additional lighting.

In return, it was agreed that staff would reach out to a commercial lighting company to obtain estimates for the 1.6 mile for future planning; confirmed that lighting would be on a timer; and restated that lighting under the bridge is within the scope of the project.

Additional comments were made regarding the estimated lighting costs, and a request was made for a breakdown of costs by sections rather than the 1.6 mile as a whole; emphasized the possibility of solar lighting.

In response to questions posed, staff explained that there would be ADA entrances at every intersection and addressed a past scenario the City Council mentioned regarding an inaccessible area.

The City Council suggested asking local businesses and dignitaries to donate a lamppost with the recognition of having a plaque to show their contribution.

City Attorney Phan redirected the City Council back to the scope of the contract; confirmed that the City staff can return with the inclusion of lighting estimates; stated that it wasn't the recommendation for the night; and highlighted that the contract is specific to ADA improvements in the grant.

The City Council reiterated their concerns about issues that may arise due to the lack of lighting.

City Manager Villalobos advised moving forward with the project; stated they could return on the next council meeting to discuss lighting on the trail; and underlined that this is grant money. Director Hensley urged to move forward with the project and not make changes as they would have to return to bid if they do so.

The City Council concurred that it would be best to act on this project as it is funded through grant money and noted the ability to revisit lighting options in the future.

Upon City Council's request, City Attorney Phan recommended revising the motion's wording to include the return of City staff to address lighting.

Moved by Councilmember Finlay, seconded by Councilmember Calderon, and carried by the following vote of the City Council to 1) Approve the award of contract for the Donald & Bernice Watson Multi-Use Pathway Improvement Project CPFL-5346(012) to FS Contractors, Inc. in the amount of \$1,697,950.00, plus a 7% contingency; 2) Approve a \$406,800.00 budget amendment to use Measure M funds for this project; and 3) direct staff to come back with information regarding the lighting for the trail.

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

City Manager Villalobos reported that staff are finalizing the route for this year's Route 66 100th anniversary parade. He also shared that he met with the Chief Operating Officer Angelique Richard and Executive Director Peter Mackler of City of Hope to discuss potential partnerships. Additionally, he reported attending a recent meeting with the North San Gabriel River Working Group and reported that a Joint Powers Authority (JPA) involving Azusa, Duarte, and Irwindale is under review, which would allocate \$4,000,000 in funding for improvements to Lario Park.

Councilmember Garcia expressed appreciation for the City of Hope tour and highlighted the organization's positive impact it has on many lives. He also commented on the City's growth, noting that the hotel has been 80% occupied Monday through Friday and welcomed anyone who wants to develop an additional hotel.

Councilmember Calderon thanked City staff for organizing EGGfest; shared compliments expressed by his friends on the event; and emphasized the importance of parks.

Councilmember Finlay reported on regional forecasting data, noting that the estimated median age and the projected household size for 2050 has decreased. She discussed proposed sewer rate increases and shared the upcoming Public Hearing dates. She also noted that driving is expected to decrease in the community by 15% during the Olympics. Additionally, she reported she attended an Arts Ad Hoc committee and commented positive remarks about the artwork.

Councilmember Lewis announced that this week is Los Angeles County Fire Department Dispatch Appreciation Week and expressed gratitude to dispatchers, acknowledging the hard work they perform.

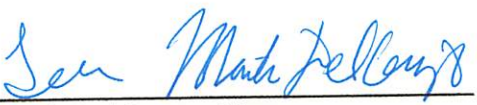
Councilmember Truong reported attending a SGVCOG Capital Projects and Construction Committee (CPCC) meeting and a North San Gabriel River Working Group meeting. He noted that the Group has made significant regional progress. He encouraged residents to remain proactive with wildfire clearance efforts and thanked City staff for their efforts.

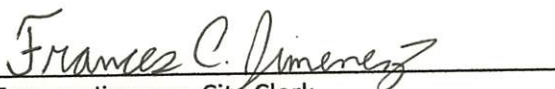
Mayor Pro Tem Kang commented on the rising cost of living, expressing concern about the financial strain on the community. He also shared concerns about future economic challenges, including potential impacts resulting from artificial intelligence and rising sales taxes.

Mayor Martin Del Campo stated that she intends to attend all future Council meetings. She also shared the events she has attended, including the Arts Ad Hoc Committee meeting, the 66ers softball league, Jump for Autism event at Teen Center, the Chamber of Commerce opening for Young Brother Big City, and the City of Hope tour.

15. ADJOURNMENT

At 8:55 p.m., the City Council adjourned the meeting in memory of Darlene Vernon, grandmother of Assistant City Manager/Director of Administrative Services Kristen Petersen.


Tera Martin Del Campo, Mayor


Frances Jimenez, City Clerk