



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

AGENDA

OCTOBER 9, 2019
6:00 PM

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

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

MINUTES

Community and Cultural Affairs Regular Meeting Minutes - August 14, 2019

Public Works Analyst, Lynne A. Paul

Recommendation: Approve as submitted; or 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.

CHAIR AND COMMISSIONER REPORTS

DISCUSSION ITEMS AND STATUS REPORTS:

- 1. Community and Cultural Affairs Commission and Art in Public Places Budget**
Public Works Analyst, Lynne A. Paul
Recommendation: Receive and file.

2. Rotary Club Happy Healthy Halloween Event Donation

Vice Chair, Barbara Eastman

Recommendation: Approve a maximum donation of \$500 to the Rotary Club for their Happy Healthy Halloween Event.

3. Desert Hot Springs Senior Center Field Trip to Cabot's Pueblo Museum Donation

Chair, Michael Picardi

Recommendation: Approve a maximum donation of \$200 for admission and use of the City bus for fifteen members of the Desert Hot Springs Senior Center to tour Cabot's Pueblo Museum.

4. Desert Hot Springs Senior Center Art Classes Donation

Chair, Michael Picardi

Recommendation: Approve a maximum donation of \$4,725 for art classes at the Desert Hot Springs Senior Center.

5. Jazz Pop-Up Concert

Chair, Michael Picardi

Recommendation: Discuss where and when the Jazz Pop-Up concert will take place.

PUBLIC WORKS 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.

DECLARATION OF POSTING

I, Lynne A. Paul, Public Works Analyst, certify that the agenda was posted on October 3, 2019, not less than 72 hours prior to the meeting.



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

DRAFT ACTION MINUTES

AUGUST 14, 2019
6:00 PM

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

CALL TO ORDER

Chair Michael Picardi called the August 14, 2019 regular meeting of the Community and Cultural Affairs Commission to order at 6:03 p.m.

ROLL CALL

Present:
 Commissioners: Dawn Diaz, Maine Turner, Donna Wardean
 Vice Chair: Barbara Eastman
 Chair: Michael Picardi

PLEDGE OF ALLEGIANCE

Salle Kirby led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Action: Wardean moved to approve the August 14, 2019 regular meeting agenda, motion seconded by Turner, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
 Passed NOES: 0 - (None)

PUBLIC COMMENTS

Eddy Johnson was concerned that the date for the Veterans Day event was being changed to November 10, 2019.

Jorge Sicre spoke about the artwork that he is proposing for Rocky's Pizza.

Janice Gough, Art Foundation of Desert Hot Springs, spoke regarding the Water Tower mural.

CHAIR AND COMMISSIONER REPORTS

Chair and Commissioner reports were provided.

DISCUSSION ITEMS AND STATUS REPORTS:

1. Community and Cultural Affairs Commission and Art in Public Places Budget

Public Works Analyst, Lynne Paul

Recommendation: Receive and File.

Public Works Analyst Lynne Paul presented the budget to the Commission and responded to questions.

2. Utility and Traffic Signal Control Box Program Submission

Public Works Analyst, Lynne Paul

Recommendation:

1. Approve Michael Platt's Art in Public Places application to paint one electrical box (Palm Drive and Camino Aventura- Northeast corner).
2. Approve payment of \$500.

Michael Platt presented his submission to the Commission and responded to questions.

A discussion ensued.

Action: Picardi moved to approve the submission and approve payment of \$500 to the artist, motion seconded by Turner, motion carried 5/0 by the following vote:

<u>Vote:</u>	AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
Passed	NOES: 0 - (None)

3. Art in Public Places Utility Boxes

Vice Chair Barbara Eastman and Commissioner Donna Wardean

Recommendation:

1. Approve the Commission reviewing the current policy and providing their comments to Lynne Paul no later than August 27th for inclusion at the September 11, 2019 regular meeting.
2. Approve suspending the receipt of Utility and Traffic Signal Control Box Program submissions until the current

- policy has been reviewed and updated.
3. Approve the Commission identifying utility boxes that have deteriorated and provide that list with pictures to the Public Works Department and determine which boxes can be "fixed" or removed/recovered.

Commissioner Donna Wardean presented the report and responded to questions.

