

# Measure J Commission Policy Roadmap / Calendar for the Fiscal Year 2019/2020

## POLICY REVIEW

- 1) Annual financial recommendations will be for 100%, or as close thereto, from available Measure J Funds after debt service.
- 2) The City's General Fund will be used to provide a 1 million dollar contingency for those projects approved in the annual June budget meeting
- 3) The annual budget will contain a category titled "Community Projects", which will be an allocation of 1 million dollars.
- 4) All Capital Project recommendations other than the Community Projects category will be chosen from the Capital Projects list provided to the Measure J Commission by City Staff.
- 5) Measure J will allocate annually 3 million dollar to roads
- 6) All Commission recommendations for Capital Projects and for the Community Projects theme will be presented to City Council in a joint meeting to be held at the Council meeting in May.

## CALENDAR

(The Commission meets every third Thursday\* of the month at 4:00 p.m. in the Large Conference Room at City Hall).

\*Due to City Council 2020 new meeting dates, the Measure J Commission meeting dates for May and September 2020 have been moved (see below).

### ~~JULY / AUGUST 2019 – COMMISSION DARK~~

#### ~~SEPTEMBER 19, 2019~~

~~Welcome new Chair and Vice Chair  
Roadmap review  
Updates from City Staff  
General Discussion~~

#### ~~OCTOBER 17, 2019~~

~~Capital Project TRUE-UP presentation by City staff on all ongoing projects. Financial discussion on implications of potential underage or overages – report provided PRIOR to the October meeting.  
Discussion of Hot Spots Projects.  
General discussion.~~

#### ~~NOVEMBER 21, 2019~~

~~Review list of Capital Projects not funded in FY 2019-2020. List to be provided by city staff.~~

#### ~~DECEMBER 18, 2019~~

#### ~~JANUARY 16, 2020~~

~~Staff presentation on **Measure J Audit** of FY 2018-2019 Financials and continue review of **unfunded capital projects**.  
Registration for ONE-PS Annual Picnic & Expo (Date TBD)~~

#### ~~FEBRUARY 20, 2020~~

~~Review Project Justification for previous list of **unfunded Capital Projects** and discuss **new potential Capital Projects**.~~

#### ~~MARCH 19, 2020~~

~~Staff presentation of FINALIZED recommended **Capital Projects** for FY 2020-2021.  
Discussion and analysis. ONE-PS Annual Picnic & Expo (Date TBD)~~

#### ~~APRIL 16, 2020~~

~~Vote on and finalize list of Recommended **Capital Projects** for FY 2020-2021~~

#### ~~MAY 2020~~

~~Joint Meeting with City Council (TBD)~~

#### ~~MAY 14, 2020\* - \*\*\*RESCHEDULED\*\*\*~~

#### ~~JUNE 18, 2020~~

~~Review final City Council budget decisions / M-J Adopted Budget 2020-2021.  
Election of Officers.~~

**MEASURE J COMMISSION**  
CITY OF PALM SPRINGS, CALIFORNIA  
[www.palmspringsca.gov](http://www.palmspringsca.gov)



MEETING MINUTES  
THURSDAY, JANUARY 16, 2020, 4:00 P.M.  
CITY HALL LARGE CONFERENCE ROOM

**CALL TO ORDER:** Chair Gazan called the January 16, 2020 Regular Meeting of the Measure J Commission of the City of Palm Springs to order at 4:03 p.m.

**ROLL CALL:**

**PRESENT:** Commissioners Futterer, Gray, LaBranche, Lass, Robin, Soto, and Chair Gazan.

**ABSENT:** Commissioner Bernstein and Vice-Chair Craig.

**ALSO PRESENT:** Commission Secretary Muniz, Finance Director Pauley, Senior Civil Engineer Uyeno, Assistant Director Engineer Montalvo.

**PLEDGE OF ALLEGIANCE:** Commissioner Gray led the Pledge.

**ACCEPTANCE OF THE AGENDA:** Approve the Agenda as presented. **Motion by Commissioner Futterer, seconded by Commissioner Soto and unanimously carried noting the absence of Commissioner Bernstein and Vice-Chair Craig.**

**APPROVAL OF MINUTES:** Approve the December 18, 2019 as presented. **Motion by Commissioner Futterer, seconded by Commissioner Gray and unanimously carried noting the absence of Commissioner Bernstein and Vice-Chair Craig.**

**PUBLIC COMMENT:** None.

**1. WELCOME AND COMMENTS FROM MEASURE J CHAIR:**

Chair Gazan provided a verbal report.  
No action taken.

**2. CITY MANAGER'S REPORT:**

City Manager Ready provided a verbal report.  
No action taken.

At this time, City Manager Ready and Assistant City Manager Fuller left the meeting at 5:16 p.m.

**3. FINANCE DIRECTOR'S REPORT AND UPDATE OF ANNUAL MEASURE J AUDITS:**

Finance Director Pauley provided a verbal report.  
No action taken.

**4. MEASURE J PROJECTS UPDATE REPORT:**

Assistant City Engineer Montalvo and Senior Civil Engineer provided a verbal report.

**5. OLD BUSINESS:**

**5.A. DISCUSSION ON PARKS CAPITAL PROJECTS WITH PARKS & RECREATION COMMISSION SUB-COMMITTEE:**

Parks & Recreation Commissioner Ellen Goodman, David Cohan, and Director Cynthia Alvarado provided a verbal update.

Appoint Commissioner Futterer, Soto and Gazan to the Parks & Recreation Sub-Committee.

**5.B. CONTINUE DISCUSSION ON POTENTIAL COMMUNITY HOT SPOT PROJECTS AND OUTREACH:**

No action taken.

**6. NEW BUSINESS:**

**6.A. COMMUNICATIONS SUB-COMMITTEE UPDATE:**

Commissioner Lass provided a verbal report. No action taken.

**6.B. LIBRARY SUB-COMMITTEE UPDATE:**

No update available at this time. No action taken.

**6.C. OUTREACH FOR COMMUNITY PROJECTS SUB-COMMITTEE UPDATE:**

Commissioner Futterer provided a verbal update. No action taken.

