



**CITY OF DUARTE
AGENDA
REGULAR JOINT MEETING OF THE
CITY COUNCIL/HOUSING AUTHORITY/DUARTE
COMMUNITY FACILITIES FINANCING
AUTHORITY**

**CITY COUNCIL CHAMBERS
1600 HUNTINGTON DRIVE, DUARTE, CA 91010
Tuesday, August 25, 2026
6:00 PM**

MISSION STATEMENT

With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our diverse community's future.

Tera Martin Del Campo, Mayor
Samuel Kang, Mayor Pro Tem
Margaret Finlay, Councilmember
Toney Lewis, Councilmember
Vinh Truong, Councilmember
Cesar A. Garcia, Councilmember
Martin Calderon, Councilmember

City/Authority Staff:

Brian Villalobos, City Manager
Kristen Petersen, Assistant City Manager and Director of Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Thai Viet Phan, City Attorney
Frances Jimenez, City Clerk

ADA ACCESSIBILITY NOTICE:

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, you should contact the City Manager's office at (626) 357-7931. Notification no later than 1:00 p.m. on the day preceding the meeting will enable the City to make reasonable arrangements to assist your accessibility to this meeting.

Notice:

Any documents distributed by the City/Authorities to a majority of the City Council/Housing Authority/Financing Authority Board less than 72 hours prior to the City Council/Housing Authority/Financing Authority meeting will be made available for public inspection at City Hall,

1600 Huntington Drive, Duarte, CA 91010, during normal business hours, except such documents that relate to closed session items or which are otherwise exempt from disclosure under applicable law.

Notice:

Duarte City Council meetings are videotaped for later broadcast. Attendance at the meeting constitutes consent by members of the public to the City's and any third party's use in any media, without compensation or further notice, of audio, video, and/or pictures of meeting attendees.

Members of the public may livestream the City Council meeting broadcast on the City's website. To access the meeting, log onto <https://www.cityofduarte.ca.gov/home>, then on the homepage, click on the Agendas & Meetings icon then click on the City Council Meeting link.

Public comment:

In-Person: Members of the public may provide in-person comments at the podium in the Council Chamber. Speakers who wish to address the Council must do so by submitting a speaker card **prior to the start of Closed Session for Closed Session items and prior to the start of the Regular Meeting for all other designated public comment periods as listed below.** Comments for public hearings will take place after the hearing is opened. Cards will not be accepted after the start of the meeting without the permission of the presiding chair. **Speakers shall be limited to three (3) minutes per person per designated public comment period.** At the Mayor's discretion, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

Written: Members of the public may submit written comment by emailing duarte91010@cityofduarte.ca.gov, prior to 4:00 p.m. on the day of the meeting. The subject line of your public comment email must contain the Agenda item number or title. Public comments, including personal contact information, are considered public record. Please do not provide any personal information (i.e. phone numbers, addresses, etc.) that you do not want to be published. Comments will be distributed to the City Council and made available for public review.

Virtual Public Comment: Members of the public may provide live comments during the meeting by Zoom or by phone. To join by Zoom click on or type the following address into your web browser <http://www.zoom.us/join> and enter MEETING ID: 824 3739 5412. To join the Conference Call: Dial (646) 558-8656 and enter MEETING ID: 824 3739 5412#. You will be prompted by the City Clerk when it is time for designated public comment periods. Virtually raise your hand from Zoom or dial *9 from your phone to join the queue to speak. Staff will call your name or the last four digits of your phone number when it is your time to speak. Press the microphone icon on Zoom or dial *6 to unmute. Callers are encouraged, but not required, to identify themselves by name for the record. Please mute other devices when it is your turn to speak. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the Mayor's discretion, the time limit may be shortened to allow all

speakers the opportunity to address the City Council.

5:30 PM CLOSED SESSION

1. CALL TO ORDER AND ROLL CALL
 - A. City Manager Written Comments
2. ADOPTION OF THE AGENDA
3. PUBLIC COMMENT ON CLOSED SESSION ITEMS - Any person wishing to speak on the Closed Session item may do so at this time. The opportunity to speak is on a first come, first served basis. Each person may speak for 3 minutes.
4. CLOSED SESSION

7:00 PM OPEN SESSION

5. CALL TO ORDER AND ROLL CALL
6. PLEDGE TO THE FLAG
7. CITY ATTORNEY CLOSED SESSION REPORT
8. ORAL COMMUNICATIONS - SPECIAL ITEMS

Members of the public may address the City Council on agenda items listed under Special Items. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

9. SPECIAL ITEMS
10. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS
11. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Members of the public may address the City Council on matters which are not on the agenda but are within the subject matter jurisdiction of the City Council. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

12. ORAL COMMUNICATIONS - CONSENT CALENDAR

Members of the public may address the City Council on agenda items listed on the Consent Calendar. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time

limit may be shortened to allow all speakers the opportunity to address the City Council.