Jorge Sicre provided statements on his work.

Action: Eastman moved to approve the Commission reviewing the current policy and providing comments for inclusion at the September 11, 2019 regular meeting; suspending the receipt of Utility and Traffic Signal Control Box Program submissions until the policy has been updated; identifying utility boxes that have deteriorated and providing that list to Public Works, motion seconded by Wardean, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
Passed NOES: 0 - (None)

4. **Memorial Day Budget**

Chair, Michael Picardi

Recommendation: Approve the Memorial Day Budget of \$1,000 for the May 25, 2020 event.

Vice Chair Barbara Eastman provided the report and responded to questions.

Action: Wardean moved to approve the Memorial Day Budget of \$1,000 for the May 25, 2020 event, motion seconded by Picardi, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
Passed NOES: 0 - (None)

5. **Veterans Day Budget**

Chair, Michael Picardi

Recommendation: Approve the Veterans Day Budget of \$1,000 for the November 10, 2019 event.

Chair Michael Picardi presented the report and responded to questions.

Action: Eastman moved to approve the Veterans Day Budget of \$1,000 for the November 10, 2019 event, motion seconded by Wardean, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
Passed NOES: 0 - (None)

6. Pop Up Halloween Concert*Chair, Michael Picardi*

Recommendation: Approve the budget of \$3,000 for a Jazz Group and \$600 for a generator and lights for a total of \$3,600 for a three-hour concert in conjunction with, but not part of, the Zombie Walk at Mission Springs Park.

Chair Michael Picardi presented the report and responded to questions.

A discussion ensued.

Action: Picardi moved to approve the budget of \$3,000 for a Jazz Group and \$600 for a generator and lights for a total of \$3,600 for a three-hour concert in conjunction with, but not part of, the Zombie Walk at Mission Springs Park, motion seconded by Turner, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
Passed NOES: 0 - (None)

7. Chalk Art for the Community Night in the Park: Meet Your City Event*Chair, Michael Picardi*

Recommendation: Approve the budget of \$135 for the purchase of chalk to use at the LEAD event on September 28, 2019.

Public Works Analyst Lynne Paul and Chair Michael Picardi presented the report and responded to questions

Action: Eastman moved to approve the budget of \$135 for the purchase of chalk to use at the LEAD event on September 28, 2019, motion seconded by Wardean, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
Passed NOES: 0 - (None)

8. Funding for the Classical Music Concerts 2019-2020 Season.*Chair, Michael Picardi*

Recommendation: Approve the budget of \$3,800 for the Classical Music Concerts 2019-2020 Season.

Chair Michael Picardi presented the report and responded to questions.

Action: Eastman moved to approve the budget of \$3,800 for the Classical Music Concerts 2019-2020 Season, motion seconded by Turner, motion carried 5/0 by the following vote:

Vote: AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
Passed NOES: 0 - (None)

9. Senior Center Art Classes*Chair, Michael Picardi***Recommendation:** Approve the budget of \$3,325 for art classes at the Senior Center.

Chair Michael Picardi presented the report and responded to questions.

Salle Kirby provided a presentation and responded to questions.

A discussion ensued.

Action: Picardi moved to continue this item to the September 11, 2019 regular meeting, motion seconded by Turner, motion carried 5/0 by the following vote:

<u>Vote:</u>	AYES: 5 - Eastman, Picardi, Turner, Wardean, Diaz
Passed	NOES: 0 - (None)

PUBLIC WORKS DIRECTOR REPORT

Public Works Director Daniel Porras and Public Works Analyst Lynne Paul presented the report and responded to questions.

ADJOURN REGULAR MEETING

The meeting adjourned at 7:24 p.m.

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: October 9, 2019

TITLE: Community and Cultural Affairs Commission and Art in Public Places Budget

Prepared by: Public Works Analyst, Lynne A. Paul

Reviewed by: Public Works Director, Daniel Porras PE

RECOMMENDATION:

Receive and file.