**6.D. DISCUSSION REGARDING MEASURE J SCHEDULE CHANGE TO COMPLY WITH CITY COUNCIL REVISED ORDINANCE:**

No action taken.

**PUBLIC COMMENT:** None.

**STAFF MEMBER COMMENTS:** None.

**COMMISSION MEMBER ITEMS, COMMENTS AND REQUESTS:** Commissioner Futterer asked that the date for the joint meeting with the City Council be provided as quickly as possible for scheduling purposes. Commissioner Soto and Gray shared that the Public Arts and Human Rights Commission and Library Board of Trustees are currently accepting applications.

**ADJOURNMENT:** The Regular Meeting of the Measure J Commission of the City of Palm Springs adjourned at 5:55 p.m. to Thursday, February 20, 2020, at 4:00 p.m., Palm Springs City Hall, Large Conference Room, 3200 E. Tahquitz Canyon Way. **Motion by Commissioner Lass, seconded by Commissioner Futterer and unanimously carried noting the absence of Commissioner Bernstein and Vice-Chair Craig.**

**APPROVED BY A MOTION OF THE MEASURE J COMMISSION THIS 20<sup>TH</sup> DAY OF FEBRUARY, 2020.**

City of Palm Springs  
Multi-Year Summary of Available Measure J Funds  
January 31, 2020

	Projected			
	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>2022-2023</u>
Estimated Revenue	\$ 15,506,400	\$ 16,126,700	\$ 16,600,000	\$ 17,100,000
Percentage Increase	4%	4%	3%	3%
Unexpended PY Reallocated	5,643,600			
Total Available Funds	<u>21,150,000</u>	<u>16,126,700</u>	<u>16,600,000</u>	<u>17,100,000</u>
<i>Existing Budget Obligations:</i>				
Multi-Year Projects:				
Street Repairs	3,000,000	3,000,000	3,000,000	3,000,000
Downtown Park	1,000,000	-	-	-
Uptown Parking Structure (Andaz agreement)	-	-	-	-
Community Projects	1,000,000	1,000,000	1,000,000	1,000,000
Airport Reserve on Aviation Fuel Sales per FAA *	200,000	200,000	200,000	200,000
Total Multi-Year Projects (Subtotal)	<u>5,200,000</u>	<u>4,200,000</u>	<u>4,200,000</u>	<u>4,200,000</u>
Other Approved Projects and Expenses:				
Debt Service	3,200,000	3,200,000	3,200,000	3,200,000
Downtown Prop Maint & Other Expenses	550,000	575,000	600,000	625,000
Cornelia White House Restoration				
Police Department 911 CAD/RMS	2,230,000			
Keyless Entry System (Phase 2)	475,000			
Main Library Renovation or New Construction	1,345,000			
Park Restrooms Renovations/Repairs & ADA	1,600,000			
Life Safety Improvements (Fire Sprinklers/Alarms)	1,900,000			
Emergency Generators	1,150,000			
Citywide HVAC Water Treatment Program	600,000			
Fire Station No. 1 - Design	800,000			
Recreation Field LED Lighting Upgrade-Design	100,000			
Downtown Park Additional Set-Aside	2,000,000			
Re-Allocated New Funds				
Total Existing Budget Obligations	<u>21,150,000</u>	<u>7,975,000</u>	<u>8,000,000</u>	<u>8,025,000</u>
Unallocated New Funds Available for Budgeting	<u>\$ -</u>	<u>\$ 8,151,700</u>	<u>\$ 8,600,000</u>	<u>\$ 9,075,000</u>

\* Note: Effective December 8, 2017, per a Federal Aviation Administration ruling, the City is required to set aside Measure J sales taxes collected on aviation fuel sales for airport project expenses.

YTD Revenue Comparison through January 31:

FY 2019-20	6,187,720	
FY 2018-19	6,205,178	
Increase in Revenue from Previous FY Cash Basis	<u>(17,458)</u>	-0.3%