13. 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 - August 25, 2026 Regular Meeting (CC/HA/FA)

Recommended Action: Approve the minutes of August 25, 2026.

D. Approval of Warrants - XXXXX (CC/HA/FA)

Recommended Action:

14. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

15. PUBLIC HEARINGS

16. ORAL COMMUNICATIONS - BUSINESS ITEMS

Members of the public may address the City Council on agenda items listed under Business Items. Speakers shall be limited to three (3) minutes per person per designated public comment period. At the discretion of the presiding Chair, the time limit may be shortened to allow all speakers the opportunity to address the City Council.

17. BUSINESS ITEMS

A. Test Item

Recommended Action:

18. ITEMS FROM CITY COUNCIL/HOUSING AUTHORITY/FINANCING AUTHORITY MEMBERS AND CITY MANAGER/EXECUTIVE DIRECTOR/REPORTS OF MEETINGS ATTENDED PER GOVERNMENT CODE SECTION 53232.3

19. ADJOURNMENT

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the following locations: City Hall – 1600 Huntington Drive, Duarte Public Safety Department – 1042 Huntington Drive, Duarte Library – 1301 Buena Vista Street, and the City of Duarte website (<https://www.cityofduarte.ca.gov/>) not less than 72

hours prior to the meeting per Government Code 54954.2.

Dated this XXXXXXXXXXXXXXXX.

Frances Jimenez
City Clerk

CITY OF DUARTE

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

**Tuesday, June 23, 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 7:07 p.m.

Councilmembers Present:	Lewis, Truong, Calderon, Kang, Tra Martin Del Campo
Councilmembers Absent:	Finlay, Garcia
Staff Present:	Brian Villalobos, City Manager Thai Viet Phan, City Attorney Kristen Petersen, Assistant City Manager / Director of Administrative Services 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 Brianna Solis, Deputy City Clerk Stephanie Sandoval, Public Works Manager Kaden Espino, Assistant Civil Engineer

2. ADOPTION OF THE AGENDA

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

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

3. PLEDGE TO THE FLAG

The flag salute was led by Melissa Sanchez Quintero.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

5. SPECIAL ITEMS

A. Public Safety Department Update

Director Breceda reported a 22.3% year-to-date increase in Part 1 crimes compared to 2025; discussed ongoing efforts to implement community education initiatives and conduct specialized saturation patrols in high-targeted areas; indicated that these efforts have contributed to reductions in Part 1 crimes, however, criminal activity has shifted dates and times; emphasized the Department's canvassing program, with special assignment deputies and community service officers developing investigative leads following reported crimes, citing a recent theft case as an example of its effectiveness and underscoring the consequences of committing a crime within the City. In addition, Director Breceda reported that crime rates remain 25.4% lower than 2021 levels, reflecting a downward trend despite a slight increase over the past year; shared that the Los Angeles Sheriff's Department received grant funding to support DUI saturation patrols; and acknowledged the positive feedback regarding the two additional Neighborhood Watch meetings held in May and thanked City Council for their attendance. Lastly, he reported an unofficial increase in the homeless population from four individuals to six this past month, as well as increased activity within the riverbed and stated that the saturation patrols in these areas continue and

are conducted on alternating schedules to enhance enforcement effectiveness.

Per questions asked by City Council, Director Breceda shared that there has been increased homeless activity around the trains due to the FIFA World Cup; stated that much of the activity originated from outside the City; noted that individuals entering the City are generally not remaining in the area; and explained that this has contributed to the increase in observed foot traffic. In response to additional questions, Director Breceda reported that surveillance cameras are already installed within the targeted zones; noted funding has been requested in the budget to install and modify additional cameras; and stated that the City's current priority is to reduce vehicle-related crimes before repositioning surveillance cameras.

The City Council acknowledged the increase in homeless-related activity but noted that it does not appear to be reoccurring; expressed appreciation for the efforts of City staff; and encouraged residents to keep valuables out of plain sight in their vehicles.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

Joanna Gee, Duarte Library, announced upcoming library events. The City Council expressed excitement about the upcoming library events.

Assistant to the City Manager Rangel announced upcoming city events.

7. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA

Public Works Manager Sandoval introduced the City's new Assistant Civil Engineer, Kaden Espino.

Dialogue followed with the City Council welcoming Assistant Civil Engineer Espino's to the City of Duarte.

Russell Berry shared a personal story about his youth; announced that he is establishing a chess club and poetry night at Pamela Park; and highlighted the positive impact these activities have on local youth and the community.

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 - June 9, 2026 Regular Meeting (CC/HA/FA).

