

**HOUSING COMMISSION  
PALM DESERT HOUSING AUTHORITY  
REGULAR MEETING MINUTES**

March 12, 2025, 3:30 p.m.

Present: Commissioner Jann Buller, Commissioner Olivia Docken,  
Commissioner Dominic Moore, Commissioner Melody Morrison,  
Vice Chair Franchon-Marie Siddiq, Chair Kathleen Bauer

Absent: Commissioner Andy Firestine

Staff Present: Housing Manager Jessica Gonzales, Management Analyst Celina  
Cabrera, Senior Administrative Assistant Daniel Mora, Recording  
Secretary Monique Lomeli

**1. CALL TO ORDER**

A Regular Meeting of the Housing Commission was called to order by Chair Bauer on Wednesday, March 12, 2025, at 3:30 p.m. in the Administrative Conference Room, City Hall, located at 73-510 Fred Waring Drive, Palm Desert, California.

**2. ROLL CALL**

**3. NON-AGENDA PUBLIC COMMENTS**

None.

**4. CONSENT CALENDAR**

**Motion by:** Vice Chair Siddiq

**Seconded by:** Commissioner Morrison

To approve the consent calendar as presented.

**Motion Carried (6 to 0)**

**4.a APPROVAL OF MINUTES**

**Motion by:** Vice Chair Siddiq

**Seconded by:** Commissioner Morrison

Approve the Minutes of February 12, 2025.

**Motion Carried (6 to 0)**

**4.b HOME IMPROVEMENT PROGRAM ACTIVITY REPORT FOR JANUARY 2025**

**Motion by:** Vice Chair Siddiq

**Seconded by:** Commissioner Morrison

Receive and file the Home Improvement Activity Report for January 2025.

**Motion Carried (6 to 0)**

**5. CONSENT ITEMS HELD OVER**

None.

**6. ACTION CALENDAR**

**6.a REJECT PROPOSALS SUBMITTED FOR CAMERA PROCUREMENT, INSTALLATION, AND OFF-SITE MONITORING SERVICE FOR HOUSING AUTHORITY PROPERTIES**

Management Analyst Celina Cabrera presented a staff report and responded to Commissioner inquiries.

**Motion by:** Vice Chair Siddiq

**Seconded by:** Chair Bauer

Recommend to the Palm Desert Housing Authority Board to:

Reject all proposals submitted for Camera Procurement, Installation and Off-Site Monitoring Service for Residential Properties.

NOES (1): Commissioner Docken

**Motion Carried (5 to 1)**

**6.b CONSIDER ESTABLISHING OF A SUBCOMMITTEE TO EVALUATE FUTURE MONITORING SERVICES AT THE HOUSING AUTHORITY PROPERTIES**

Management Analyst Cabrera presented a staff report and responded to Commissioner inquiries.

Management Analyst noted that Commissioner Firestine (absent) expressed interest in being appointed as a liaison to the ad hoc subcommittee.

Commissioner Docken volunteered to serve as a liaison to the ad hoc subcommittee.

**Motion by:** Commissioner Buller

**Seconded by:** Commissioner Docken

To establish an ad hoc subcommittee to evaluate future monitoring services for the fifteen Palm Desert Housing Authority properties.

**Motion Carried (6 to 0)**

**Motion by:** Chair Bauer  
**Seconded by:** Vice Chair Siddiq

To appoint Commissioners Firestine and Docken to serve as liaisons to the ad hoc subcommittee.

**Motion Carried (6 to 0)**

## **7. INFORMATIONAL REPORTS & COMMENTS**

### **7.a SUMMARY OF CITY COUNCIL AND HOUSING AUTHORITY ACTIONS**

Housing Manager Jessica Gonzales reported that the City Council and Housing Authority recently made the following decisions:

- Ratified the approval of a pool services contract.
- Approved an increase to the existing contract with John Harrison Contracting, Inc. for HVAC services.
- Approved contracts with multiple vendors to assist in the Housing Division.
- Approved an agreement with National Community Renaissance (National CORE) to take over management of the City's Housing Authority properties, effective July 1, 2025.

### **7.b FALKENBERG/GILLIAM & ASSOCIATES (FGA) MONTHLY REPORTS FOR JANUARY 2025**

Cyndi Karp, a representative from Falkenberg/Gilliam & Associates, summarized the Monthly Reports included in the agenda packet and addressed questions from the Commissioners. No formal action was taken.

#### **7.b.1 FEBRUARY 2025 RESIDENT ACTIVITIES AT THE PALM DESERT HOUSING AUTHORITY (PDHA) PROPERTIES**

Cyndi Karp, a representative from Falkenberg/Gilliam & Associates, narrated a PowerPoint presentation, highlighting the Palm Desert Housing Authority property resident's Valentine's Day celebration.

#### **7.b.2 UPDATE ON LAS SERENAS POOL REHABILITATION PROJECT**

Cyndi Karp, a representative from Falkenberg/Gilliam & Associates, narrated a PowerPoint presentation on the status of the Las Serenas pool rehabilitation project.

### **7.c HOUSING COMMISSIONERS**

Commissioner Moore raised concerns about the inoperable hot tubs and pools at PDHA properties and asked for clarification on the role and responsibilities of the City Council Liaison in relation to the Housing Commission.

Cyndi Karp, a representative from Falkenberg/Gilliam & Associates, reported that parts have been ordered for the pools at various PDHA properties, and repairs are expected to be completed within the next two weeks.

Commissioner Morrison requested information on the legal minimum age for individuals to use hot tubs unattended.

Vice-Chair Siddiq provided an update on the 2025 Point-in-Time Count, noting that 10 unhoused individuals were counted within City limits.

**7.d CITY COUNCIL LIAISON**

City Council Liaison Joe Pradetto expressed appreciation for staff and the Commission.

**7.e CITY STAFF**

None.

**7.f ATTENDANCE REPORT**

Report provided; no action taken on this item.

**8. ADJOURNMENT**

The Housing Commission adjourned at 4:04 p.m.

**9. PUBLIC NOTICES**

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Monique Lomeli, Senior Deputy Clerk  
Recording Secretary

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Jessica Gonzales, Housing Manager  
Secretary

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DATE APPROVED BY HOUSING COMMISSION