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# CITY COUNCIL AGENDA

CITY HALL COUNCIL CHAMBER  
78495 Calle Tampico, La Quinta

**REGULAR MEETING ON TUESDAY, JULY 17, 2018**  
**3:30 P.M. CLOSED SESSION | 4:00 P.M. OPEN SESSION**

## **CALL TO ORDER**

ROLL CALL: Councilmembers: Fitzpatrick, Peña, Radi, Sanchez, Mayor Evans

## **PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

At this time, members of the public may address the City Council on any matter not listed on the agenda. *Please complete a "Request to Speak" form and limit your comments to three minutes.* The City Council values your comments; however in accordance with State law, no action shall be taken on any item not appearing on the agenda unless it is an emergency item authorized by GC 54954.2(b).

## **CONFIRMATION OF AGENDA**

## **CLOSED SESSION**

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54956.8 FOR PROPERTY LOCATED AT: SILVERROCK RESORT (APNs 770-200-026; 776-150-021; 776-150-023; 770-060-056; 770-060-057; 770-060-058; 770-060-059; 770-060-061; 770-060-062; 777-490-004; 777-490-006; 777-490-007; 777-490-012 AND 777-490-014  
CITY NEGOTIATOR: CHRIS ESCOBEDO, ACTING CITY MANAGER  
NEGOTIATING PARTIES: ROBERT S. GREEN, SILVERROCK DEVELOPMENT COMPANY  
UNDER NEGOTIATION: PRICE AND TERMS OF PAYMENT FOR THE SALE OF REAL PROPERTY

*RECESS TO CLOSED SESSION*

RECONVENE AT 4:00 P.M.

**REPORT ON ACTIONS(S) TAKEN IN CLOSED SESSION**

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

At this time, members of the public may address the City Council on any matter not listed on the agenda. *Please complete a "Request to Speak" form and limit your comments to three minutes.* The City Council values your comments; however in accordance with State law, no action shall be taken on any item not appearing on the agenda unless it is an emergency item authorized by GC 54954.2(b).

**ANNOUNCEMENTS, PRESENTATIONS AND WRITTEN COMMUNICATIONS**

1. DESERT HEALTHCARE DISTRICT TO PRESENT CHECK FOR MATCHING FUNDS TO COACHELLA VALLEY ASSOCIATION OF GOVERNMENTS FOR PATH OF LIFE MINISTRIES HOMELESS PROGRAM
2. PROCLAMATION HONORING HOMEWOOD SUITES FOR ITS ASSISTANCE AND HOSPITALITY IN THE RELOCATION OF THE WASHINGTON STREET APARTMENTS RESIDENTS
3. CORAL MOUNTAIN APARTMENTS HOMELESS PREVENTION TRAIL PROGRAM – FAMILY RELOCATION SUCCESS STORY
4. LA QUINTA 2018 LEADERSHIP INVESTMENT AND KNOWLEDGE SHARING ACADEMY RECOGNITION

**CONSENT CALENDAR**

NOTE: Consent Calendar items are routine in nature and can be approved by one motion.

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4. ADOPT ORDINANCE NO. 574 ON SECOND READING AMENDING SECTION 9.50.090 OF TITLE 9 OF THE LA QUINTA MUNICIPAL CODE AND ADOPTING SINGLE FAMILY RESIDENTIAL ARCHITECTURAL GUIDELINES 41
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## **MAYOR’S AND COUNCIL MEMBERS’ ITEMS**

### **REPORTS AND INFORMATIONAL ITEMS**

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2. CVAG ENERGY AND ENVIRONMENTAL RESOURCES COMMITTEE (Evans)
3. CVAG EXECUTIVE COMMITTEE (Evans)
4. GREATER PALM SPRINGS CONVENTION AND VISITORS BUREAU (Evans)
5. LEAGUE OF CALIFORNIA CITIES DELEGATE (Evans)
6. COACHELLA VALLEY WATER DISTRICT JOINT POLICY COMMITTEE (Evans)
7. SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (Evans)
8. ECONOMIC DEVELOPMENT SUBCOMMITTEE (Evans & Radi)
9. COACHELLA VALLEY MOUNTAINS CONSERVANCY (Fitzpatrick)
10. DESERT RECREATION DISTRICT COMMITTEE (Fitzpatrick and Radi)
11. COACHELLA VALLEY UNIFIED SCHOOL DISTRICT COMMITTEE (Fitzpatrick and Peña)
12. CHAMBER OF COMMERCE INFO EXCHANGE COMMITTEE (Fitzpatrick)
13. RIVERSIDE COUNTY TRANSPORTATION COMMISSION (Fitzpatrick)
14. SILVERROCK EVENT SITE AD HOC COMMITTEE (Fitzpatrick)
15. CANNABIS AD HOC COMMITTEE (Peña and Sanchez)
16. CVAG PUBLIC SAFETY COMMITTEE (Peña)
17. EAST VALLEY COALITION (Peña)
18. CVAG VALLEY-WIDE HOMELESSNESS COMMITTEE (Peña)
19. JACQUELINE COCHRAN REGIONAL AIRPORT AUTHORITY (Peña)
20. LEAGUE OF CALIFORNIA CITIES – PUBLIC SAFETY POLICY COMMITTEE (Peña)
21. COACHELLA VALLEY ECONOMIC PARTNERSHIP (Radi)
22. CVAG TRANSPORTATION COMMITTEE (Radi)
23. SUNLINE TRANSIT AGENCY (Radi)
24. CITYWIDE SECURITY CAMERAS AD HOC COMMITTEE (Radi)
25. DESERT SANDS UNIFIED SCHOOL DISTRICT COMMITTEE (Radi and Sanchez)
26. ANIMAL CAMPUS COMMISSION (Sanchez)
27. IID ENERGY CONSUMERS’ ADVISORY COMMITTEE (Sanchez)
28. LEAGUE OF CALIFORNIA CITIES/TRANSPORTATION & LABOR POLICY (Sanchez)
29. RIVERSIDE LOCAL AGENCY FORMATION COMMISSION (Sanchez)

**ADJOURNMENT**

\*\*\*\*\*

The next regular meeting of the City Council will be held on August 7, 2018, at 4:00 p.m. at the City Hall Council Chambers, 78495 Calle Tampico, La Quinta, CA 92253.

**DECLARATION OF POSTING**

I, Monika Radeva, Acting City Clerk, of the City of La Quinta, do hereby declare that the foregoing Agenda for the La Quinta City Council meeting was posted on the City’s website, near the entrance to the Council Chambers at 78495 Calle Tampico, and the bulletin boards at the Stater Brothers Supermarket at 78630 Highway 111, and the La Quinta Cove Post Office at 51321 Avenida Bermudas, on July 13, 2018.

DATED: July 13, 2018

MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

**Public Notices**

- The La Quinta City Council Chamber is handicapped accessible. If special equipment is needed for the hearing impaired, please call the City Clerk’s office at (760) 777-7092, twenty-four (24) hours in advance of the meeting and accommodations will be made.
- If special electronic equipment is needed to make presentations to the City Council, arrangements should be made in advance by contacting the City Clerk’s office at (760) 777-7092. A one (1) week notice is required.
- If background material is to be presented to the Councilmembers during a City Council meeting, please be advised that eight (8) copies of all documents, exhibits, etc., must be supplied to the City Clerk for distribution. It is requested that this take place prior to the beginning of the meeting.
- Any writings or documents provided to a majority of the City Council regarding any item(s) on this agenda will be made available for public inspection at the Community Development counter at City Hall located at 78495 Calle Tampico, La Quinta, California, 92253, during normal business hours.



**CITY COUNCIL  
MINUTES  
TUESDAY, JULY 3, 2018**

**CALL TO ORDER**

A regular meeting of the La Quinta City Council was called to order at 3:00 p.m. by Mayor Evans.

PRESENT: Councilmembers Fitzpatrick, Peña, Radi, Sanchez, Mayor Evans  
ABSENT: None

**PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA** – None

**CONFIRMATION OF AGENDA**

- City Manager Spevacek said Riverside County Sherriff Department Police Chief Reynolds will introduce Assistant Police Chief Lieutenant Michael Tapp under the Announcements, Presentations, and Written Communications section of the agenda.
- Mayor Evans said she will announce the Nine Cities Challenge Blood Drive under the Announcements, Presentations, and Written Communications section of the agenda.
- Mayor Evans said the Housing Authority meeting will be held immediately after the Pledge of Allegiance section of the Council agenda.

Council concurred.

**CLOSED SESSION**

1. **CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6; CITY DESIGNATED REPRESENTATIVE: CHRIS ESCOBEDO, COMMUNITY RESOURCES DIRECTOR; AND EMPLOYEE ORGANIZATION: LA QUINTA CITY EMPLOYEES ASSOCIATION**
2. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54956.8 FOR PROPERTY LOCATED AT: SILVERROCK RESORT (APNs 770-200-026; 776-150-021; 776-150-023; 770-060-056; 770-060-057; 770-060-058; 770-060-059; 770-060-061; 770-060-**

062; 777-490-004; 777-490-006; 777-490-007; 777-490-012 AND 777-490-014

**CITY NEGOTIATOR:** FRANK J. SPEVACEK, CITY MANAGER  
**NEGOTIATING PARTIES:** ROBERT S. GREEN, SILVERROCK DEVELOPMENT COMPANY  
**UNDER NEGOTIATION:** PRICE AND TERMS OF PAYMENT FOR THE SALE OF REAL PROPERTY

*COUNCIL RECESSED THE OPEN SESSION PORTION OF THE MEETING AND MOVED INTO CLOSED SESSION AT 3:02 P.M.*

*MAYOR EVANS RECONVENED THE OPEN SESSION PORTION OF THE CITY COUNCIL MEETING AT 4:00 P.M. WITH ALL MEMBERS PRESENT*

**REPORT ON ACTION(S) TAKEN IN CLOSED SESSION:**

City Attorney Ihrke reported no actions were taken in Closed Session that require reporting pursuant to Government Code section 54957.1 (Brown Act).

**PLEDGE OF ALLEGIANCE**

Councilmember Radi led the audience in the pledge of allegiance.

*COUNCIL RECESSED THE OPEN SESSION PORTION OF THE MEETING AT 4:02 P.M. TO CONVENE THE HOUSING AUTHORITY MEETING*

*MAYOR EVANS RECONVENED THE OPEN SESSION PORTION OF THE CITY COUNCIL MEETING AT 4:21 P.M. WITH ALL MEMBERS PRESENT*

**PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA** – None

**ANNOUNCEMENTS, PRESENTATIONS, AND WRITTEN COMMUNICATIONS**

**1. RIVERSIDE COUNTY FIRE DEPARTMENT BATTALION CHIEF DAVID LACLAIR RETIREMENT CEREMONY**

Mayor Evans and Councilmembers presented a proclamation to Riverside County Fire Department Battalion Chief David LaClair in appreciation of his years of service.

**2. RECOGNITION OF RIVERSIDE COUNTY SHERRIFF'S DEPARTMENT ASSISTANT POLICE CHIEF LIEUTENANT MICHAEL MANNING**

Mayor Evans, Councilmembers, and Riverside County Sherriff's Department Police Chief Reynolds presented Assistant Police Chief Lieutenant Manning with a Certificate of Appreciation for his service.

**3. INTRODUCE RIVERSIDE COUNTY SHERRIFF'S DEPARTMENT ASSISTANT POLICE CHIEF LIEUTENANT MICHAEL TAPP**

Riverside County Sherriff Department Police Chief Reynolds introduced Assistant Police Chief Lieutenant Tapp who provided a brief overview of his experience and qualifications.

**4. NINE CITIES CHALLENGE BLOOD DRIVE**

Mayor Evans announced the Nine Cities Challenge Blood Drive, which will be held in La Quinta on Saturday, July 14, 2018, from 8:30 a.m. to 2:30 p.m., at the La Quinta Wellness Center located at 78450 Avenida La Fonda.

**CONSENT CALENDAR**

- 1. APPROVE MINUTES DATED JUNE 5, 2018**
- 2. APPROVE MINUTES DATED JUNE 19, 2018**
- 3. AUTHORIZE OVERNIGHT TRAVEL FOR ACTING CITY CLERK TO ATTEND THE MASTER MUNICIPAL CLERK ACADEMY FACILITATED BY THE INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS IN POMONA, CALIFORNIA, AUGUST 22-24, 2018**
- 4. APPROVE DEMAND REGISTERS DATED JUNE 12 AND 22, 2018**
- 5. EXCUSE ABSENCES FOR COMMISSIONER MCCUNE FROM THE JUNE 12, 2018 PLANNING COMMISSION MEETING, AND COMMISSIONER WRIGHT FROM THE JUNE 26, 2018 PLANNING COMMISSION MEETING**
- 6. APPROVE GRANT OF EASEMENT TO COACHELLA VALLEY WATER DISTRICT FOR WATER PIPELINES WITHIN SILVERROCK, ASSOCIATED WITH THE COACHELLA VALLEY WATER DISTRICT IRRIGATION LATERAL 120.8 REPLACEMENT PROJECT**
- 7. AWARD CONTRACT TO AMERICAN ASPHALT SOUTH, INC. FOR THE PAVEMENT MANAGEMENT PLAN IMPROVEMENTS LOCATED IN VARIOUS LOCATIONS BETWEEN HIGHWAY 111 AND AVENUE 50 (PROJECT NO. PMP 2017-27)**
- 8. APPROVE AMENDMENT NO. 4 TO THE IMPLEMENTATION OF SERVICES AGREEMENT WITH MICHAEL BAKER INTERNATIONAL TO PROVIDE FINAL ENGINEERING AND COORDINATION SERVICES FOR THE SILVERROCK EVENT SITE (PROJECT NO. 2016-08)**

9. **APPROVE AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT WITH CONVERGEONE, INC FOR 2018/19 MANAGED INFORMATION TECHNOLOGY SERVICES**
10. **APPROVE A LEASE AGREEMENT WITH CANON COPIERS TO PROVIDE DIGITAL COPIERS, MAINTENANCE, AND SUPPLIES**

MOTION – A motion was made and seconded by Councilmembers Radi/Fitzpatrick to approve the Consent Calendar as recommended. Motion passed unanimously.

### **BUSINESS SESSION**

#### **1. INTERVIEW AND APPOINT RESIDENTS TO CITY COMMISSIONS**

Acting City Clerk Radeva presented the staff report, which is on file in the Clerk’s Office.

Acting City Clerk Radeva held a random drawing resulting in the following interview order:

- 1) Community Services Commission
- 2) Financial Advisory Commission

Mayor Evans thanked all applicants for their willingness to serve the City, and explained the process the Council follows in conducting interviews and appointing members.

#### 1) COMMUNITY SERVICES COMMISSION (OPEN: 1 TWO-YEAR TERM)

The following applicants gave a brief presentation of their qualifications:

- Sharrell Blakeley
- Richard Bozek

Results of the ballot vote:

Councilmember Fitzpatrick – Sharrell Blakeley

Councilmember Peña – Sharrell Blakeley

Councilmember Radi – Sharrell Blakeley

Councilmember Sanchez – Sharrell Blakeley

Mayor Evans – Sharrell Blakeley

MOTION – A motion was made and seconded by Councilmembers Fitzpatrick/Radi to appoint Sharrell Blakeley to the Community Services Commission for a two-year term expiring June 30, 2020. Motion passed unanimously.

2) FINANCIAL ADVISORY COMMISSION (OPEN: 1 FULL THREE-YEAR TERM)

The following applicants gave a brief presentation of their qualifications:

- George Batavick
- Cory Hunter
- Robert Leidner

Results of the ballot vote:

Councilmember Fitzpatrick – George Batavick

Councilmember Peña – George Batavick

Councilmember Radi – George Batavick

Councilmember Sanchez – George Batavick

Mayor Evans – George Batavick

MOTION – A motion was made and seconded by Councilmembers Radi/Fitzpatrick to appoint George Batavick to the Financial Advisory Commission for a full three-year term expiring June 30, 2021. Motion passed unanimously.

**2. RE-INTRODUCE FOR FIRST READING AND ORDINANCE AMENDING CHAPTER 3.25 OF THE LA QUINTA MUNICIPAL CODE RELATED TO SHORT TERM VACATION RENTALS (STVR) [ORDINANCE NO. 572]**

Code Compliance Supervisor Meredith, Code Compliance Officer Escatel, and Management Specialist Mendoza presented the staff report, which is on file in the Clerk's Office.

Council discussed the increase of STVR compliance cases since last year; the occupancy range; parking restrictions; the need to have regulations in place that can be enforced if needed; ability to impose restrictions on the total number of STVR licenses allowed within a geographical area based on criteria set via a resolution; the third violation within a year would trigger immediate STVR permit suspension; dealing with profane language; process to bring non-compliant STVR properties into compliance; ensuring a process is in place allowing the property owner to authorize the management company to apply for STVR and business license permit; and consideration of one-month STVR permit.

MOTION – A motion was made and seconded by Councilmembers Radi/Fitzpatrick to take up Ordinance No. 572 by title and number only and waive further reading. Motion passed unanimously.

Acting City Clerk Radeva read the following title of Ordinance No. 572 into the record:  
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA,  
AMENDING CHAPTER 3.25 OF THE LA QUINTA MUNICIPAL CODE RELATED TO  
SHORT TERM VACATION RENTALS

MOTION – A motion was made and seconded by Councilmembers Radi/Fitzpatrick to introduce at first reading Ordinance No. 572 to amend Chapter 3.25 of the La Quinta Municipal Code relating to short term vacation rentals. Motion passed unanimously.

