

MEASURE J OVERSIGHT COMMISSION

CITY OF PALM SPRINGS, CALIFORNIA

www.palmspringsca.gov

REGULAR MEETING AGENDA

June 21, 2012,
4:00 p.m., Regular 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

Kevin Towner
David Vogel
John Williams
Elizabeth Glass*
Curt Watts*
*Alternates

Staff representatives: David H. Ready, City Manager
James Thompson, City Clerk
Geoffrey S. Kiehl, Director of Finance and Treasurer
Cindy Cairns, Administrative Assistant, Department of Finance

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 agenda items, 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. Five (5) minutes are assigned for each speaker.

APPROVAL OF MINUTES: June 11, 2012 Initial Meeting.

1. UNFINISHED BUSINESS:

1.A. ADOPTION OF BYLAWS, REGULAR MEETING DATES, AND RULES OF PROCEDURE:

RECOMMENDATION: Adopt Resolution No. 001, "A RESOLUTION OF THE MEASURE J OVERSIGHT COMMISSION OF THE CITY OF PALM SPRINGS, CALIFORNIA, ADOPTING BYLAWS, ESTABLISHING REGULAR MEETING DATES, AND CONDUCT OF MEETINGS."

1.B. ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON:

RECOMMENDATION: 1) Elect a Measure J Oversight Commissioner to serve as Chairperson for the term ending June 30, 2013; and 2) Elect a Measure J Oversight Commissioner to serve as Vice-Chairperson for the term ending June 30, 2013.

2. NEW BUSINESS:

2.A. REVIEW DISCUSSION FROM THE JOINT MEETING WITH THE CITY COUNCIL HELD ON JUNE 20, 2012:

RECOMMENDATION: Direct staff as appropriate.

3. INFORMATIONAL AND BACKGROUND ITEMS:

3.A. CITY MANAGER AND FINANCE DIRECTOR'S REPORT:

RECOMMENDATION: Receive report from staff.

BOARD MEMBER ITEMS AND COMMENTS:

CITY MANAGER AND STAFF COMMENTS:

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, July 19, 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 4:00 p.m., Monday, June 18, 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

MEASURE J OVERSIGHT COMMISSION

CITY OF PALM SPRINGS, CALIFORNIA

www.palmspringsca.gov



MEETING MINUTES
MONDAY, JUNE 11, 2012
LARGE CONFERENCE ROOM, CITY HALL

CALL TO ORDER: Mayor Pougnet called the June 11, 2012 meeting of the Measure J Oversight Commission of the City of Palm Springs to order at 5:08 p.m.

ROLL CALL:

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

ABSENT: None.

ALSO PRESENT: Secretary Cairns, Director of Finance Kiehl, Mayor Steve Pougnet, City Manager David Ready, City Clerk James Thompson.

PLEDGE OF ALLEGIANCE: Commissioner Cohen led the Pledge.

ADMINISTER THE OATH OF OFFICE TO NEWLY APPOINTED MEMBERS: City Clerk Thompson administered the Oath of Office to the Commissioners, and Oath of Allegiance Forms were signed by and collected from all Commissioners.

INTRODUCTION OF BOARD MEMBERS AND STAFF:

Mayor Pougnet welcomed the Commission, addressed changes in the agenda, and reminded Commissioners of the joint meeting with City Council on 6/20/12.

Mayor Pougnet requested the Commission modify the order of the Agenda for this first meeting.

PUBLIC COMMENT:

Steve Rosenberg, Palm Springs, commented on the process of deciding how projects are approved by the Commission and the importance of citizen input.

John Lea, Palm Springs, commented on his concern that the Commission's decisions be beneficial to the City and to tourism.

Joy Meredith, Palm Springs, thanked the Commissioners for their willingness to serve and offered her assistance regarding the Downtown Merchants.

Jack Kimberling, Palm Springs, commented on the Commission seeking citizen input, and funds from Measure J not being restricted solely to Capital Projects.

1. ADMINISTRATIVE ITEMS:

1.A. PURPOSE OF THE MEASURE J COMMISSION:

Mayor Pougnet commented that the Commission's approval is not limited to just capital projects, and encouraged the Commission to seek citizen input and to talk to staff as to how things are moving forward. Clerk Thompson gave a brief overview of the Brown Act.

ACTION: Receive report from staff. **By consensus of Commissioners.**

2.A. ADOPTION OF BYLAWS, REGULAR MEETING DATES, AND RULES OF PROCEDURE:

Commissioner Moon provided additional comments to the Bylaws regarding voting rights. Commissioner Williams asked for clarification on voting by rotation for the alternate Commissioners. Clerk Thompson explained rotation voting by meeting, not by item, and that the alternate Commissioners have full authority granted to them by the City Council to discuss and deliberate and be appointed to any subcommittees that the Commission may form.

ACTION: Establish regular meeting dates as the third Thursday of every month at 4:00 p.m. **Motion Commissioner Towner, seconded by Commissioner Cohen, and unanimously carried.**

ACTION: Action deferred on Bylaws. **By consensus of the Commission.**

3.A. CITY MANAGER AND FINANCE DIRECTOR'S REPORT:

City Manager Ready provided information on staff's role to facilitate, bring information and then implement the Commission's decisions.

