



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

AGENDA

FEBRUARY 8, 2017

6:00 PM

CITY COUNCIL CHAMBERS
MISSION SPRINGS WATER DISTRICT
Board Room
66575 Second Street, Desert Hot Springs, California

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

MINUTES

CCAC Regular Meeting Minutes January 11, 2017

Lynne A. Paul, Public Works Assistant

Recommendation: Approve minutes as submitted.; or as corrected.

PUBLIC COMMENTS

At this time, pursuant to State law, any person may comment on an item, which is NOT on the agenda. PLEASE STATE YOUR NAME FOR THE RECORD.

Comments are limited to the first ten (10) speakers at three (3) minutes per speaker. All comments are to be directed to the Community and Cultural Affairs Commission and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

DISCUSSION ITEMS AND STATUS REPORTS:

- 1. Budget**
Daniel Porras PE, Public Works Manager
Recommendation: Receive and File
- 2. Jeffrey Spakes Butterflies Art Installation-Special Event**
Public Works Manager, Daniel Porras P.E.
Recommendation: Update and discussion.

3. **Yard Beautification**
Public Works Manager, Daniel Porras, P.E.
Recommendation: Update and discussion.
4. **Utility Boxes**
Public Works Manager, Daniel Porras P.E.
Recommendation: Discussion
5. **Maintenance of Hot Springs Park**
Public Works Manager, Daniel Porras P.E.
Recommendation: Discussion
6. **Memorial Day (5/29/17)-Special Event**
Public Works Manager, Daniel Porras, P.E.
Recommendation: Discussion
7. **Education Program for Cultural Awareness at Desert Hot Springs High School**
Public Works Manager, Daniel Porras, P.E.
Recommendation: Discussion
8. **Sub-Committee Reports - Public Arts, Parks and Recreation, Sand to Snow, Special Events and Vietnam Memorial Wall**
Public Works Manager, Daniel Porras, P.E.
Recommendation: Update and Discussion

CHAIR AND COMMISSIONER REPORTS

COMMUNITY DEVELOPMENT DIRECTOR REPORT

ADJOURN REGULAR MEETING

NOTICES

Title 2

In an effort to comply with the requirements of Title 2 of the Americans With Disabilities Act of 1990, the City of Desert Hot Springs requires that any person in need of any type of special equipment, assistance, or accommodation(s) in order to communicate at a City public meeting, must inform the City Clerk/Agency Secretary a minimum of 72 hours prior to the scheduled meeting to enable the City to make reasonable arrangements.

SB 343

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the Community Development Department at City Hall during normal business hours at 65950 Pierson Boulevard, Desert Hot Springs, CA 92240.

If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda at 11711 West Drive, Desert Hot Springs, CA 92240.



CITY OF DESERT HOT SPRINGS

REGULAR MEETING OF THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION

DRAFT ACTION MINUTES

JANUARY 11, 2017

6:00 PM

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

CALL TO ORDER

Chairman called the meeting to order at 6:03 p.m.

ROLL CALL

Present: Buchanan, Berry, Burke, Grant

PLEDGE OF ALLEGIANCE

Commission Burke let the pledge of allegiance.

APPROVAL OF THE AGENDA

Action: Buchanan moved to approve the January 11, 2017 meeting agenda, motion seconded by Burke, motion carried 4/0 by the following vote:

<u>Vote</u> :	AYES: 4 - Buchanan, Berry, Burke, Grant
Passed	NOES: 0 - (None)

MINUTES**CCAC Regular Meeting Minutes: June 8, 2016****CCAC Regular Meeting Minutes: July 13, 2016****CCAC Regular Meeting Minutes: September 14, 2016****CCAC Regular Meeting Minutes: December 14, 2016***City Clerk, Jerry Soriano, CMC***Recommendation:** Approve Minutes as submitted; or as corrected.

Action: Buchanan moved to approve the minutes as presented, motion seconded by Berry, motion carried 4/0 by the following vote:

Chairman Berry requested more detail in regards to budget items

Vote: AYES: 4 - Buchanan, Berry, Burke, Grant
 Passed NOES: 0 - (None)

PUBLIC COMMENTS

There were no public comments.

DISCUSSION ITEMS AND STATUS REPORTS:**1. Budget***Public Works Manager, Daniel Porras P.E.***Recommendation:** Review and File

Daniel Porras, Public Works Manager, presented the staff report; and responded to questions.

Action: Buchanan moved to that the remaining funds from the entry sign monument be returned to the CCAC budget, motion seconded by Berry, motion carried 4/0 by the following vote:

Vote: AYES: 4 - Buchanan, Berry, Burke, Grant
 Passed NOES: 0 - (None)

2. MLK Peace and Unity Walk*Public Works Manager, Daniel Porras P.E.***Recommendation:** Discussion and Action

Daniel Porras, Public Works Manager, presented the staff report and updates in regards to the event.

Action: Berry moved to approve donation towards the Martin Luther King Peace and Unity Walk of \$615 distributed as follows: \$200 to Desert Hot Springs High School Basketball Team for event setup; \$100 to Desert Hot Springs High School Security Officer; \$100 refreshments; \$50 for solo singer; \$100 entertainment and \$65 for coffee, motion seconded by Burke, motion carried 4/0 by the following vote:

Vote: AYES: 4 - Buchanan, Berry, Burke, Grant
Passed NOES: 0 - (None)

3. Vietnam Veterans Memorial Wall

Public Works Manager, Daniel Porras P.E.