**3. APPROVE AGREEMENT FOR CONTRACT SERVICES WITH HERMANN DESIGN GROUP FOR DESIGN OF THE SILVERROCK EVENT SITE (PROJECT NO. 201608)**

Facilities Director Howlett presented the staff report, which is on file in the Clerk's Office.

MOTION – A motion was made and seconded by Councilmembers Peña/Sanchez to approve a Contract Services Agreement with Hermann Design Group for the SilverRock Event Site design, and authorize City Manager to execute the Agreement. Motion passed unanimously.

**4. APPROVE AMENDMENT NO. 2 TO THE COOPERATIVE AGREEMENT BETWEEN THE CITY OF LA QUINTA AND THE CITY OF INDIO FOR THE DESIGN AND CONSTRUCTION OF STREET AND CANAL IMPROVEMENTS ALONG MADISON STREET FROM AVENUE 50 TO AVENUE 52**

City Engineer McKinney presented the staff report, which is on file in the Clerk's Office.

Council discussed the cost increases for this project since the original agreement was executed in 2009, including increased costs for the right-of-way acquisition, IID pole relocation, drainage improvements, CVWD/BOR canal improvements, and utilities undergrounding.

MOTION – A motion was made and seconded by Councilmembers Fitzpatrick/Radi to approve Amendment No. 2 to the Cooperative Agreement between the Cities of La Quinta and Indio for the design and construction of the Coachella Canal at Madison Street and Avenue 50 with the condition that the costs associated with the utility undergrounding (\$600,000) be removed from the amendment, and authorize the Mayor to execute the amendment. Motion passed unanimously.

**5. APPROVE REDUCTION OF REGULAR CITY COUNCIL MEETINGS TO ONE PER MONTH DURING AUGUST AND SEPTEMBER 2018 BY CANCELLING REGULAR MEETINGS OF AUGUST 21 AND SEPTEMBER 4, 2018**

Council waived presentation of the staff report, which is on file in the Clerk's Office.

City Attorney Ihrke said should a pressing situation or matter require Council direction or action before the next regular meeting, a special meeting would be called to order with a 24-hour notice.



**MOTION** – A motion was made and seconded by Councilmembers Peña/Sanchez to approve the reduction of regular City Council meeting to one per month during August and September 2018 by cancelling the regular meetings of August 21 and September 4, 2018. Motion passed unanimously.

**STUDY SESSION** – None

*MAYOR EVANS CALLED FOR A BRIEF RECESS AT 5:41 P.M.*

*MAYOR EVANS RECONVENED THE MEETING AT 5:46 P.M. WITH ALL MEMBERS PRESENT*

**PUBLIC HEARINGS** – After 5:00 P.M.

- 1. ADOPT A RESOLUTION TO APPROVE ENVIRONMENT ASSESSMENT 2017-0009, GENERAL PLAN AMENDMENT 2017-0001, ZONE CHANGE 2017-0001, TENTATIVE TRACT MAP 2017-0007 (TPM 37359), SPECIFIC PLAN 2017-0003, SITE DEVELOPMENT PERMIT 2017-0012, AND INTRODUCE AT FIRST READING AN ORDINANCE TO CHANGE THE ZONING MAP FOR ZONE CHANGE 2017-0001 FROM REGIONAL COMMERCIAL TO MEDIUM DENSITY RESIDENTIAL ON A PORTION OF ASSESSOR'S PARCEL NUMBERS 600-340-049, 600-340-050, 600-340-051, AND 600-340-052; PROJECT: CENTRE AT LA QUINTA; LOCATION: SOUTHWEST CORNER OF AUTO CENTER DRIVE AND LA QUINTA DRIVE [RESOLUTION NO. 2018-038; ORDINANCE NO. 573]**

Consulting Planner Criste presented the staff report, which is on file in the Clerk's Office.

**PUBLIC SPEAKER:** Mr. James O'Malley, Vice President, with Shopoff Realty Investments – gave a brief presentation of the project; walkability and accessibility to surrounding commercial centers; the three separate architectural programs being proposed; community amenities and recreational center; design features; floorplans; roof designs; garage space; color palette; and “will serve” letter from IID.

MAYOR EVANS DECLARED THE PUBLIC HEARING OPEN AT 6:09 P.M.

**PUBLIC SPEAKER:** None.

MAYOR EVANS DECLARED THE PUBLIC HEARING CLOSED AT 6:09 P.M.

Council commended the applicant on the quality of the project and for working with Staff to ensure the project met City standards and requirements.

**PUBLIC SPEAKER:** Mr. Wil Soholt, Senior Vice President with Kosmonth Companies Real Estate – answered Council's questions regarding the fiscal impact analysis of the project, including the residential and commercial components; maintaining existing

police services with the increase of population from this project; estimated number of occupants per unit; potential use of some units as short-term vacation rentals; impact of construction; projected revenues to the City from the project; and price per square foot.

**MOTION** – A motion was made and seconded by Councilmembers Peña/Radi to adopt Resolution No. 2018-038 as recommended:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, APPROVING ENVIRONMENTAL ASSESSMENT 2017-0009, GENERAL PLAN AMENDMENT 2017-0001, ZONE CHANGE 2017-0001, TENTATIVE TRACT MAP 2017-0007 (TPM 37359), SPECIFIC PLAN 2017-0003, SITE DEVELOPMENT PERMIT 2017-0012 FOR THE CENTRE AT LA QUINTA, LOCATED AT THE SOUTHWEST CORNER OF AUTO CENTER DRIVE AND LA QUINTA DRIVE

Motion passed unanimously.

**MOTION** – A motion was made and seconded by Councilmembers Peña/Radi to make a finding, included in Ordinance No. 573, that adopting this ordinance is exempt under the California Environmental Quality Act pursuant to CEQA Guidelines Sections 15060(c)(2) and 15061(b)(3) – Review of Exemptions – General Rule. Motion passed unanimously.

**MOTION** – A motion was made and seconded by Councilmembers Peña/Radi to take up Ordinance No. 573 by title and number only and waive further reading. Motion passed unanimously.

Acting City Clerk Radeva read the following title of Ordinance No. 573 into the record:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, AMENDING THE ZONING DESIGNATION FOR A PORTION OF ASSESSOR'S PARCEL NUMBERS 600-340-049, 600-340-050, 600-340-051 and 600-340-052 (CENTRE AT LA QUINTA)

**MOTION** – A motion was made and seconded by Councilmembers Peña/Radi to Council commended Staff for the high-quality design guideline prepared.

**2. INTRODUCE FOR FIRST READING AN ORDINANCE AMENDING SECTION 9.50.090 OF THE LA QUINTA MUNICIPAL CODE AND ADOPTING SINGLE FAMILY RESIDENTIAL ARCHITECTURAL DESIGN GUIDELINE [ORDINANCE NO. 574]**

Assistant Planner Flores presented the staff report, which is on file in the Clerk's Office.

MAYOR EVANS DECLARED THE PUBLIC HEARING OPEN AT 6:33 P.M.

PUBLIC SPEAKER: None.

MAYOR EVANS DECLARED THE PUBLIC HEARING CLOSED AT 6:33 P.M.

Council recommended that Staff add the City's website on the back cover of the design guidelines booklet; use the "La Quinta – California" logo; and incorporate language referencing sustainable design.

MOTION – A motion was made and seconded by Councilmembers Peña/Sanchez to make a finding, included in Ordinance No. 574, that adopting this ordinance is exempt under the California Environmental Quality Act pursuant to CEQA Guidelines Sections 15061(b)(3) – Review of Exemptions – General Rule. Motion passed unanimously.

MOTION – A motion was made and seconded by Councilmembers Peña/Sanchez to take up Ordinance No. 574 by title and number only and waive further reading. Motion passed unanimously.

Acting City Clerk Radeva read the following title of Ordinance No. 574 into the record:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA,  
AMENDING SECTION 9.50.090 OF TITLE 9 OF THE LA QUINTA MUNICIPAL CODE  
AND ADOPTING SINGLE FAMILY RESIDENTIAL ARCHITECTURAL DESIGN  
GUIDELINES

MOTION – A motion was made and seconded by Councilmembers Peña/Sanchez to introduce at first reading Ordinance No. 574 as recommended. Motion passed unanimously.

### **DEPARTMENTAL REPORTS**

All reports are on file in the City Clerk's Office.

#### **1. SURVEILLANCE TECHNOLOGY**

City Manager Spevacek presented the staff report, which is on file in the Clerk's Office, explaining that the City's traffic signal cameras were being used merely to trigger the signal control system and not as surveillance cameras; and photographs of vehicles and pedestrians appear as "blobs."

Councilmember Radi said Mr. Sewell who provided comments on surveillance technology under Public Comment on Matters Not on the Agenda at the June 19, 2018, meeting, was provided this information and will be touring the City's Traffic Engineering Division on July 10, 2018.

### **MAYOR'S AND COUNCIL MEMBERS' ITEMS**

Mayor Evans reported on Council's attendance at the Greater Coachella Valley Chamber of Commerce 2018 Business Awards, Silent Auction and Installation Dinner on June 26, 2018, at the Renaissance Indian Wells Resort & Spa in Indian Wells.

## **REPORTS AND INFORMATIONAL ITEMS**

La Quinta's representative for 2018, Mayor Evans reported on her participation in the following organizations' meetings:

- **CVAG EXECUTIVE COMMITTEE**
- **GREATER PALM SPRINGS CONVENTION AND VISITORS BUREAU**

La Quinta's representative for 2018, Councilmember Peña reported on his participation in the following organization's meeting:

- **EAST VALLEY COALITION**

La Quinta's representative for 2018, Councilmember Radi reported on his participation in the following organization's meeting:

- **SUNLINE TRANSIT AGENCY**

La Quinta's representative for 2018, Councilmember Sanchez reported on his participation in the following organization's meeting:

- **IID ENERGY CONSUMERS' ADVISORY COMMITTEE**

Council reached a consensus for the Mayor to issue a letter of support on behalf of the City Council to the County of Riverside Board of Supervisors supporting their approval of an ordinance from Supervisor V. Manual Perez that would require the Imperial Irrigation District to offer net metering in unincorporated parts of the eastern Coachella Valley, including Bermuda Dunes, Mecca, Thermal, and Thousand Palms.

## **ADJOURNMENT**

There being no further business, a motion was made and seconded by Councilmembers Radi/ Peña to adjourn at 6:48 p.m. Motion passed unanimously.

Respectfully submitted,

MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

# City of La Quinta

## CITY COUNCIL MEETING: July 17, 2018 STAFF REPORT

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**AGENDA TITLE:** ADOPT ORDINANCE NO. 572 ON SECOND READING AMENDING CHAPTER 3.25 OF THE LA QUINTA MUNICIPAL CODE RELATING TO SHORT-TERM VACATION RENTALS

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### RECOMMENDATION

Adopt Ordinance No. 572 on second reading.

### EXECUTIVE SUMMARY

- On July 3, 2018, Council introduced Ordinance No. 572 for first reading to amend Chapter 3.25 of the La Quinta Municipal Code relating to short-term vacation rentals.
- Chapter 3.25 establishes regulations for the use of privately owned residences as short-term vacation rentals.
- These amendments clarify the process and standards for short-term vacation rentals.

**FISCAL IMPACT** – None

### BACKGROUND/ANALYSIS

Staff prepared code amendments to Chapter 3.25 for clarification on language and processes regarding Short-Term Vacation Rental Regulations to ensure the collection and payment of transient occupancy taxes and to minimize the negative secondary effects of such use on surrounding residential neighborhoods.

### ALTERNATIVES

As Council approved this ordinance at first reading, staff does not recommend an alternative.

Prepared by: Nichole Romane, Administrative Assistant  
Approved by: Monika Radeva, Acting City Clerk

[Click here to return to Agenda](#)

## ORDINANCE NO. 572

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, AMENDING CHAPTER 3.25 OF THE LA QUINTA MUNICIPAL CODE RELATED TO SHORT TERM VACATION RENTALS

**WHEREAS**, Chapter 3.25 of the La Quinta Municipal Code relates to short-term vacation rentals; and

**WHEREAS**, the City has the authority to regulate businesses operating within the City; and

**WHEREAS**, the proposed amendments are necessary to clarify process and standards for short-term rentals relating to the number of bedrooms permitted under the City's short-term vacation rental program, among other related regulations, as more particularly set forth in this Ordinance.

**NOW, THEREFORE**, the City Council of the City of La Quinta does ordain as follows:

SECTION 1. CHAPTER 3.25 shall be amended as written in "Exhibit A" attached hereto and incorporated herein by reference.

SECTION 2. This Ordinance shall be in full force and effect thirty (30) days after its adoption.

SECTION 3. The City Clerk shall, within 15 days after passage of this Ordinance, cause it to be posted in at least three public places designated by resolution of the City Council, shall certify to the adoption and posting of this Ordinance, and shall cause this Ordinance and its certification, together with proof of posting to be entered into the Book of Ordinances of the City of La Quinta.

SECTION 4. The City Council does hereby grant the City Clerk the ability to make minor amendments to "Exhibit A" to ensure consistency of all approved text amendments prior to the publication in the La Quinta Municipal Code.

SECTION 5. Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more section, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional.

**PASSED, APPROVED and ADOPTED**, at a regular meeting of the La Quinta City Council held this 17th day of July, 2018 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

(CITY SEAL)

**APPROVED AS TO FORM:**

---

WILLIAM H. IHRKE, City Attorney  
City of La Quinta, California



## **Chapter 3.25 SHORT-TERM VACATION RENTALS**

### **3.25.010 Title**

This chapter shall be referred to as the "Short-Term Vacation Rental Regulations."

### **3.25.020 Purpose**

A. The purpose of this chapter is to establish regulations for the use of privately owned residential dwellings as short-term vacation rentals that ensure the collection and payment of transient occupancy taxes (TOT) as provided in Chapter 3.24 of this code, and minimize the negative secondary effects of such use on surrounding residential neighborhoods.

B. This chapter is not intended to provide any owner of residential property with the right or privilege to violate any private conditions, covenants and restrictions applicable to the owner's property that may prohibit the use of such owner's residential property for short-term vacation rental purposes as defined in this chapter.

### **3.25.030 Definitions**

For purposes of this chapter, the following words and phrases shall have the meaning respectively ascribed to them by this section:

"Advertise," "advertisement," "advertising," "publish," and "publication" mean any and all means, whether verbal or written, through any media whatsoever whether in use prior to, at the time of, or after the enactment of the ordinance amending this chapter, used for conveying to any member or members of the public the ability or availability to rent a short-term vacation rental unit as defined in this section, or used for conveying to any member or members of the public a notice of an intention to rent a short-term vacation rental unit as defined in this section. For purposes of this definition, the following media are listed as examples, which are not and shall not be construed as exhaustive: Verbal or written announcements by proclamation or outcry, newspaper advertisement, magazine advertisement, handbill, written or printed notice, printed or poster display, billboard display, e-mail or other electronic/digital messaging platform, electronic commerce/commercial Internet Web sites, and any and all other electronic media, television, radio, satellite-based, or Internet Web site.

"Applicable laws, rules and regulations" means any laws, rules, regulations and codes (whether local, state or federal) pertaining to the use and occupancy of a privately owned dwelling unit as a short-term vacation rental.

"Applicant" means the owner of the short-term vacation rental unit.

"Authorized agent or representative" means a designated agent or representative who is appointed by the owner and also is responsible for compliance with this chapter with respect to the short-term vacation rental unit.

"City manager" means that person acting in the capacity of the city manager of the city of La Quinta or designee.

"Declaration of non-use" means the declaration described in Section 3.25.050

"Good neighbor brochure" means a document prepared by the city that summarizes the general rules of conduct, consideration, and respect, including, without limitation, provisions of this code and other applicable laws, rules or regulations pertaining to the use and occupancy of short-term vacation rental units.

"Local contact person" means the person designated by the owner or the owner's authorized agent or representative who shall be available twenty-four hours per day, seven days per week with the ability to respond to the location within forty-five (45) minutes for the purpose of: (1) taking remedial action to resolve any such complaints and (2) responding to complaints regarding the condition, operation, or conduct of occupants of the short-term vacation rental unit. A designated local contact person must obtain a business license otherwise required by Section 3.24.060 and Section 3.28.020 (or successor provisions, as may be amended from time to time) of this code.

"Notice of Permit Modification, Suspension or Revocation" means the notice the city may issue to an applicant, authorized agent or representative, local contact person, occupant, owner, responsible person, or any other person or entity authorized to be issued such notice under this code for a short-term vacation rental unit, upon a determination by the city of a violation of this chapter or other provisions of this code relating to authorized uses of property subject to this chapter.

"Occupant" means any person(s) within the dwelling unit during the rental period.

"Owner" means the person(s) or entity(ies) that hold(s) legal and/or equitable title to the subject short-term vacation rental,

"Property" means a residential legal lot of record on which a short-term vacation rental unit is located.

"Rent" has the same meaning as set forth in Section 3.24.020 (or successor provision, as may be amended from time to time) of this code.

"Responsible person" means the signatory of an agreement for the rental, use and occupancy of a short-term vacation rental unit, who shall be an occupant of that short-term vacation rental unit, who is at least twenty-one (21) years of age, and who is legally responsible for ensuring that all occupants of the short-term vacation rental unit and/or their guests comply with all applicable laws, rules and regulations pertaining to the use and occupancy of the subject short-term vacation rental unit.

"STVR" may be used by city officials as an abbreviation for "short-term vacation rental."

"Short-term vacation rental permit" means a permit that permits the use of a privately owned residential dwelling as a short-term vacation rental unit pursuant to the provisions of this chapter, and which incorporates by consolidation a transient occupancy permit and a business license otherwise required by Section 3.24.060 and Section 3.28.020 (or successor provisions, as may be amended from time to time) of this code.