Finance Director Kiehl provided information on how and when the additional sales tax revenues are received by the City, as well as how the revenues will be tracked separately from general fund revenues.

4.A. ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON:

ACTION: Table the election of Chairperson and Vice-Chairperson to the June 21, 2012, regular Commission meeting. **By consensus of the Commission.**

3. UNFINISHED BUSINESS: None.

4. NEW BUSINESS: None.

BOARD MEMBER ITEMS AND COMMENTS:

Commissioner Hammond requests the Public Comments portion of the meeting be both at the beginning and end of the meetings. Clerk Thompson confirms that is at the Commission's discretion and must be included in the Bylaws. Commissioner Dada asks for clarification on the retirement of the bonds. Finance Director Kiehl will bring further information at a future meeting. Commissioner Marshall requested information on parking maintenance and estimate of costs for 6/20 meeting, and Commissioner Williams requested this item be on the next meeting agenda.

ADJOURNMENT: The Measure J Oversight Commission adjourned at 6:41 p.m. to a Joint Meeting with the Palm Springs City Council at 6:00 p.m., Wednesday, June 20, 2012, Palm Springs City Hall, 3200 E. Tahquitz Canyon Way. The next regular meeting of the Measure J Oversight Commission will be held Thursday, June 21, 2012, at 4:00 p.m. in the Large Conference Room at Palm Springs City Hall, 3200 E. Tahquitz Canyon Way, Palm Springs.

Cindy Cairns
Commission Secretary

Jay Thompson

From: Cindy Berardi
Sent: Tuesday, June 12, 2012 8:56 AM
To: Jay Thompson
Subject: FW: Measure "J" Oversight Commission
Attachments: Palm Springs Meeting Schedules.docx

James,

It was good seeing you again at yesterday's initial Measure J Oversight Commission meeting.

I will have an ongoing potential meeting conflict with the meeting time selected by the Commission for future meetings (Third Thursday – 4 pm – of every month). I have a 1 pm meeting on both the first and third Thursday of every month which could delay my arriving on time to the Oversight Commission meeting.

Is it possible during consideration of adopting the Bylaws at our next regular meeting on June 21st to have the Commission discuss amending our meeting schedule to the FOURTH THURSDAY of every month at the same time of 4 pm?

I compiled the attached schedule of meetings from information on the City's website and, assuming it's correct, there wouldn't appear to be a conflict with other Boards/Commissions for this alternate date/time. I don't, of course, know what potential conflicts there might be for other Commission members for this date.

Advance notice to the Commission of this suggested change (as part of the Agenda materials for the June 21st meeting) might give everyone a little more time to think about it before having to act.

Thanks.

Curt Watts
E: CWinPS@hotmail.com
C: 760-219-6250

Meeting Schedules for Palm Springs City Council & Boards/Commissions	Monday	Tuesday	Wednesday	Thursday	Friday
First			2 pm Planning Commission Study Session 6 pm City Council		
Second	3 pm Human Rights Commission	8:15 am Historic Site Preservation Board 3:30 pm VillageFest Board	1:30 pm Planning Commission	8 am PS Neighborhood Involvement Committee	
Third		5 pm – Sustainability Commission	8 am Airport Commission 2:30 pm Parks & Recreation Commission 3 pm BID Advisory Board 6 pm City Council	2 pm Public Arts Commission 4 PM MEASURE “J” OVERSIGHT COMMISSION	
Fourth		3:30 pm VillageFest Board	1:30 pm Planning Commission	4 PM SUGGESTED ALTERNATE MEASURE “J” OVERSIGHT COMMISSION	
Last					3 pm Library Board

RESOLUTION NO. 001

A RESOLUTION OF THE MEASURE J OVERSIGHT COMMISSION OF THE CITY OF PALM SPRINGS, CALIFORNIA, ADOPTING BYLAWS, ESTABLISHING REGULAR MEETING DATES, AND CONDUCT OF MEETINGS.

THE MEASURE J OVERSIGHT COMMISSION OF THE CITY OF PALM SPRINGS, CALIFORNIA, DETERMINES, RESOLVES AND APPROVES:

SECTION 1. The Bylaws of the Measure J Oversight Commission (attached as Exhibit A and incorporated herein) are hereby approved.

PASSED, APPROVED AND ADOPTED BY THE MEASURE J OVERSIGHT COMMISSION OF THE CITY OF PALM SPRINGS, CALIFORNIA, THIS 21ST DAY OF JUNE, 2012.

GEOFFREY S. KIEHL
Director of Finance and Treasurer

ATTEST:

CINDY CAIRNS
Commission Secretary

CERTIFICATION

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

I, CINDY CAIRNS, Commission Secretary of the Measure J Oversight Commission of the City of Palm Springs, hereby certify that Resolution No. 001 is a full, true and correct copy, and was duly adopted at an initial meeting of the Measure J Oversight Commission of the City of Palm Springs on June 21, 2012, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

CINDY CAIRNS, SECRETARY
MEASURE J OVERSIGHT COMMISSION
City of Palm Springs, California

BYLAWS

MEASURE J OVERSIGHT COMMISSION CITY OF PALM SPRINGS, CALIFORNIA

ARTICLE I -- THE MEASURE J OVERSIGHT COMMISSION

1.1. TIMES AND PLACE OF MEETING.

The office and regular place of meeting of the Measure J Oversight Commission shall be the Palm Springs City Hall, 3200 East Tahquitz Canyon Way, Palm Springs, California.