Recommendation: Update and Discussion

Vice-Chair Grant provided updates.

Commissioner Buchanan requested that he be replaced on the Vietnam Veterans Memorial Wall Sub-Committee.

Action: Buchanan moved to approve donation of \$1,200 towards the Vietnam Veterans Wall Memorial, motion seconded by Burke, motion carried 4/0 by the following vote:

Vote: AYES: 4 - Buchanan, Berry, Burke, Grant
Passed NOES: 0 - (None)

4. Jeffrey Spakes Butterflies Art Installation

Public Works Manager, Daniel Porras P.E.

Recommendation: Discussion and Action

Daniel Porras, Public Works Manager, provided updates; and responded to questions.

Commissioner Grant requested that the location for the Jeffrey Spakes Butterflies Art Installation event be moved to Tedesco Park.

A discussion ensued.

Action: Buchanan moved to approve up to \$1,000 towards the Jeffrey Spakes Butterflies Art Installation event, motion seconded by Berry, motion carried 4/0 by the following vote:

Vote: AYES: 4 - Buchanan, Berry, Burke, Grant
Passed NOES: 0 - (None)

A discussion ensued.

5. Yard Beautification

Public Works Manager, Daniel Porras P.E.

Recommendation: Update and Discussion

Action: Grant moved to continue to the next meeting, motion seconded by Buchanan, motion carried 4/0 by the following vote:

Vote: AYES: 4 - Buchanan, Berry, Burke, Grant
Passed NOES: 0 - (None)

6. Entry Monument Sign

Public Works Manager, Daniel Porras P.E.

Recommendation: Update and Discussion

Daniel Porras, Public Works Manager, gave updates and responded to questions.

A discussion ensued.

7. Tree Lighting Event Budget Follow-Up

Public Works Manager, Daniel Porras P.E.

Recommendation: Update and Discussion

Daniel Porras, Public Works Manager, presented the staff report.

8. Sub-Committee Reports

Public Works Manager, Daniel Porras P.E.

Recommendation: Receive updates from:

- 1) Public Arts Sub-Committee;
- 2) Parks and Recreation Sub-Committee;
- 3) Sand to Snow Sub-Committee; and
- 4) Special Events Sub-Committee.

- 1) Vice Chairman Grant advised that there were no updates;
- 2) Commissioner Buchanan and Chairman Berry advised that there were no updates.
Danny Porras, Public Works Manager, reported on park repairs and improvements;
- 3) Commissioner Burke advised that there were no updates;
- 4) Chairman Berry gave updates.5) Vice Chairman Grant gave updates.

9. Sub-Committee Reappointments

Public Works Manager, Daniel Porras P.E.

Recommendation: Approve reappointments of sub-committee members.

No changes were made.

CHAIR AND COMMISSIONER REPORTS

Commissioner Burke provided updates. Commissioner Buchanan provided updates and advised that this would be his last meeting.

Chairman Berry provided updates.

Vice Chairman Grant provided updates.

COMMUNITY DEVELOPMENT DIRECTOR REPORT

None.

ADJOURN REGULAR MEETING

Chairman Berry adjourned the meeting at 7:43 P.M.

Lynne A. Paul, Public Works Assistant

DRAFT

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: February 8, 2017

TITLE: Budget

Prepared by: Public Works Manager, Daniel Porras P.E.

RECOMMENDATION

Receive and File

DISCUSSION

Community and Cultural Affairs Commission Budget Report			
Period:		December 1 2016 to December 31, 2016	
Art in Public Places Budget 110-00-00-3232			
Event	To/From	Date	Total
Beginning Balance		12/1/2016	\$ 68,644.88
Revenues			
BLDNG PRMT - COM TI		12/20/2016	\$ 1,312.50
		Sub-Total	\$ 1,312.50
Payments			
		Sub-Total	\$ -
Ending Balance		12/31/2016	\$ 69,957.38

Funds Committed			
Item	Total	Previously Paid	Remaining
Entry Sign Monuments*	\$ 28,000.00	\$ 6,480.00	\$ 21,520.00
Utility Boxes	\$ 3,950.00	\$ 1,700.00	\$ 2,250.00
Jeffrey Spakes Butterflies	\$ 17,000.00	\$ 16,000.00	\$ 1,000.00
TOTAL			\$ 24,770.00

FUNDS REMAINING	\$ 45,187.38
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* \$13,000 was added back to Entry Monuments per CCAC action in January 11,2017

CCAC Budget FY 16-17 \$12,000 -001-41-11-4247			
Event	To/From	Date	Total
Payments			
2016 Holiday Parade Donation	DHS Rotary		\$ 1,000.00
Veterans Day Special Event	Easy Party Rental		\$ 537.00
2016 Tree Lighting Event	Pamela Berry		\$ 153.77
		Sub-Total	\$ 1,690.77
Item	Total	Status	
Beginning Balance	\$ 12,000.00		
Veterans Day 2016	\$ 1,000.00	\$537.00 Paid	
Holiday Tree Lighting 2016	\$ 1,000.00	\$153.77 Paid	
Holiday Parade - 2016	\$ 1,000.00	\$1,000 Paid	
Memorial Day - 2017	\$ 1,000.00		
Danny Holt Concert - 2017	\$ 2,500.00		
Remaining Balance	\$ 5,500.00		