"Short-term vacation rental unit" means a privately owned residential dwelling, such as, but not limited to, a single-family detached or multiple-family attached unit, apartment house, condominium, cooperative apartment, duplex, or any portion of such dwellings, rented for occupancy for dwelling, lodging, or sleeping purposes for a period of thirty (30) consecutive calendar days or less, counting portions of calendar days as full days

"Dwelling" has the same meaning as set forth in Section 9.280.030 (or successor provision, as may be amended from time to time) of this code; "dwelling" does not include any impermanent, transitory, or mobile means of temporary lodging, including but not limited to mobile homes, recreational vehicles (RVs), car trailers, and camping tents,

"Tenant" or "Transient," for purposes of this chapter, means any person who seeks to rent or who does rent a short-term vacation rental unit.

#### 3.25.040 Authorized agent or representative

A. Except for the completion of an application for a short-term vacation rental permit and business license, the owner may designate an authorized agent or representative to ensure compliance with the requirements of this chapter with respect to the short-term vacation rental unit on his/her/their behalf. Nevertheless, the owner shall not be relieved from any personal responsibility and personal liability for noncompliance with any applicable law, rule or regulation pertaining to the use and occupancy of the subject short-term vacation rental unit, regardless of whether such noncompliance was committed by the owner's authorized agent or representative or the occupants of the owner's short-term vacation rental unit or their guests.

B. The owner must be the applicant for and holder of a short-term vacation rental permit and business license and shall not authorize an agent or a representative to apply for or hold a short-term vacation rental permit and business license on the owner's behalf. The owner's signature is required on all short-term vacation rental application forms, and the city may prescribe reasonable requirements to verify that an applicant or purported owner is the owner in fact.

#### 3.25.050 Short-term vacation rental permit—required

A. The owner is required to obtain a short-term vacation rental permit and a business license from the city before the owner or the owner's authorized agent or representative may rent or advertise a short-term vacation rental unit. No short-term vacation rental use may occur in the city except in compliance with this chapter.

B. A short-term vacation rental permit and business license shall be required to be renewed on an annual basis in order to remain valid. Failure to renew a short-term vacation rental permit within thirty (30) consecutive days of its expiration date will result in the short-term vacation rental permit being terminated. A new Owner of a short-term vacation rental unit that had been issued a short-term vacation rental permit to a former owner shall apply for a new short-term vacation rental permit if the new Owner wants to continue to use the residential dwelling as a short-term vacation rental unit. When an owner or an owner's authorized agent or representative converts non-bedroom spaces and areas in an existing residential dwelling into additional bedrooms, the owner shall apply for a new short-term vacation rental permit if the owner wants to continue to use any of the bedrooms in the residential dwelling as a short-term vacation rental unit.

C. A short-term vacation rental permit and business license shall be valid only for the number of bedrooms in a residential dwelling equal to the number of bedrooms the city establishes as eligible for listing as a short-term vacation rental unit and shall not exceed the number of bedrooms allowable for the number of occupants as set forth in Section 3.25.070. The allowable number of bedrooms shall meet all applicable requirements under federal, state and city codes, including but not limited to the provisions of Section 9.50.100 (or successor provision, as may be amended from time to time) governing "Additional Bedrooms" and all applicable building and construction codes in Title 8 of this code. A short-term vacation rental permit shall not issue for, or otherwise authorize the use of, additional bedrooms converted from non-bedroom spaces or areas in an existing residential dwelling except upon express city approval for the additional bedrooms in compliance with this code, including Section

9.50.100 (or successor provision, as may be amended from time to time), and upon approval of an application for a new or renewed short-term vacation rental permit as provided in subsection B.

D. A short-term vacation rental permit and business license shall not be issued or renewed if the property, or any building, structure, or use or land use on the property is in violation of this code. The city may conduct an inspection of the property prior to the issuance or renewal of a short-term vacation rental permit and/or business license. Code compliance inspections may be billed for full cost recovery at 1 hour for initial inspection and in 30 minute increments for each follow-up inspection. For purposes of this subsection, a code violation exists if, at the time of the submittal of an application for a new or renewed short-term vacation rental permit or business license, the city has commenced administrative proceedings by issuing written communication and/or official notice to the owner or owner's responsible agent or representative of one or more code violations. For purposes of this chapter, "building," "structure," and "use or land use" have the same meanings as set forth in Section 9.280.030 (or successor provisions, as may be amended from time to time) of this code.

E. A short-term vacation rental permit and business license shall not be issued or renewed if any portion of transient occupancy tax has not been reported and/or remitted to the city for the previous calendar year by the applicable deadline for the reporting and/or remittance of the transient occupancy tax.

F. A short-term vacation rental permit and business license shall not be issued or renewed if the residential dwelling to be used as a short-term rental unit lacks adequate onsite parking. For purposes of this subsection, "adequate onsite parking" shall be determined by dividing the total number of occupants commensurate with the approved number of bedrooms as provided in the table under section 3.25.070 by four, such that the ratio of the total number of occupants to onsite parking spots does not exceed four to one (4:1). For example, a residential dwelling with five (5) bedrooms may permissibly host a total number of ten (10) occupants and therefore requires three (3) onsite parking spots. Pursuant to Section 3.25.070(K), no more than two (2) street parking spots may count towards the number of onsite parking spots necessary to meet the "adequate onsite parking" requirement.

G. An owner or owner's authorized agent or representative who claims not to be operating a short-term vacation rental unit or who has obtained a valid short-term vacation rental permit and business license pursuant to this chapter, may voluntarily opt-out of the requirements of this chapter, prior to the issuance or expiration of a short-term vacation rental permit and business license that are applicable to the short-term vacation rental unit, only upon the owner, the owner's authorized agent or representative and/or the owner's designated local contact person executing, under penalty of perjury, a declaration of non-use as a short-term vacation rental unit, in a form prescribed by the city (for purposes of this chapter, a "declaration of non-use"). Upon the receipt and filing by the city of a fully executed declaration of non-use, the owner or owner's authorized agent representative shall be released from complying with this chapter as long as the property is not used as a short-term vacation rental unit. Use of the property as a short-term vacation unit after the city's receipt and filing of a declaration of non-use, is a violation of this chapter. If, after a declaration of non-use has been received and filed by the city, the owner or owner's authorized agent or representative wants to use that property as a short-term vacation rental unit, the owner shall apply for a new short-term vacation rental permit and business license and fully comply with the requirements of this chapter and the code.

### 3.25.060 Short-term vacation rental permit—Application Requirements

A. The owner or the owner's authorized agent or representative must submit the information required on the city's short-term vacation rental permit application form provided by the city, which may include any or all of the following:

1. The name, address, and telephone number of the owner of the subject short-term vacation rental unit;
  2. The name, address, and telephone number of the owner's authorized agent or representative, if any;
  3. The name, address, and twenty-four hour telephone number of the local contact person;
  4. The address of the proposed short-term vacation rental unit, Internet listing site and listing number;
  5. The number of bedrooms shall not exceed the number of bedrooms allowable for the number of occupants as set forth in Section 3.25.070. The allowable number of bedrooms shall meet all applicable building and construction requirements under federal, state and city codes, including but not limited to the provisions of Section 9.50.100 (or successor provision, as may be amended from time to time) governing "Additional Bedrooms" and all applicable building and construction codes in Title 8 of this code;
  6. Acknowledgement of receipt of a short-term vacation rental information packet from the city, which includes a copy of the good neighbor brochure;
  7. Certification from the owner or owner's authorized agent or representative that issuance of a short-term vacation rental permit pursuant to this chapter is not inconsistent with any recorded or unrecorded restrictive covenant, document, or other policy of a homeowner association or other person or entity which has governing authority over the property on which a short-term vacation rental unit will be operated; and
  8. Such other information as the city manager or designee deems reasonably necessary to administer this chapter.
- B. The short-term vacation rental permit application shall be accompanied by an application fee as set by resolution of the city council. A short-term vacation rental permit and business license shall not be issued or renewed while any check or other payment method cannot be processed for insufficient funds.
- C. The City may determine the maximum number of bedrooms in a residential dwelling with multiple bedrooms eligible for use as a short-term vacation rental unit upon issuance of a short-term vacation rental permit. When determining the maximum number of bedrooms eligible for use as short-term vacation rentals, the City shall consider the public health, safety, and welfare, shall comply with building and residential codes, and may rely on public records relating to planned and approved living space within the residential dwellings, including but not limited to title insurance reports, official county records, and tax assessor records. Owners of residential dwellings that exceed 5,000 square feet of developed space on a lot may apply for additional bedrooms. An owner and/or owner's authorized agent or representative may not advertise availability for occupancy of a short-term vacation rental unit for more than six (6) bedrooms unless a short-term vacation rental permit allows advertising for more bedrooms after the City has determined the maximum number of bedrooms eligible for use as short-term vacation rental pursuant to this chapter.
- D. A short-term vacation rental permit application may be denied if the applicant has failed to comply with application requirements in this chapter, or has had a prior short-term vacation rental permit for the same unit revoked within the past twelve calendar months. In addition, upon adoption of a

resolution pursuant to section (H), the City may limit the number of short-term vacation rental units in a given geographic area based on a high concentration of short-term vacation rental units. The City shall maintain a waiting list of short-term vacation rental permit applications for such geographic areas where the City determines, based on substantial evidence after a noticed public hearing and public hearing, there is a higher than average concentration of short-term vacation rental units that either affects the public health, safety, and welfare or significantly negatively impacts the character and standard of living in a neighborhood within that geographic area, or both.

E. Short-term vacation rental permit applications may take, and the City shall have, at least thirty (30) days to process but no more than 45 days. Nothing in this subsection or chapter shall be construed as requiring the City to issue or deny a short-term vacation rental permit in at least less than thirty (30) days, as no permit shall be issued until such time as application review is complete.

F. Within fourteen (14) days of a change of property ownership, change of owner's agent or representative, or any other change in material facts pertaining to the information contained in the vacation rental permit application, the owner or owner's authorized agent or representative shall submit an application and requisite application fee for a new short-term vacation rental permit, which must be obtained prior to continuing to rent the subject unit as a short-term vacation rental.

G. Transient occupancy registration permits issued for the operation of short-term vacation rental units prior to the effective date of the ordinance amending this chapter shall remain in effect until December 31, 2018. All short-term vacation rentals shall be registered annually thereafter in accordance with this chapter.

H. The city manager or authorized designee shall prepare, for adoption by resolution by the city council, a review procedure and criteria to evaluate the limitation for issuance of STVR permits and/or STVR applications for geographic areas within the city as set forth in subsection (D).

#### 3.25.070 Operational requirements and standard conditions

A. The owner and/or owner's authorized agent or representative shall use reasonably prudent business practices to ensure that the short-term vacation rental unit is used in a manner that complies with all applicable laws, rules and regulations pertaining to the use and occupancy of the subject short-term vacation rental unit.

B. The responsible person(s) shall be an occupant(s) of the short-term vacation rental unit for which he/she/they signed a rental agreement for such rental, use and occupancy. No non-permanent improvements to the property, such as tents, trailers, or other mobile units, may be used as short-term vacation rentals. The total number of occupants, including the responsible person(s), allowed to occupy any given short-term vacation rental unit may be within the ranges set forth in the table below. The city council may by resolution further restrict occupancy levels provided those restrictions are within the occupancy ranges set forth below.

<b>Number of Bedrooms</b>	<b>Total of Overnight* Occupants</b>	<b>Total Daytime** Occupants (Including Number of Overnight Occupants)</b>
0 – Studio	2	2 - 8
1	2 - 4	2 - 8
2	4 - 6	4 - 8
3	6 - 8	6 - 12
4	8 - 10	8 - 16
5	10 - 12	10 - 18
6	12 - 14	12 - 20
7	14	14 - 20
8	16	16 - 22
9	18	18 - 24

\* Overnight (10:01 p.m. – 6:59 a.m.)

\*\* Daytime (7:00 a.m. – 10:00 p.m.)

C. While a short-term vacation rental unit is rented, the owner, the owner's authorized agent or representative and/or the owner's designated local contact person shall be available twenty-four hours per day, seven days per week, with the ability to respond to the location within forty-five (45) minutes to complaints regarding the condition, operation, or conduct of occupants of the short-term vacation rental unit or their guests.

D. The owner, the owner's authorized agent or representative and/or the owner's designated local contact person shall use reasonably prudent business practices to ensure that the occupants and/or guests of the short-term vacation rental unit do not create unreasonable or unlawful noise or disturbances, engage in disorderly conduct, or violate any applicable law, rule or regulation pertaining to the use and occupancy of the subject short-term vacation rental unit.

E. Occupants of the short-term vacation rental shall comply with the standards and regulations for allowable noise at the property in accordance with Section 9.100.210 (or successor provision, as may be amended from time to time) of this code. No radio receiver, musical instrument, phonograph, compact disk player, loudspeaker, karaoke machine, sound amplifier, or any machine, device or equipment that produces or reproduces any sound shall be used outside or be audible from the outside of any short-term vacation rental unit between the hours of ten p.m. and seven a.m. (10:00 p.m. - 7:00 a.m.) Pacific Standard Time.

F. Prior to occupancy of a short-term vacation rental unit, the owner or the owner's authorized agent or representative shall:

1. Obtain the contact information of the responsible person;

2. Provide a copy of the good neighbor brochure to the responsible person; and require such responsible person to execute a formal acknowledgement that he or she is legally responsible for compliance by all occupants of the short-term vacation rental unit and their guests with all applicable laws, rules and regulations pertaining to the use and occupancy of the short-term vacation rental unit. This information shall be maintained by the owner or the owner's authorized agent or representative for a period of three years and be made readily available upon request of any officer of the City responsible for the enforcement of any provision of this code or any other applicable law, rule or regulation pertaining to the use and occupancy of the short-term vacation rental unit,

G. The owner, the owner's authorized agent or representative and/or the owner's designated local contact person shall, upon notification or attempted notification that the responsible person and/or any occupant and/or guest of the short-term vacation rental unit has created unreasonable or unlawful noise or disturbances, engaged in disorderly conduct, or committed violations of any applicable law, rule or regulation pertaining to the use and occupancy of the subject short-term vacation unit, promptly respond within forty-five (45) minutes to immediately halt and prevent a recurrence of such conduct by the responsible person and/or any occupants and/or guests. Failure of the owner, the owner's authorized agent or representative and/or the owner's designated local contact person to respond to calls or complaints regarding the condition, operation, or conduct of occupants and/or guests of the short-term vacation rental within forty-five (45) minutes, shall be subject to all administrative, legal and equitable remedies available to the city.

H. The owner, the owner's authorized agent or representative and/or the owner's designated local contact person shall report to the city manager, or designee, the name, violation, date, and time of disturbance of each person involved in three or more disorderly conduct activities, disturbances or other violations of any applicable law, rule or regulation pertaining to the use and occupancy of the subject short-term vacation rental unit.

I. Trash and refuse shall not be left stored within public view, except in proper containers for the purpose of collection by the city's authorized waste hauler on scheduled trash collection days. The owner, the owner's authorized agent or representative shall use reasonably prudent business practices to ensure compliance with all the provisions of Chapter 6.04 (Solid Waste Collection and Disposal) (or successor provision, as may be amended from time to time) of this code.

J. Signs may be posted on the premises to advertise the availability of the short-term vacation rental unit as provided for in Chapter 9.160 (Signs) (or successor provision, as may be amended from time to time) of this code.

K. The owner, authorized agent or representative and/or the owner's designated local contact person shall post a copy of the short-term vacation rental permit and a copy of the good neighbor brochure in a conspicuous place within the short-term vacation rental unit, and a copy of the good neighbor brochure shall be provided to each occupant of the subject short-term vacation rental unit

L. Unless otherwise provided in this chapter, the owner and/or the owner's authorized agent or representative shall comply with all provisions of Chapter 3.24 concerning transient occupancy taxes, including, but not limited to, submission of a monthly return in accordance with Section 3.24.080 (or successor provisions, as may be amended from time to time) of this code, which shall be filed monthly even if the short-term vacation rental unit was not rented during each such month.



M. Guesthouses, detached from the primary residential dwelling on the property, or the primary residential dwelling on the property, may be rented pursuant to this chapter as long as the guesthouse and the primary residential dwelling are rented to one party.

N. The owner and/or the owner's authorized agent or representative shall post the current short-term vacation rental permit number on or in any advertisement that promotes the availability or existence of a short-term vacation rental unit in. In the instance of audio-only advertising of the same, the short-term vacation rental permit number shall be read as part of the advertisement.

O. The owner and/or owner's authorized agent or representative shall operate a short-term vacation rental unit in compliance with any other permits or licenses that apply to the property, including but not limited to any permit or license needed to operate a special event pursuant to Section 9.60.170 (or successor provision, as may be amended from time to time) of this code. City may limit the number of special event permits issued per year on residential dwellings pursuant to Section 9.60.170 (or successor provision, as may be amended from time to time).

P. The city manager, or designee, shall have the authority to impose additional conditions on the use of any given short-term vacation rental unit to ensure that any potential secondary effects unique to the subject short-term vacation rental unit are avoided or adequately mitigated, including but not limited to a mitigating condition that would require the installation of a noise monitoring device to keep time-stamped noise level data from the property that will be made available to the city upon city's reasonable request,

Q. The standard conditions set forth herein may be modified by the city manager, or designee, upon request of the owner or the owner's authorized agent or representative based on site-specific circumstances for the purpose of allowing reasonable accommodation of a short-term vacation rental. All requests must be in writing and shall identify how the strict application of the standard conditions creates an unreasonable hardship to a property such that, if the requirement is not modified, reasonable use of the property for a short-term vacation rental would not be allowed. Any hardships identified must relate to physical constraints to the subject site and shall not be self- induced or economic. Any modifications of the standard conditions shall not further exacerbate an already existing problem.