BACKGROUND / DISCUSSION:

Community and Cultural Affairs Commission Budget Report			
Period: August 1, 2019 to September 30, 2019			
Art in Public Places Budget 110-50-72-5020			
Event	To/From	Date	Total
Beginning Balance		8/1/2019	\$ 163,899.52
Revenues			
Happy Hours LLC		9/6/2019	\$ 6,755.67
		Sub-Total	\$ 6,755.67
Payments			
Roger Hopkins Stone Sculpture-Sawing for Cabot Sculpture		9/5/2019	\$ 600.00
Bijan Masoumpanah-Cabot's Rock Sculpture		9/19/2019	\$ 15,000.00
Whitewater Rock-Cabot's Rock Sculpture		9/23/2019	\$ 2,123.68
		Sub-Total	\$ 17,723.68
		9/30/2019	\$ 152,931.51
Funds Committed			
Item	Total	Previously Paid	Remaining
Utility Box Payment-Michael Platt	\$ 500.00		\$ 500.00
		TOTAL	\$ 500.00
		FUNDS REMAINING	\$ 152,431.51

CCAC Budget FY 19-20 \$20,000 -001-41-11-4247				
Event	To/From	Date	Total	
Payments				
Top Shop-Veterans Day Banner		9/26/2019	\$	276.36
		Sub-Total	\$	276.36
FY 2018-2019				
Item	Budget	Total Paid	Status	Paid This Period
Beginning Balance	\$ 20,000.00			
Committed Expense				
Sidewalk Chalk for Lead Event - September 28, 2019	\$ 135.00			
Veteran's Day - November 10, 2019	\$ 1,000.00	\$ 276.36		\$ 276.36
Memorial Day - May 25, 2020	\$ 1,000.00			
Pop-Up Jazz Concert	\$ 3,600.00			
DHS Classical Concerts	\$ 3,800.00			
Remaining Balance	\$10,465.00	\$ 276.36		\$ 276.36

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: October 9, 2019

TITLE: Rotary Club Happy Healthy Halloween Event Donation

Prepared by: Vice Chair, Barbara Eastman

Reviewed by: Public Works Director, Daniel Porras PE

RECOMMENDATION:

Approve a maximum donation of \$500 to the Rotary Club for their Happy Healthy Halloween Event.

BACKGROUND / DISCUSSION:

The Rotary Club of Desert Hot Springs is requesting a donation of \$500 for their annual Happy Healthy Halloween Event that is taking place on Thursday, October 31, 2019 from 5:00 - 9:00 p.m. at Mission Springs Park.

The donation may be used for event expenses such as permits, marketing/promotions, generators and inflatables.

BENEFITS:

This event benefits the children and families of Desert Hot Springs. It promotes healthy choices and a positive atmosphere for Halloween.

FISCAL IMPACT:

\$500 from the Community and Cultural Affairs budget.

EXHIBITS:

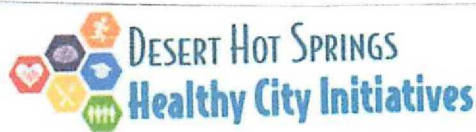
1) Request from Rotary Club seeking donation.

Hello Barbara,

I am reaching out on behalf of the Desert Hot Springs Healthy City Initiatives Committee, and the Desert Hot Springs Rotary Club to request a donation from the CCAC of \$500 for our upcoming Happy Healthy Halloween event.

Your past donations have made our event very successful and we appreciate your continued support of this great community event.

Please let me know if you have any questions or if I may be of any additional assistance.



HAPPY HEALTHY HALLOWEEN

Thursday October 31st • 5pm - 9pm



ZOMBIE WALK

It's time for the Zombie Walk - A - Thon!

Participate in our Walk-A-Thon to raise money for your organization. Gain sponsors, complete laps and raise money for your cause. Contact Jackie Chatman for more information. 213-822-2634

Sponsorship Opportunities

GOLD
\$300

- Vendor Booth of your choice included with sponsorship
- May provide promotional giveaways to be given to attendees
- Business or organization logo on the sponsors banner at the event
- Promotion on Social Media

SILVER
\$200

- 10' x 10' Single Vendor Booth of your choice included with sponsorship
- May provide promotional giveaways to be given to attendees
- Business or organization logo on the sponsors banner at the event

BRONZE
\$100

- 10' x 10' Single Vendor Booth of your choice included with sponsorship
- Business or organization logo on the sponsors banner at the event
- May provide promotional giveaways to be given to attendees

OTHER DONATIONS

We are in need of bagged candy, costumes, face painting supplies and other halloween decorations.

