



**CITY OF DESERT HOT SPRINGS**  
**REGULAR MEETING OF THE**  
**COMMUNITY AND CULTURAL AFFAIRS COMMISSION**

**ACTION MINUTES**

**APRIL 13, 2016**  
**6:00 PM**

**CITY COUNCIL CHAMBERS**  
**CARL MAY COMMUNITY CENTER**  
**11711 West Drive, Desert Hot Springs, California**

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**CALL TO ORDER**

Chairman Buchanan called the meeting to order at 6:02 PM.

**ROLL CALL**

Present:  
Commissioners: Kephyan Sheppard, Michael Burke, Pamela Berry  
Vice-Chairman: Requita Grant  
Chairman: Larry Buchanan

**PLEDGE OF ALLEGIANCE**

Commissioner Grant led the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

Action: moved to approve staff recommendation, motion seconded by , motion carried 5/0 by the following vote:

Vote: AYES: 5 - Buchanan, Berry, Burke, Grant, Sheppard  
Passed NOES: 0 - (None)

## **PUBLIC COMMENTS**

There were no public comments.

## **DISCUSSION ITEMS AND STATUS REPORTS:**

### **1. Budget Recommendations**

*Nathan Bouvet, Community Development Director*

**Recommendation:** Recommendation to City Council

Chairman Buchanan provided CCAC budget recommendations.

Action: Buchanan moved to approve a budget request in the amount of \$12,000.00 broken down as follows: \$8,000.00 for Community Events, including Veterans Day, Tree Lighting Ceremony, MLK JR Event and Memorial Day (\$2,000.00 earmarked for each event totaling \$8,000.00)\$4,000.00 for General Operations, including Yard Beautification, Holiday Lights, Classical Music Series and Emergencies not covered under the Arts in Public Places Account, motion seconded by Burke, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Buchanan, Berry, Burke, Grant, Sheppard  
Passed NOES: 0 - (None)

### **2. Entry Sign Monument Location**

*Nathan Bouvet, Community Development Director*

**Recommendation:** Recommendation to City Council

Daniel Porras, Public Works Manager presented the commission with various locations, and answered questions.

A discussion ensued.

Action: Berry moved to approve to place the entry sign on Camino Aventura , motion seconded by Burke, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Buchanan, Berry, Burke, Grant, Sheppard  
Passed NOES: 0 - (None)

### **3. Parks and Recreation**

*Nathan Bouvet, Community Development Director*

**Recommendation:** Update and Discussion

Daniel Porras, Public Works Manager provided updates and answered questions.

A discussion ensued.

Commission Berry provided updates parks and a possible expansion of Wardman Park, to the North.

A discussion ensued.

Nathan Bouvet, Community Development Director, provided updates and answered questions.

4. [Yard Beautification](#)

*Nathan Bouvet, Community Development Director*

**Recommendation:** Discussion

Vice Chair Grant proposed yard beautification Ideas.

A discussion ensued.

Vice Chair Grant will be looking into this matter and provide updates in the May 11, 2016 meeting.

5. [American Flags](#)

*Nathan Bouvet, Community Development Director*

**Recommendation:** Discussion

Jeff Horton, Chairman for Memorial Day Event, provided updates.

A discussion ensued.

Commissioner Berry provided information on locations to purchase new American Flags.

Jeff Horton, Chairman for Memorial Day Event, noted that flags that are purchased at the local hardware or the VFW will be sold at a discount.

Commissioner Berry questioned whether there is a need for funding to purchase these Flags.

A discussion ensued.

6. [Simi Dabah Plaques](#)

*Nathan Bouvet, Community Development Director*

**Recommendation:** Update and Discussion

Vice Chair Grant provided updates.

A discussion ensued.

Jeff Horton spoke on the Veteran's desire to decide on the plaque locations.

Action: Grant moved to approve 2x3 Plaques for the Simi Dabah Sculptures, not to exceed \$520.00, motion seconded by Sheppard, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Buchanan, Berry, Burke, Grant, Sheppard  
Passed NOES: 0 - (None)

Salle' Kirby inquired whether or not the City could fund this project.

7. [Press Releases](#)

*Nathan Bouvet, Community Development Director*

**Recommendation:** Discussion

*Chairman Buchanan called for a break at 7:01 PM.*

*Chairman Buchanan resumed the meeting at 7:11 PM.*

Vice Chair Grant addressed the commission.

Michael Picardi addressed the Commission regarding his role in the process.

Commissioner Burke spoke about the current process.

A discussion ensued.

Action: Buchanan moved to to continue item to the next meeting, motion seconded by Grant, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Buchanan, Berry, Burke, Grant, Sheppard  
Passed NOES: 0 - (None)

8. [Jeffrey Spakes Butterflies - Colors](#)

*Enter as follows: Title, Name*

**Recommendation:** Update and Discussion

Vice Chair Grant asked the commission for their color recommendation. The cost is estimated to be roughly \$500.00-\$600.00 per butterfly.

9. [Sand to Snow Monument Subcommittee Appointments](#)

*Nathan Bouvet, Community Development Director*

**Recommendation:** Appointments

Action: Buchanan moved to approve Sub-Committee to include Chair Buchanan and Commissioner Burke, motion seconded by Burke, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Buchanan, Berry, Burke, Grant, Sheppard  
Passed NOES: 0 - (None)

10. **Monthly Budget Report**

*Nathan Bouvet, Community Development Director*

**Recommendation:** Update

Daniel Porras, Public Works Manager, provided the commission with the report.

A discussion ensued.

Jorge (name inaudible) spoke on various locations for Murals in the City

**CHAIR AND COMMISSIONER REPORTS**

Commissioner Burke spoke on future Rotary and Community Cleanup events.

Commissioner Berry spoke on upcoming events.

A discussion ensued.

**COMMUNITY DEVELOPMENT DIRECTOR REPORT**

Nathan Bouvet, Community Development Director, provided updates.

Daniel Porras, Public Works Manager, provided updates.

Vice Chair Grant announced various upcoming events.

**ADJOURN REGULAR MEETING**

Chairman Buchanan adjourned the meeting at 8:05 pm.

Prepared by: Richard Min  
Office of the City Clerk

Respectfully submitted,



Jeryl Soriano, CMC, City Clerk