#### 3.25.080 Recordkeeping duties

The owner or the owner's authorized agent or representative shall maintain for a period of three years, records in such form as the tax administrator (as defined in Chapter 3.24) may require to determine the amount of transient occupancy tax owed to the city. The tax administrator shall have the right to inspect such records at all reasonable times, which may be subject to the subpoena by the tax administrator pursuant to Section 3.24.140 (Records) (Transient Occupancy Tax) (or successor provisions, as may be amended from time to time) of this code.

#### **3.25.090 Violations**

A. Additional Conditions. A violation of any provision of this chapter or this code by any applicant, occupant, responsible person, local contact person, owner, or owner's authorized agent or representative, shall authorize the city manager, or designee, to impose additional conditions on the use of any given short-term vacation rental unit to ensure that any potential additional violations are avoided.

B, Permit Modification, Suspension and Revocation. A violation of any provision of this chapter, this code, California Vehicle Code, or any other applicable federal, state, or local laws or codes,

including but not limited to applicable fire codes and the building and construction codes as set forth in Title 8 of this code, by any applicant, occupant, responsible person, local contact person, owner, or owner's authorized agent or representative, shall constitute grounds for modification, suspension and/or revocation of the short-term vacation rental permit and/or any affiliated licenses or permits pursuant to the provisions set forth in Section 3.25.100.

D. Notice of Violation. The city may issue a notice of violation to any applicant, occupant, responsible person, local contact person, owner, or owner's authorized agent or representative, pursuant to Section 1.01.300 (or successor provisions, as may be amended from time to time) of this code, if there is any violation of this chapter committed, caused or maintained by any of the above parties.

E. Three Strikes Policy. Three violations of any provision of this chapter or this code within one year by any applicant, occupant, responsible person, local contact person, owner, or owner's authorized agent or representative, with respect to any one residential dwelling will result in an immediate suspension of the short-term vacation rental permit with subsequent ability to have a hearing before the City, pursuant to this chapter, to request a lifting of the suspension.

F. Administrative and Misdemeanor Citations. The city may issue an administrative citation to any applicant, occupant, responsible person, local contact person, owner, or owner's authorized agent or representative, pursuant to Chapter 1.09 (Administrative Citation) (or successor provisions, as may be amended from time to time) of this code, if there is any violation of this chapter committed, caused or maintained by any of the above parties. Nothing in this section shall preclude the city from also issuing an infraction citation upon the occurrence of the same offense on a separate day. An administrative citation may impose a fine for one or more violations of this chapter as follows:

1. General STVR violations (occupancy/noise/parking) –
  - First violation: \$500.00;
  - Second violation: \$1,000.00;
  - Third violation: \$1,500.00.
2. Operating a STVR without a valid short-term vacation rental permit –
  - First violation: \$1,000.00;
  - Second violation: \$1,500.00;
  - Third violation: \$2,000.00.
3. Hosting a special event at a STVR without a special event permit as required by Section 9.60.170 (or successor provision, as may be amended from time to time) of this code –
  - First violation: \$5,000;
  - Second violation: \$5,000.00.

G. Public Nuisance. In addition to any and all rights and remedies available to the city, it shall be a public nuisance for any person to commit, cause or maintain a violation of this chapter, which shall be subject to the provisions of Section 1.01.250 (Violations public nuisances) (or successor provisions, as may be amended from time to time) of this code.

### 3.25.100 Appeals

Any person aggrieved by any decision of a city officer made pursuant to this chapter may request a hearing before the city manager in accordance with Chapter 2.08 (or successor provisions, as may be amended from time to time) of this code.

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE) ss.  
CITY OF LA QUINTA )

I, MONIKA RADEVA, Acting City Clerk of the City of La Quinta, California, do hereby certify the foregoing to be a full, true, and correct copy of Ordinance No. 572 which was introduced at a regular meeting on the 3rd day of July, 2018, and was adopted at a regular meeting held on the 17th day of July, 2018, not being less than 5 days after the date of introduction thereof.

I further certify that the foregoing Ordinance was posted in three places within the City of La Quinta as specified in the Rules of Procedure adopted by City Council Resolution No. 2015-023.

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

DECLARATION OF POSTING

I, MONIKA RADEVA, Acting City Clerk of the City of La Quinta, California, do hereby certify that the foregoing ordinance was posted on July 18, 2018, pursuant to Council Resolution.

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

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**AGENDA TITLE:** ADOPT ORDINANCE NO. 573 ON SECOND READING TO CHANGE THE ZONING MAP FOR ZONE CHANGE 2017-0001 FROM REGIONAL COMMERCIAL TO MEDIUM DENSITY RESIDENTIAL ON A PORTION OF ASSESSOR'S PARCEL NUMBERS 600-340-049, 600-340-050, 600-340-051, AND 600-340-052; PROJECT: CENTRE AT LA QUINTA; LOCATION: SOUTHWEST CORNER OF AUTO CENTER DRIVE AND LA QUINTA DRIVE

---

### RECOMMENDATION

Adopt Ordinance No. 573 on second reading.

### EXECUTIVE SUMMARY

- On July 3, 2018, Council introduced Ordinance No. 573 for first reading to change the zoning map for Zone Change 2017-0001 from regional commercial to medium density residential on a portion of Assessor's Parcel Numbers 600-340-049, 600-340-050, 600-340-051, and 600-340-052; Project: Centre at La Quinta; Location: southwest corner of Auto Center Drive and La Quinta Drive.
- The applicant proposes 131 detached condominiums on 19.2 acres and future commercial uses on 2.8 acres.

**FISCAL IMPACT** - The analysis shows a positive cash flow to the City.

### BACKGROUND/ANALYSIS

The applicant proposes 131 detached condominiums on 19.2 acres and future commercial uses on 2.8 acres

The Centre at La Quinta Specific Plan (SP) 1997-029 was approved in July of 1997 to facilitate development of the City's Auto Centre and Walmart center. The property south of Auto Centre Drive and west of La Quinta Drive remains vacant.

The SP does not alter the Regional Commercial development standards but does modify the residential development standards. The SP meets the requirements of State law and the City's requirements for SPs.

### ALTERNATIVES

As Council approved this ordinance at first reading, staff does not recommend an alternative.

Prepared by: Nichole Romane, Administrative Assistant

Approved by: Monika Radeva, Acting City Clerk

[Click here to return to Agenda](#)

**ORDINANCE NO. 573**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, AMENDING THE ZONING DESIGNATION FOR A PORTION OF ASSESSOR'S PARCEL NUMBERS 600-340-049, 600-340-050, 600-340-051 and 600-340-052 (CENTRE AT LA QUINTA)**

**WHEREAS**, the City Council of the City of La Quinta, California did, on the 3<sup>rd</sup> day of July 2018, hold a duly noticed public hearing for review of a City-initiated request for Zone Change 2017-0001 to amend the zoning designation for Assessor's Parcel Numbers 600-340-049, 600-340-050, 600-340-051 and 600-340-052; and

**WHEREAS**, previous to said Public Hearing, the Planning Commission of the City of La Quinta did, on June 12, 2018, adopt Planning Commission Resolution 2018-007 to recommend to the City Council adoption of said Zone Change; and

**WHEREAS**, the Design and Development Department published a public hearing notice for this request in *The Desert Sun* newspaper on June 22, 2018, as prescribed by the Municipal Code; and

**WHEREAS**, said Zoning Map Amendment has complied with the requirements of "The Rules to Implement the California Environmental Quality Act of 1970" (CEQA) as amended (Resolution 83-63). The Design and Development Department has determined that the proposed Zone Change could have an impact on the environment, but that the mitigation measures contained in the Initial Study prepared under EA 2017-0009 will reduce all impacts to less than significant levels, and a Mitigated Negative Declaration is proposed; and

**WHEREAS**, the proposed Zone Change is necessary to uphold the rights and needs of property owners and the public, encourage the preservation of neighborhood character, and consider changes in market demand to meet the needs of current and future residents in the City of La Quinta; and

**WHEREAS**, the proposed zoning map amendment is necessary to implement the General Plan 2035 adopted by the City Council at their regular meeting on February 19, 2013, as amended by General Plan Amendment 2017-0001; and

**WHEREAS**, at said public hearing, upon hearing and considering all testimony and arguments, if any, of all interested persons wanting to be heard, the City Council did make the following mandatory findings to justify adoption of said Zone Change:

1. Consistency with General Plan. The zone map change is consistent with the goals, objectives and policies of the general plan relating to the provision of a mix of land uses, and flexibility to allow changes in market conditions.
2. Public Welfare. Approval of the zone map change will not create conditions materially detrimental to the public health, safety and general welfare. Impacts to residents associated with noise, traffic and air quality have been reduced to less than significant levels through the imposition of mitigation measures contained in EA 2017-0009.
3. Land Use Compatibility. The new zoning is compatible with the zoning on adjacent properties, insofar as it will create a buffer between the Low Density zone to the west, and the Regional Commercial zone to the east.
4. Property Suitability. The new zoning is suitable and appropriate for the subject property, insofar as the land is flat and appropriate for residential development.
5. Change in Circumstances. Approval of the zone map change is warranted because the situation and the general conditions of the property have substantially changed since the existing zoning was imposed, insofar as commercial markets are changing, and may not support such a use on the project site in the future.

**NOW, THEREFORE,** the City Council of the City of La Quinta does ordain as follows:

SECTION 1. The Official Zoning Map of the City of La Quinta shall be amended as shown in "Exhibit A" attached hereto.

SECTION 2. The proposed Zone Change has complied with the requirements of "The Rules to Implement the California Environmental Quality Act of 1970" (CEQA) as amended (Resolution 83-63). An Initial Study was prepared for EA 2017-0009, and a Mitigated Negative Declaration has been approved.

SECTION 3. That the City Council does hereby approve Zone Change 2017-0001, as set forth in attached "Exhibit A" for the reasons set forth in this Ordinance.

SECTION 4. This Ordinance shall be in full force and effect thirty (30) days after its adoption.

SECTION 5. The City Clerk shall, within 15 days after passage of this Ordinance, cause it to be posted in at least three public places designated by resolution of the City



Ordinance No. 573  
Zone Change 2017-0001  
The Centre at La Quinta  
Adopted: July 17, 2018  
Page 3 of 6

Council, shall certify to the adoption and posting of this Ordinance, and shall cause this Ordinance and its certification, together with proof of posting to be entered into the Book of Ordinances of the City of La Quinta.

**SECTION 7.** Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more section, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional.

**PASSED, APPROVED and ADOPTED**, at a regular meeting of the La Quinta City Council held this 17<sup>th</sup> day of July, 2018 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

(CITY SEAL)

**APPROVED AS TO FORM:**

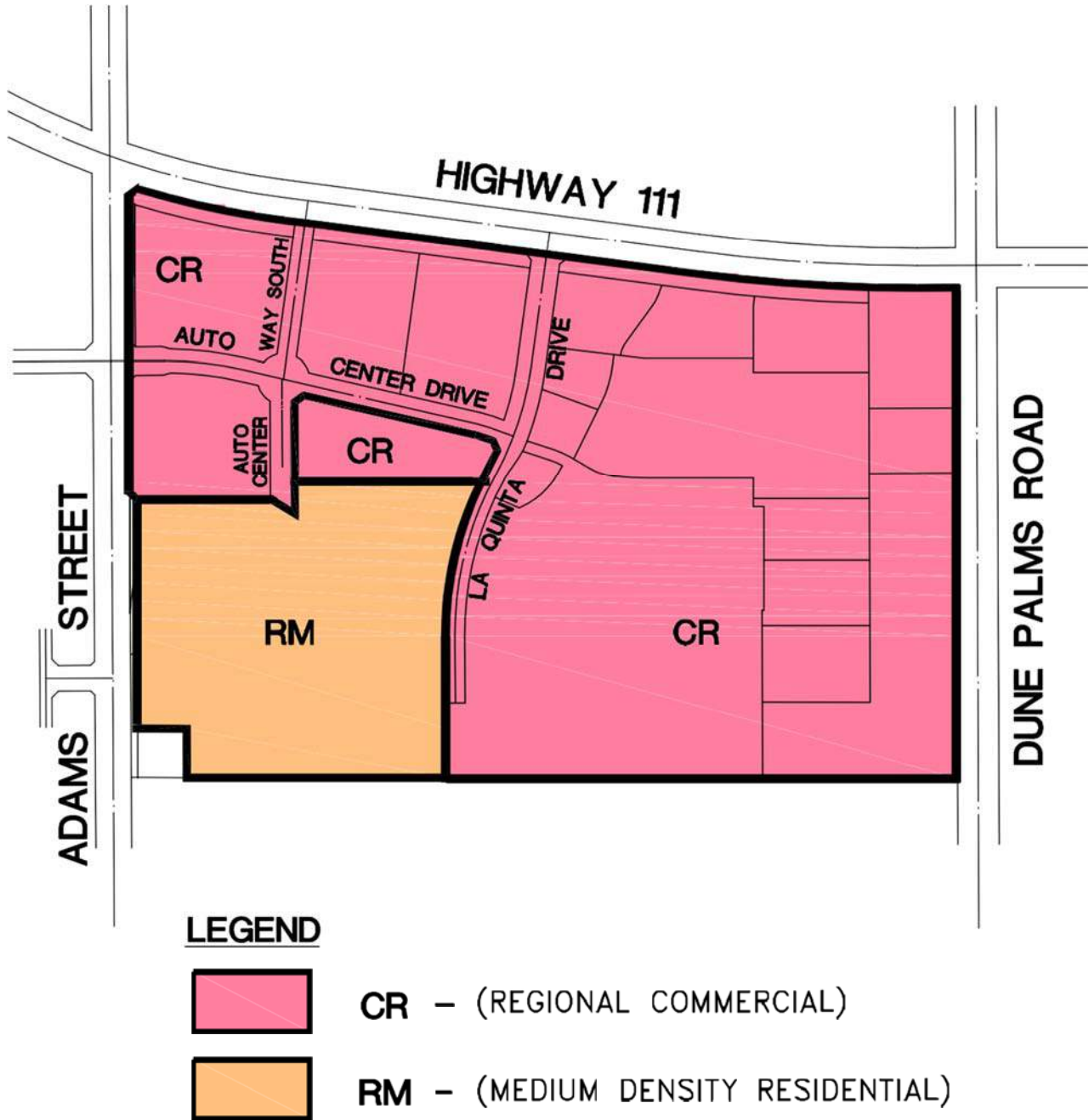
Ordinance No. 573  
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The Centre at La Quinta  
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WILLIAM H. IHRKE, City Attorney  
City of La Quinta, California

Ordinance No. 573  
Zone Change 2017-0001  
The Centre at La Quinta  
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# THE CENTRE AT LA QUINTA ZONE CHANGE 2017-0001



PROPOSED ZONING  
Figure 1-2

Ordinance No. 573  
Zone Change 2017-0001  
The Centre at La Quinta  
Adopted: July 17, 2018  
Page 6 of 6

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE) ss.  
CITY OF LA QUINTA )

I, MONIKA RADEVA, Acting City Clerk of the City of La Quinta, California, do hereby certify the foregoing to be a full, true, and correct copy of Ordinance No. 573 which was introduced at a regular meeting on the 3rd day of July, 2018, and was adopted at a regular meeting held on the 17th day of July, 2018, not being less than 5 days after the date of introduction thereof.

I further certify that the foregoing Ordinance was posted in three places within the City of La Quinta as specified in the Rules of Procedure adopted by City Council Resolution No. 2015-023.

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

#### DECLARATION OF POSTING

I, MONIKA RADEVA, Acting City Clerk of the City of La Quinta, California, do hereby certify that the foregoing ordinance was posted on July 18, 2018, pursuant to Council Resolution.

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018  
STAFF REPORT

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**AGENDA TITLE:** ADOPT ORDINANCE NO. 574 ON SECOND READING AMENDING SECTION 9.50.090 OF TITLE 9 OF THE LA QUINTA MUNICIPAL CODE AND ADOPTING SINGLE FAMILY RESIDENTIAL ARCHITECTURAL DESIGN GUIDELINES

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## RECOMMENDATION

Adopt Ordinance No. 574 on second reading.

## EXECUTIVE SUMMARY

- On July 3, 2018, Council introduced Ordinance No. 574 for first reading to amend Title 9 Section 9.50.090 of the La Quinta Municipal Code.
- The proposed amendments and guidelines provide architectural and landscape design consistency for single-family homes.

**FISCAL IMPACT** – None

## BACKGROUND/ANALYSIS

The City's existing architectural and landscape standards date back to the late 1990s. Ordinance No. 574 proposes citywide single-family residential architectural design guidelines in the design of single family homes that are not subject to a Specific Plan, Development Permit, and/or Master Design guideline. The guidelines would replace the existing cove design guidelines and communicate the City's single-family residential architectural design expectations.

## ALTERNATIVES

As Council approved this ordinance at first reading, staff does not recommend an alternative.

