



**CITY OF PALM DESERT**  
CITY MANAGER'S OFFICE  
INTEROFFICE MEMORANDUM

Date: April 11, 2024  
To: Honorable Mayor and Councilmembers  
From: Anthony J. Mejia, City Clerk  
**Subject: City Council Meeting of April 25, 2024**

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Below you will find questions received from the Mayor or Councilmembers and answers provided by City staff regarding tonight's City Council meeting:

**ITEM 14b: REQUEST FOR OUT-OF-STATE TRAVEL FOR MAYOR QUINTANILLA TO ATTEND THE NALEO ANNUAL CONFERENCE IN LAS VEGAS, NEVADA**

**Q1: Have there been any recent expenditures from the City Council's budget allocated for Conferences, Seminars, or Workshops that haven't been accounted for in the current remaining balance?**

A1: Mayor Quintanilla's attendance at the CalCities City Leaders Summit in Sacramento from April 17-19, 2024, will result in an additional charge of approximately \$2,203, not yet deducted from the account balance.

**Q2: How many councilmembers were budgeted to attend the International Council of Shopping Centers (ICSC) Conference in Las Vegas? Who has confirmed their attendance at ICSC? What is the estimated total cost for the ICSC Conference? What will be the estimated remaining balance in the City Council's Conferences, Seminars, or Workshops budget?**

A2: Three councilmembers, including Mayor Quintanilla, Mayor Pro Tem Harnik, and Councilmember Trubee, are approved to attend the ICSC Conference in Las Vegas from May 19-21, 2024. Registration fees are paid and reflected in the account balance. An estimated \$4,500 in travel expenses will be deducted. With no other scheduled conferences this fiscal year, the remaining balance is approximately \$6,219.86. If out-of-state travel for the NALEO Conference is approved, the balance will be approximately \$3,970.

**Q3: Can travel expenses for the NALEO Conference be funded from the Individual Council Member Budgetary Allocation Account?**

A3: No, per the Expense Reimbursement Policy for Local Meetings and Event Attendance (Resolution No. 2022-32): "Individual Council Member Budgetary Allocations may only be expended on the purchase of Local Event tickets and may not be utilized for other purposes or other event-related expenses, such as travel, lodging and meals not included with an event ticket."

**ITEM 14e: APPROVE RECOMMENDATIONS FOR UNIVERSITY DOG PARK PARKING AND EL PASEO MID-BLOCK CROSSWALKS**

**Q1: A resident pointed out that the 2022 California Fire Code Section 503.4.1 states that traffic calming devices shall be approved by the fire code official. Has the City's fire code official approved the installation of mid-block crosswalks on El Paseo?**

A1: Approval from Riverside County Office of the Fire Marshal (Fire Marshal) has not been previously included on the agenda, as it is typically a procedural step handled beforehand rather than requiring explicit approval. The City has obtained verbal confirmation from the Fire Marshal to proceed with the proposed crosswalks.

**Q2: Did the Fire Marshall approve the existing raised crosswalks on El Paseo and San Pablo?**

A2: According to the Fire Marshal, the El Paseo crosswalks were reviewed and approved by them. The Fire Marshal also recalls granting approval for the speed cushions on San Pablo Avenue. These approvals were communicated verbally during meetings that involved the Fire Marshal, Fire Department personnel, and City staff.

At present, the specific dates are not available. However, the Fire Marshal distinctly recalls engaging in frequent and open communication with City staff regarding these projects, including reviewing and approving them prior to City Council consideration.

**Q3: Did the original staff report or contracts for installation of crosswalks factor ongoing maintenance and paint costs?**

A3: The cost for future maintenance of existing installations is currently unavailable. However, for new installations, the projected 20-year maintenance cost is \$3,500 per location. Given the similarity between the new and existing installations, it is reasonable to anticipate the same maintenance cost over 20 years for the existing ones. This assumption is made under the condition that there will be no removal or replacement of the raised crosswalks during this period, and that any repainting required will be carried out by City forces or its contracted personnel. It's important to note that this cost estimation does not encompass the maintenance expenses related to the RRFB system.

**Q4: Why are the topics of the El Paseo crosswalks and the University Dog Park parking included in one staff report?**

A4: The traffic studies for the University Park and El Paseo midblock crosswalks were conducted simultaneously, with both sets of results becoming available concurrently. These findings were presented by City staff at various stages, including the ATP subcommittee, City Council Study Session, and now, at the City Council meeting. Given the simultaneous presentation of both studies, City staff opted to present these two items together to maintain continuity. Finally, please note for the University Dog Park Project, the recommendation to implement a surface-level crosswalk (rather than raised) does not require approval from the Fire Marshal, unlike the other crosswalks under discussion.

**ITEM 15a: CONSIDER MAKING A FINDING OF EXEMPTION UNDER CEQA AND APPROVE A STREET VACATION OF AN 8,582 SQUARE FOOT PORTION OF SHADOW LAKE DRIVE IN FAVOR OF A PROPERTY AT 73745 SHADOW LAKE DRIVE**

**Q1: Should the private party gaining use of the vacated property pay compensation?**

A1: The City does not have regulations for street vacations within the municipal code and therefore defaults to the CA Streets and Highway Code. The State Code does not require compensation for street vacation actions therefore a private party would not need to pay compensation.

However, Development Services is currently working with the City Attorney on creating a new chapter of the municipal code outlining procedures for street vacations which includes the requirement for an appraisal as well an "adequate consideration" component, that would not be limited to monetary remuneration which could be determined on a case-by-case basis at the sole discretion of the City Council.