City of Palm Springs  
 Measure J Reconciliation  
 January 31, 2019

Account Number	Account Description	FY19-20 Budget	FY19-20 Budget Project Adds	FY19-20 Revised Budget	1/31/2019 YTD Expenses	1/31/2019 YTD Encumb	Available Balance
42300	MEAS J COMM/MKTING	-		24,789.97	1,610.65	3,377.56	19,801.76
42301	MEAS J PROP MAINT/LANDSCA	550,000.00		1,483,235.86	427,577.74	362,266.75	693,391.37
42302	MEAS J SPECIAL AUDIT	-		28,709.67	2,500.00	-	26,209.67
		550,000.00	-	1,536,735.50	431,688.39	365,644.31	739,402.80
50807	STREETS - SLURRY SEAL			42,493.48	-	-	42,493.48
50809	STREETS-15 RECON/O/SEAL			7,533.00	-	-	7,533.00
50811	STREETS-18 PVMT REHAB			2,303.00	-	-	2,303.00
50812	STREETS-19 RECON/O/SEAL			7,188.00	-	-	7,188.00
50814	STREETS-20 RECON/O/SEAL	3,000,000.00		3,000,000.00	14,702.20	2,984,855.00	442.80
		3,000,000.00	-	3,059,517.48	14,702.20	2,984,855.00	59,960.28
50348	PALM CYN PED ENHANCEMENTS			1,585,792.09	14,541.53	1,275,633.66	295,616.90
50349	INDIAN CYN PED ENHANCEMEN			30,923.04	23,578.54	1,392.42	5,952.08
50350	EPC/SPC IMPROVEMENTS			448,112.07	2,162.50	417,972.08	27,977.49
58700	COMMUNITY ENHANCEMENTS	1,000,000.00		1,001,840.25	71,698.84	930,141.41	-
58702	COMMUNITY SIDEWALKS			195,774.89	128,976.51	310.46	66,487.92
		1,000,000.00	-	3,262,442.34	240,957.92	2,625,450.03	396,034.39
50000	UNSCHEDULED CAPITAL PROJ		-	4,332,352.51	-	-	4,332,352.51
59401	DESERT HIGHLAND LT POLES			3,450.00	-	3,450.00	-
59417	LTING REPLAC UNDRGRD ELEC			871,476.02	7,728.78	27,430.00	836,317.24
59436	LIBRARY PLANNING			125,294.00	-	-	125,294.00
59440	POLICE TRG CTR TECH UPGRA			87,098.16	39,389.99	45,761.10	1,947.07
59444	POLICE RECORDS RED/RENO			971,008.49	308,778.71	67,325.04	594,904.74
59445	NMTP/BIKING ISSUES			516,482.60	-	1,070.98	515,411.62
59447	TAHQUITZ CREEK MASTER PLA			82,409.92	-	-	82,409.92
59455	UPTOWN TREEWELL IRRIGATIO			27,051.00	391.50	-	26,659.50
59458	CITY HALL SECURITY DESIGN			51,773.33	12,872.51	3,348.48	35,552.34
59463	PROJECT MANAGEMENT			21,131.26	-	20,024.73	1,106.53
59464	DOWNTOWN PARK	1,000,000.00		1,207,881.10	29,167.09	1,070,930.59	107,783.42
59467	I-HUB BLDG MODIFICATION			47,679.69	-	47,679.69	-
59469	CMAQ/CVAG - BIKE LANES			1,755.27	-	1,755.27	-
59475	ALEJO_BELARDO CHURCH LOT			400,000.00	-	-	400,000.00
59479	CC AIR WALL REHAB			75,000.00	75,000.00	-	-
59487	EVAL ALL CITY FACILITIES			169,110.34	15,811.86	41,113.45	112,185.03
59491	HVAC CHILLER COOLING TOWE			206,693.95	10,656.81	-	196,037.14
59493	PD TECH ENHANCEMENTS			45,898.78	-	9,030.39	36,868.39
59494	CORNELIA WHITE HOUSE REST			186,937.49	140,942.17	15,600.00	30,395.32
59495	MAIN LIB RENOV/NEW CONST		1,345,000.00	1,842,789.45	-	-	1,842,789.45
59498	DOWNTOWN PARK ADD'L FY20		2,000,000.00	5,469,783.09	205,464.50	4,362,354.68	901,963.91
59500	FIRE STATION #4			487,841.20	349.83	487,841.20	(349.83)
59501	BOLLARDS PH 1 LA PLAZA			76,045.72	5,971.13	1,950.94	68,123.65
59507	INDIAN CYN ENH PED BICY			250,000.00	-	-	250,000.00
59513	REC FLD LED LIGHT UPGRADE		100,000.00	100,000.00	-	-	100,000.00
59514	KEYLESS ENTRY SYS PH II		475,000.00	475,000.00	2,557.71	-	472,442.29
59515	CITY WIDE HVAC WTER TR PR		600,000.00	600,000.00	-	-	600,000.00
59516	FIRE STATION #1		800,000.00	800,000.00	-	-	800,000.00
59517	EMERGENCY GENERATORS		1,150,000.00	1,150,000.00	113.25	-	1,149,886.75
59518	FIRE SPR & ALARMS IMPROV		1,900,000.00	1,900,000.00	-	-	1,900,000.00
59519	PK REST RENOV/REPAIR/ADA		1,600,000.00	1,600,000.00	-	-	1,600,000.00
65256	PD 911 CAD/RMS SYSTEM		2,230,000.00	2,230,000.00	179,078.47	263.13	2,050,658.40
		1,000,000.00	12,200,000.00	26,411,943.37	1,034,274.31	6,206,929.67	19,170,739.39
59504	AIRP RES-FUEL FAA	200,000.00	-	550,000.00	-	55,000.00	495,000.00
49997	BUDGET TRANSFERS - OUT Debt Service	3,200,000.00		3,200,000.00	1,600,000.00	-	1,600,000.00
		8,950,000.00	12,200,000.00	38,020,638.69	3,321,622.82	12,237,879.01	22,461,136.86

# City of Palm Springs

Revenue and Expenditures  
June 30, 2019

**Maryanov Madsen Gordon & Campbell**  
CERTIFIED PUBLIC ACCOUNTANTS - A Professional Corporation

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CERTIFIED PUBLIC ACCOUNTANTS - A Professional Corporation

INDEPENDENT ACCOUNTANTS' REPORT

Mayor, City Council, and Measure J Commission  
City of Palm Springs  
Palm Springs, California

We have performed the procedures enumerated below, which were agreed to by the City of Palm Springs, solely to assist you in evaluating the actual revenues and expenditures of Measure J for the year ended June 30, 2019 as presented on the City of Palm Springs Measure J Capital Project Fund Revenue and Expenditures. The City of Palm Springs' management is responsible for the Measure J revenues and expenditures. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows.

1. We have verified all Measure J revenues (sales tax receipts) from the State of California for the period noted in the first paragraph by reviewing documentation for each individual deposit. The City of Palm Springs Measure J Capital Project Fund Revenue and Expenditures reports year-to-date revenues of \$16,043,737.
2. We have verified the Measure J expenditures for the period noted above by reviewing prior Council approval of expenditures and supporting documentation. The City of Palm Springs Measure J Capital Project Fund Revenue and Expenditures reports year-to-date expenditures of \$7,593,785. Based on statistical sampling methods, we tested 50% (\$3,794,954) of total expenditures, all of which were verified without exception.

The agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accounts. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Measure J revenues and expenditures. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Mayor, City Council, and the Measure J Commission of the City of Palm Springs and is intended to be used by such parties to assist in meeting the requirements of section 3.22.140 "Independent Annual Audit" of Measure J, which requires an accounting of the revenues received and expenditures made from the transaction and use tax and is not intended to be used by anyone other than those specified parties.