VENDOR ENTRY

- \$60 ☐ DOUBLE BOOTH 10' x 20'
- \$40 ☐ SINGLE BOOTH 10' x 10'
- \$20 ☐ NON-PROFIT 10' x 10'
- FREE ☐ SCHOOL 10' x 10'

SPONSOR DEADLINE Payments are due by October 26th, 2019

Make checks payable to Al Horton Memorial Foundation

Visit www.dhshealthycity.com For Details and Updates

Contact Jackie Chatman to Register 213-822-2634 • JackieDHSRotary@gmail.com

Jackie Chatman, MA, NC

2017-2018 Past President, Rotary Club of Desert Hot Springs

Assistant Governor, District 5330, Area 3

Eating for Wellness; Certified Nutrition Consultant

Young Living

Young Living Essential Oil, Independent Distributor #3549507

www.eatingforwellness.net

213-822-2634

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: October 9, 2019

TITLE: Desert Hot Springs Senior Center Field Trip to Cabot's Pueblo Museum Donation

Prepared by: Chair, Michael Picardi

Reviewed by: Public Works Director, Daniel Porras PE

RECOMMENDATION:

Approve a maximum donation of \$200 for admission and use of the City bus for fifteen members of the Desert Hot Springs Senior Center to tour Cabot's Pueblo Museum.

BACKGROUND / DISCUSSION:

The Community and Cultural Affairs Commission is tasked with providing programs and events for Seniors as part of our mission.

This event will allow up to fifteen members of the Desert Hot Springs Senior Center to be able to view and experience Desert Hot Springs premier attraction and historical sight.

BENEFITS:

This outing will encourage cultural activities among residents of the City as well as support Cabot's Pueblo Museum.

FISCAL IMPACT:

\$200 from the Community and Cultural Affairs budget.

EXHIBITS:

1) Budget Submittal Form



City of Desert Hot Springs

65950 Pierson Boulevard, Desert Hot Springs, CA 92240
 www.cityofdhs.org • 760-329-6411 • Fax: 760-288-0639

COMMUNITY AND CULTURAL AFFAIRS COMMISSION BUDGET SUBMITTAL

This form must be submitted with an Agenda Submittal Form.

The item will not be placed on the agenda without the proper documentation.

Please fill out the section that pertains to your submission and provide supporting materials.

Budget	
Event:	Cabot field trip for members of the DHS Senior Center
Description:	Requesting \$200.00 for up to 15 members of the Senior Center to take a field trip to Cabot's Museum
Responsible in Charge:	Michael Picardi
Budget: (supply as much financial information as possible)	\$10.00 per person up to 15= \$150.00 \$50.00 for the driver of the City Bus

Return the completed form to: Lynne Paul, Public Works Administrative Assistant
 lpaul@cityofdhs.org
 760-329-6411 x219

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: October 9, 2019

TITLE: Desert Hot Springs Senior Center Art Classes Donation

Prepared by: Chair, Michael Picardi

Reviewed by: Public Works Director, Daniel Porras PE

RECOMMENDATION:

Approve a maximum donation of \$4,725 for art classes at the Desert Hot Springs Senior Center.

BACKGROUND / DISCUSSION:**August 14, 2019**

Salle Kirby has worked with the Seniors creating art in the first year of the program. This program is designed to enhance cognitive thinking.

Participating Seniors will be engaged in a creative learning environment for the purpose of self-expression by experiencing how productive the role art can play in a person's life.

The Commission requested that Ms. Kirby return to the September 2019 meeting with more details of her program. Note: September meeting was cancelled.

October 9, 2019

The Commission requested that Ms. Kirby present an adjusted proposal to show more details for the donation that she is requesting.

The costs are 6 students x \$45 per class (includes \$35 for instruction and \$10 for supplies) x 35 classes (October 2019 through August 2020) for a total program cost of \$9,450. Ms. Kirby is requesting a donation of \$4,725 which is 50% of the program cost.

Ms. Kirby will be showing an approved video presentation at the meeting.

