

MEASURE J OVERSIGHT COMMISSION

CITY OF PALM SPRINGS, CALIFORNIA

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MEETING MINUTES

THURSDAY, AUGUST 16, 2012, 4:00 pm
LARGE CONFERENCE ROOM, CITY HALL

CALL TO ORDER: Chairman Moon called the August 16, 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, Glass, Watts, Vice-Chair Towner, and Chair Moon.

ABSENT: Commissioner Williams.

ALSO PRESENT: Secretary Cairns, Director of Finance Kiehl.

PLEDGE OF ALLEGIANCE: Commissioner Vogel led the Pledge.

ACCEPTANCE OF THE AGENDA: The agenda was amended to remove Item 1., Unfinished Business, as this was integrated into the study session. **Motion Commissioner Cohen, seconded by Commissioner Vogel and unanimously carried noting the absence of Commissioner Williams.**

PUBLIC COMMENT:

ERIC CHIEL, Palm Springs, commented on allowing loans of Measure J funds for projects.

APPROVAL OF MEETING MINUTES: **Motion Commissioner Dada, seconded by Commissioner Marshall and unanimously carried noting the absence of Commissioner Williams.**

2. STUDY SESSION:

2.A. REPORT FROM MEASURE J OVERSIGHT COMMISSION AD HOC COMMITTEE ON APPLICATIONS, METRICS, COMMUNITY DEVELOPMENT:

Commissioner Hammond gave a brief overview of the ad hoc committee's report, including the committee objectives and draft application. The Commission commented on the following with regard to the ad hoc committee's report: clarification of the conflict of interest section, the application process and the need for a separate application for individual citizens applying for funds; possible training sessions on the application process; the economic impact

criteria being expanded; the Commission accepting applications electronically; consistency in the application; application criteria and if an applicant has applied for or received other funding; the application being a way to start the process and get ideas; the expectation level of City Council with regard to the projects the Commission recommends to them; the need to get feedback from Council and City staff on the application and process; the importance of seeking ideas from individual citizens through outreach and a mechanism for that process; streamlining the application with the idea it is a two-staged process; defining the legacy value in the application; and the Commission's evaluation process.

Finance Director Kiehl commented on the process of the ad hoc committee; the timeline of the Council meetings and the City Clerk's material deadline; eliminating the portion of the application related to disbarment as this relates to CDBG and vendors; and reminded the Commission that there is no limitation on expenditures of Measure J funds as they are general revenue funds.

ACTION: Receive and file ad hoc committee report. **By consensus of the Commission, noting the absence of Commissioner Williams.**

2.B. REPORT FROM MEASURE J OVERSIGHT COMMISSION AD HOC COMMITTEE ON GOALS, PROCESS, TIMELINE, BUDGET:

Commissioner Marshall gave a brief overview of the ad hoc committee's report, including the following: allowing for fund reserves; having two application processes; a 90-day timeline for applications with a due date for applications by the end of February; and the ad hoc committee's recommendation of moving forward on City street and capital improvement projects.

The Commission commented on the following with regard to the ad hoc committee's report: the timeline of the Commission's recommendation to Council in connection with the Finance Department's budget timeline; the potential for another \$2 million dollars in taxes being available; how a nonprofit organization would fit into the application; and the amount of reserves being recommended at 10 percent.

Finance Director Kiehl commented on the budget process and timeline.

ACTION: Receive and file ad hoc committee report. **By consensus of the Commission, noting the absence of Commissioner Williams.**

2.C. REPORT FROM MEASURE J OVERSIGHT COMMISSION AD HOC COMMITTEE ON COMMUNICATIONS:

Commissioner Bloomer gave a brief overview of the ad hoc committee's report, including committee objectives, and distributing information on Measure J through Amy Blaisdell, City Communications Director, such as press releases, website, and social media.

The Commission commented on the following with regard to the ad hoc committee's report: creating a Measure J Commission logo; creating Commissioner email addresses and posting on the website; the Commission having a booth at the PSNIC picnic; the recommendation by Communications Director Blaisdell to post Commissioner bios and head shots on the website, incorporating a list of associated organizations; coordinating outside speaking invitations through Chairman Moon and Communications Director Blaisdell; providing printed collateral material to various events and groups; promoting the free parking downtown with banners or signs indicating the benefit is provided by Measure J; and a community visioning survey as a way of getting ideas from the community.

