MINUTES
CITY OF DUARTE
PLANNING AND ECONOMIC
DEVELOPMENT COMMISSION

May 15, 2023

Commissioners
Tina Heany, Chair
Wally Wolff, Vice-Chair
Danny Ramirez
Brian Quandt
Daniel Becker

1. CALL TO ORDER AND NOTATION OF ANY ABSENCES:

Vice-Chair Wolff called the meeting to order at 7:06 p.m. The following were in attendance:

PRESENT:	Becker, Quandt, Wolff
ABSENT:	Heany, Ramirez
STAFF:	Bautista, Golding, Hensley, Nash, Zambrano
ASSISTANT CITY ATTORNEY:	Jeffrey Melching

2. PLEDGE OF ALLEGIANCE:

Vice-Chair Wolff led the Pledge of Allegiance.

3. APPROVAL OF MINUTES:

Commissioner Quandt motioned to approve the April 17, 2023, minutes. Seconded by Commissioner Becker. The motion carried 3-0-0-2. (Yes: Becker, Quandt, Wolff; No: None; Abstain: None; Absent: Heany, Ramirez).

4. ORAL COMMUNICATIONS - ITEMS NOT ON THE AGENDA:

None.

5. PUBLIC HEARINGS:

None.

6. BUSINESS ITEMS:

A. Commission Training.

Assistant City Attorney Jeffrey Melching presented and discussed various roles and responsibilities of the Commission, including: conflict of interest matters, open meeting requirements, and parliamentary procedures.

7. ITEMS FROM DIRECTOR:

None.

8. ITEMS FROM COMMISSIONERS:

None.

9. ADJOURNMENT:

Vice-Chair Wolff motioned to adjourn at 8:09 p.m. The next meeting is scheduled for June 19, 2023.

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Craig Hensley, Secretary