Prepared by: Nichole Romane, Administrative Assistant  
Approved by: Monika Radeva, Acting City Clerk

**ORDINANCE NO. 574**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, AMENDING SECTION 9.50.090 OF TITLE 9 OF THE LA QUINTA MUNICIPAL CODE AND ADOPTING SINGLE FAMILY RESIDENTIAL ARCHITECTURAL DESIGN GUIDELINES**

**WHEREAS**, the City Council of the City of La Quinta, California did, on the 3<sup>rd</sup> day of July 2018, hold a duly noticed public hearing for review of a City-initiated request of Zoning Ordinance Amendment 2017-0005 to amend of Section 9.50.090 of Title 9 (Zoning) of the La Quinta Municipal Code and adopt single family residential architectural design guidelines in order to adopt citywide single family home design guidelines; and

**WHEREAS**, previous to said Public Hearing, the Planning Commission of the City of La Quinta did, on June 12, 2018, adopt Planning Commission Resolution 2018-008 to recommend to the City Council adoption of said code amendments and design guidelines; and

**WHEREAS**, the Design and Development Department published a public hearing notice for this request in *The Desert Sun* newspaper on June 23, 2018, as prescribed by the Municipal Code; and

**WHEREAS**, said Zoning Ordinance Amendment has complied with the requirements of "The Rules to Implement the California Environmental Quality Act of 1970" (CEQA) as amended (Resolution 83-63). The Design and Development Department has determined that the proposed amendment is exempt from environmental review pursuant to Section 15061(b)(3), Review for Exemptions – General Rule, in that it can be seen with certainty that there is no possibility for this action to have a significant effect on the environment, and individual development plans will be reviewed under CEQA as they are proposed; and

**WHEREAS**, the proposed zoning text amendments are necessary to uphold the rights and needs of property owners and the public, encourage the preservation of neighborhood character, and consider changes in market demand in residential product type to meet the needs of current and future residents in residential districts in the City of La Quinta; and

**WHEREAS**, the proposed zoning text amendments are necessary to implement the General Plan 2035 adopted by the City Council at their regular meeting on February 19, 2013; and

**WHEREAS**, at said public hearing, upon hearing and considering all testimony and arguments, if any, of all interested persons wanting to be heard, the City Council did make the following mandatory findings to justify adoption of said Zoning Ordinance Amendment:

1. Consistency with General Plan

The code amendment is consistent with the goals, objectives and policies of the General Plan. The proposed amendments and design guidelines are supported by Policy LU-1.2 for land use decisions to be consistent with General Plan policies and programs and uphold the rights and needs of property owners and the public; Policy LU-3.1 to encourage the preservation of neighborhood character and assure a consistent and compatible land use pattern; Program LU-3.1.a, to review land use designations for changes in the community and marketplace; and Policy LU-5.2 to consider changes in market demand in residential product type to meet the needs of current and future residents.

2. Public Welfare

Approval of the code amendment and design guidelines will not create conditions materially detrimental to the public health, safety and general welfare. The amendment and design guidelines streamline the development review process, clarifies language in the municipal code, provides guidelines on preserving neighborhood character, and does not incorporate any changes that affect the regulation and/or provision of public services, utility systems, or other foreseeable health, safety and welfare considerations.

**NOW, THEREFORE**, the City Council of the City of La Quinta does ordain as follows:

**SECTION 1.** **SECTION 9.50.090** shall be amended as written in “Exhibit A” attached hereto.

**SECTION 2.** The proposed zone text amendment has complied with the requirements of "The Rules to Implement the California Environmental Quality Act of 1970" (CEQA) as amended (Resolution 83-63). The zone text amendments are consistent with the previously approved findings of the General Plan 2035 EIR (Environmental Assessment 2012-622) as the proposed amendments implement the goals, policies, and programs of the General Plan.

**SECTION 3.** That the City Council does hereby approve Zoning Ordinance Amendment 2017-0005, as set forth in attached “Exhibit A” for the reasons set forth in this Ordinance.

**SECTION 4.** This Ordinance shall be in full force and effect thirty (30) days after its adoption.

**SECTION 5.** The City Clerk shall, within 15 days after passage of this Ordinance, cause it to be posted in at least three public places designated by resolution of the City Council, shall certify to the adoption and posting of this Ordinance, and shall cause this Ordinance and its certification, together with proof of posting to be entered into the Book of Ordinances of the City of La Quinta.

**SECTION 6.** That the City Council does hereby grant the City Clerk the ability to make minor amendments to “Exhibit A” to ensure consistency of all approved text amendments prior to the publication in the La Quinta Municipal Code.

**SECTION 7.** Severability. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more section, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional.

**PASSED, APPROVED and ADOPTED,** at a regular meeting of the La Quinta City Council held this 17<sup>th</sup> day of July, 2018 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California



Ordinance No. 574  
Amendment to Title 9 Zoning  
Adopted: July 17, 2018  
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(CITY SEAL)

**APPROVED AS TO FORM:**

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WILLIAM H. IHRKE, City Attorney  
City of La Quinta, California

**9.50.090 RC district development standards.**

In addition to the requirements of Chapter 9.30 (Residential Districts) and Chapter 9.60 (Supplemental Residential Regulations) the following shall be required for homes built within the RC district:

**A. Requirements.**

1. Architectural Design Guidelines. The City Council shall, by resolution, adopt architectural design guidelines to be used as guidelines in reviewing landscape materials, architectural style, exterior building materials, colors, and mass and scale;
2. Architectural Variety. Duplication of houses having the same architectural design features on the front elevation of other houses located within two hundred feet of each other shall make provisions for architectural variety by using different colors, roof treatments, window treatments, garage door treatments, and methods;
3. Minimum Gross Livable Area. One thousand two hundred square feet, excluding the garage, as measured from the exterior walls of the dwelling;
4. Bedroom Dimensions. A minimum ten-foot clear width and depth dimensions, as measured from the interior walls of the room;
5. Bathrooms. There shall not be less than one and one-half baths in one- or two-bedroom dwellings, and not less than one and three-quarter baths in dwellings with three or more bedrooms;
6. Exterior building walls shall be cement plaster and may be accented with stone, brick, wood, or other similar materials;
7. Sloping roofs on new homes shall be constructed of clay, or concrete tile. Replacement of existing roofs shall also require the use of clay, or concrete tile, unless the director determines that the roof support structure will not support such materials. Building additions and accessory structures may have roofs of the same or similar materials as the existing home (All properties listed on the city's historic building survey shall be exempt from this requirement);
8. Landscaping. All front and exterior side yards shall be landscaped to property line;
9. The landscaping shall include trees, shrubs and ground cover of sufficient size, spacing and variety to create an attractive and unifying appearance;
10. An irrigation system shall be provided for all areas required to be landscaped;
11. The landscaping shall be continuously maintained in a healthy and viable condition;
12. Screening. Refuse containers and bottled gas tanks shall be concealed by view-obscuring landscaping, fencing or walls;
13. Underground Utilities. All electric services, overhead wires, or associated structures must be installed underground;
14. Lighting. All exterior lighting shall be located and directed so as not to shine directly on adjacent properties and shall comply with the dark sky ordinance;

15. Fencing. Rear and side yards shall be completely enclosed and screened by view-obscuring fencing, walls, or combinations;
16. Earth fill shall not exceed what is necessary to provide minimum required drainage to the street;
17. When there is a combined retaining and garden wall, and the retaining wall exceeds three feet, the garden wall shall not exceed five feet in height;
18. Parking shall be provided in accordance with Chapter 9.150, Table 9-11 (Parking for Residential Land Uses). (Ord. 550 § 1, 2016)

Ordinance No. 574  
Amendment to Title 9 Zoning  
Adopted: July 17, 2018  
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STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE) ss.  
CITY OF LA QUINTA )

I, MONIKA RADEVA, Acting City Clerk of the City of La Quinta, California, do hereby certify the foregoing to be a full, true, and correct copy of Ordinance No. 574 which was introduced at a regular meeting on the 3rd day of July, 2018, and was adopted at a regular meeting held on the 17th day of July, 2018, not being less than 5 days after the date of introduction thereof.

I further certify that the foregoing Ordinance was posted in three places within the City of La Quinta as specified in the Rules of Procedure adopted by City Council Resolution No. 2015-023.

---

MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

#### DECLARATION OF POSTING

I, MONIKA RADEVA, Acting City Clerk of the City of La Quinta, California, do hereby certify that the foregoing ordinance was posted on July 18, 2018, pursuant to Council Resolution.

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

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**AGENDA TITLE:** AUTHORIZE OVERNIGHT TRAVEL FOR THE COMMUNITY RESOURCES MANAGER AND HUMAN RESOURCES ANALYST TO ATTEND THE CALIFORNIA PUBLIC EMPLOYERS LABOR RELATIONS ASSOCIATION TRAINING CONFERENCE IN MONTEREY, CALIFORNIA, DECEMBER 4-7, 2018

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### RECOMMENDATION

Authorize overnight travel for the Community Resources Manager and Human Resources Analyst to attend California Employers Labor Relations Association Training Conference in Monterey, California, December 4-7, 2018.

### EXECUTIVE SUMMARY

- California Public Employers Labor Relations Association (CALPELRA) provides comprehensive, quality training in labor relations and personnel management.
- The training will provide hands-on workshops and discussion forums devoted to personnel management topics.

### FISCAL IMPACT

Estimated expenses are \$5,500 for both attendees, which include registration, travel, lodging, parking, and meals. Funds are budgeted in the 2018/19 Human Resources' travel and training budget (101-1004-60320).

### BACKGROUND/ANALYSIS

This annual conference is specific to public employers, which helps the City better serve its workforce. Workshop topics at the conference include performance management, negotiations, hiring processes, effective documentation, classification and compensation studies, leaves of absence, workers compensation, health and wellness, and CalPERS pensions and regulations. This four-day training will provide essential information for the Human Resources Division.

### ALTERNATIVES

Council could deny this travel request or reduce the number of attendees. However, this alternative is not recommended as this training allows staff to stay current with issues relating to human resources.

Prepared by: Carla Triplett, Human Resources Analyst

Approved by: Chris Escobedo, Community Resources Director

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# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

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**AGENDA TITLE:** AUTHORIZE OVERNIGHT TRAVEL FOR THE DESIGN AND DEVELOPMENT DIRECTOR, PLANNING MANAGER, AND SENIOR AND ASSOCIATE PLANNERS TO ATTEND AMERICAN PLANNING ASSOCIATION CALIFORNIA CHAPTER'S ANNUAL CONFERENCE IN SAN DIEGO, CALIFORNIA, OCTOBER 7-10, 2018

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### RECOMMENDATION

Authorize overnight travel for the Design and Development Director, Planning Manager, Senior Planner and Associate Planner to attend the American Planning Association California Chapter's Annual Conference in San Diego, California, October 7-10, 2018.

### EXECUTIVE SUMMARY

- The American Planning Association (APA) California Chapter is a network of practicing planners, citizens, and elected officials committed to urban, suburban, regional, and rural planning in the State of California.
- The APA Conference attendees will participate in educational sessions and discussion forums.

### FISCAL IMPACT

Estimated expenses are \$7,439, which includes registration, travel, lodging, and meals for four days. Funds are available in the 2018/19 Travel and Training budget (101-6001-60320 and 101-6002-60320).

### BACKGROUND/ANALYSIS

The APA Conference provides networking and educational opportunities for its members. Planning professionals from throughout California and the United States attend this annual conference. The conference includes keynote speakers, concurrent tracks of programs/seminars, and practical "nuts and bolts" planning sessions.

### ALTERNATIVES

The Council may elect not to authorize this request.

Prepared by: Gabriel Perez, Planning Manager  
Approved by: Chris Escobedo, Acting City Manager

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# City of La Quinta

CITY COUNCIL MEETING: JULY 17, 2018

STAFF REPORT

**AGENDA TITLE:** APPROVE DEMAND REGISTER DATED JUNE 29, 2018

**RECOMMENDATION** Approve demand register dated June 29, 2018.

**EXECUTIVE SUMMARY** – None

**FISCAL IMPACT**

Demand of Cash:

City	\$ 4,085,212.72
Successor Agency of RDA	\$ 12,599.91
Housing Authority	\$ 477.40
	<u>\$ 4,098,290.03</u>

**BACKGROUND/ANALYSIS**

Between Council meetings, routine bills and payroll must be paid. Attachment 1 details the weekly demand register for June 29, 2018.

Warrants Issued:

119061-119165	\$ 3,871,450.73
Wire Transfer	\$ 5,209.55
Voids	\$ (426.01)
Payroll Tax transfers	\$ 37,453.18
Payroll Chks 37348-37350 & Direct Dep	\$ 184,602.58
	<u>\$ 4,098,290.03</u>

In the amounts listed above, three checks were voided. All checks were voided due to the checks being stale dated.

The most significant expenditures on the demand register are:

<b>Vendor</b>	<b>Account Name</b>	<b>Amount</b>	<b>Purpose</b>
Riverside County Sheriff Department	Various	\$ 3,618,493.34	Mar-May Police Service
Complete Paperless Solutions	Software Licenses	\$ 36,642.50	Laserfiche Support & Maintenance
Imperial Irrigation District	Various	\$ 34,982.00	Electricity Services
Coachella Valley Water District	Various	\$ 29,870.82	Water Services
South Valley Electric	Supplies Graffiti & Vandalism	\$ 13,458.75	Sports Complex Copper Wire Theft

**Wire Transfers:** One transfer totaled \$5,210 for ICMA employee retirement benefits. (See Attachment 2 for a full listing).

### ALTERNATIVES

Council may approve, partially approve, or reject the demand registers.

Prepared by: Derrick Armendariz, Account Technician  
Approved by: Rosemary Hallick, Financial Services Analyst

Attachments: 1. Demand Registers  
2. Wire Transfers

# ATTACHMENT 1

## Demand Register

Packet: APPKT01648 - DA 06/29/18



City of La Quinta

Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
<b>Fund: 101 - GENERAL FUND</b>					
4IMPRINT	119061	06/13/18- COMMUNITY OUTREACH MAT...	LQ Police Volunteers	101-2001-60109	2,169.09
ACE CARPET CLEANING	119062	05/25/18- STUDY SESSION CLEANING	Maintenance/Services	101-3008-60691	210.00
AMERICAN FORENSIC NURSES ...	119064	05/15/18- BLOOD ALCOHOL ANALYSIS	Blood/Alcohol Testing	101-2001-60174	120.00
AMERICAN FORENSIC NURSES ...	119064	05/31/18- BLOOD ANALYSIS	Blood/Alcohol Testing	101-2001-60174	120.00
AMERIPRIDE SERVICES INC	119065	06/07/18- WC JANITORIAL SUPPLIES	Maintenance/Services	101-3008-60691	181.47
AMERIPRIDE SERVICES INC	119065	06/08-06/21/18- WC JANITORIAL SUPPLIES	Maintenance/Services	101-3008-60691	181.47
ANDERSON COMMUNICATION...	119066	10/12/17- EOC RADIO REPAIR	Repair & Maintenance - EOC	101-2002-60671	80.00
ANDERSON COMMUNICATION...	119066	06/20/18- EOC RADIOS - FIRE STATION	Disaster Prep Supplies	101-2002-60406	1,185.25
AUTOZONE	119067	06/11/18- TRI-BALL WITH HOOK	Tools/Equipment	101-3005-60432	77.93
BEACH CITIES KRAV MAGA	119068	06/05/18- CODE TRAINING	Travel & Training	101-6004-60320	297.00
BIANCO, JANIS	119069	06/27/18- REFUND POLITICAL SIGN	Election Deposit	101-0000-22835	200.00
BIO-TOX LABORATORIES	119070	06/12/18- BLOOD ANALYSIS	Blood/Alcohol Testing	101-2001-60174	705.00
CALPERS LONG-TERM CARE P...	119071	LONG TERM CARE	LT Care Insurance Pay	101-0000-20949	196.05
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water	101-2002-61200	673.46
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water -Monticello Pa...	101-3005-61201	1,997.86
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water - Civic Center ...	101-3005-61202	3,043.08
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water -Fritz Burns pa...	101-3005-61204	501.59
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water -Seasons Park	101-3005-61208	18.28
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water -Community P...	101-3005-61209	4,797.76
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water	101-3008-61200	129.78
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water	101-2002-61200	226.25
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water - Civic Center ...	101-3005-61202	169.49
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water -Eisenhower P...	101-3005-61203	97.78
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water -Fritz Burns pa...	101-3005-61204	2,099.43
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water -Velasco Park	101-3005-61205	70.06
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water -Desert Pride	101-3005-61206	297.53
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water	101-3008-61200	199.32
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water	101-3008-61200	147.72
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	PM 10 - Dust Control	101-7006-60146	42.98
COACHELLA VALLEY WATER DI...	119073	06/16/18-06/15/19- PIONEER DOG PARK ...	Prepaid Expense	101-0000-13600	1.00
COUNTS UNLIMITED INC	119075	06/26/18- TRAFFIC COUNTS	Traffic Counts/Studies	101-7006-60145	650.00
COUNTS UNLIMITED INC	119075	06/21/18- TRAFFIC COUNTS	Traffic Counts/Studies	101-7006-60145	300.00
COUNTY OF RIVERSIDE	119076	06/26/18- 2018 VOTER INFO LQ	Printing	101-1005-60410	35.00
DAIOHS FIRST CHOICE SERVICES	119077	06/18/18- COFFEE SUPPLIES	Citywide Conf Room Supplies	101-1007-60403	74.93
DATA TICKET, INC.	119078	05/2018- CODE CITATION PROCESSING	Administrative Citation Services	101-6004-60111	346.00
DEPARTMENT OF JUSTICE	119080	05/2018- EVENTS TEAM FINGERPRINTING	Recruiting/Pre-Employment	101-1004-60129	160.00
DEPARTMENT OF JUSTICE	119080	05/2018- BLOOD ANALYSIS	Blood/Alcohol Testing	101-2001-60174	175.00
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- FIRE EXT SERVICE - CITY HALL	Fire Extinguisher/First Aid Serv...	101-3008-60664	332.81
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- FIRE EXT SERVICE - WC	Fire Extinguisher/First Aid Serv...	101-3008-60664	157.01
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- FIRE EXT SERVICE - SPORTS CO...	Fire Extinguisher/First Aid Serv...	101-3008-60664	43.51
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- FIRE EXT SERVICE - FB PARK	Fire Extinguisher/First Aid Serv...	101-3008-60664	13.65
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- FIRE EXT SERVICE - LQ PARK	Fire Extinguisher/First Aid Serv...	101-3008-60664	27.30
DESERT SUN PUBLISHING CO	119083	04/01/18- LATE CHARGE	Advertising	101-1006-60450	12.01
DESERT SUN PUBLISHING CO	119083	04/2018- SURPLUS	Advertising	101-1006-60450	202.40
DESERT SUN PUBLISHING CO	119083	04/2018- PC PHN SP AMEND 2017-002	Advertising	101-6002-60450	462.00
DESERT SUN PUBLISHING CO	119083	05/2018- PUBLIC HEARING	Advertising	101-1005-60450	200.20
DESERT SUN PUBLISHING CO	119083	05/2018- PUBLIC HEARING	Advertising	101-6002-60450	462.00
DESERT SUN PUBLISHING CO	119083	05/2018- PUBLIC HEARING	Printing	101-7002-60410	462.00
DISH NETWORK	119085	05/22-06/21/18- EOC CABLE	Utilities - Cable	101-2002-61400	67.81
EISENHOWER MEDICAL CENTER	119086	05/25-05/30/18- EXAM FEES LA181450070..	Sexual Assault Exam Fees	101-2001-60193	1,600.00
ESGIL CORPORATION	119087	ON CALL BUILDING PLAN REVIEW & INSPE...	Plan Checks	101-6003-60118	6,465.00
FIRE SPRINKLER SYSTEMS, INC	119088	06/26/18- FIRE INSP RFND FSS2017-0039,...	Fire Plan Review Deposits	101-0000-22811	1,842.00
FIRE SPRINKLER SYSTEMS, INC	119088	06/26/18- FIRE INSP RFND FSS2017-0039,...	Digitization/Records Manage...	101-0000-42416	-30.00

