

# MEASURE J OVERSIGHT COMMISSION

CITY OF PALM SPRINGS, CALIFORNIA

[www.palmspringsca.gov](http://www.palmspringsca.gov)

## SPECIAL MEETING AGENDA

December 13, 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:**

**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. NEW BUSINESS:**

- 1.A. DISCUSSION OF PROCESS AND TIMELINE WITH REGARD TO SUBMISSION OF IDEA/PROJECT APPLICATIONS FOR FISCAL YEAR 2013-14 MEASURE J PROJECT FUNDING:** Members of the Measure J Oversight Commission will discuss timelines and processes for the Measure J Application including evaluation of applications, formulating recommendations, submitting recommendations to City Council, and notifying applicants.  
**RECOMMENDATION:** Receive and file.

**PUBLIC COMMENT:**

**STAFF MEMBER COMMENTS:**

**COMMISSION MEMBER ITEMS AND REQUESTS:**

**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, December 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](http://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 6:00 p.m., Monday, December 10, 2012, and posted on the City's website as required by established policies and procedures.



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

**Draft time lines for MJC Application 1 and 2**

**Very Drafty**

12/6/12

	<b>Part 1 Application</b>	<b>Part 2 Application</b>
Dec 3	Application Part 1 available (due Jan 31)	
	City Clerk's office will prepare binders, numbered tabs and table of contents (numerical and alpha) for apps. Will periodically deliver applications with evaluation forms to commissioners for their ongoing review.	Ad Hoc committee begins design on Part 2 of application and process  City Staff review of Part 2 application
<b>Jan 17</b>		Part 2 application reviewed by Commission. Approved Part 2 Goes to City Council for review approval
??? How much time will Council want? 4-6 wks?		City Council review/approve application Part 2 Will need Council review completed by Feb 21 to meet the time frames set out in this draft
Jan 31	Completed Application Part 1 deadline	
Feb 5	Last of Part 1 applications delivered to commissioners	
	<ul style="list-style-type: none"> <li>• 2 weeks 2 days for commissioners to review and evaluate applications before next commission meeting</li> <li>• Depending on numbers of applications received, does commission need to determine a cut-off point? Top 50-100 or based on a point value? Total money avail?</li> </ul>	Prepare letter to go out with Part 2 Application
Feb 15	City Departments, City Council budgets due in Finance.	
<b>Week of Feb 18 Before meeting</b>	??Commission meet in separate, <b>special meeting</b> to discuss applications, make recommendations for projects/ideas to receive Part 2 Application	
<b>Feb 21</b>	<b>Commission meeting</b> Approve Part 1 Apps recommendations to receive Application Part 2	Anticipate City Council completed with review of draft Application Part 2 Incorporate comments  David Barakian office vet recommended apps for prospective funding? Or wait until app 2 completed.
		Part 2 app sent out to selected applicants
<b>Feb 25</b>		
<b>March 21</b>		<b>Commission meeting</b>
April 1 or 4?		Part 2 Apps due at City Clerk's office (45 days)
2 weeks		Commissioner review of completed App Part 2 Commission make list of fund allocation recommendations for Public Works review/Council
		??Commission meet in <b>special meeting</b> to discuss completed applications and select apps to recommend to Council
???		??Schedule meeting with recommended project applicants for more specific conversation and questions about projects -- if requested or needed by Commission
<b>April 18</b>		<b>Commission meeting</b> Commission formulates recommendations for Council
30 days		Public works/Engineering costing of Part 2 application
<b>May 16</b>		Commission makes list of recommendations for Council
		Create an award letter
Week of May 20		Allocation recommendations to Council for review/approval
<b>June 20 to end of June</b>		<b>Commission meeting</b> Awards announced at Council or Commission meeting? Award letters mailed to applicants