BENEFITS:

This class will deliver a program that will encourage art and cultural activities among residents of the City.

FISCAL IMPACT:

\$4,725 from the Community and Cultural Affairs budget.

EXHIBITS:

- 1) Donation/Sponsorship Submittal
- 2) 2018-2019 Budget



City of Desert Hot Springs

11999 Palm Drive • Desert Hot Springs, CA 92240
www.cityofdhs.org • 760-329-6411 • Fax: 760-288-0639

COMMUNITY AND CULTURAL AFFAIRS COMMISSION DONATION/SPONSORSHIP SUBMITTAL

This form must be submitted with an Agenda Submittal Form for a donation.

The item will not be placed on the agenda without the proper documentation.

Please fill out the section that pertains to your submission and provide supporting materials.

Donation/Sponsorship	
Donation to:	Desert Hot Springs Senior Center Art Classes / Salle Kirby
Description:	Salle Kirby has worked with the Seniors creating art. This will be the second year of her program at the Center. \$45 per person is based on an average of six students per class for 35 classes from October of 2019 to August of 2020.
Amount of Donation	\$4,725 which is 50% of the total program cost of \$9,450.
Responsible in Charge:	Salle Kirby
Budget:	6 students x \$45 per class (includes \$35 for instruction and \$10 for supplies) = \$270 x 35 classes = \$9,450.

Please attach:

- ☐ Vendor invoice for donation
- ☐ W9

Return the completed form to:

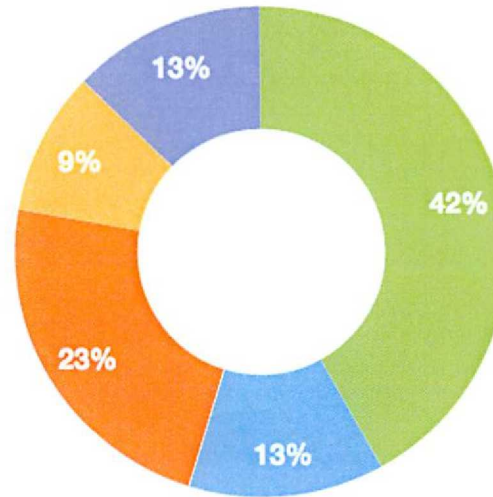
Lynne Paul, Public Works Assistant
lpaul@cityofdhs.org
760-329-6411 x219

DHS SC Art Class Budget 2018-2019

MONEY IN	
Donation	\$1,500
Additional income	\$0
TOTAL INCOME	\$1,500

MONEY OUT	
Teaching class once a week (32)x and (3)x once a month @\$35.00 x 11 months	\$1,225
Graphic design services (2) hrs.per mo. @ \$16.98=\$33.96 Times (11) months -flyers & color/B&W handouts for projects.	\$374
Art supplies	\$670
Usage of personal equipment \$2. Transportation and storage of products \$23@ 11 months	\$275
Cleaning supplies /miscellaneous items	\$371
TOTAL EXPENSES	\$2,915

MONEY LEFT OVER	
Income minus expenses	-\$1,415



- Teaching class once a week (32)x and (3)x once a month @\$35.00 x 11 months
- Graphic design services (2) hrs.per mo. @ \$16.98=\$33.96 Times (11) months -flyers & color/B&W handouts for projects.
- Art supplies
- Usage of personal equipment \$2. Transportation and storage of products \$23@ 11 months
- Cleaning supplies /miscellaneous items

REPORT TO THE COMMUNITY AND CULTURAL AFFAIRS COMMISSION



DATE: October 9, 2019

TITLE: Jazz Pop-Up Concert

Prepared by: Chair, Michael Picardi

Reviewed by: Public Works Director, Daniel Porras PE

RECOMMENDATION:

Discuss where and when the Jazz Pop-Up concert will take place.

BACKGROUND / DISCUSSION:

At the August 14, 2019 meeting, a Halloween Pop-Up Concert and budget was approved to take place at the Rotary Happy Healthy Halloween event on October 31, 2019.

Due to scheduling conflicts, the concert will not take place at this event. The Commission will discuss options on where and when this event can be rescheduled to.

FISCAL IMPACT:

None.

EXHIBITS:

None.

