

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: November 16, 2023

PREPARED BY: Martin Alvarez, Director of Public Works

REQUEST: APPROVE THE INSTALLATION OF AN HONOR PLAQUE FOR ALL FORMER COUNCILMEMBERS AND AUTHORIZE BEST SIGNS TO CREATE THE PLAQUE FOR AN AMOUNT NOT TO EXCEED \$10,000

RECOMMENDATION:

1. Approve the installation of a Former City Council Members Honor Plaque.
2. Authorize Best Signs of Palm Desert, California, to create the plaque for an amount not to exceed \$10,000.

BACKGROUND/ANALYSIS:

In the Fall of 2022, the City Council Chamber remodel was completed. The remodel included modernizing the entire building, including renovations to the Council Chamber restrooms, carpet, paint, seating, City Council dais, Council Chamber Conference Room, and new technology upgrades. To accommodate American with Disabilities Act (ADA) upgrades to the men's restroom, the photographs of the former City Councilmembers were removed from the southeast corner of Chamber lobby (see attached former wall photo). The relocation of the men's restroom entrance precluded the photographs from being able to be re-installed in the same area.

To address the replacement of the of the photographs, staff were asked to look at options to accomplish this in the Council Chamber lobby. Due to the limited amount of open wall space and the desire to keep the look of the Chamber lobby clean and modern, staff worked with Mayor Kelly and Councilmember Harnik to look at viable options. After evaluating several locations within the Council Chamber lobby, staff recommended installing a 50" x 54" bronze wall mounted plaque, labeled "**Honoring the Legacy**" (see attached exhibit).

Project Description:

The honor plaque would include the names and dates of service of each former Councilmember on a 2 1/2"x 5" name plate. The display would be wall mounted in the existing alcove located along the north facing wall, west of the main entrance (see attached mockup location). The color of the plaque would be bronze with gold name plates, similar to the employee recognition plaque currently installed in the Administrative Lobby (see attached photo). The plaque has space for a total of 56 names with a total of 21 former Councilmembers currently being recognized. The plaque would have 35 additional spaces for future councilmember recognitions.

FINANCIAL IMPACT:

Funds for the City Council Honor Plaque are available in Account No. 4504161-4400100 - Development Services Lobby Renovation Project; therefore, there is no impact to the General Fund. Best Signs, who created the Employee Recognition Plaque, provided an estimated cost of \$7,500. Staff requests approval for an amount not to exceed \$10,000 to accommodate any additional City Council recommendations.

ATTACHMENTS:

1. Plaque Mockup
2. Plaque Mockup PDF
3. Employee Recognition Plaque
4. Former Photo Wall