



CITY OF PALM DESERT
CITY MANAGER'S OFFICE
INTEROFFICE MEMORANDUM

Date: August 24, 2023
To: Honorable Mayor and Councilmembers
From: Anthony J. Mejia, City Clerk
Subject: City Council Meeting of August 24, 2023

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

ITEM 13d: ACCEPT RESIGNATIONS FROM THE CIVIC ENGAGEMENT COMMITTEE, CULTURAL ARTS COMMITTEE, AND PARKS AND RECREATION COMMITTEE

Q1: Where are the full bylaws posted on the City's website?

A1: The City Council recently adopted an ordinance to incorporate all bylaws into the Palm Desert Municipal Code (PDMC) for consolidation and easy reference. Please see [Title 2, Administration and Personnel](#), to access the bylaws. In the coming days, City staff will also update the Advisory Body [landing webpage](#) to include hyperlinks to the PDMC section of the applicable bylaws.

Q2: Wasn't there a discussion of permitting non-residents that may hold subject matter experience?

A2: PDMC 2.34.030 states that the City Council may appoint a nonresident in cases where the City Council deems it appropriate to appoint a nonresident who offers specific expertise. In these circumstances, the City Council was unaware that the candidates were nonresidents and therefore did not make a finding or determination that it was necessary to appoint a nonresident for special expertise.

Q3: What measures have been implemented to ensure applicants live within city boundaries as necessary?

A3: City staff has reviewed and verified all appointed body members and applicants are registered voters of the City or their residences are located within City limits. Going forward, City staff will verify the voter registration and/or residential address is within City limits prior to interviews and will ensure that the interview documents indicate whether a candidate is a nonresident.

ITEM 13e: HOUSING AUTHORITY: RESOLUTION AUTHORIZING EXECUTION AND DELIVERY OF A HOUSING AND LOAN AGREEMENT WITH A0358 MONTEREY, L.P., APPROVING A LOAN IN THE AMOUNT OF \$7,235,000 FOR CONSTRUCTION OF 176 AFFORDABLE HOUSING UNITS AND RELATED ACTIONS

ITEM 13g: APPROVE A HOUSING AGREEMENT BY AND BETWEEN THE CITY OF PALM DESERT AND A0358 MONTEREY, LP, FOR THE CROSSINGS AT PALM DESERT APARTMENTS PROJECT

Q1: Why is only one, 3-bedroom unit allotted under the 80% AMI and zero designated under the 59% AMI (page 164/298)?

A1: One of the City's Housing Element's program, Program 4C, is to implement programs or assist in housing affordable to extremely low-income households. It is difficult to locate adequate and affordable housing if there is a limited supply of larger units. Prices for larger units tend to be affordable only to moderate- and above-moderate income households. Based on the need of units for larger families for lower income households and to maintain the feasibility of the Project, the three-bedroom units were allocated primarily for extremely low households.

Q2: With a priority for Veterans identified, is there a cap on units held for Veterans (page 299)?

A2: Units are not set aside for veterans, therefore there is no cap. Typically, priority to Veterans is provided in the selection from the waitlist when a unit becomes available. The developer will establish a policy on the selection of Households or individuals from the waiting list, including any preference. In accordance with the implemented preferences, Veterans will have priority.

Q3: How frequently has the city had to exercise such inspections as provided in Section 5.2 Maintenance, Repair, Alterations (Page173/306)?

A3: These types of inspections are routinely conducted by the other funding sources and the City is provided any findings. Only when there are findings or concerns does the City exercise the option described in Section 5.2; the City has exercised this option minimal times.

ITEM 13f: APPROVE SECOND AMENDMENT TO THE EL PASEO PARKING & BUSINESS IMPROVEMENT DISTRICT CONTRACT WITH FG CREATIVE

Q1: Which have the most successful campaigns? How is return on investment (ROI) measured?

A1: The EPPBID's work is multifaceted, and over the years the board has found ways to make its small budget work hard to help achieve its goals. The ultimate goal is to bring people to the street to help support the many stores, galleries, and restaurants in the district. In terms of marketing, they've had great success with social media, raising brand awareness and inviting people to the street whenever there is any kind of activation. The partnership with Palm Springs Life has also been beneficial, using direct email, a dedicated website, and physical pieces such as the El Paseo Catalogue. In each case, ROI is measured by the number of people reached, and their engagement with the content provided through each medium.

ITEM 13j: REQUEST FOR MAYOR PRO TEM QUINTANILLA TO PARTICIPATE IN THE 2024 LEADERSHIP COACHELLA VALLEY PROGRAM

Q1: What is the rationale for charging this to the general local meetings budget, which has \$9,000 to cover everyone's local meetings for the year, rather than to the individual discretionary budget for contributions/meetings of \$2,500 per councilmember?

A1: This item was brought forward because it was City staff's understanding that Mayor Pro Tem Quintanilla was seeking funding to attend Leadership Coachella Valley. The individual councilmember discretionary budget would be an appropriate source for payment of Leadership Coachella Valley and Mayor Pro Tem Quintanilla has the full budget of \$2,500 available.

ITEM 13o: AWARD ON-CALL CONTRACTS TO MULTIPLE VENDORS FOR PARK AND FACILITIES REPAIRS AND IMPROVEMENT PROJECTS

Q1: What is the location of the evaporative cooler at Civic Center park?

A1: The evaporative cooler in Civic Center Park is located at the baseball field snack bar.

Q2: Why is there only an evaporative cooler and not AC units at the Soccer Park and Freedom Park?

