

MEASURE J OVERSIGHT COMMISSION

CITY OF PALM SPRINGS, CALIFORNIA

www.palmspringsca.gov

SPECIAL MEETING AGENDA

August 23, 2012
2:00 p.m., Special Meeting



Palm Springs City Hall
Large Conference Room
3200 E. Tahquitz Canyon Way
Palm Springs, CA 92262

COMMISSIONERS

Kristin Bloomer
Leo Cohen
Aftab Dada
Christine Hammond
Mark Marshall
Robert Moon, Chair

Kevin Towner, Vice-Chair
David Vogel
John Williams
Elizabeth Glass*
Curt Watts*
*Alternates

Staff representatives: Geoffrey S. Kiehl, Director of Finance and Treasurer
Cindy Cairns, Administrative Assistant/Commission Secretary

City of Palm Springs Vision Statement: Palm Springs aspires to be a unique world-class desert community, where residents and visitors enjoy our high quality of life and a relaxing experience. We desire to balance our cultural and historical resources with responsible, sustainable economic growth and enhance our natural desert beauty. We are committed to providing responsive, friendly, and efficient customer service in an environment that fosters unity among all our citizens.

Please silence all cell phones, pagers and/or other electronic devices for the duration of the meeting.

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

ACCEPTANCE OF THE AGENDA: The Measure J Oversight Commission will discuss the order of the agenda and may amend the order, add items, and may remove items from the agenda for discussion.

PUBLIC COMMENT: This time has been set aside for members of the public to address the Measure J Oversight Commission on the Special Meeting Agenda, and items of general interest within the subject matter jurisdiction of the Commission. Although the Measure J Oversight Commission values your comments, pursuant to the Brown Act, it generally cannot take any action on items not listed on the posted Agenda. Three (3) minutes are assigned for each speaker.

1. UNFINISHED BUSINESS:

- 1.A. CONTINUATION OF DISCUSSION OF FORMAT AND PROCESS FOR THE MEASURE J PROGRAM YEAR 2012-2013 APPLICATION FOR PROJECT FUNDING:** Members of the Measure J Oversight Commission will discuss a format for an application to be used to solicit input from citizens of Palm Springs for projects to be considered by the Commission for recommendation to the City Council for possible Measure J funding. The discussion will include application format, content, evaluation criteria, and a formal review process.
RECOMMENDATION: Receive and file.

ADJOURNMENT: The Measure J Oversight Commission of the City of Palm Springs will adjourn to the next regular meeting at 4:00 p.m., Thursday, September 20, 2012, Palm Springs City Hall, 3200 E. Tahquitz Canyon Way.

PUBLIC NOTICES

The City of Palm Springs Large Conference Room is handicapped accessible. It is the intention of the City of Palm Springs to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, or in meetings on a regular basis, you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the Department of Finance and Treasury, (760) 323-8229, at least 72 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible.

Pursuant to G.C. Section 54957.5(b)(2) the designated office for inspection of records in connection with the meeting is the Department of Finance and Treasury, City Hall, 3200 E. Tahquitz Canyon Way. Complete Agenda Packets are available for public inspection at City Hall, Department of Finance and Treasury. Agenda and staff reports are available on the City's website www.palmspringsca.gov. If you would like additional information on any item appearing on this agenda, please contact the Department of Finance and Treasury at (760) 323-8229.

Any person who wishes to speak regarding an item on the agenda or on a subject within the Measure J Oversight Commission's jurisdiction during the "Public Comments" portion of the agenda must file a "Speaker Card" with the Commission Secretary BEFORE that portion of the agenda is called. Although the Measure J Oversight Commission values your comments, pursuant to the Brown Act, it generally cannot take any action on items not listed on the posted agenda.

AFFIDAVIT OF POSTING AND NOTICE

I, GEOFFREY S. KIEHL, Director of Finance and Treasurer of the City of Palm Springs, California, posted at Palm Springs City Hall, 3200 E. Tahquitz Canyon Way, before 2:00 p.m., Monday, August 20, 2012, and posted on the City's website as required by established policies and procedures.



GEOFFREY S. KIEHL
Director of Finance and Treasurer, City of Palm Springs

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MEASURE J PROGRAM YEAR 2012-13 APPLICATION FOR PROJECT FUNDING

CITY OF PALM SPRINGS MEASURE J OVERSIGHT COMMISSION



[Note: This revision contains changes recommended by members of the Measure J Oversight Commission at the August 16th meeting of the full commission]

Palm Springs Measure J Revenue Expenditure Proposal Program

Palm Springs Tax Dollars Improving the City Of Palm Springs

DATE SUBMITTED: _____

NOTE: THIS APPLICATION MUST BE SUBMITTED BY XX XXXX, 201X FOR CONSIDERATION
BY THE MEASURE J COMMISSION.



