



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

Date: May 23, 2024  
To: Honorable Mayor and Councilmembers  
From: Anthony J. Mejia, City Clerk  
**Subject: City Council Meeting of May 23, 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 9I: APPROVE CIVIC ENGAGEMENT COMMITTEE FISCAL YEAR 2024-2025 WORK PLAN**

**Q1: Will the speaker series be open to the public? Can the proposed speaker series be leveraged to help recruit more applicants and additional partners to address the third objective of identifying Palm Desert organizations to enhance outreach and engagement?**

A1: Yes, the speaker series will be open to the public and held after work hours (starting at 5:30 or 6:00 p.m.) to maximize attendance. The series will highlight the City's partner agencies, such as the Coachella Valley Water District, and local community groups.

Each session will be themed and address community-relevant topics. For instance, we are planning a session on disaster preparedness with the Coachella Valley Disaster Preparedness Network and similar agencies. The format will resemble the City-wide HOA meeting in March, featuring three to four speakers presenting for about 20 minutes each.

Regarding the third objective in the work plan, to identify Palm Desert organizations, the speaker series helps this effort in two ways. First, by planning these events, staff will look to include groups in the agenda that haven't been featured in other City events. Second, the more we engage in the community, the more we learn from attendees about organizations in our region. That said, this third work plan item stands alone. The Committee will support auditing a list of organizations the City collaborates with for engagement purposes at the October meeting. This will help expand our reach to new groups.

**ITEM 9k: AUTHORIZE AN AGREEMENT WITH GARLAND/DBS, INC., FOR ROOF REPAIRS AND RELATED SERVICES AS PART OF THEIR "DRY ZONE" PROGRAM BASED ON THE NATIONAL COOPERATIVE AGREEMENT WITH OMNIA PARTNERS, INC.**

**Q1: Will the commission review in the future, or did they already review on May 8, 2024?**

A1: At its regular meeting on May 8, 2024, the Housing Commission considered this request and recommended this item for approval to the Authority Board.

**Q2: When was the last time these roofs were serviced? Are we at risk of invalidating the intent of the contract if we have negligence to blame for leaks?**

A2: Garland has been contracted for these services since 2015. The proposed contract is to service the roofs at the fifteen properties owned by the Authority. The contract provides services for annual maintenance and repairs as needed based on the condition of each roof. The Authority is not at risk of invalidating the intent of the contract.

**Q3: Is DryZone responsible for tracking any warranty issues, or will it the city work with R&R Roofing?**

A3: The repair work performed under this contract has a one-year warranty. The Authority's property management company is responsible for tracking any warranty work issues and having it repaired or addressed.

**ITEM 9q: RATIFY LETTERS OF SUPPORT FOR COACHELLA VALLEY ASSOCIATION OF GOVERNMENTS FUNDING REQUESTS UNDER THE EXTREME HEAT AND COMMUNITY RESILIENCE PROGRAM**

**Q1: What materials are the cool pavements made of?**

A1: CVAG intends to test different types of cool paving materials as part of the pilot project. Typically for asphalt the following is a description of the cool pavement material used: *"It is a water-based asphalt treatment that is applied on top of the existing asphalt pavement. It's made with asphalt, water, an emulsifying agent (soap), mineral fillers, polymers and recycled materials. It contains no harmful chemicals and is compatible with traditional asphalt."*

**ITEM 9r: AUTHORIZE OUT-OF-STATE TRAVEL FOR CITY MANAGER TO ATTEND INTERNATIONAL COUNCIL OF SHOPPING CENTERS IN LAS VEGAS, NEVADA**

**Q1: Who attended ICSC from the City of Palm Desert? What was the total cost per person, and combined cost?**

A1: Below is a chart with the requested information.