*Maryanov Madsen Gordon & Campbell*

January 29, 2020

City of Palm Springs  
Measure J Capital Project Fund  
Revenue and Expenditures  
June 30, 2019

Account Title	Adopted Budget	Revised Budget	Actual FY19	Variance with Final Budget Positive (Negative)
<b>Revenue and Transfers In</b>				
Measure J Sales Tax Transferred In General Fund	14,200,000	14,200,000	16,043,737	1,843,737
Interest Income	-	-	408,427	408,427
Unrealized Investment Gain or (Loss)	-	-	169,861	169,861
Contributions Non-Government Sources	-	6,300	256,300	250,000
<b>Total Revenue and Transfers In</b>	<b>14,200,000</b>	<b>14,206,300</b>	<b>16,878,325</b>	<b>2,672,025</b>
<b>Expenditures and Transfers Out</b>				
Measure J Communication	1,000	9,790	-	9,790
Measure J Property Maintenance and Landscape	504,000	1,208,808	275,572	933,236
Measure J Special Audit	20,000	49,010	5,300	43,710
<b>Downtown Maintenance/ Other Expenditures</b>	<b>525,000</b>	<b>1,267,608</b>	<b>280,872</b>	<b>986,736</b>
Streets - Slurry Seal	-	42,493	-	42,493
Streets-18-Pavement/Rehab	-	2,303	-	2,303
Streets-15 Recon/O/Seal	-	148,779	141,246	7,533
Streets-19 Recon/O/Seal	3,000,000	3,000,000	2,992,812	7,188
<b>Street Repairs</b>	<b>3,000,000</b>	<b>3,193,575</b>	<b>3,134,058</b>	<b>59,517</b>
Palm Canyon PED Enhancements	-	1,627,327	41,535	1,585,792
Indian Canyon PED Enhancements	-	44,005	13,082	30,923
EPC/SPC Improvements	-	470,448	22,336	448,112
Community Enhancements	1,000,000	8,214	6,668	1,546
Community Sidewalks	-	199,744	3,969	195,775
<b>Community Projects</b>	<b>1,000,000</b>	<b>2,349,738</b>	<b>87,590</b>	<b>2,262,148</b>
TI Oversight Services	-	30,000	-	30,000
Unscheduled Capital Projects	2,625,000	4,081,033	-	4,081,033
Desert Highland Light Poles	-	3,450	-	3,450
Lighting Replacements Underground Electric	-	880,795	9,319	871,476
Downtown PS Redevelopment Expenditures	-	2,654	-	2,654
Trailhead Waste	-	7,200	-	7,200
Library Planning	-	125,294	-	125,294
Entry Way Signs	-	102	-	102
Police Training Center Tech Upgrade	-	174,692	87,594	87,098
Building Microfilm to Internet	-	40,579	-	40,579
Police Records Renovation	-	2,266,514	1,295,505	971,009
NMTP/Biking Issues	-	516,655	172	516,483
Tahquitz Creek Master Plan	-	82,410	-	82,410
Keyless Entry Fire Station	-	16,885	16,885	-
Uptown Treewell Irrigation	-	31,770	2,074	29,696

(Continued)

(Continued)

City of Palm Springs  
Measure J Capital Project Fund  
Revenue and Expenditures  
June 30, 2019

Account Title	Adopted Budget	Revised Budget	Actual FY19	Variance with Final Budget Positive
City Hall Security Design	-	63,382	11,609	51,773
Project Management	-	50,000	28,869	21,131
Downtown Project	-	1,311,485	103,604	1,207,881
I-HUB Building Modification	-	47,680	-	47,680
CMAQ/CVAG - Bike Lanes	-	127,945	126,190	1,755
Fire Emergency Alert System	-	98,111	98,111	-
Indian Canyon EHN PED	-	250,000	-	250,000
Alejo Belardo Church Lot	-	400,000	-	400,000
CC Air Wall Rehabilitation	-	75,000	-	75,000
Uptown Parking Structure	2,000,000	2,000,000	-	2,000,000
Evaluate All City Facilities	-	178,075	8,965	169,110
Reroof CH/Leisure/DeMuth	-	59	59	-
HVAC Chiller Cooling Tower	-	206,753	59	206,694
PD Tech Enhancements	-	76,258	30,359	45,899
Cornelia White House Restoration	-	306,458	119,521	186,937
Main Library Renovation/New	-	497,789	-	497,789
Downtown Park	1,650,000	2,983,262	513,478	2,469,783
Fire Station #4	-	1,947,421	1,459,579	487,841
Bollards Phase 1 La Plaza	-	255,359	179,313	76,046
<b>Capital Projects</b>	<b>6,275,000</b>	<b>19,135,069</b>	<b>4,091,265</b>	<b>15,043,804</b>
Airport -Fuel FAA	200,000	350,000	-	350,000
<b>Measure J Airport Projects</b>	<b>200,000</b>	<b>350,000</b>	<b>-</b>	<b>350,000</b>
<b>Total Expenditures</b>	<b>11,000,000</b>	<b>26,295,990</b>	<b>7,593,785</b>	<b>18,702,205</b>
<b>Transfers Out to Debt Service</b>	<b>3,200,000</b>	<b>3,200,000</b>	<b>3,183,763</b>	<b>16,238</b>
<b>Total Measure J Expenditures and Transfers Out</b>	<b>14,200,000</b>	<b>29,495,990</b>	<b>10,777,548</b>	<b>18,718,442</b>



# City of Palm Springs

Engineering Services Department

3200 East Tahquitz Canyon Way • Palm Springs, California 92262  
Tel: (760) 322-8370 • Fax: (760) 323-8207 • Web: [www.palmspringsca.gov](http://www.palmspringsca.gov)

## MEMORANDUM

**DATE:** February 20, 2020  
**To:** Jim Gazan, Chair – Measure J Commission  
**FROM:** Joel Montalvo, Assistant Director of Engineering Services  
**SUBJECT:** Parks and Recreation Projects for FY 20-21

Chair Gazan,

As discussed in the December 18, 2019 meeting, I have reached out to Cynthia Alvarado the Director of Parks and Recreation in effort to obtain additional projects for Measure J consideration. Cynthia has worked with the Parks and Recreation Commission and provided the list of projects shown below to be considered by the Measure J Commission.