Application for Measure J Revenue Project Funding

On November 8, 2011, Palm Springs voters approved Measure J, a local revenue measure to maintain local community services and economically revitalize our Downtown.

The Measure J ballot question put before the voters of Palm Springs was as follows: *“Shall an ordinance to provide funding that cannot be taken by the State and help preserve Palm Springs city services, including without limitation police, fire, library, parks, streets/pothole repair, acquisition and development of garages and parking facilities, installation and maintenance of improvements and facilities for the implementation of the Museum Market Plaza Specific Plan [note: now called the Downtown Development Plan], by enacting a City of Palm Springs 1% sales and use tax, for 25 years, subject to independent annual audits, be adopted?”*

As a result of the successful passage of the Measure J Initiative the Palm Springs City Council established the Measure J Oversight Commission as per Palm Springs Ordinance No 1796 and appointed an advisory commission comprised of eleven independent Palm Springs residents to serve at the pleasure of the City Council. This Measure J Oversight Commission is tasked to review, recommend, oversee, and monitor the expenditures of Measure J funds.

One of the objectives assigned to the Measure J Oversight Commission was to “Develop an application or process to reach community involvement, discussion, and priorities to recommend to the City Council for proposed Measure J expenditures”. This application is intended to meet that objective with a simple and straight forward application process by which individual Palm Springs residents, community associations, local businesses and organizations may submit their ideas for projects they would like to see considered by the City Council for funding by Measure J funds. After a thorough review of all applications received and after weighing and ranking these ideas, including discussion and review with City staff, the Measure J Commission will forward their recommendations to the Palm Springs City Council for the Council’s action as the Council may determine to be appropriate and in the best interests of the City.

Individuals completing this Application for Project Funding should keep in mind that the amount of funds available for Measure J funding is very limited and the Measure J Advisory Commission fully expects to receive far more requests than can be funded. Only those applications which meet the parameters of the Measure J ballot initiative, are fully and accurately documented in this application, and which best meet the Evaluation Criteria included in this application can be considered for recommendation by the Measure J Commission to the City Council.

Application for Measure J Revenue Project Funding

PACKAGE AND SUBMISSION REQUIREMENTS

Only applications proposing projects which serve the residents and the City of Palm Springs will be considered for funding by Measure J funds. Please use the instructions and forms provided in this packet. All Measure J project funding proposals must be complete and provided in the format of this application form. Do not attach any documents other than those requested in this application.

SUBMISSION PROCEDURES AND DEADLINE

Applicants may submit their application for Measure J project funding either on line at www.psmasurej.com or in hard copy using this Application For Project Funding form. This form may also be downloaded in a fillable pdf format from www.psmeasurej.com. Electronic copies completed using the downloaded pdf format may be e-mailed to _____.

If submitting hard copies please submit one original signed copy and three (3) three-hole punched photocopies on white 8.5" x 11" paper. If manually completing a hard copy please type or PRINT legibly in black ink. (Blank ink is required to ensure clear photocopies can be made). All hard copy submissions must be delivered to the Office of the City Clerk located at Palm Springs City Hall, 3200 E. Tahquitz Canyon Way, Palm Springs, CA 92263.

All submissions, whether on line, electronic or hard copy, must be received no later than 3:00 P.M. (local time) on THURSDAY, XXXXXX, 2012.

The time of the on-line submission made on the www.psmeasurej.com website, the e-mail date/time stamp of a soft copy, or the physical receiving time in the Office of the City Clerk will be the governing time for acceptability of request packages. It is the responsibility of the applicant to ensure any proposal sent through the mail, or by any other method, is complete and is received by the City Clerk prior to the submission deadline. Late proposals will not be considered. Proposals must be complete when submitted. Incomplete proposals will not be reviewed for funding. No changes of information or additional information will be accepted after the designated deadline date unless requested by the Measure J Commission for clarification purposes.



Part 1. Measure J Revenue Project Funding Request Summary

Part 1 of this application, Measure J Revenue Project Funding Request Summary, must be completed by ALL persons, community associations, businesses or organizations submitting a Measure J Application for Project Funding.