ACTION: Receive and file ad hoc committee report. **By consensus of the Commission, noting the absence of Commissioner Williams.**

2.D. REPORT FROM MEASURE J OVERSIGHT COMMISSION AD HOC COMMITTEE ON PUBLIC WORKS, CAPITAL IMPROVEMENTS:

Commissioner Watts gave a brief overview of the ad hoc committee's report and additional handout materials, including the ad hoc committee's recommendation of approving \$3 million in funding of the City's streets list, with the remaining \$1.6 million being approved for other capital projects, including \$875,000 for parks, recreation, and community amenities and \$725,000 for traffic and community infrastructure.

The Commission commented on the following with regard to the ad hoc committee's report: slurry sealing versus reconstruction of streets; sidewalk conditions and repairs at City parks; stadium fencing; tree replacements; using recycled materials in reconstructing streets, similar to the method the City of Palm Desert is using; the importance of acting quickly and approving projects that have emotional impact and are people-oriented; considering the potential additional \$2 million in sales tax, or a portion thereof, as reserve; approving the City's capital projects out of first year funds as these are already vetted and can be done quickly; the importance of creating a list of completed projects being published on the Measure J website; creating a place on the website for submission of ideas.

Finance Director Kiehl commented on the following regarding the ad hoc committee report: unspent Measure J funds being continued into the next fiscal year; creating a communications budget in the Measure J fund for costs associated with communication needs; and establishing a single Measure J Commission email.

ACTION: Receive and file ad hoc committee report and additional handout materials. Handout materials were provided for public inspection. **By consensus of the Commission, noting the absence of Commissioner Williams.**

3. NEW BUSINESS:

3.A. REVIEW OF AD HOC COMMITTEE PROCESSES:

The Commission discussed and/or commented on the timeline of the application process; the City Council meeting timeline; agendaizing the recommendation of the Public Works and Capital Improvement ad hoc committee to the September 20th meeting so the Commission can formally vote on the recommendation; ad hoc committees continuing their discussions independent of the full Commission; and calling a Special Meeting to further discuss the application process. A date for the Special Meeting was proposed for Thursday, August 23, 2012 at 2:00 p.m., dependent upon Commissioner availability.

ACTION: Direct staff as appropriate. **By consensus of the Commission, noting the absence of Commissioner Williams.**

4. REPORTS AND INFORMATION ITEMS:

4.A. FINANCE DIRECTOR'S REPORT:

Finance Director Kiehl commented on the Measure J sales tax received, the flow of funds, and provided clarification on the triple flip. Two additional handouts relating to sales tax and flow of funds were provided to the Commission.

The Commission commented on the seasonality of collections and tourism trends, and vehicle sales.

RECOMMENDATION: Receive and file Finance Director's report and additional handout materials. Handout materials were provided for public inspection. **By consensus of the Commission, noting the absence of Commissioner Williams.**

PUBLIC COMMENT:

JIM GROSS, Palm Springs, commented on the recommendation of the Public Works and Capital Improvement ad hoc committee and dealing with City sidewalks, and the Communications ad hoc committee budget and plan.

TOM KANARR, Palm Springs, commented on a Measure J reserve fund, sales tax projections, doing more visible projects, and community projects.

STAFF MEMBER COMMENTS:

Finance Director Kiehl advised the Commission that the e-notification feature on the City's website has been set up, and the general public can now subscribe to receive email alerts of upcoming Measure J meetings and events.

COMMISSION MEMBER ITEMS AND REQUESTS:

Commissioner Watts commented on the Communications budget item being added to the next agenda, as well as a dollar amount being allocated. Commissioner Marshall commented on emails and the psmeasurej.com site.

ADJOURNMENT: The Measure J Oversight Commission of the City of Palm Springs adjourned at 7:24 p.m. to the next regular meeting at 4:00 p.m., Thursday, September 20, 2012, Palm Springs City Hall, 3200 E. Tahquitz Canyon Way. **Motion Commissioner Cohen, seconded by Commissioner Marshall, and unanimously carried noting the absence of Commissioner Williams.**

**APPROVED BY A MOTION OF THE MEASURE J OVERSIGHT COMMISSION THIS
20TH DAY OF SEPTEMBER, 2012.**



Cindy Cairns
Commission Secretary