### FY 20-21

1. Gym Floor at James O Jessie	\$100,000
2. Air Condition for Demuth Center	\$300,000
3. Curtains and Acoustics for Pavilion	\$100,000
4. Shade Structures	\$50,000
(2 bleachers for Pickleball, 2 for Tennis, 6 for parks, 5 for softball bleachers)	
5. 15 Passenger Van	\$35,000
6. 10 Park Benches (Demuth)	\$10,000
7. Playground surfacing	\$275,000 (Victoria, Desert Highland, and Demuth Parks)
8. 2 Kabodas/Gators	\$35,000
9. Pavilion Landscaping	\$10,000
10. James O Jessie Restroom	<u>\$250,000</u>
<b>Total</b>	<b>\$1,165,000</b>

### FY 20-21 and FY21-22 (Two Phase projects)

1. Dog Park	\$3,300,000
2. Ball Field Lighting to LED	<u>\$1,500,000</u>
<b>Total</b>	<b>\$4,800,000</b>



# City of Palm Springs

## Engineering Services Department

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### **MEMORANDUM**

**DATE:** January 16, 2020  
**TO:** Jim Gazan, Chair – Measure J Commission  
**FROM:** Joel Montalvo, Assistant Director of Engineering Services  
**SUBJECT:** Request for Funds - Traffic Management Center and Signal Timing Optimization

The Engineering Services Department is asking the Measure J Commission for support in recommending to the City Council, the approval of using Measure J – Capital Projects – Unscheduled Funds, in the amount of \$252,500, for Traffic Management Center and Signal Timing Optimization, City Project No. 19-37.

The Kimley-Horn and Associates proposal is for \$252,500. Their scope of work includes the following:

1. Evaluate the Traffic Management Center (TMC), troubleshoot and identify communication problems along our interconnected routes, and identify and recommend solutions to ensure consistent communication from each interconnected corridor and the TMC.
2. Review existing timing sheets, and prepare new interconnected timing sheets for all interconnected routes.
3. Implement timing plans into controllers, field check, and resolve coordinated timing issues.

#### **BACKGROUND:**

In January 2015, the City Council awarded a construction contract for the Traffic Management Center and Citywide Traffic Signal Interconnect/Synchronization Project. The Project installed a system of wireless and wired connections for traffic signals along six corridors, (North/South Palm Canyon, Indian Canyon, Tahquitz Canyon, Sunrise Way, Ramon Road, and East Palm Canyon) and build the TMC to manage the interconnected system. This project was built with federal Congestion Management and Air Quality (CMAQ) funds and regional funds through the Coachella Valley Association of Governments (CVAG).

Since the project's completion in 2018, the TMC is not operating to its full potential, because of unreliable communications between traffic signals and the TMC. While our signal maintenance contractor is able to make minor adjustments, troubleshooting connections and integration of software updates is best done by one of our on-call traffic engineering firms. Also, some of the electronic components installed in the traffic signal cabinets are coming to the end of their useful life and will need to be replaced with this project.

Staff feels this is a good use of Measure J Funds because improvement to the traffic signals benefits all residents and businesses Citywide. The consultant proposes to do this over a period of about six months.

Additional Handout - January 16, 2020

**MEASURE J COMMISSION MEETINGS FOR 2020  
CITY OF PALM SPRINGS**

**On January 9, 2020**, Ordinance No. 2014 (attached) amending various sections of the PSMC related to regular meeting times for Boards and Commissions was introduced and approved by the City Council. Effective March 1, 2020 each Board and Commission is to set its regular meetings to occur no earlier than 5:30 p.m. The Boards and Commissions may conduct adjourned regular, special, adjourned special, and emergency meetings at such times as circumstances may require, subject to approval by the City Manager.

**On January 30, 2020**, the City Council agreed that Boards and Commissions should move forward expeditiously to change its regular meeting time to begin at 5:30 p.m.

**The Measure J Commission meets every third Thursday\* of each month.**

**Effective March 1, 2020, the Measure J Commission Meeting will commence at 5:30 p.m.**

MEETING DATES	CANCELLATION/RESCHEDULE
3 <sup>rd</sup> Thursday, January 16, 2020	Scheduled Measure J Meeting
3 <sup>rd</sup> Thursday, February 20, 2020	Scheduled Measure J Meeting
3 <sup>rd</sup> Thursday, March 19, 2020	Scheduled Measure J Meeting
3 <sup>rd</sup> Thursday, April 16, 2020	Scheduled Measure J Meeting
2 <sup>nd</sup> Thursday, May 14, 2020*	Regular Meeting Rescheduled
May – TBD	Joint Meeting with City Council
3 <sup>rd</sup> Thursday, June 18, 2020	Scheduled Measure J Meeting
3 <sup>rd</sup> Thursday, July 16, 2020	Dark – No Meeting Scheduled
3 <sup>rd</sup> Thursday, August 20, 2020	Dark – No Meeting Scheduled
4 <sup>th</sup> Thursday, September 24, 2020*	Regular Meeting Rescheduled
3 <sup>rd</sup> Thursday, October 15, 2020	Scheduled Measure J Meeting
3 <sup>rd</sup> Thursday, November 19, 2020	Scheduled Measure J Meeting
3 <sup>rd</sup> Thursday, December 17, 2020	Scheduled Measure J Meeting
3 <sup>rd</sup> Thursday, January 21, 2021	Scheduled Measure J Meeting

\* Meeting days for May and September have been rescheduled, due to the City Council New Meeting Days adopted on November 6, 2019.

**If you have any questions, please contact our office at (760) 323-8229.**

City of Palm Springs  
 Public Boards Commissions - 2020 Meeting Schedule  
 All Meetings @ 5:30 p.m.

