



CITY OF DESERT HOT SPRINGS

SPECIAL MEETING OF THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION

DRAFT ACTION MINUTES

**JANUARY 30, 2018
10:30 AM**

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

CALL TO ORDER

City Clerk, Jerryl Soriano, called the special meeting of the Community and Cultural Affairs Commission to order at 10:40 am

ROLL CALL

Present:

Commissioners: Michael Burke, Barbara Eastman, Donna Poyuzina, Michael Picardi, and Maine Turner (arrived after Roll Call)

PUBLIC COMMENTS

No public comments were provided at this meeting.

DISCUSSIONS OR PRESENTATIONS

- 1. Roles and Responsibilities**
City Attorney, Jennifer Mizrahi

City Attorney, Jennifer Mizrahi presented the report on the Roles and Responsibilities of the Commission and responded to questions.

2. Transparent and Open Government - Introduction to The Ralph M. Brown Act
City Attorney, Jennifer Mizrahi

City Attorney, Jennifer Mizrahi presented the report on the Transparent and Open Government - Brown Act and responded to questions.

Commissioner, Maine Turner, entered the meeting at 10:47 am

3. Desert Hot Springs Government and Meeting Procedures
City Clerk, Jerryl Soriano, CMC

City Clerk, Jerryl Soriano, presented the report on the Desert Hot Springs Government and Meeting Procedures and responded to questions.

4. Agenda Item Submittals
Public Works Administrative Assistant, Lynne Paul
Recommendation: Discussion

Public Works Administrative Assistant, Lynne Paul, presented the report on Agenda Item Submittals and responded to questions.

5. Special Event Submittals
Public Works Administrative Assistant, Lynne Paul
Recommendation: Discussion

Public Works Administrative Assistant, Lynne Paul, presented the report on Special Event Submittals and responded to questions.

6. Hands on Demonstration of SIRE Voting System
City Clerk, Jerryl Soriano and Public Works Administrative Assistant, Lynne Paul
Recommendation: Discussion

City Clerk, Jerryl Soriano, and Public Works Administrative Assistant, Lynne Paul, presented a hands-on demonstration of the SIRE voting system.

COMMUNITY DEVELOPMENT DIRECTOR COMMENTS

Community Development Director, Daniel Porras, gave final comments to the Community and Cultural Affairs Commission.

ADJOURN SPECIAL MEETING

The meeting was adjourned at 11:26 am