Part 2 of this application, Measure J Revenue Project Funding Request Summary Proposal and Exhibits A, B, C and D are NOT required to be completed for individuals, community organizations, or businesses making application for Measure J project funding. Organizations other than community organizations and local retail businesses are required to complete all parts of this form.

Applicant Information: Check one

Individual Submission (Complete ONLY section 1 of this form).

Full Name:

Mailing Address in Palm Springs:

Telephone number:

e-Mail address:

Palm Springs Neighborhood Organization Submission (Complete ONLY section 1 of this form).

Is your neighborhood organization a member of PSNIC Yes No

Is your neighborhood organization an IRS 501c (3)? Yes No

If answer to previous question was "Yes" enter IRS 501c(3) Tax ID number: _____

Neighborhood Organization Contact Person/Title:

Neighborhood Organization Contact Telephone Number:

Neighborhood Organization Contact Mailing Address:

Neighborhood Organization Contact e-Mail Address:

Neighborhood Organization Website (if applicable):

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- Business Submission (Complete ONLY section 1 of this form).

Name of Business:

Business Contact Person/Title:

Business Address:

Business e-Mail Address:

Business Telephone Number:

Fax number

Business Website:

- Organization Submission (Other than Palm Springs Neighborhood Organizations)
Organizations other than Palm Springs Neighborhood Organizations must complete both sections 1 and 2 of this form as well as Exhibits A, B, C and D).

Name of Organization:

Type of Organization:

Is your organization an IRS 501c (3)? Yes No

If answer to previous question was "Yes" enter IRS 501c(3) Tax ID number: _____

Date Organization Founded

Purpose of Organization

Organization Address:

Organization e-Mail Address:

Organization Website:

Organization Contact Person/Title:

Organization Telephone Number:

Fax number

CONFLICT OF INTEREST

No Measure J Commissioner may obtain a financial interest or benefit, direct or indirect, from a Measure J funded/assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

Part 1. Measure J Revenue Project Funding Request Summary Proposal (contined)
(This part of the application must be completed by ALL persons, businesses or organizations submitting a Measure J Application for Project Funding)

This Measure J Project Funding Request is considered to be in the following category/categories (check all that apply):

- | | |
|-------------------------------------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> Enhanced Quality of Life | <input type="checkbox"/> Streets, traffic related, mass transit |
| <input type="checkbox"/> Public Safety/Crime prevention | <input type="checkbox"/> Non-motorized transportation |
| <input type="checkbox"/> Sustainability/Green/Environmental | <input type="checkbox"/> Historical Sites |
| <input type="checkbox"/> Neighborhoods/Parks/Recreation | <input type="checkbox"/> Educational |
| <input type="checkbox"/> Arts – Library | <input type="checkbox"/> Legacy Project |
| <input type="checkbox"/> Seniors | <input type="checkbox"/> Non Profit |
| <input type="checkbox"/> Youths | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> Downtown Development | <input type="checkbox"/> Other _____ |

Please provide a short title to use to identify your proposed civic project or other use of Measure J Funds. (For example: “Provide an attractive Palm Springs welcome sign on Route 111 at the South entrance to the City” or “Provide shade cover for bus stops on Ramon Drive”).

Your Proposal Title:

Please describe below your proposed civic project or other expenditure of Measure J funds in enough detail to allow the Measure J Commissioners and City Staff to be able to fully consider your submission. This will make it possible for Measure J Commissioners to best evaluate your proposal and to develop an approximate cost. Keep in mind that the Measure J Commission receives a great number of proposals so please limit this description to 200 words or less:

Part 1. Measure J Revenue Project Funding Request Summary Proposal (continued)

(This part of the application must be completed by ALL persons, businesses or organizations submitting a Measure J Application for Project Funding)

Please describe below what benefits to the residents and visitors to Palm Springs do you foresee if your proposed Civic Project or other use of Measure J Funds is accepted for funding. Keep in mind that the Measure J Commission receives a great number of proposals so please limit this description to 200 words or less:

Applicant Signature (If for individual, neighborhood organization or business):

Printed name:

Title:
(If neighborhood organization or business)

Date Signed:

Organizations other than Palm Springs Neighborhood Organizations continue and complete sections 2 and 3 of this form as well as Exhibits A, B, C and D.

Part 2. Measure J Revenue Project Funding Request Summary Proposal

This section to be completed only by organizations other than Palm Springs Neighborhood Organizations.

