

CITY OF DUARTE
MINUTES OF THE SPECIAL MEETING OF THE
CITY COUNCIL OF THE CITY OF DUARTE

TUESDAY, APRIL 30, 2024 – 5:30 PM

1. CALL TO ORDER

Mayor Truong called the Special Meeting to order at 5:41p.m.

ROLL CALL:

Councilmembers Present: Finlay, Kang, Lewis, Schulz, Martin Del Campo, Garcia (arrived at 5:48 p.m.), Truong

Councilmembers Absent: None

Staff Present: Brian Villalobos, City Manager
Kristen Petersen, Assistant City Manager / Director of Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Annette Juarez, City Clerk
Andres Rangel, Assistant to the City Manager
Stephanie Sandoval, Public Works Manager
Angela Chiaromonte, Financial Services Manager
Frances Jimenez, Deputy City Clerk

2. BUDGET OVERVIEW

City Manager Villalobos thanked Council for attending the meeting and recognized the Finance Department as well as Assistant City Manager and Director of Administrative Services Petersen for her efforts and hard work.

Assistant City Manager/ Director of Administrative Services Petersen described the budget process and timeline; and gave a presentation on the proposed budget.

3. ORAL COMMUNICATION - ITEMS LISTED ON THIS AGENDA

Chamber President Gregory Endelman along with Vice President/Finance Kalpna Shah gave an overview on the current health and vitality of the Chamber of Commerce; shared the background on the survey created in partnership with the City of Duarte; thanked Assistant to the City Manager Rangel for his help; and detailed the results of the survey. They also reviewed the proposed budget and their specific funding requests.

Councilmember Schulz left the meeting at 5:53 p.m.

Discussion was had between the City Council and the Chamber of Commerce representatives regarding the goal of the Chamber of Commerce, the scope of contracted services, possible future location, and the budget requests.

The City Council asked the Chamber to come back with a more thorough plan with two budgets, one that reflects having a physical location and another that does not; and both staff and the City Council recognized the Chamber representatives for their work and dedication.

4. BUDGET DISCUSSION

Assistant City Manager/ Director of Administrative Services Petersen gave a further breakdown of the projected General Fund and ended with other City Funds.

Discussion ensued regarding the budget; and staff responded to questions posed by the Council.

5. **DISCUSSION AND DIRECTION TO STAFF ON FY 2024-25 BUDGET**

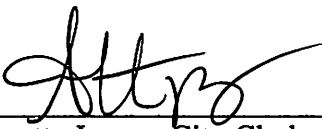
The Council gave general direction to staff throughout the budget discussion regarding expenditures, revenues and projects for the 2024-2025 fiscal year.

6. **ADJOURNMENT**

At 8:10 p.m. the City Council adjourned the meeting.



Vinh Truong, Mayor



Annette Juarez, City Clerk