D. Approval of Warrants - June 23, 2026 (CC/HA/FA).

E. Receive and File the Public Safety Department Update.

F. Receive and File the Strategic Plan Update.

G. Second Reading and Adoption of Ordinance No. 26-05.

H. Acceptance of the Notice of Completion: Fiscal Year 25-26 CDBG ADA Curb Ramps Project No. 26-14, CDBG Project No. 602731-25 in the amount of \$128,052.00.

I. Adoption of the City Street Pole Banner Policy.

J. Approval of Amendment No 1 to the Information Technology Service Agreement with Maxtreme Inc.

K. Approval of Fiscal Year 2025-2026 Year-End Appropriation Adjustments to the General Fund, Proposition A, Proposition C, Measure R annual budget.

L. Approval of City Council Expenses.

Moved by Councilmember Calderon, seconded by Mayor Pro Tem Kang, and carried by the following vote

of the City Council to adopt items 9A-9L of the Consent Calendar.

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. Community Development Block Grant (CDBG) Program: A Resolution Approving Participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program for the period July 1, 2027 through June 30, 2030

Tina Gall, LDM Associates, Inc., Community Development Block Grant (CDBG) Consultant announced the request for the City to continue its participation in the Los Angeles Urban County CDBG Program; noted the past practices of Los Angeles County and cities that fall within the Los Angeles Urban County; reiterated the request for the City to continue its three-year participation with an effective date of July 1, 2027, through June 30, 2030; and highlighted that the City will enter into a cooperation agreement with the Los Angeles County Development Authority.

In response to questions made by City Council, CDBG Consultant Gall explained that CDBG funding generally decreases 2% annually; anticipated that the City will receive \$110,000 for Fiscal Year 2026–27, effective July 1, 2026, with final allocations to be awarded in the spring; and noted the continued decline in funding. In addition to more questions, she explained that increases beyond the annual allocation are uncommon but may occur through the redistribution of unspent funds and noted that annual allocations are determined by Los Angeles County and the U.S. Department of Housing and Urban Development.

Moved by Councilmember Lewis, seconded by Councilmember Truong, and carried by the following vote of the City Council to 1) Adopt Resolution No. 26-23 approving continued participation in the Los Angeles Urban County Community Development Block Grant (CDBG) Program by entering a three-year Cooperation Agreement with the County of Los Angeles effective July 1, 2027 through June 30, 2030; 2) Authorize the City Manager, or designee, to execute all necessary contract documents with the Los Angeles County Development Authority (LACDA) in a form approved by the City Attorney; and, 3) Authorize adjustments due to changes in CDBG Program requirements and/or as needed due to programmatic interpretations by LACDA.

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

B. Second Amendment to the City Manager Employment Agreement

City Attorney Phan provided background information on the original agreement approved in June 2023; stated that the proposed amendment includes a 2.5% salary increase and an addition of \$500 per month in deferred compensation effective July 1, 2026; noted that, effective July 1, 2027, the City Manager would receive a 3.5% salary increase contingent upon meeting City Council expectations and standards, an additional \$400 per month in deferred compensation, and 40 hours of paid bereavement leave; and recommended the City Council discuss and adopt the Second Amendment to the City Manager Employment Agreement.

The City Council expressed appreciation for City Manager Villalobos's efforts in organizing and ensuring all staff are working cohesively and shared that the City has many great opportunities to prosper.

Moved by Councilmember Truong, seconded by Councilmember Calderon, and carried by the following vote of the City Council to discuss and adopt the Second Amendment to the City Manager Employment

Agreement.

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

C. Consolidated and Comprehensive Citywide Salary Schedule Effective July 1, 2026

Assistant City Manager / Director of Administrative Services Petersen shared that the City is in the third year of a Memorandum of Understanding (MOU) with employee groups; noted that the consolidated salary schedule is now available and combines three groups; highlighted that the schedule will take effect on July 1, 2026, for both unrepresented employees and the City Manager, and on July 5, 2026, for represented employees; and recommended the City Council adopt Resolution No. 26-24 establishing the Citywide Salary Schedule effective July 1, 2026 and then effective July 5, 2026, pursuant to the MOU.

The City Council expressed surprise that three years had already passed; reflected on the knowledge gained through service to the City; and thanked the City staff for their efforts.

Moved by Councilmember Truong, seconded by Councilmember Calderon, and carried by the following vote of the City Council to adopt Resolution No. 26-24 establishing the Citywide Salary Schedule Effective July 1, 2026.

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

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

Parks and Recreation Director Enriquez reported he attended the California JPIA Certified Praesidium Guardian Program training; expressed enthusiasm about applying the training to benefit the community; and thanked City Council and City Manager Villalobos for the opportunity to attend.

