

# MEASURE J OVERSIGHT COMMISSION

CITY OF PALM SPRINGS, CALIFORNIA

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## MEETING MINUTES

THURSDAY, SEPTEMBER 20, 2012, 4:00 pm  
LARGE CONFERENCE ROOM, CITY HALL

**CALL TO ORDER:** Chairman Moon called the September 20, 2012 meeting of the Measure J Oversight Commission of the City of Palm Springs to order at 4:01 p.m.

### ROLL CALL:

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

**ABSENT:** Commissioner Bloomer.

**ALSO PRESENT:** Secretary Cairns, Director of Finance Kiehl.

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

**ACCEPTANCE OF THE AGENDA:** The agenda was accepted as presented. **Motion Commissioner Cohen, seconded by Commissioner Dada and unanimously carried noting the absence of Commissioner Bloomer.**

### PUBLIC COMMENT:

ERIC CHIEL, Palm Springs, commented on the Measure J project evaluation factors and future expenses and liability.

TIMOTHY SIGLE, Palm Springs, provided materials and commented on the Commission considering a project to re-pave the Ruth Hardy Park parking and driveway areas and also consider an outdoor pavilion.

Commissioner Glass provided a letter to the Commission she received from Thom Bettinger of Palm Springs, which was not read but will be forwarded to the Commission members.

Chairman Moon commented on a letter addressed to the Commission received from the Desert Contractor's Association, which will be forwarded to the Commission members.

**APPROVAL OF MEETING MINUTES:** Approval of August 23, 2012 Special Meeting. **Motion Commissioner Hammond, seconded by Commissioner Williams and unanimously carried, noting the abstentions of Commissioners Cohen, Dada, Glass, and Vice-Chairman Towner, and the absence of Commissioner Bloomer.** Regular Meeting minutes of August 16, 2012 approved as amended. **Motion to amend Commissioner Watts, seconded by Commissioner Vogel and unanimously carried**

noting the abstention of Commissioner Williams and the absence of Commissioner Bloomer. Motion to approve Commissioner Hammond, seconded by Vice-Chairman Towner and unanimously carried, noting the abstention of Commissioner Williams and the absence of Commissioner Bloomer.

1. **UNFINISHED BUSINESS: None.**

2. **STUDY SESSION:**

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

Commissioner Glass gave a brief overview of the ad hoc committee's report. The Commission commented on the following with regard to the ad hoc report: changes to the application to simplify the process; the evaluative criteria and goals; the point values assigned to each criteria and the importance of not chasing away some of the smaller and more intimate projects; the two-phase application process; the importance of being consistent in the application when referring to projects and/or ideas; and the ranking process. Finance Director Kiehl commented on the importance of seeking Council and staff input and forwarding a preliminary version to the Council.

**ACTION:** Approve the application and evaluation worksheet as amended, and submit amended application and evaluation worksheet to the City Council for review and input. **Motion Commissioner Watts, seconded by Commissioner Vogel and carried 8-1.**

**AYES:** Commissioners Cohen, Dada, Hammond, Marshall, Vogel, Williams, Glass, and Chairman Moon.  
**NOES:** Vice-Chairman Towner.  
**ABSENT:** Commissioner Bloomer.

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

Commissioner Marshall provided a brief overview of the ad hoc committee's report and recommendations. The Commission commented on the following with regard to the ad hoc report: clarifying that the ad hoc committee's recommendations are for first-year only; the budget allocation process within the committee; concern regarding staff workload and the need for careful discussion to address it; and the need for feedback from the City Council. Chairman Moon provided handout materials regarding proposed timeline ideas, which were made available for public inspection.

**ACTION:** Recommend to the City Council to establish a contingency reserve fund comprised of the Measure J funds received in the months of April, May

and June 2012, to be used for unforeseen emergency expenses and/or unexpected projects that might arise during the yearly budget period. **Motion Commissioner Marshall, seconded by Commissioner Dada and unanimously carried noting the absence of Commissioner Bloomer.**

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

Commissioner Hammond provided a brief overview of the ad hoc committee's report. The Commission commented on the following with regard to the ad hoc report: signage describing a project as a Measure J project; posting Commissioner bios on the website; setting up a Measure J logo for embroidery onto clothing, etc.; a community-wide treasure hunt for promotion and outreach; the budget for a Town Hall style meeting; using an interactive survey; the plan for meeting with groups and the process for identifying those groups; developing key messages; Chairman Moon providing a summary to the City Council; and maintaining web support and the ongoing associated costs.

Finance Director Kiehl reminded the Commissioners that the Commission is not authorized to spend money or sign contracts, but rather to make recommendations to the City Council, and stated that Director of Communications Amy Blaisdell would be the department head liaison for spending money on communication needs, signage, etc.