SUN	MON	TUE	WED	THU	FRI	SAT
	AAC - LCR	HSPB - LCR	Library - LCR			
	Human Rights - LCR	VillageFest - LCR	Planning - Chamber Airport - Airport	Council @ 6:00 p.m. - Chamber		
	AAC - LCR	Sustainability - LCR	Public Arts - LCR	Measure J - LCR		
	Parks - LCR	VillageFest - LCR	AAB - LCR Planning - Chamber	Council @ 6:00 p.m. - Chamber		



# CITY COUNCIL STAFF REPORT

DATE: JANUARY 9, 2020

LEGISLATIVE

SUBJECT: INTRODUCE AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE PALM SPRINGS MUNICIPAL CODE RELATED TO REGULAR MEETING TIMES FOR BOARDS AND COMMISSIONS

FROM: David H. Ready, City Manager

BY: Anthony J. Mejia, City Clerk

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## RECOMMENDATION:

Waive the reading of the ordinance text in its entirety, read by title only, and introduce an Ordinance entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALM SPRINGS, CALIFORNIA, AMENDING VARIOUS SECTIONS OF THE PALM SPRINGS MUNICIPAL CODE RELATED TO REGULAR MEETING TIMES FOR BOARDS AND COMMISSIONS."

## BACKGROUND:

The proposed ordinance would amend Palm Springs Municipal Code (PSMC) Section 2.06.050 to require that each Board and Commission set its regular meetings to occur no earlier than 5:30 p.m. The Boards and Commissions may conduct adjourned regular, special, adjourned special, and emergency meetings at such times as circumstances may require, subject to approval by the City Manager.

Additionally, the PMSC prescribes that specific commissions shall meet at specified intervals, typically at least once per month. However, this prescriptive language conflicts with the City's practice of cancelling regular meetings in the month of August. The proposed ordinance would allow boards and commissions to establish their regular meetings by motion or resolution of the individual commissions.

## FISCAL IMPACT:

None.

  
\_\_\_\_\_  
Anthony J. Mejia, MMC  
City Clerk

  
\_\_\_\_\_  
David H. Ready, Esq., Ph.D.  
City Manager

Attachment:

1. Draft Ordinance

Item 4.D., Page 3 of 14  
February 20, 2020

ITEM NO. Legislative 3A

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALM SPRINGS, CALIFORNIA, AMENDING VARIOUS SECTIONS OF THE PALMS SPRINGS MUNICIPAL CODE RELATED TO REGULAR MEETING TIMES FOR BOARDS AND COMMISSIONS

**City Attorney's Summary**

*This ordinance amends various sections of the Municipal Code to require that each Board and Commission set its regular meetings to occur no earlier than 5:30 p.m. and allows for the Palm Springs International Airport Commission, Parks and Recreation Commission, Public Arts Commission, Sustainability Commission, Planning Commission, and Measure "J" Oversight Commission to set the regular meeting schedules of those commissions by motion or resolution.*

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PALM SPRINGS DOES ORDAIN AS FOLLOWS:

SECTION 1. Code Addition. Section 2.06.050 of the Palm Springs Municipal Code is hereby added to read as follows:

*"2.06.050. Each Board and Commission shall set its regular meetings to occur no earlier than 5:30 p.m., unless otherwise exempted by the City Council. Boards and Commissions may conduct adjourned regular, special, adjourned special, and emergency meetings at such times as circumstances may require, subject to approval by the City Manager."*

SECTION 2. Code Amendment. Section 2.16.050 of the Palm Springs Municipal Code related to the Palm Springs International Airport Commission is hereby amended to read as follows:

*"2.16.050. The commission shall ~~hold one regular meeting, each month, on a date and at an hour to be fixed~~ set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require. A majority of the existing appointed active members of the commission shall constitute a quorum for the transaction of business. The chairperson shall be consulted on the preparation of the meeting agenda. The commission may establish such rules and regulations as it deems necessary for the conduct of its business. The director of aviation or his or her designee, shall attend all meetings of the airport commission, furnish necessary material, data, maps, and records, submit proposals and*

*recommendations and provide technical assistance and advice, as required.”*

SECTION 3. Code Amendment. Section 2.18.030 of the Palm Springs Municipal Code related to the Parks and Recreation Commission is hereby amended to read as follows:

*“2.18.030. ~~The commission shall meet at least bimonthly (but need do so only during the period of the year from October 1st through the following May 31st) at such time and place as shall be fixed by the commission by its standing rules~~ set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require. A majority of the existing appointed members of the commission shall constitute a quorum for the transaction of business. The commission may establish such rules and regulations as it deems necessary for the conduct of its business. In matters relating to the holding of regular and special meetings, the commission is bound by the provisions of the Ralph M. Brown Act of the state of California (Section 54950, et seq., California Government Code).”*

SECTION 4. Code Amendment. Section 2.24.040 of the Palm Springs Municipal Code related to the Public Arts Commission is hereby amended to read as follows:

*“2.24.040. ~~The commission shall meet at least once each month at such time and place as shall be fixed by the commission by its standing rules~~ set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require. A majority of the existing appointed members of the commission shall constitute a quorum for the transaction of business. The commission may establish such rules and regulations as it deems necessary for the conduct of its business. In matters relating to the holding of regular and special meetings, the commission is bound by the provisions of the Ralph M. Brown Act of the State of California (Sections 54950, et. seq., California Government Code).”*

SECTION 5. Code Amendment. Section 2.28.040 of the Palm Springs Municipal Code related to the Sustainability Commission is hereby amended to read as follows:

*“2.28.040. ~~The commission shall meet at least once each month at such time and place as shall be fixed by the commission by its standing rules~~ set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require. A majority of the existing appointed members of the commission shall constitute a quorum for the transaction of business. The commission may establish such rules and regulations as it deems necessary for the conduct of its business. In matters relating to*

*the holding of regular and special meetings, the commission and any standing committee of the commission, is bound by the provisions of the Ralph M. Brown Act of the state of California (Sections 54950, et seq., California Government Code)."*

SECTION 6. Code Amendment. Section 2.29.030 of the Palm Springs Municipal Code related to the Planning Commission is hereby amended to read as follows:

