

MINUTES

**ADJOURNED REGULAR JOINT MEETING OF THE CITY COUNCIL/
REDEVELOPMENT AGENCY/HOUSING AUTHORITY OF THE CITY OF DUARTE
BUDGET WORKSHOP – TUESDAY, MAY 2, 2011**

CALL TO ORDER

The City Council, Redevelopment Agency, and Housing Authority of the City of Duarte met in a Budget Workshop in the Duarte Community Center, 1600 Huntington Drive, Duarte, California. Mayor Paras-Caracci called the meeting to order at 4:30 p.m.

ADOPTION OF AGENDA

Finlay moved, Gaston seconded to adopt the Agenda, and carried unanimously.

**RECORDATION OF
ATTENDANCE**

PRESENT: Fasana, Finlay, Gaston, Reyes, Paras-Caracci
ABSENT: None

ADMINISTRATIVE STAFF PRESENT:

City Manager/Executive Director George
Assistant City Manager Petersen
Director of Community Development Hensley
Director of Parks and Recreation Georgino
Director of Public Safety Services Villalobos
Deputy City Manager Herrera

It was determined that the meeting would function as a “Committee of the Whole.”

PUBLIC INPUT

The following spoke:
Jim Kirchner – Chamber funding.
Lupe Valerio – On behalf of the Union, stated proposed cuts to personnel expenses were hard on morale, given reduced staff and increased workload.
Levon Yotnakhparian – Council meeting cablecasting, asked that his contract be retained.

BUDGET OVERVIEW

George provided a general overview of the past year, past year reductions, and City accomplishments.

Petersen presented the budget philosophy and proposed 2011/12 budget, and reviewed the process, highlights, and recommendations. She presented information about the General Fund, other City funds, Redevelopment Agency, and the Housing Authority, then focused on the Recommended Budget Reduction Table.

DELIBERATION/COMMENTS

The City Council/Agency/Authority Board deliberated on the information provided, and acted on the items recommended for reduction on the Recommended Budget Reduction Table. The following actions pertaining to the 2011/12 budget were moved, seconded, and carried unanimously:

- Reduce lighting and landscape maintenance expenses by 10% (do not reduce weekend trash pickup), saving \$22,800.
- Move Public Safety to North Yard (help Chamber move), saving \$40,000 (\$90,000+ annually thereafter).
- Eliminate one Special Assignment Deputy, saving \$220,000.
- Charge 50% of School Resource Officer to Duarte Unified School District, saving \$52,500.
- Eliminate supervision at Encanto Park, saving \$5,000.
- Eliminate trail maintenance, saving \$8,900.
- Reduce fleet and vehicle maintenance, saving \$4,000.
- Reduce Duarte Unified School District Talent Show funding (for student awards), saving \$2,000.

- Reduce part-time training, saving \$2,000.
 - Reduce pest control spraying in City facilities, saving \$1,500.
 - Reduce contract for building maintenance services (HVAC services), saving \$10,000.
 - Move graffiti removal from General Fund to Redevelopment Agency fund, saving \$26,800.
 - Reduce Parks and Recreation travel expenses, saving \$2,000.
 - Eliminate Moonlight Basketball (ask YMCA to take over), saving \$2,000.
 - Reduce Chamber of Commerce funding by 10%, saving \$4,400.
 - Reduce Barrow-Hoffman contract hours by 10%, saving \$4,000.
 - Reduce Council cablecasting by 50% for six months, and report back to Council in the next few months the details on a new cablecasting system, training, potential for live casting and more specific scope of Mr. Yotmakhparian's role as DCTV staff versus City cablecasting staff versus school staff versus community volunteer, saving \$12,650 (for six months).
 - Reduce Rutan & Tucker retainer costs by 8%, saving \$2,500 to General Fund, and \$2,500 to Redevelopment Agency. (Staff was directed to perform an assessment and make recommendations where legal services are not needed, Council requested monthly legal reports with details on hours and costs, an RFP is to be considered in the near future, and all legal costs are to be estimated prior to moving forward on litigation.)
 - Reduce closed session and workshop food, saving \$1,500.
- By a vote of 4-1, with Reyes voting against the motion, the following action was taken:
- Make youth, teen, and senior recreation programs and excursions self-sustaining, saving \$29,500.
- George suggested that there had been concerns by Council that the City had eliminated funding for participation in the 2012 Rose Float, and announced that the City could participate in 2013 for \$15,000. By a unanimous vote, the following action was taken:
- Increase expenses by \$15,000 for 2013 Rose Float.
- It was noted that the recommended cuts and the one addition results in a budget surplus of approximately \$53,500. Staff was directed to take the comments, recommendations, and changes, and bring back the final budget for consideration at the June 14, 2011, City Council meeting.

ADJOURNMENT

Fasana moved, Finlay seconded to adjourn the meeting at 8:35 p.m., to the regularly scheduled City Council Meeting on May 10, 2011, and carried unanimously.

ATTEST:

Mayor Tzeitel Paras-Caracci

City Clerk