

**FINANCE COMMITTEE  
CITY OF PALM DESERT  
REGULAR MEETING MINUTES**

May 28, 2024, 10:00 a.m.

Present: Committee Member Carlos Garcia, Committee Member Jan Harnik, Committee Member Gretchen Heuring, Committee Member Faith Messenger, Committee Member Karina Quintanilla, Committee Member Jake Wuest, Chair Robert Leo

Staff Present: Finance Director Veronica Chavez, Deputy Director of Finance Liberty Urban, Deputy Director of Finance John Ramont, Finance Supervisor James Bounds, Recording Secretary Michelle Nance

Click [HERE](#) to access the meeting audio.  
Click [HERE](#) to access the meeting agenda packet.

**1. CALL TO ORDER**

A Regular Meeting of the Finance Committee was called to order by Chair Leo on May 28, 2024, at 9:00 a.m. in the Administrative Conference Room, City Hall, located at 73-510 Fred Waring Drive, Palm Desert, California.

**2. ROLL CALL**

**3. NON-AGENDA PUBLIC COMMENTS**

None.

**4. CONSENT CALENDAR**

**Motion by:** Committee Member Messenger

**Seconded by:** Committee Member Wuest

To approve the consent calendar as presented.

**Motion Carried (5 to 0)**

**4.a APPROVAL OF MINUTES**

Approve the Minutes of March 26, 2024.

**5. CONSENT ITEMS HELD OVER**

**6. ACTION CALENDAR**

\* Committee Member Quintanilla arrived at this part of the meeting.

**6.a FINANCE DIRECTOR'S REPORT FOR GENERAL FUND FINANCIAL REPORTS**

Director of Finance Chavez presented the Finance Director's Reports for March and April 2024 and answered member inquiries.

**Motion by:** Committee Member Wuest

**Seconded by:** Committee Member Garcia

Receive and file the General Fund Financial Reports for the months ending March 31, 2024, and April 30, 2024.

**Motion Carried (6 to 0)**

**6.b PARKVIEW OFFICE COMPLEX FINANCIAL AND VACANCY REPORTS**

Deputy Director of Finance Urban presented the Parkview Office Complex Reports for March and April 2024, Vacancy Report for April 2024 and answered member inquiries.

**Motion by:** Committee Member Wuest

**Seconded by:** Committee Member Garcia

Receive and file the Parkview Office Complex Financials for months ending March 31, 2024, and April 30, 2024, and the Vacancy Report for month ending April 30, 2024.

**Motion Carried (6 to 0)**

**6.c DESERT WILLOW GOLF RESORT FINANCIAL REPORTS**

Assistant General Manager of Desert Willow, Ryan Szydlowski, presented the Desert Willow Golf Resort Financial Reports for March and April 2024 and answered member inquiries.

**Motion by:** Committee Member Garcia

**Seconded by:** Committee Member Messenger

Receive and file the Desert Willow Golf Resort Financial Reports for the months ending March 31, 2024, and April 30, 2024.

**Motion Carried (6 to 0)**

**6.d CITY TREASURER'S INVESTMENT REPORTS**

Finance Supervisor Bounds presented the City Treasurer's Reports for March and April 2024 and answered member inquiries.

**Motion by:** Committee Member Wuest

**Seconded by:** Committee Member Garcia

Receive and file the City Treasurer's Investment Reports for the months ending March 31, 2024, and April 30, 2024.

**Motion Carried (6 to 0)**

**7. INFORMATIONAL REPORTS & COMMENTS**

**7.a FINANCE COMMITTEE MEMBERS**

In response to inquiries, Staff provided updates and offered to follow up on the following items:

- Sales tax report by geographical area;
- State Budget for Fiscal Year 2024-2025;
- El Paseo Business Improvement District Funds;
- El Paseo Courtesy Cart usage;
- Transportation for residents in North Palm Desert to school and shopping;
- Surveys provided by the City for residents; and
- Sales tax initiative.

With the consensus of the Committee, Chair Leo requested to have a discussion of the Investment Policy on the next agenda.

**7.b CITY STAFF**

**7.b.1 City Budget Update**

Director of Finance Chavez provided an update on the City's Budget for Fiscal Year 2024-2025, potential sales tax initiative and answered member inquiries.

**7.b.2 Summer Recess**

With consensus of the Committee the July Regular Meeting will be canceled. The next Regular Meeting will be held on September 24, 2024

**7.c ATTENDANCE REPORT**

Report provided; no action taken on this item.

**8. ADJOURNMENT**

The Finance Committee adjourned at 11:10 a.m.

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Michelle Nance, Deputy Clerk I  
Recording Secretary

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Veronica Chavez, Finance Director  
Secretary

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DATE APPROVED BY FINANCE COMMITTEE