

CITY OF DUARTE

Minutes of the SPECIAL MEETING OF THE CITY COUNCIL

Tuesday, August 18, 2026

1. CALL TO ORDER AND ROLL CALL

Mayor Martin Del Campo called the open session to order at 5:15 p.m.

Councilmembers Present: Finlay, Lewis, Truong, Garcia, Calderon, Kang (arrived at 5:28 p.m.),
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
Brianna Solis, Deputy City Clerk
Stephanie Sandoval, Public Works Manager

2. ORAL COMMUNICATION - ITEMS LISTED ON THIS AGENDA

None.

3. BUSINESS ITEMS

A. Appointment of Unopposed Candidates to the Offices of Members of the Duarte City Council representing Districts 4, 5, and 6; and cancellation of the associated portions of the November 3, 2026, General Municipal Election

City Clerk Jimenez discussed the item regarding the appointment of unopposed candidates for Duarte City Council Districts 4, 5, and 6 and canceling the November 3, 2026, election for those districts; recalled the call for an election; explained that the number of candidates did not exceed the number of offices to be elected; noted that District 1 will proceed with an election; referenced the options per Elections Code Section 10229; confirmed that all required steps had been completed; advised on the available actions; and highlighted when the unopposed candidates would take office; identified the unopposed candidates; and provided City staff recommendation.

In response to questions from the City Council, City Clerk Jimenez explained that previous elections included a City-wide measure; noted that no City-wide measure is on the current ballot; and stated that this may be the first time the City is able to cancel the election since moving to districts.

Moved by Councilmember Finlay, seconded by Councilmember Lewis, and carried by the following vote of the City Council to adopt Resolution No. 26-25 providing for the appointment to the offices of members of the Duarte City Council Districts 4, 5, and 6 that were to be elected on Tuesday November 3, 2026.

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

B. Trail Lighting Analysis Report

Public Works Manager Sandoval introduced the item as a follow-up to the previous meeting; presented the lighting analysis findings; provided the requested lighting options and renderings; reviewed the cost estimate, the spacing between light poles, the number of additional lights, and the slight increase in estimated costs.

Discussion ensued regarding the total number of lights, including those already approved and the proposed additional lights.

In response to questions from the City Council, Public Works Manager Sandoval provided the pedestrian lighting measurements; confirmed the proposed lights match the approved design; explained the cost estimates; noted the spacing between proposed light poles; and reiterated the City Council's request for pedestrian light renderings.

Further discussion addressed the Mount Olive intersection lighting, the placement and spacing of the proposed lights, the importance of extending lighting along Vineyard past Mount Olive, and the number of lights proposed for that area.

In response to questions by the City Council, Public Works Manager Sandoval explained the pedestrian lights are electric and equipped with Ubicell, allowing them to be programmed at one's preference.

Public Works Manager Sandoval continued the presentation with renderings of the proposed bollards. Discussion followed regarding their proposed location, recommended spacing, and total cost estimate.

In response to questions from the City Council, Public Works Manager Sandoval confirmed that mobilization and demobilization costs are separate from installation costs; shared the services included in each; and noted that the bollard footings would be two feet deep.

Public Works Manager Sandoval shared alternative bollard options, including cost estimates and images of bollard installations; explained South Coast Lighting's recommendation against solar lighting; and requested direction from the City Council on how to proceed.

The City Council expressed concerns regarding the high cost of the proposed lighting, while appreciating the effort put into the analysis and discussed the possibility of pursuing more cost-effective alternatives.

Discussion ensued regarding solar lighting, tabling the item, obtaining renderings from another contractor, cost estimates, energy requirements for solar bollard lighting, and seeking alternatives.

City Manager Villalobos confirmed that the item could be tabled; explained the tabling process; noted the associated timeline; and highlighted the possibility of receiving funds from Senator Rubio.

South Coast Lighting Consultant Kevin Parker clarified that South Coast provides the lighting fixtures only; noted the preparation of the bollard photometric report; explained how measurements affect light projection; recommended the 14-foot light poles; and advised the City to request a photometric report from alternative contractors and explained the importance of it.

City Manager Villalobos provided the proposed bollard spacing from Deco Lighting and raised the question of cost estimates from other contractors.

The City Council reiterated the need for additional contractor cost estimates and noted that the 14-foot light poles appeared to provide better light projection.

Conversation ensued regarding lighting placement liability risks, existing functioning light, and the security measures provided by the approved lighting.