The Measure J Oversight Commission regular meetings shall be monthly on the third Thursday of each month, commencing at 4:00 p.m., and all meetings shall be open to the public. When the day for any regular meeting of the Measure J Oversight Commission falls on a legal holiday, no meeting shall be held.

Any meeting may be adjourned to a time, place, and date certain, but not beyond the next regular meeting. Once adjourned, the meeting may not be reconvened.

A majority of the total membership of the Measure J Oversight Commission shall constitute a quorum for the transaction of business. Meetings may be adjourned by the Chairperson or by the Commission Secretary if a quorum is not present.

Special meetings may be called by the Chairperson or by six (6) Measure J Oversight Commission Members, and notice thereof shall be provided in accordance with the Ralph M. Brown Act.

1.2 POWERS AND DUTIES.

The Measure J Oversight Commission shall be vested with all the rights, powers, duties, and privileges established by Palm Springs Municipal Code Chapter 2.59.

ARTICLE II -- OFFICERS

2.1 OFFICERS AND OFFICIALS.

The Officers of the Measure J Oversight Commission shall be composed of eleven (11) members, and shall serve without compensation.

2.2 CHAIRPERSON AND VICE-CHAIRPERSON.

At the first regular meeting in July (or as soon thereafter as practicable), the Measure J Oversight Commission shall select one Measure J Oversight

Commission Member to serve as Chairperson and one Measure J Oversight Commission Member to serve as Vice-Chairperson.

The Chairperson of the Measure J Oversight Commission shall preside over all meetings of the Measure J Oversight Commission, appointed as the non-exclusive primary spokesperson of the Measure J Oversight Commission.

The Vice-Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson.

2.3 ALTERNATE MEMBERS.

Pursuant to Palm Springs Municipal Code § 2.59.020, two alternate members are appointed and shall participate in all discussions and deliberations of the Commission, and may be appointed to any subcommittees created by the Commission.

Alternates may vote on matters before the Commission, if one or more of the Commissioners are absent, by rotation, allowing both alternates to equally participate in voting.

ARTICLE III -- MEETING RULES OF PROCEDURE

3.1 PURPOSE AND EFFECT.

The purpose and intent of the Measure J Oversight Commission in adopting meeting rules of procedure shall be to provide directory guidelines relating to the conduct of the public business by or on behalf of the Measure J Oversight Commission. In the event of any procedural deficiency or any noncompliance with any provision, will not be deemed to affect the validity of any action taken, unless otherwise specifically provided by law.

3.2 ADOPTION OF ROSENBERG'S RULES OF ORDER.

The Measure J Oversight Commission adopts Rosenberg's Rules of Order for the conduct of meetings and business (attached as Exhibit A and incorporated herein). In the absence of any rule specifically incorporated into these Bylaws, Rosenberg's Rules of Order shall be used as a guide.

3.3 ORDER OF BUSINESS AND AGENDA.

The order of business of each meeting shall be contained in the Agenda prepared by the Measure J Oversight Commission Secretary. The Agenda shall be a listing by topic of the subject which shall be taken up for consideration in the following order:

- (a) Call to Order
- (b) Roll Call

- (c) Pledge of Allegiance
- (d) Acceptance of the Agenda
- (e) Public Comment
- (f) Unfinished Business
- (g) New Business
- (h) Reports and Information Items
- (i) Measure J Oversight Commission Member Items and Requests
- (j) Staff Member Comments
- (k) Adjournment

The Commission Secretary shall be responsible for the preparation of the Agenda, and shall in all respects conform to the Ralph M. Brown Act. The Measure J Oversight Commission, by five (5) affirmative votes, may direct a matter to be placed upon a future agenda.

The delivery of the Agenda, Commission Reports, and public notice shall be made by the Commission Secretary and shall in all respects conform to the Ralph M. Brown Act.

3.4 MAINTENANCE OF ORDER.

The Presiding Officer is responsible for the maintenance of order and decorum at all times. No person is allowed to speak who has not first been recognized by the Presiding Officer. All questions and remarks shall be addressed to the Presiding Officer.

3.5 RULES, DECORUM AND ORDER.

- (a) Commission Members.

Any Commission Member desiring to speak shall address the Chair and upon recognition by the Presiding Officer, shall confine himself to the question under debate.

Any Commission Member once recognized, shall not be interrupted while speaking unless called to order by the Presiding Officer; unless a Point of Order is raised by another Commission Member; or unless the speaker chooses to yield to questions from another Commission Member.

Any Commission Member called to order while he is speaking, shall cease speaking immediately until the question of order is determined. If ruled to be in order, he shall be permitted to proceed. If ruled to be not in order, he shall

remain silent or shall alter his remarks so as to comply with rules of the Measure J Oversight Commission.

Commission Members shall accord the utmost courtesy to each other, to staff and to the public appearing before the Measure J Oversight Commission and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments, and statements as to motives and personalities.