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Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
FIRE SPRINKLER SYSTEMS, INC	119088	06/26/18- FIRE INSP RFND FSS2017-0039,...	Fire Plan Review Fee	101-0000-42420	-1,170.00
FRONTIER COMMUNICATIONS...	119089	06/2018- LQ PARK PHONE	Utilities - Telephone	101-3005-61300	43.27
FUSON, JACOB	119090	06/27/18- TUITION REIMB	Training & Education/MOU	101-1004-60322	445.00
GALLS LLC	119091	06/12/18- CODE UNIFORMS	Uniforms	101-6004-60690	696.29
GALLS LLC	119091	06/06/18- CONST INSP UNIFORM	Operating Supplies	101-7006-60420	130.20
GALLS LLC	119091	06/06/18- CODE UNIFORMS	Uniforms	101-6004-60690	27.18
GALLS LLC	119091	06/08/18- CONST INSP UNIFORM	Operating Supplies	101-7006-60420	47.02
GALLS LLC	119091	06/08/18- CONST INSP UNIFORM	Operating Supplies	101-7006-60420	47.02
GALLS LLC	119091	06/08/18- CONST INSP SHIRTS	Operating Supplies	101-7006-60420	47.02
GALLS LLC	119091	06/11/18- CODE UNIFORMS	Uniforms	101-6004-60690	54.36
GALLS LLC	119091	06/12/18- CODE UNIFORMS	Uniforms	101-6004-60690	262.64
GALLS LLC	119091	06/15/18- CREDIT	Operating Supplies	101-7006-60420	-94.02
GALLS LLC	119091	06/15/18- CONST INSP UNIFORM CREDIT	Operating Supplies	101-7006-60420	-83.18
GALLS LLC	119091	06/15/18- CONST INSP SHIRT CREDIT	Operating Supplies	101-7006-60420	-47.02
GALLS LLC	119091	05/19/18- CONST INSP UNIFORM	Operating Supplies	101-7006-60420	96.50
GALLS LLC	119091	05/22/18- CONST INSP UNIFORM	Operating Supplies	101-7006-60420	141.04
GROUND SERVICE TECHNOLO...	119094	05/02/18- REFUND OVERPAYMENT CONT ...	Cash Over/Short	101-0000-42300	25.00
GUNTERSON, KRISTOPHER	119095	06/19-06/21/18- JPIA ACADEMY TRAINING	Travel & Training	101-7006-60320	445.22
HAWTHORN IL OPKO LLC	119096	05/10/18- REFUND OVERPAYMENT BUS LI...	Cash Over/Short	101-0000-42300	150.00
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electricity	101-2002-61101	1,137.97
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electric - Civic Center...	101-3005-61103	1,703.85
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electric - Fritz Burns ...	101-3005-61105	1,174.10
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electric - Sports Com...	101-3005-61106	1,502.77
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electric - Velasco Park	101-3005-61111	13.59
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electric - Eisenhower...	101-3005-61113	22.51
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electricity	101-3008-61101	11,113.87
IMPERIAL IRRIGATION DIST	119099	06/28/18- ELETRICITY SERVICE	Utilities - Electricity	101-2002-61101	1,136.94
IMPERIAL IRRIGATION DIST	119099	06/28/18- ELETRICITY SERVICE	Utilities - Electric - Monticello ...	101-3005-61102	13.46
IMPERIAL IRRIGATION DIST	119099	06/28/18- ELETRICITY SERVICE	Utilities - Electric - Colonel Pai...	101-3005-61108	113.96
IMPERIAL IRRIGATION DIST	119099	06/28/18- ELETRICITY SERVICE	Utilities - Electric - Community...	101-3005-61109	2,918.58
IMPERIAL IRRIGATION DIST	119099	06/28/18- ELETRICITY SERVICE	Utilities - Electric - Adams Park	101-3005-61110	45.09
IMPERIAL IRRIGATION DIST	119099	06/28/18- ELETRICITY SERVICE	Utilities - Electric - Desert Pride	101-3005-61114	13.13
JC FIRE PROTECTION	119101	06/26/18- FIRE INSP RFND FSS2017-0024	Fire Plan Review Deposits	101-0000-22811	614.00
JC FIRE PROTECTION	119101	06/26/18- FIRE INSP RFND FSS2017-0024	Digitization/Records Manage...	101-0000-42416	-10.00
JC FIRE PROTECTION	119101	06/26/18- FIRE INSP RFND FSS2017-0024	Fire Plan Review Fee	101-0000-42420	-390.00
JD MECHANICAL FIRE, INC.	119102	06/26/18- FIRE INSP RFND FSS2017	Fire Plan Review Deposits	101-0000-22811	1,842.00
JD MECHANICAL FIRE, INC.	119102	06/26/18- FIRE INSP RFND FSS2017-0009-...	Digitization/Records Manage...	101-0000-42416	-30.00
JD MECHANICAL FIRE, INC.	119102	06/26/18- FIRE INSP RFND FSS2017-0009-...	Fire Plan Review Fee	101-0000-42420	-1,170.00
KUHN, PHILIP AND EILEEN	119104	06/07/18- REFUND OVERPAYMENT TOT ...	Cash Over/Short	101-0000-42300	24.18
LENNAR HOMES OF CALIFORN...	119105	06/26/18-FIRE INSP RFND BTCP2017-0006	Fire Plan Review Deposits	101-0000-22811	1,056.00
LENNAR HOMES OF CALIFORN...	119105	06/26/18- BTCP2017-0006	Digitization/Records Manage...	101-0000-42416	-10.00
LENNAR HOMES OF CALIFORN...	119105	06/26/18- BTCP2017-0006	Fire Plan Review Fee	101-0000-42420	-390.00
LEUNG, BRIAN	119106	01/22/18- REFUND INCORRECT FEES	Miscellaneous Permits	101-0000-42404	26.53
LEUNG, BRIAN	119106	01/22/18- REFUND INCORRECT FEES	Miscellaneous Permits	101-0000-42404	79.59
LEUNG, BRIAN	119106	01/22/18- REFUND INCORRECT FEES	Digitization/Records Manage...	101-0000-42416	10.00
LEUNG, BRIAN	119106	01/22/18- REFUND INCORRECT FEES	Sign Permit	101-0000-42434	250.00
LEUNG, BRIAN	119106	01/22/18- REFUND INCORRECT FEES	Building Plan Check Fees	101-0000-42600	93.62
LEUNG, BRIAN	119106	01/22/18- REFUND INCORRECT FEES	Building Plan Check Fees	101-0000-42600	79.59
LEUNG, BRIAN	119106	01/22/18- REFUND INCORRECT FEES	Credit Card Fee Revenue	101-0000-43505	9.80
LIN LINES INC	119107	08/07/18- CADET ACADEMY FIELD TRIP	Prepaid Expense	101-0000-13600	208.00
LOCK SHOP INC, THE	119108	06/07/18- LQ PARK KEYS	Maintenance/Services	101-3008-60691	207.42
LOCK SHOP INC, THE	119108	06/06/18- CITY HALL KEYS	Maintenance/Services	101-3008-60691	13.15
MANLEY, LAURA	119109	06/27/18- SIGN PERMIT DEPOSIT REFUND	Election Deposit	101-0000-22835	200.00
MARTINEZ, THOMAS	119110	06/27/18- FTB INTERCEPTED PAYMENT	Administrative Citation Services	101-6004-60111	105.00
MATRIX CONSULTING GROUP	119111	2015-2017 POLICE SERVICES STUDY UPDA...	Special Enforcement Funds	101-2001-60175	9,737.86
MEREDITH AND SIMPSON	119112	06/27/18- FIRE INSP RFND FSS2017-0046	Fire Plan Review Deposits	101-0000-22811	614.00
MEREDITH AND SIMPSON	119112	06/27/18- FIRE INSP RFND FSS2017-0046	Digitization/Records Manage...	101-0000-42416	-10.00
MEREDITH AND SIMPSON	119112	06/27/18- FIRE INSP RFND FSS2017-0046	Fire Plan Review Fee	101-0000-42420	-390.00
MISSION LINEN SUPPLY	119113	06/21/18- CITY SHIRTS	Operating Supplies	101-1004-60420	42.38
MISSION LINEN SUPPLY	119113	06/21/18- CITY SHIRTS	Operating Supplies	101-1005-60420	84.72

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MJ'S FAMILY CONSTRUCTION ...	119114	05/18/18- REFUND PLAN CHECK DEPOSIT	Building Plan Check Fees	101-0000-42600	750.00
MJ'S FAMILY CONSTRUCTION ...	119114	05/18/18- REFUND OVERPAYMENT MUTLT..	MSHCP Mitigation Fee	101-0000-20310	146.50
MJ'S FAMILY CONSTRUCTION ...	119114	06/05/18- REFUND OVERPYAMENT BLDG ...	Cash Over/Short	101-0000-42300	525.00
MY PALM SPRINGS CONCIERGE	119115	06/07/18- REFUND OVERPAYMENT TOT A...	TOT - Short Term Vac. Rentals	101-0000-41401	16.00
NELSEN'S JANITORIAL SERVICE	119116	CITYWIDE JANITORIAL SERVICES/CITY HALL	Janitorial	101-3008-60115	5,995.00
NELSEN'S JANITORIAL SERVICE	119116	CITYWIDE JANITORIAL SERVICES/WELLNES...	Janitorial	101-3008-60115	788.83
NI GOVERNMENT SERVICES INC	119118	05/2018- SATELLITE PHONES	Mobile/Cell Phones	101-2002-61304	77.37
OFFICE DEPOT	119119	06/18/18- OFFICE SUPPLIES	Operating Supplies	101-1002-60420	65.84
OFFICE DEPOT	119119	06/22/18- DIVIDER TABS	Office Supplies	101-1005-60400	34.25
OFFICE TEAM	119120	06/15/18- CC TEMP SERVICES	Temporary Agency Services	101-1005-60125	949.20
OFFICE TEAM	119120	06/22/18- CC TEMP SERVICES	Temporary Agency Services	101-1005-60125	949.20
ON GUARD FIRE PROTECTION	119121	06/26/18- FIRE INSP RFND FSS2017-0007	Fire Plan Review Deposits	101-0000-22811	614.00
ON GUARD FIRE PROTECTION	119121	06/26/18- FIRE INSP RFND FSS2017-0007	Digitization/Records Manage...	101-0000-42416	-10.00
ON GUARD FIRE PROTECTION	119121	06/26/18- FIRE INSP RFND FSS2017-0007	Fire Plan Review Fee	101-0000-42420	-390.00
PACIFIC WEST AIR CONDITION...	119122	05/25/18- CITY HALL HVAC SERVICE	HVAC	101-3008-60667	1,699.88
PACIFIC WEST AIR CONDITION...	119122	05/30/18- CITY HALL HVAC MAINT	HVAC	101-3008-60667	596.00
PALMS TO PINES PRINTING	119123	06/19/18- STAFF BUSINESS CARDS	Printing	101-3007-60410	287.88
PEREZ, V. MANUEL	119124	06/27/18- POLITICAL SIGN DEPOSIT REFU...	Election Deposit	101-0000-22835	200.00
PESANTE, ALEXANDI MORALES	119125	03/01/17- 19TH HOLE BLOCK PARTY ARTIST	Art Event	101-3001-60512	60.00
QUALITY CODE PUBLISHING	119126	MUNICIPAL CODE CODIFICATION UPDATES	Professional Services	101-1005-60103	9,767.53
QUINN COMPANY	119127	06/12/18- WC GENERATOR MAINT	Maintenance/Services	101-3008-60691	137.76
QUINN COMPANY	119127	06/12/18- EOC GENERATOR	Repair & Maintenance - EOC	101-2002-60671	138.14
RADEVA, MONIKA	119128	06/26/18- TRAVEL REIMB	Travel & Training	101-1005-60320	67.25
RELIANT LAND SERVICES, INC	119131	08/08/17- REFUND OVERPAYMENT MBA ...	Modification by Applicant	101-0000-42417	304.00
RIVERSIDE COUNTY INFORMAT..	119132	05/2018- DUAL BAND RADIO	Operating Supplies	101-2001-60420	787.96
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- SHERIFF PATROL	Sheriff Patrol	101-2001-60161	623,691.18
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- PATROL DUTY OT	Police Overtime	101-2001-60162	16,465.75
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- TARGET TEAM	Target Team	101-2001-60163	133,213.08
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- COMMUNITY SERVICES OFFICER	Community Services Officer	101-2001-60164	50,968.00
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- GANG TASK FORCE	Gang Task Force	101-2001-60166	12,316.80
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- NARCOTICS TASK FORCE	Narcotics Task Force	101-2001-60167	12,316.80
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- MOTOR OFFICER	Motor Officer	101-2001-60169	89,890.00
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- DEDICATED SARGEANT	Dedicated Sargeant	101-2001-60170	34,822.40
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- DEDICATED LIEUTENANT	Dedicated Lieutenant	101-2001-60171	20,180.80
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- SHERIFF MILEAGE	Sheriff - Mileage	101-2001-60172	32,479.88
RIVERSIDE COUNTY SHERIFF D...	119133	03/2018- SPECIAL ENFORCEMENT FUNDS	Special Enforcement Funds	101-2001-60175	6,880.36
RIVERSIDE COUNTY SHERIFF D...	119133	07/01/17-06/30/18- FACILITY FEE	Sheriff - Other	101-2001-60176	352,067.45
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- POLICE SERVICE	Sheriff Patrol	101-2001-60161	701,772.18
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- PATROL DUTY OT	Police Overtime	101-2001-60162	15,434.67
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- TARGET TEAM	Target Team	101-2001-60163	136,828.60
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-4/25/18- COMMUNITY SERVICES O...	Community Services Officer	101-2001-60164	57,076.00
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- GANG TASK FORCE	Gang Task Force	101-2001-60166	13,243.20
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- NARCOTICS TASK FORCE	Narcotics Task Force	101-2001-60167	13,243.20
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- MOTOR OFFICER	Motor Officer	101-2001-60169	92,551.47
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- DEDICATED SARGEANT	Dedicated Sargeant	101-2001-60170	36,758.40
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- DEDICATED LIEUTENANT	Dedicated Lieutenant	101-2001-60171	20,795.20
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- SHERIFF MILEAGE	Sheriff - Mileage	101-2001-60172	32,946.11
RIVERSIDE COUNTY SHERIFF D...	119133	03/29-04/25/18- SPECIAL ENFORCEMENT ...	Special Enforcement Funds	101-2001-60175	1,534.37
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18- SHERIFF PATROL	Sheriff Patrol	101-2001-60161	671,258.63
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18- PATROL DUTY OT	Police Overtime	101-2001-60162	9,083.09
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18- TARGET TEAM	Target Team	101-2001-60163	144,054.38
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18- COMMUNITY SERVICES ...	Community Services Officer	101-2001-60164	56,297.96
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18- GANG TASK FORCE	Gang Task Force	101-2001-60166	13,243.20
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18- NARCOTICS TASK FORCE	Narcotics Task Force	101-2001-60167	13,243.20
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18- MOTOR OFFICER	Motor Officer	101-2001-60169	98,393.60
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18-- DEDICATED SARGEANT	Dedicated Sargeant	101-2001-60170	36,758.40
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18-- DEDICATED LIEUTENANT	Dedicated Lieutenant	101-2001-60171	20,795.20
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18- SHERIFF MILEAGE	Sheriff - Mileage	101-2001-60172	30,929.97
RIVERSIDE COUNTY SHERIFF D...	119133	04/26-05/23/18-- SPECIAL ENFORCEMENT...	Special Enforcement Funds	101-2001-60175	16,959.81
RIVERSIDE COUNTY SHERIFF D...	119135	04/25-05/24/18- MOTOR FUEL	Sheriff - Other	101-2001-60176	412.17