A2: Evaporative coolers are an effective and energy efficient way to cool the snack bars at the parks for most of the year, especially when outdoor sports are taking place.

ITEM 14a: APPROVAL OF AN AGREEMENT FOR LAW ENFORCEMENT SERVICES BETWEEN THE CITY OF PALM DESERT AND THE COUNTY OF RIVERSIDE FOR A THREE-YEAR TERM FROM FY2024/2025 TO FY2026/2027

Q1: In keeping staffing levels flat, with the assistance of ALPR, does this allow for deputies to move to other specialized units? Does "reporting out ALPR data" include record requests out of state? Can we get these reports after the first quarter, and monthly thereafter?

A1: The ALPR system increases a deputy's efficiency in responding to a crime. As a result, they can return to patrol duty sooner which increases their ability to proactively patrol the community. With the City's ALPR program going live last October, the City has reported out to the Public Safety Committee and City Council on the number of cases ALPR has helped solve and effectiveness of the system with law enforcement activity. The Sheriff's Department is in the process of creating a "Transparency Portal" which will include shared agencies and out-of-state agency requests. Once the portal is live, the City will include its information into the regular updates to the Public Safety Committee and City Council.

Q2: What is the annual cost for the California Identification System and Records Management System (Page 584, Section 2.2)? How often does City staff utilize RMS or DOJ access under CLETS [Page 584, Section 2.2A, subsections (a) and (b)]?

A2: The cost of the CAL-ID system is \$50,889. This system is a statewide fingerprint ID system. The cost of the Records Management System (RMS) is \$117,577. This is a system that stores records. City staff does not utilize CAL-ID, RMS, DOJ law enforcement systems, nor the California Law Enforcement Telecommunications System (CLETS). These systems are utilized by Sheriff's Department personnel on a regular basis in performance of their work duties.

Q4: Has the City ever had an appointed Police Chief (Page 585, Section 4)?

A4: The City's dedicated lieutenant serves as the City's Police Chief with guidance from the Palm Desert Station Commander. The City, through the City Manager, has a say in who is

appointed to be the City's dedicated lieutenant. The Palm Desert Station Commander is selected by the Sheriff's Department.

Q5: Administrative fees will not be charged to the City if those charges are provided free of charge to any City in the County. Does Palm Desert get charged the same fees as others for services charged to other cities (Page 587, Section 7)?

A5: Government Code 51350 states the Sheriff's Department cannot charge one city for a service that is available to all areas of the County. These fees are those types of charges described in Section 7 and not included in the contract rate. They include Special Investigations Bureau, SERT (Emergency Services Team), and Aviation. Otherwise, a contract city is charged the same rate as all other contract cities.

Q6: What is the average annual cost for miscellaneous costs? What is the annual budget allocation (Page 588, Section 7.6)?

A6: The annual budget amount is \$70,000 and based on prior year actuals. These are costs for blood draws, blood analysis, sexual assault exams and other related items that law enforcement will request from the approved provider if needed for the investigation.

Q8: What is the timeline in which RSO agrees to return records as requested (Page 589, Section 10)?

A8: Depending upon the nature of the request, the Sheriff's Department responds in a reasonable amount of time often same the day or week. Overall, the Sheriff's Department is bound by the requirements of the California Public Records Act.

ITEM 14b: PALM DESERT REDISTRICTING 2023 - REVIEW OF THE SCHEDULE OF PUBLIC HEARINGS/WORKSHOPS AND PUBLIC EDUCATION AND OUTREACH PLAN – OPTIONAL PROCESSES FOR ESTABLISHING DISTRICT BOUNDARIES

Q1: Can the timeline be extended for additional days since residents were understandably focused on recovery from Hurricane Hillary?

A1: If requested by the City Council, City staff recommends adjusting the Community Workshop #1 to Tuesday, September 19, 2023, at 6:00 p.m. but maintaining the overall schedule to ensure that a final map and associated ordinances are adopted in advance of the April deadline.

ITEM 14d: REQUEST FOR FEEDBACK AND DIRECTION REGARDING UPDATING CHAPTER 5.04 REGARDING MODIFICATION, SUSPENSION, OR REVOCATION OF BUSINESS LICENSES

Q1: How often does the City revoke licenses? Are they frequently appealed?

A1: In the last 8 months, the City initiated two revocations; Sweet Spot and AZ Spa. Of those, City Council held the revocation hearing on Sweet Spot, but it was not appealed to the district court. AZ Spa canceled its license, and the revocation hearing did not occur.

In the 15 years prior, the City initiated seven license revocations and City staff is not aware that any were appealed.

ITEM 15c: ORDINANCE TO CHANGE THE ZONING DESIGNATION OF PARCEL 1 OF PARCEL MAP NO. 36614, LOCATED APPROX. 500 FEET FROM NW CORNER OF HWY 111 AND FRED WARING DR. FROM RESORT COMMERCIAL CENTER (PC-4) TO DISTRICT COMMERCIAL CENTER (PC-2) - CEQA FINDING

Q1: Is the 7th Whereas clause in the Planning Commission resolution missing the word "not," as in "will not render" (Page 671)?

A1: Correct, the seventh Whereas of Planning Commission Resolution No. 2837, should read as follows, "WHEREAS, the proposed Change of Zone will not render the existing improvements on the site or land uses nonconforming with any applicable Palm Desert Zoning Ordinance standards." City staff will proceed with correcting the original resolution for the official record.