**ACTION:** Recommend to the City Council to approve the budget as presented by the ad hoc committee. **Motion Commissioner Williams, seconded by Commissioner Marshall.**

**SUBSTITUTE MOTION:** Amend and recommend to the City Council at the October 17, 2012 Council meeting to approve a \$20,000 communications budget for early promotion. **Motion Commissioner Williams, seconded by Commissioner Dada and carried 8-1.**

**AYES:** Commissioners Cohen, Dada, Hammond, Marshall, Vogel, Williams, Glass, and Vice-Chairman Towner.

**NOES:** Chairman Moon.

**ABSENT:** Commissioner Bloomer.

**2.D. UPDATED REPORT FROM THE MEASURE J OVERSIGHT COMMISSION AD HOC COMMITTEE ON PUBLIC WORKS, CAPITAL IMPROVEMENT:**

Commissioner Watts gave a brief overview of the ad hoc committee's report and recommendations, reminding the Commission that the ad hoc committee's recommendations are unchanged from the last meeting. The Commission commented on the following with regard to the ad hoc report: administrative costs; bike lanes; traffic signal installation at Sunrise and the Ralph's shopping center; and how the ad hoc committee comprised and prioritized the list of recommendations.

**ACTION:** Approve the recommendation of the Public Works/Capital Improvement ad hoc committee and recommend to the City Council budget allocations of \$3 million for street improvements and \$1.6 million for deferred capital projects from the FY 2012-13 revenues. **Motion Commissioner Dada, seconded by Commissioner Marshall and unanimously carried noting the absence of Commissioner Bloomer.**

**3. NEW BUSINESS:**

**3.A. DISCUSSION AND REVIEW OF BYLAWS §1.1, TIMES AND PLACE OF MEETING:**

Chairman Moon addressed the Commission regarding the start time of the meeting. The Commission discussed shortening the length of meetings, as well moving the start time up, but noted that several Commissioners would be unable to attend earlier meetings.

**ACTION:** None. **By consensus of the Commission, noting the absence of Commissioner Bloomer.**

**3.B. DISCUSSION OF A COMMUNICATIONS BUDGET FOR THE MEASURE J OVERSIGHT COMMISSION:**

**ACTION:** None. Action on this item was taken during the discussion of the Communications ad hoc report, Item 2.C.

**3.C. DISCUSSION OF NOVEMBER JOINT MEETING WITH THE CITY COUNCIL:**

Chair Moon commented that he will speak with City Manager Ready regarding a possible November 7th Joint Meeting and will inform the Commission.

**ACTION:** None. **By consensus of the Commission, noting the absence of Commissioner Bloomer.**

**4. REPORTS AND INFORMATION ITEMS:**

**4.A. FINANCE DIRECTOR'S REPORT:**

Finance Director Kiehl commented on the sales tax receipts through the first quarter and provided an updated handout on the history of revenues.

Vice-Chairman Towner left the meeting at 7:04 p.m.

Finance Director Kiehl also stated he is trying to get good data for auditing and forecasting purposes and further stated that he is still trying to get the Board of Equalization to grant access to the City's sales tax auditors so they can review the additional sales tax data. He further commented on the ongoing administrative fees and provided a copy of an email to the City auditors

regarding the proper accounting of these fees.

Commissioner Vogel left the meeting at 7:16 p.m.

Commissioner Dada left the meeting at 7:19 p.m.

Commissioner Hammond commented on the Special Cost Items report included as part of the Finance Director's report, and Finance Director Kiehl commented that these and other administrative costs will be taken care of administratively.

**ACTION:** 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 Bloomer.**

**PUBLIC COMMENT:**

SHEILA COBRIN, Palm Springs, commented on the electric meter panel replacement at Village Green.

**STAFF MEMBER COMMENTS:** None.

**COMMISSION MEMBER ITEMS AND REQUESTS:**

Chairman Moon commented on the important job the Commission has been asked to do and the huge responsibility the Commission has. Commissioner Williams commented on grants and matching funds and the possibility of an ad hoc committee taking this on. Commissioner Hammond commented that there was no mention of the Measure J Commission meeting in the Community Briefs section in The Desert Sun, and inquired as to whether there was any possibility of solar lighting in Ruth Hardy Park. Commissioner Watts commented that solar lighting was not in the proposal but perhaps the Council could make that part of the staff assignment when bidding the project.

**ADJOURNMENT:** The Regular Meeting of the Measure J Oversight Commission of the City of Palm Springs adjourned at 7:30 p.m. to the next regular meeting at 4:00 p.m., Thursday, October 18, 2012, Palm Springs City Hall, 3200 E. Tahquitz Canyon Way. **Motion Commissioner Watts, seconded by Commissioner Cohen and unanimously carried noting the absence of Commissioner Bloomer.**

**APPROVED BY A MOTION OF THE MEASURE J OVERSIGHT COMMISSION THIS 18TH DAY OF OCTOBER, 2012.**

  
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Cindy Cairns  
Commission Secretary