Any Commission Member may move to require the Presiding Officer to enforce the rules and the affirmative vote of a majority of the Measure J Oversight Commission present and voting shall require Presiding Officer to so act.

Except where specifically authorized by Measure J Oversight Commission action, no Commission Member shall make any statement or give the appearance or indicate in any way that he or she is representing the Measure J Oversight Commission.

(b) Administrative Staff

Members of the Administrative Staff shall observe the same rules of procedure and decorum applicable to Measure J Oversight Commission Members. Any Administrative Staff desiring to address the Measure J Oversight Commission or members of the public shall first be recognized by the Presiding Officer. All remarks shall be addressed to the Presiding Officer and not to any one individual Measure J Oversight Commission Member or member of the public.

(c) Public

Members of the public attending Measure J Oversight Commission meetings shall observe the same rules of order and decorum applicable to the Measure J Oversight Commission. Any person wishing to address the Measure J Oversight Commission shall, before speaking, announce his/her actual name, city of residence, but such address need not be disclosed publicly if to do so would violate the privacy interests of the speaker. Any person while addressing the Measure J Oversight Commission making obscene, slanderous, impertinent, profane, or similarly offensive and disruptive remarks, or who engages in loud, boisterous, or other disorderly conduct, which disrupts, disturbs, or otherwise impedes the orderly conduct of the public meeting; and any person, while attending the Measure J Oversight Commission meeting, making unauthorized remarks from the audience, or stamping their feet, whistling, yelling, or making similar demonstrations which disrupts, disturbs, or otherwise impedes the orderly conduct of the public meeting, shall, at the discretion of the Presiding Officer, or a majority of the Measure J Oversight Commission, be barred from further audience before the Measure J Oversight Commission during that meeting and/or be removed from the room. Aggravated cases shall be prosecuted on an appropriate complaint signed by the Presiding Officer.

(d) As set forth in Cal. Govt. Code § 54957.9, in the event that a meeting is willfully interrupted by a group or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the Commission Members may order the meeting room cleared and continue in session. Only matters appearing on the Agenda may be considered in such a session. Duly accredited representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this section. Nothing in this section shall prohibit the Measure J Oversight Commission from establishing a procedure for readmitting an individual or individuals not responsible for willfully disturbing the orderly conduct of the meeting.

(e) All Measure J Oversight Commission Members are subject to the provisions of California Law, such as Chapter 7, Title 9, of the California Government Code, relative to conflicts of interest, and to Conflict of Interest Codes adopted by resolution of the Measure J Oversight Commission. Any Measure J Oversight Commission Member prevented from voting because of a conflict of interest, shall refrain from debate and voting. Such Commission Member shall leave the meeting room during debate and voting on the issue, but shall be free to address the Measure J Oversight Commission as a private citizen on the matter.

(f) As a matter of preferred protocol and courtesy to fellow Measure J Oversight Commission Members, no Commission Member normally should speak more than once upon any one subject until every other Commission Member choosing to speak thereon has spoken and no Commission Member should speak for an excessive length of time each time he has the floor, without the approval of the majority vote of the Measure J Oversight Commission present and voting.

(g) Any Commission Member shall have the right to express dissent from or protest to any action of the Commission and have the reason entered in the minutes. If such dissent or protest is desired to be entered in the minutes, this should be made clear by language such as "I would like the minutes to show that I am opposed to this action for the following reasons...".

(h) In presiding over Measure J Oversight Commission meetings, the Presiding Officer shall decide all questions of interpretation of these rules, points of order or other questions of procedure, requiring rulings. Any such decision or ruling shall be final unless overridden or suspended by a majority vote of the Measure J Oversight Commission present and voting.

(i) No person except Measure J Oversight Commission Officials shall be permitted behind the Measure J Oversight Commission dais without permission or consent of the Presiding Officer.

3.6 ADDRESSING THE MEASURE J OVERSIGHT COMMISSION.

(a) Speaker cards shall be available at the meeting, and persons desiring to address the Measure J Oversight Commission shall be requested to complete a card and give it to the Commission Secretary at the beginning of the public comment period. The Commission Secretary shall give all speaker cards to the Presiding Officer, who shall call each person to the microphone. The person recognized by the Presiding Officer shall proceed to the podium.

(b) All remarks and questions shall be addressed to the Presiding Officer and not to any individual Commission Member or other person. No person shall enter into any discussion without being recognized by the Presiding Officer.

(c) Persons who have not completed a speaker card shall identify themselves to the Commission Secretary as wishing to speak prior to the beginning of the public comment period. Those persons shall be heard after the Presiding Officer has called upon all speakers who submitted a speaker card. Such persons shall state their name and city of residence for the record.

(d) Pursuant to Cal. Govt. Code § 54954.3 each agenda for a regular meeting shall provide an item entitled "Public Comment." The purpose of such item shall be to provide an opportunity for members of the public to address the Measure J Oversight Commission on items contained on the agenda, and on items of general interest within the subject matter jurisdiction of the Measure J Oversight Commission. In order to assure that the intent of Cal. Govt. Code § 54954.3 is carried out, five (5) minutes is the amount of time allocated for each individual speaker.