|                            |            |
|----------------------------|------------|
| Todd Hileman, City Manager |            |
| Conference Registration    | \$850.00   |
| ICSC Membership            | \$125.00   |
| Lodging                    | \$1,319.74 |
| Flight                     | \$577.96   |
| Per Diem                   | \$172.50   |
| Mileage                    | \$14.74    |
| Uber                       | \$80.90    |
| Airport Parking            | \$54.00    |
| Total                      | \$3,194.84 |

| Eric Ceja, Economic Development Director          |            |
|---|------------|
| Conference Registration                           | \$850.00   |
| ICSC Membership                                   | \$125.00   |
| Lodging   | \$549.89   |
| Flight  | \$674.91   |
| Per Diem  | \$172.50   |
| Mileage   | \$15.41    |
| Monorail  | \$32.00    |
| Airport Parking                                   | \$60.00    |
| Total   | \$2,479.71 |
| Richard Cannone, Director of Development Services |            |
| Conference Registration                           | \$850.00   |
| ICSC Membership                                   | \$125.00   |
| Lodging   | \$395.64   |
| Flight  | \$394.96   |
| Per Diem  | \$172.50   |
| Mileage   | \$15.41    |
| Monorail  | \$6.00     |
| Rideshare   | \$96.84    |
| Airport Parking                                   | \$40.00    |
| Total   | \$2,096.35 |
| Jan Harnik, Mayor Pro Tem                         |            |
| Conference Registration                           | \$850.00   |
| ICSC Membership                                   | \$125.00   |
| Lodging   | \$494.33   |
| Flight  | \$195.95   |
| Per Diem  | \$172.50   |
| Taxi  | \$58.18    |
| Monorail  | \$23.75    |
| Airport Parking                                   | \$60.00    |
| Total   | \$1,979.71 |

|                             |                  |
|-----------------------------|------------------|
| Evan Trubee, Councilmember  |                  |
| Conference Registration     | \$850.00         |
| ICSC Membership             | \$125.00         |
| Lodging                     | \$459.19         |
| Per Diem                    | \$172.50         |
| Taxi                        | \$71.74          |
| Parking                     | \$15.00          |
| Mileage                     | \$195.95         |
| Total                       | \$1,889.38       |
| <b>Total Estimated Cost</b> |                  |
|                             | <b>11,639.99</b> |

**ITEM 9t: APPROVE CONTRACT WITH AMERICAN ASPHALT SOUTH, INC., FOR THE CV LINK ENHANCEMENTS AND SLURRY SEAL PROJECT (PROJECT CST00021)**

**Q1: When will the white posts be replaced?**

A1: The white posts will be replaced as part of the project.

**ITEM 10a: REQUEST FOR DIRECTION ON THE DINING DECK PROGRAM AND EL PASEO IMPROVEMENT SCHEDULE AND ESTABLISH A LICENSE AGREEMENT FOR USE OF THE RIGHT-OF-WAY**

**Q1: Is there any additional cost to the city by splitting the work into two phases, versus completing the rehabilitation project at the same time?**

A1: Staff does not anticipate additional costs will be incurred by the City if the project is split into two phases. The concrete work that would be constructed in Phase I of the project is typically performed by a subcontractor and the prime contractor marks up the subcontractors bid 10-15% to cover administration expenses related to the subcontract. By bidding the concrete work and the asphalt work separately the markup will be eliminated.

**Q2: Could you clarify if the language in the staff report regarding the removal and potential replacement of the dining decks during the second phase of the Project, beginning in Summer 2025, might imply that the dining decks could remain indefinitely rather than being part of a renewal process through 2026?**

A2: If the dining deck operators opt to rebuild the dining decks after the street rehabilitation project, the dining deck operators are still subject to the current expiration date of June 30, 2026, for the dining deck program. City staff will note this during its presentation.

**ITEM 10b: REQUEST FOR DIRECTION ON PROJECT CST00002 WALK AND ROLL PD (PHASE 3)**

**Q1: What is the formal process to have the Fire Chief override the ordinance that states that speed bumps, cushions, etc. are not permissible, due to the impact on patients transported via ambulance?**

A1: The plans and specifications are sent to the Fire Marshall office for review and approval. From my conversation with the Fire Chiefs, these plans/specs are then sent to Operations (the local Fire Station) for review. They go out on the field, measure, and confirm that their equipment is able to clear the proposed speed bumps/speed cushions. If there are issues, comments are made to the designer to adjust the speed hump/cushion design before an approval is issued.

**ITEM 10c: REQUEST FOR DIRECTION ON THE PALM DESERT COMMUNITY GALLERY**

**Q1: Can this item be continued for a future date and see if there would be room in the Library to exhibit art that would previously have been displayed in the gallery?**

A1: After speaking with the Director of Library Services, staff does not feel that there is an appropriate location at the current library where a community gallery can be placed. However, public art staff will be involved with planning art for the new library and can certainly recommend that a community gallery be incorporated.