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ROYAL GYM SERVICES, LLC	119136	06/2018- GYM PREVENATIVE MAINT	Operating Supplies	101-3002-60420	315.00
SANCHEZ, TOMMI	119137	06/26/18- TUITION REIMB	Training & Education/MOU	101-1004-60322	3,000.00
SHARK POOLS INC	119138	06/2018- LQ PARK WF SERVICE	LQ Park Water Feature	101-3005-60554	295.00
SHARK POOLS INC	119138	06/02/18- LQ PARK WF CHLOR TABS	LQ Park Water Feature	101-3005-60554	112.00
SHARK POOLS INC	119138	06/2018- FB POOL SERVICE	Fritz Burns Pool	101-3005-60184	1,475.00
SHARK POOLS INC	119138	06/02/18- FB POOL PULSAR TABS	Fritz Burns Pool	101-3005-60184	407.50
SHRED-IT USA - SAN BERNADI...	119139	06/15/18- LQPD SHREDDING	LQ Police Volunteers	101-2001-60109	18.36
SILVERROCK RESORT	119141	05/2018-06/15/18- SALES & USE TAX	Sales Taxes Payable	101-0000-20304	356.00
SOUTH VALLEY ELECTRIC	119142	SPORTS COMPLEX VANDALISM REPAIRS	Supplies-Graffiti and Vandalism	101-3005-60423	13,458.75
SPARKLETTS	119143	06/15/18- DRINKING WATER	Operating Supplies	101-7003-60420	131.45
STAPLES ADVANTAGE	119144	06/05/18- OFFICE SUPPLIES	Operating Supplies	101-3005-60420	32.06
STAPLES ADVANTAGE	119144	05/29/18- FIRE OA CALENDARS	Fire Station	101-2002-60670	30.44
STAPLES ADVANTAGE	119144	06/13/18- OFFICE SUPPLIES	Office Supplies	101-1004-60400	45.71
STAPLES ADVANTAGE	119144	06/14/18- OFFICE SUPPLIES	Office Supplies	101-6001-60400	140.05
STAPLES ADVANTAGE	119144	06/15/18- FIRE SUPPLIES	Fire Station	101-2002-60670	178.73
STAPLES ADVANTAGE	119144	06/15/18- CODE	Office Supplies	101-6004-60400	177.84
STAPLES ADVANTAGE	119144	06/15/18- CODE OFFICE SUPPLIES	Office Supplies	101-6004-60400	172.24
STAPLES ADVANTAGE	119144	06/18/18- CITYWIDE SUPPLIES	Citywide Conf Room Supplies	101-1007-60403	65.78
STAPLES ADVANTAGE	119144	06/19/18- OFFICE SUPPLIES	Office Supplies	101-3002-60400	200.51
STAPLES ADVANTAGE	119144	06/19/18- OPERATING SUPPLIES	Operating Supplies	101-3003-60420	72.38
STAPLES ADVANTAGE	119144	06/21/18- OFFICE SUPPLIES	Operating Supplies	101-3002-60420	54.79
STAPLES ADVANTAGE	119144	06/21/18- DESK ORGANIZER	Office Supplies	101-1005-60400	29.13
STOCKTON, MATT	119146	06/27/18- POLITICAL SIGN DEPOSIT REFU...	Election Deposit	101-0000-22835	200.00
SURVIVAL MODE	119148	06/12/18- EOC RED BACKPACKS	Disaster Prep Supplies	101-2002-60406	375.38
TIME WARNER CABLE	119150	06/05-07/04/18- FS#32 CABLE SERVICE	Utilities - Cable	101-2002-61400	3.16
TIME WARNER CABLE	119150	06/03-07/02/18- FS#93 SVC	Utilities - Cable	101-2002-61400	59.99
TPx COMMUNICATIONS	119153	05/23-06/22/18- PHONE LINES	Utilities - Telephone	101-2002-61300	1,066.16
TRULY NOLEN INC	119154	05/24/18- YARD PEST CONTROL SVC	Pest Control	101-3008-60116	47.00
TVEIT, THOMAS	119155	06/11/18- REFUND DUPLICATE INSP FEE	Home Occupations	101-0000-42447	70.00
UNITED FIRE AND SAFETY	119156	06/26/18- FIRE INSP RFND FS2017-0002-0...	Fire Plan Review Deposits	101-0000-22811	829.00
UNITED FIRE AND SAFETY	119156	06/26/18- FIRE INSP RFND FS2017-0002-0...	Digitization/Records Manage...	101-0000-42416	-20.00
UNITED FIRE AND SAFETY	119156	06/26/18- FIRE INSP RFND FS2017-0002-0...	Fire Plan Review Fee	101-0000-42420	-780.00
UTILITY TREE SERVICE, INC	119157	09/06/17- BUS LIC. REFUND	Business Licenses	101-0000-41600	5.00
UTILITY TREE SERVICE, INC	119157	09/06/17- BUS LIC. REFUND	Business Licenses	101-0000-41600	50.00
UTILITY TREE SERVICE, INC	119157	09/06/17- BUS LIC. REFUND	SB 1186 Revenue	101-0000-42130	1.00
UTILITY TREE SERVICE, INC	119157	09/06/17- BUS LIC. REFUND	Credit Card Fee Revenue	101-0000-43505	1.01
VASQUEZ, ALEXANDRA	119158	05/31/18- FACILITY RENTAL DEPOSIT REF...	Miscellaneous Deposits	101-0000-22830	500.00
VERIZON WIRELESS	119159	05/11-06/10/18- TICKET WRITERS	Operating Supplies	101-2001-60420	44.10
VERIZON WIRELESS	119159	05/14-06/13/18- EOC CELL PHONES	Mobile/Cell Phones	101-2002-61304	51.01
VISION INTERNET PROVIDERS	119161	CITY WEBSITE HOSTING & GRAPHIC DESI...	Marketing & Tourism Promoti...	101-3007-60461	2,100.00
WALMART COMMUNITY	119162	06/13/18- OPERATING SUPPLIES	Operating Supplies	101-3002-60420	11.88
XPRESS GRAPHICS	119164	06/21/18- HARDHAT STICKERS	Operating Supplies	101-6003-60420	46.75
YOUNG ENGINEERING SVC	119165	Young Engineering- On-Call Building Inspe...	Plan Checks	101-6003-60118	1,627.50
<b>Fund 101 - GENERAL FUND Total:</b>					<b>3,739,889.22</b>

Fund: 201 - GAS TAX FUND

HIGH TECH IRRIGATION INC	119097	06/06/18- STORM DRAIN BASIN VBOX	Storm Drains	201-7003-60672	218.51
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electricity	201-7003-61101	958.95
KRIBBS, BRUCE	119103	06/14/18- REPLACE SIDEWALK VILLETA DR	Asphalt	201-7003-60430	400.00
STATE CONTROLLER'S OFFICE	119145	07/01/17-06/30/18- ANNUAL STREET REP...	Professional Services	201-7003-60103	2,231.90
TOPS'N BARRICADES INC	119151	06/12/18- TRAFFIC SIGNS	Traffic Control Signs	201-7003-60429	313.00
<b>Fund 201 - GAS TAX FUND Total:</b>					<b>4,122.36</b>

Fund: 202 - LIBRARY & MUSEUM FUND

ALARM MONITORING SERVICE...	119063	06/11/18- MUSEUM ALARM SERVICE	Security & Alarm	202-3006-60123	198.00
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water	202-3006-61200	143.66
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- FIRE EXT SERVICE - LIBRARY	Fire Extinguisher Service	202-3004-60664	98.61
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- FIRE EXT SERVICE - MUSEUM	Fire Extinguisher Service	202-3006-60664	81.91
FRONTIER COMMUNICATIONS...	119089	06/13-07/12/18- MUSEUM PHONE SERVI...	Utilities - Telephone	202-3006-61300	117.06
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electricity	202-3004-61101	3,968.72
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electricity	202-3006-61101	1,042.08
JB FINISH INC.	119100	06/13/18- LIBRARY MAKERSPACE DOORS	Building Improvements	202-3004-72110	3,643.98

**Demand Register**

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Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
NELSEN'S JANITORIAL SERVICE	119116	CITYWIDE JANITORIAL SERVICES/LIBRARY	Janitorial	202-3004-60115	1,995.00
NELSEN'S JANITORIAL SERVICE	119116	CITYWIDE JANITORIAL SERVICES/MUSEUM	Janitorial	202-3006-60115	525.00
NELSEN'S JANITORIAL SERVICE	119116	06/25/18- MUSEUM SERVICES	Janitorial	202-3004-60115	325.00
TRULY NOLEN INC	119154	06/01/18- LIBRARY PEST CONTROL	Pest Control	202-3004-60116	74.00
<b>Fund 202 - LIBRARY &amp; MUSEUM FUND Total:</b>					<b>12,213.02</b>

**Fund: 215 - LIGHTING & LANDSCAPING FUND**

COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water - Medians	215-7004-61211	14,552.34
COACHELLA VALLEY WATER DI...	119072	06/25/18- WATER SERVICE	Utilities - Water - Medians	215-7004-61211	662.45
FRONTIER COMMUNICATIONS...	119089	06/07-07/06/18- PHONE SERVICE	Utilities - Electric	215-7004-61116	106.79
FRONTIER COMMUNICATIONS...	119089	06/10-07/09/18- PHONE SERVICE	Utilities - Electric	215-7004-61116	37.78
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electric	215-7004-61116	2,745.25
IMPERIAL IRRIGATION DIST	119099	06/25/18- ELECTRICITY SERVICE	Utilities - Electric - Medians	215-7004-61117	1,362.52
IMPERIAL IRRIGATION DIST	119099	06/28/18- ELECTRICITY SERVICE	Utilities - Electric	215-7004-61116	2,836.32
IMPERIAL IRRIGATION DIST	119099	06/28/18- ELECTRICITY SERVICE	Utilities - Electric - Medians	215-7004-61117	1,158.34
WALTERS WHOLESALE ELECTR...	119163	06/19/18- ELECTRICAL MATERIAL	Materials/Supplies	215-7004-60431	418.06
WALTERS WHOLESALE ELECTR...	119163	06/19/18- ELECTRICAL MATERIAL	Materials/Supplies	215-7004-60431	371.71
<b>Fund 215 - LIGHTING &amp; LANDSCAPING FUND Total:</b>					<b>24,251.56</b>

**Fund: 241 - HOUSING AUTHORITY**

OFFICE TEAM	119120	04/27/18- HOUSING AUTH TEMP	Temporary Agency Services	241-9101-60125	477.40
<b>Fund 241 - HOUSING AUTHORITY Total:</b>					<b>477.40</b>

**Fund: 248 - SA 2004 LO/MOD BOND FUND (Refinanced in 2014)**

DEAGUERO, ORLANDO	119079	06/26/18- WSA RELOCATION BENEFITS	Relocation Benefits	248-9102-60159	12,577.50
GAS COMPANY, THE	119093	04/25-05/24/18- WSA TEMP RELOCATION	Relocation Benefits	248-9102-60159	22.41
<b>Fund 248 - SA 2004 LO/MOD BOND FUND (Refinanced in 2014) Total:</b>					<b>12,599.91</b>

**Fund: 401 - CAPITAL IMPROVEMENT PROGRAMS**

DESERT SUN PUBLISHING CO	119083	04/2018- CC PHN RELOCATION PLAN DUN...	Design	401-0000-60185	462.00
NEW CONSTRUCTION SOLUTI...	119117	06/19/18- FINAL RETENTION 2017-03	Retention Payable	401-0000-20600	9,040.25
SIEMENS INDUSTRY INC	119140	CITYWIDE TRAFFIC SIGNAL REPAIRS	Construction	401-0000-60188	1,341.84
VINTAGE E & S INC	119160	06/19/18- RESTROOM REMODEL LED LIG...	Construction	401-0000-60188	4,504.00
<b>Fund 401 - CAPITAL IMPROVEMENT PROGRAMS Total:</b>					<b>15,348.09</b>

**Fund: 501 - FACILITY & FLEET REPLACEMENT**

ALARM MONITORING SERVICE...	119063	05/14/18- CITY HALL KEYPADS	Cvc Ctr Bldg Repl/Repair	501-0000-71103	661.35
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- PORTABLE FIRE EXT SVC - PUB ...	Fire Extinguisher Service	501-0000-60664	305.54
DESERT FIRE EXTINGUISHER C...	119082	05/18/18- VEHICLE FIRE EXTINGUISHER S...	Fire Extinguisher Service	501-0000-60664	639.76
DESIGN ONE ELEVEN LLC	119084	06/18/18- CITY HALL OFFICE DESIGN	Cvc Ctr Bldg Repl/Repair	501-0000-71103	3,000.00
DESIGN ONE ELEVEN LLC	119084	06/18/18- CITY HALL OFFICE DESIGN	Cvc Ctr Bldg Repl/Repair	501-0000-71103	31.73
GAS COMPANY, THE	119093	05/2018- CNG FUEL SWEEPER	Street Sweeper	501-0000-60678	58.54
HONDA YAMAHA OF REDLAN...	119098	06/04/18- ST1300 PA SVC SHORT PAYME...	Motorcycle Repair & Mainten...	501-0000-60679	10.65
RAN AUTO DETAIL	119129	04/01/18- VEHICLE WASHES	Car Washes	501-0000-60148	423.00
RAN AUTO DETAIL	119129	06/16/18- CAR WASHES	Car Washes	501-0000-60148	411.00
RDO EQUIPMENT CO	119130	05/24/18- FORD F650 MAINT	Vehicle Repair & Maintenance	501-0000-60676	255.00
THE SHERWIN-WILLIAMS CO.	119149	06/05/18- CITY HALL RESTROOMS PAINT	Cvc Ctr Bldg Repl/Repair	501-0000-71103	45.00
TOWER ENERGY GROUP	119152	05/01-05/15/18- UNLEAD/DIESEL FUEL	Fuel & Oil	501-0000-60674	2,366.00
TOWER ENERGY GROUP	119152	06/01-06/15/18- UNLEAD/DIESEL FUEL	Fuel & Oil	501-0000-60674	2,008.65
<b>Fund 501 - FACILITY &amp; FLEET REPLACEMENT Total:</b>					<b>10,216.22</b>

**Fund: 502 - INFORMATION TECHNOLOGY**

COMPLETE PAPERLESS SOLUTI...	119074	LASERFICHE SOFTWARE - ANNUAL SUPPO...	Prepaid Items	502-0000-13600	21,020.00
COMPLETE PAPERLESS SOLUTI...	119074	LASERFICHE SOFTWARE - ANNUAL SUPPO...	Software Licenses	502-0000-60301	15,622.50
DESERT C.A.M INC	119081	06/19/18- COUNCIL MTG VIDEO	Consultants	502-0000-60104	240.00
FIRE SPRINKLER SYSTEMS, INC	119088	06/26/18- FIRE INSP RFND FSS2017-0039,...	Technology Enhancement Sur...	502-0000-43611	-15.00
JC FIRE PROTECTION	119101	06/26/18- FIRE INSP RFND FSS2017-0024	Technology Enhancement Sur...	502-0000-43611	-5.00
JD MECHANICAL FIRE, INC.	119102	06/26/18- FIRE INSP RFND FSS2017-0009-...	Technology Enhancement Sur...	502-0000-43611	-15.00
LENNAR HOMES OF CALIFORN...	119105	06/26/18- BTCP2017-0006	Technology Enhancement Sur...	502-0000-43611	-5.00
LEUNG, BRIAN	119106	01/22/18- REFUND INCORRECT FEES	Technology Enhancement Sur...	502-0000-43611	5.00
MEREDITH AND SIMPSON	119112	06/27/18- FIRE INSP RFND FSS2017-0046	Technology Enhancement Sur...	502-0000-43611	-5.00
ON GUARD FIRE PROTECTION	119121	06/26/18- FIRE INSP RFND FSS2017-0007	Technology Enhancement Sur...	502-0000-43611	-5.00
RELIANT LAND SERVICES, INC	119131	08/08/17- REFUND OVERPAYMENT MBA ...	Technology Enhancement Sur...	502-0000-43611	5.00
SUPERION, LLC	119147	TRAKIT SOFTWARE HOSTING, MAINT & E...	Software Enhancements, D & D	502-0000-71042	12,000.00

**Demand Register**

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Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
TIME WARNER CABLE	119150	05/15-06/14/18- CABLE SERVICE	Utilities - Cable	502-0000-61400	261.80
TPx COMMUNICATIONS	119153	05/23-06/22/18- PHONE LINES	Technical	502-0000-60108	2,246.24
TVEIT, THOMAS	119155	06/11/18- REFUND DUPLICATE INSP FEE	Technology Enhancement Sur...	502-0000-43611	5.00
UNITED FIRE AND SAFETY	119156	06/26/18- FIRE INSP RFND FS2017-0002-0...	Technology Enhancement Sur...	502-0000-43611	-10.00
VERIZON WIRELESS	119159	04/26-05/25/18- LQPD WIRELESS	Technical	502-0000-60108	978.03
				<b>Fund 502 - INFORMATION TECHNOLOGY Total:</b>	<b>52,323.57</b>
<b>Fund: 601 - SILVERROCK RESORT</b>					
GARDAWORLD	119092	05/2018- SRR ARMORED SERVICE	Bank Fees	601-0000-60455	9.38
				<b>Fund 601 - SILVERROCK RESORT Total:</b>	<b>9.38</b>
				<b>Grand Total:</b>	<b>3,871,450.73</b>