ARTICLE IV -- MOTIONS

4.1 PROCESSING OF MOTIONS.

When a motion is made and seconded, it shall be stated by the Presiding Officer before debate. A motion so stated shall not be withdrawn by the mover without the consent of person seconding it.

4.2 MOTIONS OUT OF ORDER.

The Presiding Officer may at any time, by majority consent of the Measure J Oversight Commission present and voting, permit a Commission Member to introduce a resolution, or motion, out of the regular Agenda order.

4.3 DIVISION OF QUESTION.

If the question contains two or more divisible propositions, the Presiding Officer may, and upon request of a Commission Member shall (unless appealed), divide the same.

4.4 PRECEDENCE OF MOTIONS.

When a motion is before the Measure J Oversight Commission, no motion shall be entertained except the following which shall have precedence in the following order:

- (a) Adjourn
- (b) Fix Hour of Adjournment
- (c) Table
- (d) Limit or terminate discussion
- (e) Amend
- (f) Postpone

4.5 MOTION TO ADJOURN (not debatable).

A motion to adjourn shall be in order at any time, except as follows:

- (a) When repeated without intervening business or discussion.
- (b) When made as an interruption of a Commission Member while speaking.
- (c) When discussion has been ended, and vote on motion is pending.
- (d) While a vote is being taken.

A motion to adjourn "to another time" shall be debatable only as to the time to which the meeting is adjourned.

4.6 MOTION TO FIX HOUR OF ADJOURNMENT.

A motion to fix the hour of adjournment shall be to set a definite time at which to adjourn and shall be undebatable and shall be unamendable except by unanimous vote of the Measure J Oversight Commission present and voting.

4.7 MOTION TO TABLE.

A motion to table shall be used to temporarily by-pass the subject. A motion to table shall be undebatable and shall preclude all amendments or debate of the subject under consideration. If the motion shall prevail, the matter may be "taken from the table" at any time prior to the end of the meeting. If not taken from the table the matter shall die but may be placed on a future agenda as a new matter.

4.8 MOTION TO TERMINATE DISCUSSION OR CALL THE QUESTION.

Such a motion shall be used to limit or close debate on, or further amendments to, the main motion and shall be undebatable. If the motion fails, debate shall be reopened; if the motion passes, a vote shall be taken on the main motion.

4.9 MOTION TO AMEND.

A motion to amend shall be debatable only as to amendment. A motion to amend an amendment shall be in order, but a motion to amend an amendment to an amendment shall not be in order. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order. A substitute motion on the same subject shall be acceptable, and voted on before a vote on the amendment. Amendments shall be voted first, then the main motion as amended.

4.10 MOTION TO CONTINUE.

Motions to continue to a definite time shall be amendable and debatable as to propriety of postponement and time set.

ARTICLE V -- VOTING PROCEDURE

5.1 VOTING PROCEDURE.

In acting upon every motion, the vote shall be taken by voice or roll call or any other method by which the vote of each Commission Member present can be clearly ascertained. The vote on each motion shall then be entered in full upon the record. The Commission Secretary shall call the names of all Commission Members seated and voting when a roll call vote is ordered or required. Commission Members shall respond "aye," "no," or "abstain", provided that when a vote is collectively taken by voice or when a method of voting other than by voice or roll call is used, any voting Commission Member not audibly and clearly responding "no" or "abstain" or otherwise registering an objection shall have his vote recorded as "aye."

5.2 VOTE REQUIRED.

A majority vote of the membership present and voting of the Measure J Oversight Commission is required for the Commission to take any action.

5.3 ROLL CALL VOTING.

Any question before the Measure J Oversight Commission shall not require a roll call vote unless demanded by any Commission Member. It shall not be in order for Commission Members to explain their vote during roll call. Any Commission Member may change his vote before the next order of business.

5.4 FAILURE TO VOTE.

Every Commission Member eligible to vote should vote unless disqualified for cause. If a Commission Member is required to vote despite a disqualifying conflict of

interest, in order to achieve a quorum, the Commission Member shall state the reason which shall be recorded in the minutes.

When a vote is collectively taken by voice, any Commission Member not audibly and clearly responding "no" or "abstain" shall have his or her vote recorded as "aye."

5.5 RECONSIDERATION.

Except for votes regarding matters which are quasi-judicial in nature or matters which require a noticed public hearing, the Measure J Oversight Commission may reconsider any vote taken either at the same meeting or at a subsequent meeting provided that there has not been detrimental reliance on the prior decision by a person affected thereby or that an action has been taken as a part of the earlier decision which would be impossible to undo. The motion to reconsider must be made by a Commission Member who voted on the prevailing side, must be seconded and requires a majority vote of the quorum for passage, regardless of the vote required to adopt the motion being reconsidered. If the motion to reconsider is successful, the matter to be reconsidered takes no special preference over other pending matters and any special voting requirements related thereto still apply. Except pursuant to a motion to reconsider, once a matter has been determined and voted upon, the same matter cannot be brought up again.

5.6 MOTION TO RESCIND.

Any Commission Member, regardless of how he/she voted on the item originally, may move to rescind an action taken at a previous meeting in order to strike out an entire motion, resolution, rule, bylaw, section, or paragraph that has been adopted except in the following circumstances:

- a) When there has been detrimental reliance on the original decision by a party affected thereby;
- b) When something has been done, as a result of the original decision, which it would be impossible to undo;
- c) When the item is in the nature of a contract and the other party to the contract has been informed of the vote and has taken action in reliance thereon which cannot be undone.