In response to questions by City Council, City Manager Villalobos stated when the Governor would receive the funding request and noted that a response was expected by the end of the month. South Coast Lighting Consultant Parker added that the renderings accurately represented the light throw from the bollards.

Discussion ensued regarding the location and light projection, the installation timeline, the confirmation of visibility of the approved lights once installed, and the connection to the existing power supply.

Per questions , Public Works Manager Sandoval explained that should a decision not be made the cost estimate would change; provided the paving timeline; noted the lights could be installed afterward; stated the latest date to make a decision; noted a cost estimate had been requested; explained the lights were evenly spaced, but could be adjusted as desired; noted that a crew cost estimate was still pending; and that City staff had developed an estimated cost based on the existing contract.

Conversation ensued regarding process improvement for future projects, including prioritizing planning, establishing a clear plan before issuing an RFP, and obtaining renderings before construction. A previous scenario was shared to emphasize the importance of a more proactive and efficient approach.

The City Council expressed concern about moving forward without confirmation of grant funding;

acknowledged the importance of public safety along the trail; discussed the protective equipment used by trail users; raised concerns about potential incidents once the trail is illuminated with additional lights; and supported leaving the work order as currently approved.

In response to a question from the City Council, Public Works Manager Sandoval stated the deadline to provide a cost estimate was missed by the contractor and expressed hope that it would be available by the next meeting.

Discussion ensued regarding the need for a cost estimate, the confirmation of available funding, the reassurance that City Council receives the same information, the request of alternative cost estimates, renderings, and attendance of contractors at the following meeting. In addition, the concerns regarding tabling the item and potential increased costs, the question if the trail needs to be fully illuminated, the need to provide direction to City staff, the concern of community input if lights are not installed, and the public safety benefits of additional lighting.

The City Council motioned to bring the item back for consideration at the following City Council meeting.

Discussion ensued regarding the processing of additional lighting as a change order or separate project, the increased costs of a separate project, clarification between a separate project and a change order, and confirmation that no cost estimates had been received. Discussion followed regarding the project's phases, the grant funding, the inclusion of safety lighting in the original grant request, and the possible miscommunication regarding the desired lighting.

The City Council shared its desire for aesthetic lighting; expressed support for the 14-foot light poles; requested additional information; emphasized the importance of consistent lighting placement; expressed concern about avoiding mismatched lighting; noted the need to confirm available funding; supported tabling the item; recalled a resident's opinion on the use of funds; and agreed that additional information was needed. Public Works Manager Sandoval clarified that the bollards were a cost estimate.

In response to questions by the City Council, City Manager Villalobos stated that confirmation of grant funding was not expected until the end of the month.

Discussion ensued regarding the information needed, the potential for additional contractors or bollard lighting to be addressed as a separate phase, the contractor cost estimates, the potential costs associated with extending the contractor, the additional charges, and the potential for a Phase Two.

City Attorney Phan noted that direction would need to be provided to City staff; encouraged the City Council to make a motion directing staff; and explained why a sub-motion would be needed.

In response to questions from the City Council, Public Works Manager Sandoval shared the expected timeline once the light poles have been procured after approval.

The City Council motioned to table this item in order to secure pricing from the contractors and any possible grant funding that may or may not occur as well as gather additional information for consideration for Phase II, at a future City Council meeting as soon as readily available.

In response to a question from the City Council, City Manager noted that City staff would aim to have information for the following meeting; noted when a response is expected regarding grant funds; and reiterated that information would be at a future meeting.

Discussion ensued regarding the request for additional cost estimates and aesthetic renderings from the contractor, clarification regarding the City's ability to make such a request, and confirmation that an accurate cost breakdown would be provided.

Moved by Councilmember Finlay, seconded by Councilmember Garcia, and carried by the following vote of the City Council to table this item in order to secure pricing from the contractors and any possible grant funding that may or may not occur as well as gather additional information for consideration for Phase II, at a future City Council meeting as soon as readily available.

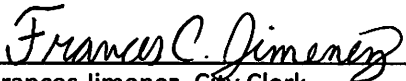
AYES:	FINLAY, LEWIS, TRUONG, GARCIA, KANG, CALDERON, MARTIN DEL CAMPO
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE

4. CONTINUATION OF ORAL COMMUNICATIONS

None.

5. ADJOURNMENT - TO SCHEDULED REGULAR CITY COUNCIL MEETING

At 6:19 p.m., the City Council adjourned the meeting.



Frances Jimenez, City Clerk



Tera Martin Del Campo, Mayor