*"2.29.030. ~~The planning commission shall meet at least once each month at such time and place as shall be fixed by the commission by its standing rules~~ set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require. A majority of the existing appointed members of the commission shall constitute a quorum for the general transaction of business subject, however, to more restrictive requirements as to the number of votes necessary in order to take certain actions, as may be prescribed in the Planning and Zoning Law. The commission may establish such rules and regulations as it deems necessary and expedient for the conduct of its business, and shall, in compliance with Section 65804 of the Planning and Zoning Law, develop and publish procedural rules for conduct of the commission's hearings so that all interested parties shall have advance knowledge of procedures to be followed. In matters relating to the holding of regular and special meetings, the commission is bound by the provisions of the Ralph M. Brown Act of the State of California (Sections 54950 et seq., California Government Code)."*

SECTION 7. Code Amendment. Section 2.59.040 of the Palm Springs Municipal Code related to the Measure "J" Oversight Commission is hereby amended to read as follows:

*"2.59.040. ~~The Commission shall meet at least once each quarter at such time and place as shall be fixed by the Commission by its standing rules~~ set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require. A majority of the existing appointed members of the Commission shall constitute a quorum for the transaction of business. The Commission may establish such rules and regulations as it deems necessary for the conduct of its business. In matters relating to the holding of regular and special meetings, the Commission and any standing committee of the Commission, is bound by the provisions of the Ralph M. Brown Act of the State of California (Sections 54950, et seq., California Government Code)."*

SECTION 8. Certification. The Mayor shall sign, and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of applicable law; this Ordinance shall take effect thirty (30) days after passage.

PASSED, APPROVED AND ADOPTED BY THE PALM SPRINGS CITY COUNCIL THIS \_\_ DAY OF \_\_\_\_\_, 2019.

\_\_\_\_\_  
GEOFF KORS  
MAYOR

ATTEST:

\_\_\_\_\_  
ANTHONY J. MEJIA, MMC  
CITY CLERK

CERTIFICATION

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE ) ss.  
CITY OF PALM SPRINGS )

I, ANTHONY J. MEJIA, City Clerk of the City of Palm Springs, do hereby certify that Ordinance No. \_\_\_ is a full, true, and correct copy, and was introduced by the City Council at a regular meeting held on the \_\_ day of \_\_\_\_\_, 2019, and adopted at a regular meeting of the City Council held on the \_\_ day of \_\_\_\_\_, 2019, by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Palm Springs, California, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
ANTHONY J. MEJIA, MMC  
CITY CLERK



# CITY COUNCIL STAFF REPORT

DATE: January 30, 2020

CONSENT CALENDAR

SUBJECT: SECOND READING AND ADOPTION OF AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE PALM SPRINGS MUNICIPAL CODE RELATED TO REGULAR MEETING TIMES FOR BOARDS AND COMMISSIONS

FROM: David H. Ready, City Manager

BY: John Paul Maier, Chief Deputy City Clerk

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## RECOMMENDATION:

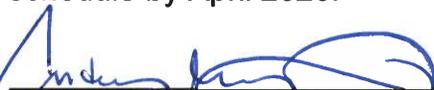
Waive the second reading of the ordinance text in its entirety and read by title only; and adopt Ordinance No. 2014, entitled "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALM SPRINGS, CALIFORNIA, AMENDING VARIOUS SECTIONS OF THE PALMS SPRINGS MUNICIPAL CODE RELATED TO REGULAR MEETING TIMES FOR BOARDS AND COMMISSIONS."

## BACKGROUND:

On January 9, 2020, Ordinance No. 2014 was introduced for first reading, as noted below:

MOTION BY COUNCILMEMBER MIDDLETON, SECOND BY MAYOR PRO TEM HOLSTEGE, CARRIED 5-0, to introduce Ordinance No. 2014 entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALM SPRINGS, CALIFORNIA, AMENDING VARIOUS SECTIONS OF THE PALMS SPRINGS MUNICIPAL CODE RELATED TO REGULAR MEETING TIMES FOR BOARDS AND COMMISSIONS."

This report provides for the City Council to waive further reading and adopt the ordinance. The ordinance shall be effective 30-days from adoption. Each Board and Commission has been requested to adopt its regular meeting schedule by resolution or motion at an upcoming meeting as outlined in the draft meeting schedule (Attachment 2). It is anticipated that all Boards and Commissions will have transitioned to the new meeting schedule by April 2020.

  
\_\_\_\_\_  
Anthony J. Mejia, MMC  
City Clerk

  
\_\_\_\_\_  
David H. Ready, Esq., Ph.D.  
City Manager

## Attachment:

1. Ordinance No. 2014
2. Draft Meeting Schedule of Boards & Commissions

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALM SPRINGS, CALIFORNIA, AMENDING VARIOUS SECTIONS OF THE PALMS SPRINGS MUNICIPAL CODE RELATED TO REGULAR MEETING TIMES FOR BOARDS AND COMMISSIONS

**City Attorney's Summary**

*This ordinance amends various sections of the Municipal Code to require that each Board and Commission set its regular meetings to occur at 5:30 p.m. and allows for the Palm Springs International Airport Commission, Parks and Recreation Commission, Public Arts Commission, Sustainability Commission, Planning Commission, and Measure "J" Oversight Commission to set the regular meeting schedules of those commissions by motion or resolution.*

WHEREAS, the City Council values diversity, inclusion and equal representation on, and at, the City's appointive boards and commissions and thereby wishes to amend the City's Municipal Code in order to expand opportunities for residents to attend and serve on the City's boards and commissions.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PALM SPRINGS DOES ORDAIN AS FOLLOWS:

SECTION 1. Code Addition. Section 2.06.050 of the Palm Springs Municipal Code is hereby added to read as follows:

*"2.06.050. Each Board and Commission shall set its regular meetings to occur at 5:30 p.m., unless otherwise exempted by the City Council. Boards and Commissions may conduct adjourned regular, special, adjourned special, and emergency meetings at such times as circumstances may require, subject to approval by the City Manager."*