After a motion to rescind has once been acted upon, no other motion to rescind shall be made without unanimous consent of the Measure J Oversight Commission present and voting.

5.7 TIE VOTES.

Tie votes shall be lost motions. When nine (9) Commission Members are present, a tie vote on whether to grant an appeal from official action shall be considered a denial of such appeal, unless the Commission takes other action to further consider the matter. If a tie vote on any matter results at a time when less than nine (9) members of the Measure J Oversight Commission are present, the matter shall

automatically be continued to the agenda of the next regular meeting of the Commission, unless otherwise ordered by the Measure J Oversight Commission.

ARTICLE VI -- RESOLUTIONS

6.1 RESOLUTIONS PREPARED IN ADVANCE.

Where a resolution has been prepared in advance, the procedure shall be: motion, second, discussion, vote pursuant to the methods prescribed above, and the result declared. It shall not be necessary or required to read a resolution in full or by title except to identify it.

6.2 RESOLUTIONS NOT PREPARED IN ADVANCE.

Where a resolution has not been prepared in advance, the procedure shall be to instruct the Commission Secretary to prepare a resolution for presentation at the next Measure J Oversight Commission meeting.

6.3 URGENCY RESOLUTIONS.

In matters of urgency, a resolution may be presented verbally in motion form together with instructions for written preparation for later execution. After the resolution has been verbally stated, the voting procedure described above shall be followed.

6.4 AUTHORITY TO EXECUTE RESOLUTIONS.

The Director of Finance and Treasurer shall execute adopted Resolutions of the Measure J Oversight Commission and shall be attested and certified by the Commission Secretary.

ARTICLE VII -- AMENDMENTS

7.1 The Bylaws and Rules of Procedure of the Measure J Oversight Commission may be amended by the Measure J Oversight Commission at any regular or special meeting by a vote of the majority of the Measure J Oversight Commission Members present and voting, provided that no such amendment shall be adopted unless at least seven days' written notice thereof has been previously given to all Commission Members of the Measure J Oversight Commission. Such notice shall identify the section or sections of the Bylaws and Rules of Procedure proposed to be amended.

///

///

///

///

Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century

by Dave Rosenberg

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that hasn't always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules, *Robert's Rules of Order*, which are embodied in a small but complex book. Virtually no one I know has actually read this book cover to cover.

Worse yet, the book was written for another time and purpose. If you are running the British Parliament, *Robert's Rules of Order* is a dandy and quite useful handbook. On the other hand, if you're running a meeting of a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order. Hence, the birth of "Rosenberg's Rules of Order."

This publication covers the rules of parliamentary procedure based on my 20 years of experience chairing meetings in state and local government. These rules have been simplified and slimmed down for 21st century meetings, yet they retain the basic tenets of order to which we are accustomed.

"Rosenberg's Rules of Order" are supported by the following four principles:

1. Rules should establish order. The first purpose of the rules of parliamentary procedure is to establish a

framework for the orderly conduct of meetings.

2. Rules should be clear. Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate and those who do not fully understand and do not fully participate.

3. Rules should be user-friendly. That is, the rules must be simple enough that citizens feel they have been able to participate in the process.

4. Rules should enforce the will of the majority while protecting the rights of the minority. The ultimate purpose of the rules of procedure is to encourage discussion and to facilitate decision-making by the body. In a democracy, the majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself (but not dominate) and fully participate in the process.

The Chairperson Should Take a Back Seat During Discussions

While all members of the governing body should know and understand the rules of parliamentary procedure, it is the chairperson (chair) who is charged with applying the rules of conduct.

The chair should be well versed in those

rules, because the chair, for all intents and purposes, makes the final ruling on the rules. In fact, all decisions by the chair are final unless overruled by the governing body itself.

Because the chair conducts the meeting, it is common courtesy for the chair to take a less active role than other members of the body in debates and discussions. This does *not* mean that the chair should not participate in the debate or discussion. On the contrary, as a member of the body, the chair has full rights to participate in debates, discussions and decision-making. The chair should, however, strive to be the last to speak at the discussion and debate stage, and should not make or second a motion unless he or she is convinced that no other member of the body will do so.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, published agenda; informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon road map for the meeting. And each agenda item can be handled by the chair in the following basic format.

First, the chair should clearly announce the agenda item number and should clearly state what the subject is. The chair should then announce the format that will be followed.

Second, following that agenda format, the chair should invite the appropriate people to report on the item, including any recommendation they might have. The appropriate person may be the chair, a member of the governing body,

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire to move on.

a staff person, or a committee chair charged with providing information about the agenda item.

Third, the chair should ask members of the body if they have any technical questions for clarification. At this point, members of the governing body may ask clarifying questions to the people who reported on the item, and they should be given time to respond.