Estimated Number of Palm Springs Residents who will benefit from approval of this Measure J Revenue Project Funding Request:

What is the demographics of the Palm Springs Residents who will benefit from approval of this Measure J Revenue Project Funding Request: Youth Seniors All

Funding Information

Amount of Measure J Project Funding requested:

Measure J Funding Requested \$ _____

Applicant Provided (if any) \$ _____

Other funding (if any describe below): \$ _____

Program Income (if any describe below): \$ (_____) _____

TOTAL Measure J Funds requested \$ _____

Describe "Other funding" above: _____

Describe "Program Income" above: _____

Organization Representative Signature:

Printed or Typed Name _____

Title _____

Date Signed: _____

EXHIBIT A: Project Need Statement.

This exhibit is NOT required by individuals, community associations, or businesses. It is, however, required by organizations other than community associations.

Limit 400 words. Please provide a short background statement describing the intent of the proposal. Identify the community “problem” or “need” the individual, business or organization wishes to address and how Measure J funding would remedy or improve the problem. Include the following:

- A description of the primary beneficiaries (target population) of this proposal.
- Any significant collaboration with other organization(s) that will contribute to the success of this proposed project.
- A description of how and to what extent this project/activity is unduplicated in the community, meets the identified need(s) of the target population and is significantly different from any other efforts/projects/services elsewhere in the City of Palm Springs.

EXHIBIT B: Proposed Project Budget.

This exhibit is NOT required by individuals, community associations, or businesses. It is, however, required by organizations other than community associations.

Limit 400 words. Please describe below your proposed project budget. Describe and provide justification for the amount of Measure J funding being requested. Include the following:

- If Measure J funds are needed to secure matching funds from another source describe and document below the sources' requirements and the amount of funds to be matched. Attach specific funding commitment letter(s).
- If personnel services are being proposed as part of this project funding please list the full name, title/position, function and legal residence of the person(s) and percentage of time to be supported with Measure J funds for this proposed project.
- If Measure J funds are not available to fund your request *in full*, what is the *minimum* amount of Measure J funds needed to enable your project to proceed? Could this project be funded incrementally?

EXHIBIT C: Organizational Budget.

This exhibit is NOT required by individuals, community associations, or businesses. It is, however, required by organizations other than community associations.

Limit One Page. Please provide a summary of the overall activities/programs and organization budget for your organization including sources of other funding. (Limit one page).

EXHIBIT D. Disclosure of Interest.

This exhibit is NOT required by individuals, community associations, or businesses. It is, however, required by organizations other than community associations.

Please provide the name(s) of the City employee, elected/appointed official or Commission/Committee member, and the name(s) of the organization's board member, officer, agent or consultant having financial interest or benefit, direct or indirect, in the organization or this proposed Measure J Funds funded project or activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. Describe the nature of the conflict of interest.

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Application for Project Funding Evaluation Worksheet

To Be Used by the Measure J Commission in Evaluating This Application for Project Funding Request

Name of Applicant: _____ Date Submitted _____

Individual Community Association Business Other Organization

Indicate if submitted by 501c(3) organization No Yes If yes indicate IRS ID# _____

Commission Action Taken:

Accepted for evaluation Returned for further information Forwarded to Staff for Review/Price Estimation Rejected

If Rejected reason for rejection Incomplete Does not meet Measure J Funding Rqmts

Other reason for rejection: _____

Evaluation Factor Point Value	No 0	Marginal 1-2	Somewhat 3-5	Yes 6-9	Exceptional 10
1. Does this project/program/service improve the health and safety of our residents and visitors?					
Comment					
2. Does this project/program/service benefit the majority of the residents of Palm Springs					
Comment					
3. Does this project/program/service make Palm Springs a better place to live and work and visit?					
Comment					
4. Does this project promote the growth of tourism in Palm Springs?					
Comment					
5. Does this project contribute to the revitalization of downtown Palm Springs?					
Comment:					
6. Does this project/program/service improve the beauty of the City of Palm Springs?					
Comment:					
7. Does this project/program/service provide long term value to the City of Palm Springs?					
8. Does this project/program/service provide a positive return on investment for the City of Palm Springs?					
Comment:					
9.					
Comment:					
10.					
Comment:					
Point Sub Totals					
Evaluation Total Points					

Date Reviewed: _____ Reviewers (Circle and initial all that reviewed and/or evaluated):

Bloomer ____ Cohen ____ Dada ____ Glass ____ Hammond ____ Marshall ____

Moon ____ Towner ____ Vogel ____ Watts ____ Williams ____