

MEASURE J OVERSIGHT COMMISSION

CITY OF PALM SPRINGS, CALIFORNIA

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MEETING MINUTES

THURSDAY, JULY 19, 2012, 4:00 pm
LARGE CONFERENCE ROOM, CITY HALL

CALL TO ORDER: Chairman Moon called the July 19, 2012 meeting of the Measure J Oversight Commission of the City of Palm Springs to order at 4:03 p.m.

ROLL CALL:

PRESENT: Commissioners Bloomer, Cohen, Dada, Hammond, Marshall, Vogel, Williams, Glass, Watts, Vice-Chair Towner, and Chair Moon.

ABSENT: None.

ALSO PRESENT: Secretary Cairns, Director of Finance Kiehl, City Manager Ready.

PLEDGE OF ALLEGIANCE: Commissioner Bloomer led the Pledge.

ACCEPTANCE OF THE AGENDA: By consensus of the Commission.

PUBLIC COMMENT:

Eric Chiel, Palm Springs, commented on Commission objectives and community input, and suggested utilizing ideas from the previous community visioning workshops.

Tom Bettinger, Palm Springs, commented on ADA compliance and making Palm Springs an accessible City.

APPROVAL OF MEETING MINUTES: Approve as amended. Motion Commissioner Dada, seconded by Commissioner Cohen and unanimously carried.

1. NEW BUSINESS:

1.A. SUMMARY DISCUSSION OF THE BROWN ACT:

City Attorney Holland commented on the Brown Act and provided information and clarification on the following: the public deliberative process; the agenda process and adding an item to an agenda; providing a Public Comments period; communication between Commissioners including email communication; and talking to City staff for input and response to avoid Brown Act violations. City Attorney Holland also answered questions from the Commissioners regarding ad hoc committees, adding reports from the ad hoc committees to an agenda, and email communication between Commissioners.

ACTION: Receive and file City Attorney Memorandum dated July 19, 2012. **By consensus of the Commission.**

1.B. DISCUSSION AND IDENTIFICATION OF COMMISSION AD HOC COMMITTEES:

Chairman Moon provided descriptions and background on suggested ad hoc committees and proposed having three (3) Commissioners assigned to each ad hoc committee. The Commission commented and/or discussed the following regarding ad hoc committees: identifying public-private partnerships; the importance of developing a funding application; using the CDBG application as a template; utilizing staff in developing an application; the application process; developing goals and timelines for the ad hoc committees; using the Community Development Block Grant (CDBG) process as a model; and starting with a total of four or five ad committees with the option of forming additional committees in the future.

Commissioner Glass left the meeting at 5:41 p.m.

ACTION: Establish the following Measure J Oversight Commission ad hoc committees: 1) Goals, Process, Timeline and Budget ad hoc committee; 2) Applications, Metrics, and Community Development (including Quality of Life) ad hoc committee; 3) Communications ad hoc committee; 4) Public Works and Capital Improvement ad hoc committee. **Motion Commissioner Williams, seconded by Commissioner Marshall and unanimously carried.**

ACTION: Appoint Commissioners Marshall, Vogel, Williams, and Vice-Chairman Towner to the Goals, Process, Timeline and Budget ad hoc committee; appoint Commissioners Cohen, Hammond and Glass to the Applications, Metrics, and Community Development ad hoc committee; appoint Commissioners Bloomer, Hammond, Williams, and Chairman Moon to the Communications ad hoc committee; and appoint Commissioners Dada, Watts, Marshall and Vogel to the Public Works and Capital Improvement ad hoc committee. **Motion Commissioner Marshall, seconded by Commissioner Hammond and unanimously carried.**

At this time the agenda was modified to move up Item 2.A., City Manager's Report. **By consensus of the Commission.**

2. REPORTS AND INFORMATION ITEMS:

2.A. CITY MANAGER'S REPORT: DISCUSSION OF CITYWIDE CAPITAL PROJECTS AND DOWNTOWN PARKING OPERATIONS.

City Manager Ready deferred on giving a formal report to the Commission at this time but commented on the Commission schedule, adding that the Joint Meeting with the City Council and the timeline of that Joint Meeting was flexible. City Manager Ready requested David Barakian, City Engineer, present information on the streets list.