Fourth, the chair should invite public comments or, if appropriate at a formal meeting, open the meeting to public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of each public speaker. At the conclusion of the public comments, the chair should announce that public input has concluded (or that the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion from the governing body members. The chair should announce the name of the member who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member who seconds the motion. It is normally good practice for a motion to require a second before proceeding with it, to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and a vote on the motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion. This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the members of the governing body. If there is no desired discussion or the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or a very brief discussion, the vote should proceed immediately, and there is no need to repeat the motion. If there has been substantial discussion, it is normally best to make sure everyone understands the motion by repeating it.

Debate on policy is healthy; debate on personalities is not. The chair has the right to cut off discussion that is too personal, too loud or too crude.

Ninth, the chair takes a vote. Simply asking for the “ayes” and then the “nays” is normally sufficient. If members of the body do not vote, then they “abstain.” Unless the rules of the body provide otherwise or unless a super-majority is required (as delineated later in these rules), a simple majority determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members, if any, who voted in the minority on the motion. This announcement might take the following form: “The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring 10 days’ notice for all future meetings of this governing body.”

Motions in General

Motions are the vehicles for decision-making. It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus on the motion before them.

Motions are made in a simple two-step process. First, the chair recognizes the member. Second, the member makes a motion by preceding the member’s desired approach with the words: “I move ...” A typical motion might be: “I move that we give 10 days’ notice in the future for all our meetings.”

The chair usually initiates the motion by:

1. Inviting the members to make a motion: “A motion at this time would be in order.”
2. Suggesting a motion to the members: “A motion would be in order that we give 10-days’ notice in the future for all our meetings.”
3. Making the motion.

As noted, the chair has every right as a member of the body to make a motion, but normally should do so only if he or she wishes a motion to be made but no other member seems willing to do so.

The Three Basic Motions

Three motions are the most common:

1. **The basic motion.** The basic motion is the one that puts forward a decision for consideration. A basic motion might be: “I move that we create a five-member committee to plan and put on our annual fundraiser.”
2. **The motion to amend.** If a member wants to change a basic motion that is under discussion, he or she would move to amend it. A motion to amend might be: “I move that we amend the motion to have a 10-member committee.” A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

3. The substitute motion. If a member wants to completely do away with the basic motion under discussion and put a new motion before the governing body, he or she would “move a substitute motion.” A substitute motion might be: “I move a substitute motion that we cancel the annual fundraiser this year.”

Motions to amend and substitute motions are often confused. But they are quite different, and so is their effect, if passed.

A motion to amend seeks to retain the basic motion on the floor, but to modify it in some way.

A substitute motion seeks to throw out the basic motion on the floor and substitute a new and different motion for it.

The decision as to whether a motion is really a motion to amend or a substitute motion is left to the chair. So that if a member makes what that member calls a motion to amend, but the chair determines it is really a substitute motion, the chair's designation governs.

When Multiple Motions Are Before The Governing Body

Up to three motions may be on the floor simultaneously. The chair may reject a fourth motion until the three that are on the floor have been resolved.

When two or three motions are on the floor (after motions and seconds) at the same time, the *first* vote should be on the *last* motion made. So, for example, assume the first motion is a basic “motion to have a five-member committee to plan and put on our annual fundraiser.” During the discussion of this motion, a member might make a second motion to “amend the main motion to have a 10-member committee, not a five-member committee, to plan and put on our annual fundraiser.” And perhaps, during that discussion, a member makes yet a third motion as a “substitute motion that we not have an annual fundraiser this year.” The proper procedure would be as follows.

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passes*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be complete. No vote would be taken on the first or second motions. On the other hand, if the substitute motion (the third motion) *failed*, the chair would proceed to consideration of the second (now the last) motion on the floor, the motion to amend.

If the substitute motion failed, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would now move to consider the main motion (the first motion) as *amended*. If the motion to amend failed, the chair would now move to consider the main motion (the first motion) in its original format, not amended.

The challenge for anyone chairing a public meeting is to accommodate public input in a timely and time-sensitive way, while maintaining steady progress through the agenda items.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee) or, if amended, would be in its amended format (10-member committee). And the question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are *not* debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

A motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. This motion requires a simple majority vote.

A motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess, which may range from a few minutes to an hour. It requires a simple majority vote.

A motion to fix the time to adjourn.

This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: “I move we adjourn this meeting at midnight.” It requires a simple majority vote.

A motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to

be placed on "hold." The motion may contain a specific time in which the item can come back to the body: "I move we table this item until our regular meeting in October." Or the motion may contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

A motion to limit debate. The most common form of this motion is to say: "I move the previous question" or "I move the question" or "I call for the question." When a member of the body makes such a motion, the member is really saying: "I've had enough debate. Let's get on with the vote." When such a motion is made, the chair should ask for a second to the motion, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body. Note that a motion to limit debate could include a time limit. For example: "I move we limit debate on this agenda item to 15 minutes." Even in this format, the

the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions occur when the body is taking an action that effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super-majority) to pass:

Motion to limit debate. Whether a member says, "I move the previous question," "I move the question," "I call for the question" or "I move to limit debate," it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body, such as the chair, nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers, and it requires a two-thirds vote to pass.

pend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to reconsider is made.

A motion to reconsider requires a majority vote to pass, but there are two special rules that apply only to the motion to reconsider.

