

**CULTURAL RESOURCES PRESERVATION COMMITTEE
CITY OF PALM DESERT
STAFF REPORT**

MEETING DATE: March 27, 2024

PREPARED BY: Carlos Flores, AICP, Principal Planner

REQUEST: CULTURAL RESOURCES PRESERVATION COMMITTEE WORK PLAN
PRIORITY RANKING FOR FISCAL YEAR 2024/2025

RECOMMENDATION:

1. Recommend the City Council approve the draft Cultural Resources Preservation Committee (CRPC) Work Plan for the 2024/2025 Fiscal Year, as presented in Table 3 of the staff report

BACKGROUND/ANALYSIS:

On February 2, 2024, City Staff asked each CRPC member to provide a ranked list of CRPC priorities they would like to focus on for Fiscal Year 2024/2025. The top five (5) goals selected by the CRPC will form the basis of a workplan that will be presented to City Council. Five (5) CRPC members ranked their top goals which are provided as Attachment 1 of this memorandum. Priorities that were raised by multiple committee members are listed below in Table 1:

Table 1 – Multiple Vote Priorities

Committee Votes	Priority	Description
4	City wide survey	Conduct a city-wide cultural resources survey, complete with GIS resources, and provide quarterly updates.
3	Update the website	Update CRPC presence on city website to have correct and updated information.
3	Education	Provide educational resources for new CRPC members and for residents and visitors, such as booklets and trainings.

The following are priorities that were provided by only one CRPC member:

Table 2 – Singular Vote Priorities

Priority	Description
Certificate of Appropriateness Application Process and Update	Update current process of applications for certificates of appropriateness and process submitted applications from landowners in a timely manner.
CLG Designation	Begin the process of an application to the California state historic preservation office for a Certified Local Government designation.
“Tallest tree smallest park”	A national landmark for Palm Desert.
Mills Act	Support current Mills Act actions and reports to Committee and City Council as required.
Preservation of native plants on city property	Native plants that originate on city property don’t require water but benefit from it. We need an educated horticulture department.

Cultural Resources Preservation Committee
 City of Palm Desert
Work Plan FY 24/25

Staff's recommendation is to add the CLG Designation and Mills Act priorities to the FY 2024/2025 Work Plan since they were on the FY 2023/2024 CRPC Work Plan and received a vote for the 2024/2025 Work Plan. If accepted, the draft Work Plan presented to City Council would be as follows:

Table 3 – Draft FY 24/25 CRPC Work Plan

Priority	Description	Cost	Time/Process
City wide survey	Conduct a city-wide cultural resources survey, complete with GIS resources, and provide quarterly updates.	Estimate: \$70,000	<u>Time:</u> 6-9 months <u>Next Steps:</u> RFP has been sent out to conduct survey. Staff will provide updates at each subsequent CRPC meeting
Update the website	Update CRPC presence on city website to have correct and updated information.	City staff time	<u>Time:</u> 3 months <u>Next Steps:</u> City staff will work with Public Affairs to update and refresh website
Education	Provide educational resources for new CRPC members and for residents and visitors, such as booklets and training.	Estimate: \$3,000	<u>Time:</u> Ongoing <u>Next Steps:</u> Staff will seek educational resources to provide to CRPC and seek options on public education (booklets/pamphlets)
CLG Designation	Begin the process of an application to the California state historic preservation office for a Certified Local Government designation.	City staff time	<u>Time:</u> 9-12 months <u>Next Steps:</u> Wait for city wide survey to conclude then City staff will work on submittal of application
Mills Act	Support current Mills Act actions and reports to Committee and City Council as required.	City staff time	<u>Time:</u> Ongoing <u>Next Steps:</u> Staff will update the Mills Act guidelines and provide quarterly reports to CRPC on Mills Act applications

ATTACHMENTS:

1. CRPC Ranking Sheets

Cultural Resource Preservation Committee – Work Plan Priority Ranking
 FY 24/25
 March 27, 2024

Below is a summary of the submitted CRPC priorities for Fiscal Year 2024/2025, organized by Committee members who submitted responses:

Paul Clark

Ranking	Priority	Description	Justification
1	Certificate of Appropriateness Application Process and Update	Update current process of applications for certificates of appropriateness and process submitted applications from landowners in a timely manner.	Submitted applications should be reviewed and acted on. Review need for any changes in procedures or ordinance.
2	Comprehensive Cultural Resources survey of the city and surrounding sphere areas.	Focus on historic resources and with a professional leading and the Committee acting as advisory body to inventory historic properties.	An informational basis to proceed to other efforts to preserve historic and other cultural resources.
3	Begin the process of an application to the California state historic preservation office for a Certified Local Government designation.	To provide a comprehensive plan of reviewing and preserving civic resources	Provides a master plan for the future
4	GIS Resources	In conjunction with survey and other sources of information a data base for assessing cultural resources	On-going
5	Mills Act	Support current Mills Act actions and reports to Committee and City Council as required.	On-going

David Toltzmann

Ranking	Priority	Description	Justification
1	Keep the wood on the fire for the citywide survey for funding and execution	Have the city give us quarterly updates on this as it moves along.	All other things hinge on this first step.
2	Update the information on the city's website	Have a cultural resource page for the cultural resource committee.	Homeowner education.
3	Create a user friendly building resource guide for people who plan on rehabbing.	Online information or booklet.	Homeowner education.
4	"Tallest tree smallest park"	A national landmark for Palm Desert.	Creating more landmarks for our

Cultural Resource Preservation Committee – Work Plan Priority Ranking

FY 24/25

March 27, 2024

			city creates more desire \$\$\$ spent.
5	Preservation of native plants on city property	Native plants that originate on city property don't require water but benefit from it. We need an educated horticulture department.	\$\$\$ saved

Kim Housken

Ranking	Priority	Description	Justification
1	Survey	Formal survey to identify and create a city inventory of the cultural resources in the city	Continued from our last Work Plan.. still in the process
2	Community Outreach	Education – residents and visitors	This overall category touches on many of the items listed under the Purpose of the Committee in the Ordinance
3	Outreach	Civic/Neighborhood Pride	
4	Outreach	Update CRPC presence on city website	Update and/or remove old references to being under Building and Safety so that we are in correct location
Suggest a brainstorming workshop to develop specific activities that will meet some/many of the itemized tasks we are given I our stated Purpose of the Cultural Resources Preservation Ordinance. Such activities may include a presence at the Concert in the Park series, an article on Rehabilitation in the Brightside Newsletter, education of the Shopper Hopper drivers, etc.			

Linda Vassalli

Ranking	Priority	Description	Justification
1	Education	Education for new committee members	

Rochelle McCune

Ranking	Priority	Description	Justification
1	Update the website	Update the Historic Preservation Website	Carry over from last year
2	City Wide Survey	Conduct a City Wide Survey	Carry over from last year