Assistant City Manager / Director of Administrative Services Petersen announced that the new operating budget will be available following a minor revision; expressed appreciation for City staff's efforts; noted that the budget theme aligns with the Strategic Plan adopted this year; and thanked City Manager Villalobos for his leadership throughout the process.

City Manager Villalobos thanked the City Council for extending his contract for an additional two years; stated that he is working on the benchmarks identified in his evaluation; shared his attendance at the Duarte Rotary Club Installation Dinner; commended Public Safety Services Director Breceda for his service as President of the Duarte Rotary Club; and reported attending One Nation Under Gol and expressed enthusiasm for future Olympic-related opportunities.

Councilmember Calderon shared his attendance at One Nation Under Gol; expressed enthusiasm about the Parks and Recreation Department's Olympic-related upcoming events; announced his attendance at the Water Academy hosted by Water Education for Latino Leaders (WELL) joined with Councilmember Garcia; highlighted key topics discussed; and encouraged residents to stay informed on water-related issues.

Councilmember Lewis reported attending the Monrovia, Arcadia, Duarte (MAD) Town Council meeting; noted that he was unable to attend One Nation Under Gol; shared information regarding grants available for community watch parties and stated he would continue monitoring grant opportunities; and thanked Russell Berry for initiating activities for the City's youth and community while sharing a personal story between them.

Councilmember Truong provided clarification regarding a published article; shared appreciation for City Manager Villalobos and various Councilmembers for their regular attendance at Tri-City meetings; thanked Senator Rubio for providing funding for the City; commended Supervisor Barger for the support given to Duarte; and recognized Councilmember Kang for his involvement in the creation of the Tri-City Working Group, followed by City of Azusa Mayor Gonzales and former Duarte Councilmember Schultz. He also informed the community that the Tri-City Working Group was created to address the homelessness in the riverbed; provided background on the potential lease of Lario Park and noted that Los Angeles

County withdrew its rights of first refusal; stated that the City is exploring opportunities to assume the lease; thanked Cities of Azusa and Irwindale, City Manager Villalobos, fellow Councilmembers, and former Duarte Councilmember Schultz. Additionally, he reiterated the City's commitment to maintaining Lario Park in partnership with neighboring cities and the United States Army Corps of Engineers; again thanked Supervisor Barger and Senator Rubio for their support; expressed optimism about future collaboration; and complimented the Parks and Recreation Department on the City's Independence Day Celebration & Fireworks billboard.

In response to an inquiry from Mayor Pro Tem Kang, Assistant City Manager / Director of Administrative Services Petersen reported that the cost of the Independence Day Celebration & Fireworks billboard was \$1,300.

Councilmember Troung additionally thanked the Parks and Recreation department for its continued efforts in building community relationships and announced that Vulcan Materials Company is sponsoring the City's Independence Day Celebration & Fireworks.

Mayor Pro Tem Kang thanked his colleagues for their contributions to the City's success; shared a personal reflections regarding Lario Park; reiterated that the City's efforts to restore and improve the area; acknowledged the challenges associated with homelessness and concerns regarding fires within the park; emphasized the importance of regional cooperation; and relayed neighborhood concerns regarding the crosswalk on Maryvale Street.

In response to a question asked by Mayor Pro Tem Kang, City Manager Villalobos stated that patrol resources had been redirected to the area and reported that the Public Works department is evaluating options to improve safety conditions.

Mayor Pro Tem Kang also shared observations from a recent visit to China regarding advancements in public transportation and discussed opportunities for future improvements within the City.

Mayor Martin Del Campo reported attending the celebration for the new Pathology and Radiation Oncology (PRO) Building at City of Hope and shared highlights from the event; shared she attended One Nation Under Gol and thanked Supervisor Barger, City staff, and the Parks and Recreation Department for their efforts; noted she attended the Code and Bot ribbon-cutting ceremony, welcomed the business to community, and encouraged local families to participate in its programs. In addition, she announced her upcoming attendance at the Sanitation District meeting; thanked City Manager Villalobos and the City Council for their efforts regarding Lario Park; recognized City staff and their efforts in increasing the City's social media presence; expressed appreciation for the Independence Day Celebration & Fireworks billboard; and shared that her son attended Splash in the Park.

15. ADJOURNMENT

At 8:00 p.m., the City Council adjourned the meeting.

The City Council unadjourned the meeting.

Mayor Martin Del Campo expressed appreciation to Councilmember Garcia for his efforts in Sacramento alongside Senator Rubio for the City's benefit and noted that two Duarte students accompanied them to learn about the legislative process.

At 8:01 p.m., the City Council adjourned the meeting.

Tera Martin Del Campo, Mayor

Frances Jimenez, City Clerk