First is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting of the body. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted *in the majority* on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body may second the motion). If a member who voted *in the minority* seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

If you are running the British Parliament, Robert's Rules of Order is a dandy and quite useful handbook.

motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item*. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super-Majority Votes

In a democracy, decisions are made with a simple majority vote. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means

Motion to object to the consideration of a question. Normally, such a motion is unnecessary, because the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to sus-

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. And at the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every

It is usually best to have a motion before the governing body prior to discussing an agenda item, to help everyone focus.

lege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person's ability to hear.

Order. The proper interruption would be: "Point of order." Again, the chair would ask the interrupter to "state your point." Appropriate points of order

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Special Notes About Public Input

The rules outlined here help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.

Public input is essential to a healthy democracy, and community participation in public meetings is an important element of that input. The challenge for anyone chairing a public meeting is to accommodate public input in a timely and time-sensitive way, while maintaining steady progress through the agenda items. The rules presented here for conducting a meeting are offered as tools for effective leadership and as a means of developing sound public policy. ■

Motions to amend and substitute motions are often confused. But they are quite different, and so is their effect, if passed.

speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focus on the item and the policy in question, not on the personalities of the members of the body. Debate on policy is healthy; debate on personalities is not. The chair has the right to cut off discussion that is too personal, too loud or too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body. Can a member of the body interrupt the speaker? The general rule is no. There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be: "Point of privilege." The chair would then ask the interrupter to "state your point." Appropriate points of privi-

lege relate to anything that would not be considered appropriate conduct of the meeting; for example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, "Let's return to the agenda." If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair's determination may be appealed.

BOND DEBT SERVICE

City of Palm Springs Financing Authority
 Lease Revenue Bonds, 2012 Series B (Downtown Revitalization Project)
 FINAL PRICING

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
12/01/2012			833,855.31	833,855.31	
06/01/2013	1,135,000	2.000%	981,006.25	2,116,006.25	2,949,861.56
12/01/2013			969,656.25	969,656.25	
06/01/2014	1,245,000	3.000%	969,656.25	2,214,656.25	3,184,312.50
12/01/2014			950,981.25	950,981.25	
06/01/2015	1,285,000	4.000%	950,981.25	2,235,981.25	3,186,962.50
12/01/2015			925,281.25	925,281.25	
06/01/2016	1,335,000	4.000%	925,281.25	2,260,281.25	3,185,562.50
12/01/2016			898,581.25	898,581.25	
06/01/2017	1,390,000	4.000%	898,581.25	2,288,581.25	3,187,162.50
12/01/2017			870,781.25	870,781.25	
06/01/2018	1,445,000	4.000%	870,781.25	2,315,781.25	3,186,562.50
12/01/2018			841,881.25	841,881.25	
06/01/2019	1,500,000	4.000%	841,881.25	2,341,881.25	3,183,762.50
12/01/2019			811,881.25	811,881.25	
06/01/2020	1,560,000	4.000%	811,881.25	2,371,881.25	3,183,762.50
12/01/2020			780,681.25	780,681.25	
06/01/2021	1,625,000	4.000%	780,681.25	2,405,681.25	3,186,362.50
12/01/2021			748,181.25	748,181.25	
06/01/2022	1,690,000	4.000%	748,181.25	2,438,181.25	3,186,362.50
12/01/2022			714,381.25	714,381.25	
06/01/2023	1,755,000	5.000%	714,381.25	2,469,381.25	3,183,762.50
12/01/2023			670,506.25	670,506.25	
06/01/2024	1,845,000	5.000%	670,506.25	2,515,506.25	3,186,012.50
12/01/2024			624,381.25	624,381.25	
06/01/2025	1,935,000	5.250%	624,381.25	2,559,381.25	3,183,762.50
12/01/2025			573,587.50	573,587.50	
06/01/2026	2,040,000	5.250%	573,587.50	2,613,587.50	3,187,175.00
12/01/2026			520,037.50	520,037.50	
06/01/2027	2,145,000	5.250%	520,037.50	2,665,037.50	3,185,075.00
12/01/2027			463,731.25	463,731.25	
06/01/2028	2,260,000	4.000%	463,731.25	2,723,731.25	3,187,462.50
12/01/2028			418,531.25	418,531.25	
06/01/2029	2,350,000	4.000%	418,531.25	2,768,531.25	3,187,062.50
12/01/2029			371,531.25	371,531.25	
06/01/2030	2,445,000	** %	371,531.25	2,816,531.25	3,188,062.50
12/01/2030			316,256.25	316,256.25	
06/01/2031	2,555,000	** %	316,256.25	2,871,256.25	3,187,512.50
12/01/2031			258,493.75	258,493.75	
06/01/2032	2,670,000	** %	258,493.75	2,928,493.75	3,186,987.50
12/01/2032			198,100.00	198,100.00	
06/01/2033	2,790,000	** %	198,100.00	2,988,100.00	3,186,200.00
12/01/2033			134,987.50	134,987.50	
06/01/2034	2,915,000	** %	134,987.50	3,049,987.50	3,184,975.00
12/01/2034			69,031.25	69,031.25	
06/01/2035	3,050,000	** %	69,031.25	3,119,031.25	3,188,062.50
	44,965,000		28,077,786.56	73,042,786.56	73,042,786.56