

CITY OF DUARTE

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

**Tuesday, June 10, 2025
7:00 PM — Regular Session**

7:00 PM OPEN SESSION

1. CALL TO ORDER AND ROLL CALL

Mayor Garcia called the open session to order at 7:15 p.m.

Councilmembers Present: Finlay, Kang, Lewis, Truong, Martin Del Campo, Garcia
Councilmembers Absent: Calderon
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
Andres Rangel, Assistant to the City Manager
Albert Nuñez, Management Analyst
Frances Jimenez, City Clerk

2. ADOPTION OF THE AGENDA

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

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

3. PLEDGE TO THE FLAG

The flag salute was led by Rosa Holguin.

4. ORAL COMMUNICATIONS - SPECIAL ITEMS

None.

5. SPECIAL ITEMS

A. Community Development Department Update

Director Hensley announced that Vallarta supermarket will be moving into the space previously occupied by Best Buy and announced upcoming development projects at City of Hope.

The City Council commended city staff for their hard work in improving economic development in the city.

Director Hensley thanked the Lee and Associates team for their assistance in providing real estate advisory services.

B. Parks and Recreation Department Update

Director Enriquez gave an update on the reopening of the fitness center; provided details on the upcoming grand opening of the Community Garden at Tzeitel Paras-Caracci Park; announced the release of the latest edition of the City News; and highlighted upcoming community events.

Discussion ensued regarding the logistics of the Independence Day Celebration and Fireworks Show and suggestions were made on how to improve the program.

6. ANNOUNCEMENTS OF UPCOMING COMMUNITY EVENTS

KC Caracci shared an update on the ongoing efforts to prepare for the upcoming Route 66 parade; shared the chosen theme; and encouraged the community to get involved.

Discussion was had regarding outreach opportunities for parade vehicles.

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

John Fasana stated his opinion on the Duarte Strategic Plan and encouraged the incorporation of community input and shared the Duarte Public Library has COVID-19 test kits.

Conversation was had regarding the history of resident involvement in strategic planning and suggestions were given regarding outreach efforts for the future.

Sherry shared her experience as a victim of the recent Eaton Fire that took place in January 2025.

David Kuhn explained the impact on the home life of Sherry and, in turn, shared the effects on the development of the Wyndham Hotel project. In response to questions posed by the City Council, David Kuhn detailed the challenges being faced as the permitting process moves further along.

Steve Hernandez expressed sympathy for Sherry's situation and shared his opinion on additional obstacles the project may face.

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 - May 27, 2025 Regular Meeting and June 3, 2025 Special Meeting (CC/HA/FA).

D. Approval of Warrants - June 10, 2025 (CC/HA/FA).

E. Receive and File the Community Development Department Update.

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

G. Adoption of Resolution No. 25-13 adopting a holiday schedule for City employees for July 2025 – June 2026.

H. Proclamation Recognizing National Mosquito Control Awareness Week, June 15-21, 2025 in the City of Duarte.

I. Authorization of the City Manager to execute the proposed amendment to the City's Agreement for Animal Care and Control Contract Services with the San Gabriel Valley Humane Society allowing for the assignment of the agreement to an alternate entity.

Moved by Councilmember Finlay, seconded by Councilmember Truong, and carried by the following vote of the City Council to approve items 9A - 9 I of the Consent Calendar.

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

10. ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION

None.

11. PUBLIC HEARINGS - NONE

12. ORAL COMMUNICATIONS - BUSINESS ITEMS

None.

13. BUSINESS ITEMS

A. Emergency Approval of Competition Pool Infrastructure Repairs

Director Enriquez provided background information on the need for emergency approval of competition pool infrastructure repairs due to significant water loss and detected water leaks that resulted in the closure of the pool in late April. He detailed the area within the pool surge pit that is experiencing issues; provided clarification on the logistics of the repairs; and shared staff's process of working with selecting a final proposal from qualified contractors.

Conversation was had regarding a temporary closure of the pool in the future in order to ensure maintenance services are being taken care of, discussion also ensued concerning the need for renovations and the overall estimated timeline of the project.

Moved by Councilmember Finlay, seconded by Councilmember Kang, and carried by the following vote of the City Council to 1) Authorize the City Manager to enter into agreement with Condor, Inc. to perform the emergency repair work for the Duarte Fitness Center Competition Pool in the amount of \$65,000, with a contingency not to exceed a total project cost of \$130,000; and 2) Approve a budget amendment of \$130,000 under Building Maintenance Services line (100-1610-7652).

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

B. Citywide Salary Schedule Effective July 1, 2025

City Manager Villalobos detailed the proposed unrepresented employees' compensation plan; explained how the specifications were based on an informal salary survey involving multiple cities; and provided further details on the duties of the Assistant City Manager/Administrative Services Director.

Per questions made by the City Council, City Manager Villalobos provided clarification regarding the staff positions that are not covered by the union.

Assistant City Manager/Administrative Services Director Petersen explained the need to amend the citywide salary schedule for the positions discussed.

In response to questions asked by the City Council, City Attorney Phan stated that discussion needs to remain on the agenda item's policy.

The City Council commended Assistant City Manager/Administrative Services Director Petersen for her work.

Moved by Councilmember Finlay, seconded by Councilmember Kang, and carried by the following vote of the City Council to adopt Resolution No. 25-14 rescinding Resolution No. 24-11 and establishing a salary schedule and compensation plan for the unrepresented regular employees and amending the Citywide Salary accordingly.

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

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

Assistant City Manager/Administrative Services Director Petersen shared the welcoming experience she had when presenting at the Royal Oaks Retirement Community; shared how proud she is of the team; and thanked the City Council for their recognition.

City Manager Villalobos shared the results of the City Clerk recruitment and congratulated Frances Jimenez for her new role.

Mayor Pro Tem Martin Del Campo thanked John Fasana for the invitation to Live Oak Park's Memorial Day event and shared that she, along with Mayor Garcia attended.

Councilmember Finlay coordinated with city staff so that representatives from the San Gabriel Valley Mosquito and Vector Control District would attend the upcoming National Night Out.

Councilmember Lewis wished Councilmember Finlay a belated birthday along with his friend, Ashley Anne.

Councilmember Kang inquired about part-time employees' salaries.

Discussion ensued regarding the recent increase in part-time employees' salaries.

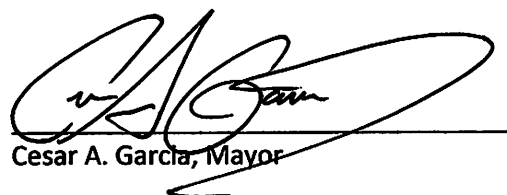
Councilmember Kang stated his opinion on checks and balances within politics and asked that everyone be safe.

Councilmember Truong expressed concern about misinformation on social media; expressed his opinion on the current political climate; and announced the City of Duarte participated in the city vs. city bowling tournament that helped raise funds for youth programs.

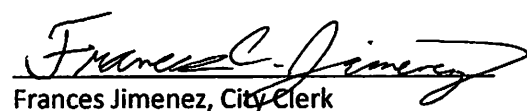
Mayor Garcia reported he attended the Foothill Gold Line Station Dedication Event; expressed how proud he is to serve the city with his colleagues and staff; shared he attended the memorial for the Baldwin Park Officer, Samuel Riveros; and gave his condolences to the Riveros and Wong family.

15. ADJOURNMENT

At 8:37 p.m., the City Council adjourned the meeting in memory of Baldwin Park Officer, Samuel Riveros.



Cesar A. Garcia, Mayor



Frances Jimenez, City Clerk