City Engineer Barakian presented his report on the streets list and answered questions from the Commission. Mr. Barakian commented and/or discussed the following with regard to the streets list: the street study being done five years ago, with only some portions updated since that time; the streets being listed in order of condition, worst to best, keeping in mind the pavement condition index and the area in which the street is located; the curb and gutter process; project timeline and process, from Council approving the funds, to specs, bid, contracts, etc., being a six month time frame; local preference being given to local contractors as per the City ordinance; priority being given to the streets with the most traffic but per the City Council's request, local streets being included as well as thoroughfares; contractors required to give a one-year warranty on their work and the City seeking re-paving versus patching; and the City website having information on the pavement management system and resident traffic calming process.

At this time, the agenda resumed to the New Business items.

1.C. DISCUSSION OF COMMISSION SCHEDULE AND GOALS:

The Commission discussed scheduling a Joint Meeting with the City Council on November 7th to give Council an update, as well as when to schedule a Town Hall meeting. The Commission also discussed the ad hoc committees reporting their findings back to the Commission at the next Commission meeting on August 16th.

Chairman Moon and Commissioner Watts inquired on the budget process in regards to the Commission's recommendations to City Council. Finance Director Kiehl commented that there is an available budget in this fiscal year of \$4.7 million and if the Commission recommends a project to Council, the money has already been appropriated.

ACTION: Direct staff as appropriate. **By consensus of the Commission.**

1.D. DISCUSSION OF METHODOLOGIES AND PROCESSES FOR DATA GATHERING AND WEIGHING:

ACTION: Discussion of this item was tabled to the next regular meeting. **Motion Commissioner Williams, seconded by Commissioner Cohen and unanimously carried.**

1.E. DISCUSSION AND REVIEW OF ORGANIZATIONS WITH WHOM THE MEASURE J OVERSIGHT COMMISSION SHOULD CONTACT AND MEET:

Commissioner Watts inquired on the methodology for commissioners to communicate with the ad hoc committees without violating the Brown Act. City Manager Ready commented that the information could be sent to a specific ad hoc committee or other commissioners by funneling the information through staff to distribute.

ACTION: Direct staff as appropriate. **By consensus of the Commission.**

2. REPORTS AND INFORMATION ITEMS:

2.B. FINANCE DIRECTOR'S REPORT:

Finance Director Kiehl commented on the sales tax revenue received from the Board of Equalization and the invoice for administration of the tax, which he stated will be taken care of administratively. Finance Director Kiehl also commented that his main goal is making sure the bonds get paid first. He further commented that he will be providing reports to the Commission of every dollar received and spent. Commissioner Vogel asked about the quarterly system used by the Board of Equalization. Finance Director Kiehl provided information on the quarterly system and the advance system, and the nature of our sales tax collections. Commissioner Watts commented that it would be helpful for the Commission to see the sales tax receipts for the last several years as a way of understanding the cyclicity and seasonal nature of collections. Finance Director Kiehl commented that he will provide that information to the Commission at a future meeting.

ACTION: Direct staff as appropriate. **By consensus of the Commission.**

PUBLIC COMMENT:

Wayne Gottlieb, Palm Springs, commented on the Commission seeking input from Community leaders and Clergy, and repaving the City Hall parking lot.

Seeing and hearing no additional speakers, the Public Comments portion of the meeting was closed.

STAFF MEMBER COMMENTS:

There were no further comments from staff at this time.

COMMISSION MEMBER ITEMS AND REQUESTS:

Commissioner Williams commented on the streets list and possibly updating it, eliminating projects that are in process. Chairman Moon commented on agenda items for the next meeting, asking that ad hoc committees give their initial report and recommendations. Commissioner Watts requested that Finance Director Kiehl provide documents on the seasonality of sales tax collections for the last five years as part of his report at the next meeting. Commissioner Vogel commented on adding to the next agenda a review of the ad hoc committee process. Commissioner Hammond would like to review the minutes from the Desert Fashion Plaza Visioning Meetings and asked that they be emailed to the Commission. City Manager Ready commented that the minutes are available in the archives on the website and will provide summary and/or minutes of the meetings to the Commission. Chairman Moon commented on the ad hoc committees scheduling staff time, asking the Commission to be respectful of staff time and minimize the number of meetings with them. Chairman Moon also asked the Commission members to send requests or questions for staff through him or bring to the next meeting.

ADJOURNMENT: The Measure J Oversight Commission of the City of Palm Springs adjourned at 6:43 p.m. to the next regular meeting at 4:00 p.m., Thursday, August 16, 2012, Palm Springs City Hall, 3200 E. Tahquitz Canyon Way. **Motion Commissioner Dada, seconded by Commissioner Cohen, and unanimously carried.**

**APPROVED BY A MOTION OF THE MEASURE J OVERSIGHT COMMISSION THIS
16TH DAY OF AUGUST, 2012.**



Cindy Cairns
Commission Secretary