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*chairperson shall be consulted on the preparation of the meeting agenda. The commission may establish such rules and regulations as it deems necessary for the conduct of its business. The director of aviation or his or her designee, shall attend all meetings of the airport commission, furnish necessary material, data, maps, and records, submit proposals and recommendations and provide technical assistance and advice, as required.”*

SECTION 3. Code Amendment. Section 2.18.030 of the Palm Springs Municipal Code related to the Parks and Recreation Commission is hereby amended to read as follows:

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SECTION 5. Code Amendment. Section 2.28.040 of the Palm Springs Municipal Code related to the Sustainability Commission is hereby amended to read as follows:

*~~“2.28.040. The commission shall meet at least once each month at such time and place as shall be fixed by the commission by its standing rules set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require. A majority of the existing appointed members of the commission shall constitute a quorum for the transaction of business. The commission may establish such rules and regulations as it deems necessary for the conduct of its business. In matters relating to the holding of regular and special meetings, the commission and any standing committee of the commission, is bound by the provisions of the Ralph M. Brown Act of the state of California (Sections 54950, et seq., California Government Code).”~~*

SECTION 6. Code Amendment. Section 2.29.030 of the Palm Springs Municipal Code related to the Planning Commission is hereby amended to read as follows:

*~~“2.29.030. The planning commission shall meet at least once each month at such time and place as shall be fixed by the commission by its standing rules set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require. A majority of the existing appointed members of the commission shall constitute a quorum for the general transaction of business subject, however, to more restrictive requirements as to the number of votes necessary in order to take certain actions, as may be prescribed in the Planning and Zoning Law. The commission may establish such rules and regulations as it deems necessary and expedient for the conduct of its business, and shall, in compliance with Section 65804 of the Planning and Zoning Law, develop and publish procedural rules for conduct of the commission’s hearings so that all interested parties shall have advance knowledge of procedures to be followed. In matters relating to the holding of regular and special meetings, the commission is bound by the provisions of the Ralph M. Brown Act of the State of California (Sections 54950 et seq., California Government Code).”~~*

SECTION 7. Code Amendment. Section 2.59.040 of the Palm Springs Municipal Code related to the Measure "J" Oversight Commission is hereby amended to read as follows:

*"2.59.040. The Commission shall ~~meet at least once each quarter at such time and place as shall be fixed by the Commission by its standing rules set its regular meetings by resolution or motion of the commission, and shall hold adjourned regular meetings and special meetings at such times as circumstances shall require.~~ A majority of the existing appointed members of the Commission shall constitute a quorum for the transaction of business. The Commission may establish such rules and regulations as it deems necessary for the conduct of its business. In matters relating to the holding of regular and special meetings, the Commission and any standing committee of the Commission, is bound by the provisions of the Ralph M. Brown Act of the State of California (Sections 54950, et seq., California Government Code)."*

SECTION 8. Certification. The Mayor shall sign, and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same, or the summary thereof, to be published and posted pursuant to the provisions of applicable law; this Ordinance shall take effect thirty (30) days after passage.

PASSED, APPROVED AND ADOPTED BY THE PALM SPRINGS CITY COUNCIL THIS \_\_\_ DAY OF \_\_\_\_\_, 2019.

\_\_\_\_\_  
GEOFF KORS  
MAYOR

ATTEST:

\_\_\_\_\_  
ANTHONY J. MEJIA, MMC  
CITY CLERK

CERTIFICATION

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE )     ss.  
CITY OF PALM SPRINGS )

I, ANTHONY J. MEJIA, City Clerk of the City of Palm Springs, do hereby certify that Ordinance No. \_\_\_ is a full, true, and correct copy, and was introduced by the City Council at a regular meeting held on the \_\_\_ day of \_\_\_\_\_, 2019, and adopted at a regular meeting of the City Council held on the \_\_\_ day of \_\_\_\_\_, 2019, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Palm Springs, California, this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
ANTHONY J. MEJIA, MMC  
CITY CLERK

**City of Palm Springs**  
**Public Boards Commissions - 2020 Meeting Schedule**  
**All Meetings @ 5:30 p.m.**

SUN	MON	TUE	WED	THU	FRI	SAT
	Public Arts - LCR	HSPB - LCR	Library - LCR			
	Human Rights - LCR	VillageFest - LCR	Planning - Chamber Airport - Airport	Council @ 6:00 p.m. - Chamber		
	AAC - LCR	Sustainability - LCR	Public Arts - LCR	Measure J - LCR		
	Parks - LCR	VillageFest - LCR	AAB - LCR Planning - Chamber	Council @ 6:00 p.m. - Chamber		

Administrative Appeals Board = On Call  
Board of Appeals = As needed  
Rent Review = As needed  
(13)



Organized Neighborhoods of Palm Springs 13th Annual

# PICNIC & Community Expo



FOOD! • MUSIC! • FUN!!

# SATURDAY, MARCH 21, 2020



## Ruth Hardy Park • 700 Tamarisk Rd. • 11 a.m. - 2 p.m.

Balloon Rides starting at 10 a.m.  
(Weather Permitting)

Complimentary Lunch  
and Entertainment

### RAVE YOUR BONE

## Great Exhibits & Information Booths

### POOGA



### TO THE TAIL

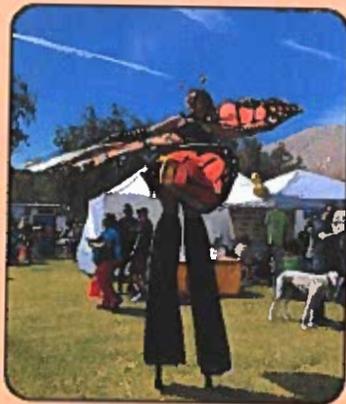
### PARADE

## Parks & Recreation Dept.

& Costume Contest  
3 Categories:

Cutest • Most Original • Funniest  
Sign-up 11:00 a.m. Contest 11:45 a.m.

### FREE THROW CONTEST



Performers



Face Painting



### Kids Activities & More!!

WIN PRIZES

2 AGE GROUPS  
6-10 • 11-17  
12:30 P.M.

For More Info: [www.ONE-PS.org](http://www.ONE-PS.org)