**Fund Summary**

<b>Fund</b>	<b>Expense Amount</b>
101 - GENERAL FUND	3,739,889.22
201 - GAS TAX FUND	4,122.36
202 - LIBRARY & MUSEUM FUND	12,213.02
215 - LIGHTING & LANDSCAPING FUND	24,251.56
241 - HOUSING AUTHORITY	477.40
248 - SA 2004 LO/MOD BOND FUND (Refinanced in 2014)	12,599.91
401 - CAPITAL IMPROVEMENT PROGRAMS	15,348.09
501 - FACILITY & FLEET REPLACEMENT	10,216.22
502 - INFORMATION TECHNOLOGY	52,323.57
601 - SILVERROCK RESORT	9.38
<b>Grand Total:</b>	<b>3,871,450.73</b>

**Account Summary**

<b>Account Number</b>	<b>Account Name</b>	<b>Expense Amount</b>
101-0000-13600	Prepaid Expense	209.00
101-0000-20304	Sales Taxes Payable	356.00
101-0000-20310	MSHCP Mitigation Fee	146.50
101-0000-20949	LT Care Insurance Pay	196.05
101-0000-22811	Fire Plan Review Deposits	7,411.00
101-0000-22830	Miscellaneous Deposits	500.00
101-0000-22835	Election Deposit	800.00
101-0000-41401	TOT - Short Term Vac. Ren...	16.00
101-0000-41600	Business Licenses	55.00
101-0000-42130	SB 1186 Revenue	1.00
101-0000-42300	Cash Over/Short	724.18
101-0000-42404	Miscellaneous Permits	106.12
101-0000-42416	Digitization/Records Man...	-110.00
101-0000-42417	Modification by Applicant	304.00
101-0000-42420	Fire Plan Review Fee	-4,680.00
101-0000-42434	Sign Permit	250.00
101-0000-42447	Home Occupations	70.00
101-0000-42600	Building Plan Check Fees	923.21
101-0000-43505	Credit Card Fee Revenue	10.81
101-1002-60420	Operating Supplies	65.84
101-1004-60129	Recruiting/Pre-Employe...	160.00
101-1004-60322	Training & Education/MOU	3,445.00
101-1004-60400	Office Supplies	45.71
101-1004-60420	Operating Supplies	42.38
101-1005-60103	Professional Services	9,767.53
101-1005-60125	Temporary Agency Servic...	1,898.40
101-1005-60320	Travel & Training	67.25
101-1005-60400	Office Supplies	63.38
101-1005-60410	Printing	35.00
101-1005-60420	Operating Supplies	84.72
101-1005-60450	Advertising	200.20
101-1006-60450	Advertising	214.41
101-1007-60403	Citywide Conf Room Suppl..	140.71
101-2001-60109	LQ Police Volunteers	2,187.45
101-2001-60161	Sheriff Patrol	1,996,721.99
101-2001-60162	Police Overtime	40,983.51
101-2001-60163	Target Team	414,096.06
101-2001-60164	Community Services Offic...	164,341.96
101-2001-60166	Gang Task Force	38,803.20
101-2001-60167	Narcotics Task Force	38,803.20
101-2001-60169	Motor Officer	280,835.07
101-2001-60170	Dedicated Sergeant	108,339.20
101-2001-60171	Dedicated Lieutenant	61,771.20
101-2001-60172	Sheriff - Mileage	96,355.96
101-2001-60174	Blood/Alcohol Testing	1,120.00

**Account Summary**

Account Number	Account Name	Expense Amount
101-2001-60175	Special Enforcement Funds	35,112.40
101-2001-60176	Sheriff - Other	352,479.62
101-2001-60193	Sexual Assault Exam Fees	1,600.00
101-2001-60420	Operating Supplies	832.06
101-2002-60406	Disaster Prep Supplies	1,560.63
101-2002-60670	Fire Station	209.17
101-2002-60671	Repair & Maintenance - E...	218.14
101-2002-61101	Utilities - Electricity	2,274.91
101-2002-61200	Utilities - Water	899.71
101-2002-61300	Utilities - Telephone	1,066.16
101-2002-61304	Mobile/Cell Phones	128.38
101-2002-61400	Utilities - Cable	130.96
101-3001-60512	Art Event	60.00
101-3002-60400	Office Supplies	200.51
101-3002-60420	Operating Supplies	381.67
101-3003-60420	Operating Supplies	72.38
101-3005-60184	Fritz Burns Pool	1,882.50
101-3005-60420	Operating Supplies	32.06
101-3005-60423	Supplies-Graffiti and Van...	13,458.75
101-3005-60432	Tools/Equipment	77.93
101-3005-60554	LQ Park Water Feature	407.00
101-3005-61102	Utilities - Electric - Montic...	13.46
101-3005-61103	Utilities - Electric - Civic C...	1,703.85
101-3005-61105	Utilities - Electric - Fritz Bu...	1,174.10
101-3005-61106	Utilities - Electric - Sports ...	1,502.77
101-3005-61108	Utilities - Electric - Colonel...	113.96
101-3005-61109	Utilities - Electric - Comm...	2,918.58
101-3005-61110	Utilities - Electric - Adams...	45.09
101-3005-61111	Utilities - Electric - Velasco..	13.59
101-3005-61113	Utilities - Electric - Eisenh...	22.51
101-3005-61114	Utilities - Electric - Desert ...	13.13
101-3005-61201	Utilities - Water -Monticel...	1,997.86
101-3005-61202	Utilities - Water - Civic Ce...	3,212.57
101-3005-61203	Utilities - Water -Eisenho...	97.78
101-3005-61204	Utilities - Water -Fritz Bur...	2,601.02
101-3005-61205	Utilities - Water -Velasco ...	70.06
101-3005-61206	Utilities - Water -Desert Pr...	297.53
101-3005-61208	Utilities - Water -Seasons ...	18.28
101-3005-61209	Utilities - Water -Commun...	4,797.76
101-3005-61300	Utilities - Telephone	43.27
101-3007-60410	Printing	287.88
101-3007-60461	Marketing & Tourism Pro...	2,100.00
101-3008-60115	Janitorial	6,783.83
101-3008-60116	Pest Control	47.00
101-3008-60664	Fire Extinguisher/First Aid...	574.28
101-3008-60667	HVAC	2,295.88
101-3008-60691	Maintenance/Services	931.27
101-3008-61101	Utilities - Electricity	11,113.87
101-3008-61200	Utilities - Water	476.82
101-6001-60400	Office Supplies	140.05
101-6002-60450	Advertising	924.00
101-6003-60118	Plan Checks	8,092.50
101-6003-60420	Operating Supplies	46.75
101-6004-60111	Administrative Citation Se...	451.00
101-6004-60320	Travel & Training	297.00
101-6004-60400	Office Supplies	350.08
101-6004-60690	Uniforms	1,040.47
101-7002-60410	Printing	462.00

**Account Summary**

Account Number	Account Name	Expense Amount
101-7003-60420	Operating Supplies	131.45
101-7006-60145	Traffic Counts/Studies	950.00
101-7006-60146	PM 10 - Dust Control	42.98
101-7006-60320	Travel & Training	445.22
101-7006-60420	Operating Supplies	284.58
201-7003-60103	Professional Services	2,231.90
201-7003-60429	Traffic Control Signs	313.00
201-7003-60430	Asphalt	400.00
201-7003-60672	Storm Drains	218.51
201-7003-61101	Utilities - Electricity	958.95
202-3004-60115	Janitorial	2,320.00
202-3004-60116	Pest Control	74.00
202-3004-60664	Fire Extinguisher Service	98.61
202-3004-61101	Utilities - Electricity	3,968.72
202-3004-72110	Building Improvements	3,643.98
202-3006-60115	Janitorial	525.00
202-3006-60123	Security & Alarm	198.00
202-3006-60664	Fire Extinguisher Service	81.91
202-3006-61101	Utilities - Electricity	1,042.08
202-3006-61200	Utilities - Water	143.66
202-3006-61300	Utilities - Telephone	117.06
215-7004-60431	Materials/Supplies	789.77
215-7004-61116	Utilities - Electric	5,726.14
215-7004-61117	Utilities - Electric - Media...	2,520.86
215-7004-61211	Utilities - Water - Medians	15,214.79
241-9101-60125	Temporary Agency Servic...	477.40
248-9102-60159	Relocation Benefits	12,599.91
401-0000-20600	Retention Payable	9,040.25
401-0000-60185	Design	462.00
401-0000-60188	Construction	5,845.84
501-0000-60148	Car Washes	834.00
501-0000-60664	Fire Extinguisher Service	945.30
501-0000-60674	Fuel & Oil	4,374.65
501-0000-60676	Vehicle Repair & Mainte...	255.00
501-0000-60678	Street Sweeper	58.54
501-0000-60679	Motorcycle Repair & Main...	10.65
501-0000-71103	Cvc Ctr Bldg Repl/Repair	3,738.08
502-0000-13600	Prepaid Items	21,020.00
502-0000-43611	Technology Enhancement...	-45.00
502-0000-60104	Consultants	240.00
502-0000-60108	Technical	3,224.27
502-0000-60301	Software Licenses	15,622.50
502-0000-61400	Utilities - Cable	261.80
502-0000-71042	Software Enhancements, ...	12,000.00
601-0000-60455	Bank Fees	9.38
<b>Grand Total:</b>		<b>3,871,450.73</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	3,856,102.64
091004D	462.00
1718TMICT	1,341.84
201703FFE	4,504.00
201703RP	9,040.25
<b>Grand Total:</b>	<b>3,871,450.73</b>

# Payment Reversal Register

APPKT01640 - DA 06/22/18



City of La Quinta

## Canceled Payables

**Vendor Set:** 01 - Vendor Set 01

**Bank:** APBNK - APBNK

<b>Vendor Number</b>	<b>Vendor Name</b>				<b>Total Vendor Amount</b>
<a href="#">08642</a>	PESANTE, ALEXANDI MORALES				-60.00

<b>Payment Type</b>	<b>Payment Number</b>	<b>Original Payment Date</b>	<b>Reversal Date</b>	<b>Cancel Date</b>	<b>Payment Amount</b>
Check	<a href="#">114568</a>	04/07/2017	06/22/2018	06/22/2018	-60.00

<b>Payable Number:</b>	<b>Description</b>	<b>Payable Date</b>	<b>Due Date</b>	<b>Payable Amount</b>
<a href="#">19-R</a>	03/01/17- 19TH HOLE BLOCK PARTY ARTIST	03/01/2017	04/07/2017	60.00

<b>Vendor Number</b>	<b>Vendor Name</b>				<b>Total Vendor Amount</b>
<a href="#">08789</a>	RELIANT LAND SERVICES, INC				-309.00

<b>Payment Type</b>	<b>Payment Number</b>	<b>Original Payment Date</b>	<b>Reversal Date</b>	<b>Cancel Date</b>	<b>Payment Amount</b>
Check	<a href="#">116111</a>	09/08/2017	06/22/2018	06/22/2018	-309.00

<b>Payable Number:</b>	<b>Description</b>	<b>Payable Date</b>	<b>Due Date</b>	<b>Payable Amount</b>
<a href="#">MR460-R</a>	08/08/17- REFUND OVERPAYMENT MBA 2017-0006	08/08/2017	09/08/2017	309.00

<b>Vendor Number</b>	<b>Vendor Name</b>				<b>Total Vendor Amount</b>
<a href="#">08801</a>	UTILITY TREE SERVICE, INC				-57.01

<b>Payment Type</b>	<b>Payment Number</b>	<b>Original Payment Date</b>	<b>Reversal Date</b>	<b>Cancel Date</b>	<b>Payment Amount</b>
Check	<a href="#">116180</a>	09/15/2017	06/22/2018	06/22/2018	-57.01

<b>Payable Number:</b>	<b>Description</b>	<b>Payable Date</b>	<b>Due Date</b>	<b>Payable Amount</b>
<a href="#">R27754-R</a>	09/06/17- BUS. LIC REFUND	09/06/2017	09/15/2017	57.01

### Bank Code Summary

Bank Code	Canceled Payables	Payables Left To Pay Again	Total
APBNK	-426.01	0.00	-426.01
<b>Report Total:</b>	<b>-426.01</b>	<b>0.00</b>	<b>-426.01</b>

# City of La Quinta

## Bank Transactions 6/23/18 – 6/29/18

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### Wire Transaction

Listed below are the wire transfer from 6/23/18 – 6/29/18

Wire Transfers:

06/28/2018 - WIRE TRANSFER - ICMA	\$ 5,209.55
TOTAL WIRE TRANSFERS OUT	<u>\$ 5,209.55</u>

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

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**AGENDA TITLE:** RECEIVE AND FILE REVENUE AND EXPENDITURE REPORTS DATED APRIL 30, 2018

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### RECOMMENDATION

Receive and file revenue and expenditure reports dated April 30, 2018.

### EXECUTIVE SUMMARY

- The revenue and expenditure reports summarize the City's year-to-date (YTD) and period activity as of April 30, 2018 (Attachment 1).

**FISCAL IMPACT** – None.

### BACKGROUND/ANALYSIS

#### **Reports**

Below is a summary of the column headers used on the *Revenue and Expenditure Summary Reports*:

Original Total Budget – represents revenue and expenditure budgets the Council adopted in June 2017 for fiscal year 2017/18.

Current Total Budget – represents original adopted budgets plus any carryovers (typically associated with long-term Capital Improvement Projects (CIP) from the prior fiscal year) and any Council approved budget amendments from throughout the year.

Period Activity – represents actual revenues received and expenditures outlaid in the reporting month.

Fiscal Activity – represents actual revenues received and expenditures outlaid YTD.

Variance Favorable/ (Unfavorable) - represents the dollar difference between YTD collections/expenditures and the current budgeted amount.

Percent Used – represents the percentage activity as compared to budget YTD.

The revenue report includes revenues and transfers into funds from other funds (income items). Revenues are not received uniformly throughout the year, resulting in peaks and valleys. For example, large property tax payments are usually received in December and May. Similarly, Redevelopment Property Tax Trust Fund payments are typically received in January and June.

The expenditure report includes expenditures and transfers out to other funds. Unlike

revenues, expenditures are more likely to be consistent from month to month. However, large debt service payments or CIP expenditures can cause swings.

<b>April Revenue</b>			
	<b>MTD</b>	<b>YTD</b>	<b>YTD Percent of Budget</b>
General Fund	\$ 3,888,437	\$ 35,489,232	67.78%
All Funds	\$ 5,235,581	\$ 63,035,844	77.07%

<b>Top Five Revenue/Income Sources for April</b>			
<b>General Fund</b>		<b>Non-General Fund</b>	
Transient Occupancy (Hotel) Tax	\$1,639,455	SilverRock Greens Fees	\$ 359,670
State Sales Tax	\$ 680,600	Allocated Interest (Interest Fund 299)	\$ 308,787
Property Taxes	\$ 650,568	Community Development Block Grant (CDBG)	\$ 184,440
Measure G Sales Tax	\$ 649,400	Allocated Interest (Bond Fund 249)	\$ 93,285
Document Transfer Tax	\$ 85,812	County Sales Tax (Measure A)	\$ 70,987

<b>April Expenditures</b>			
	<b>MTD</b>	<b>YTD</b>	<b>YTD Percent of Budget</b>
General Fund	\$ 2,182,062	\$ 30,110,316	55.66%
Payroll (GF)	\$ 590,050	\$ 8,100,508	76.79%
All Funds	\$ 3,271,596	\$ 59,095,806	61.86%

<b>Top Five Expenditures/Outlays for April</b>				
<b>General Fund</b>			<b>Non-General Fund</b>	
Sheriff Contract (January Services)		\$1,073,647	Capital Improvement Plan-Design <sup>(1)</sup>	\$ 204,211
Marketing and Tourism Promotions		\$ 69,938	SilverRock Maintenance	\$ 148,028
Greater Palm Springs Convention Bureau		\$ 66,386	Lighting and Landscape District Maintenance	\$ 79,920
Engineering and Inspection Services		\$ 62,447	Capital Improvement Plan-Construction <sup>(2)</sup>	\$ 61,177
Parks Landscape Maintenance		\$ 31,807	Homelessness Assistance	\$ 51,500



<sup>(1)</sup> Design costs include Village Complete Streets, Calle Tampico drainage improvements, Systemic Safety Analysis Report (traffic system safety), Dune Palms Low-Water Crossing

<sup>(2)</sup> Construction costs include City Hall ADA improvements (restrooms) and traffic signal equipment

## **Summary**

All funds are generally on target or under budget with regards to expenditures. The timing imbalance of revenue receipts versus expenditures is funded from the City's cash flow reserve.

Prepared by: Rosemary Hallick, Financial Services Analyst

Approved by: Karla Campos, Finance Director

Attachment: 1. Revenue and Expenditure Report for April 2018

[Click here to return to Agenda](#)

**City Council Month Revenue Report**

**Group Summary**

For Fiscal: 2017/18 Period Ending: 04/30/2018



City of La Quinta

Fun...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
101 - GENERAL FUND	48,551,600.00	52,363,100.00	3,888,436.85	35,489,232.13	-16,873,867.87	67.78 %
201 - GAS TAX FUND	1,415,400.00	1,415,400.00	30,314.15	1,041,112.34	-374,287.66	73.56 %
202 - LIBRARY & MUSEUM FUND	2,254,000.00	2,254,000.00	0.00	1,373,570.88	-880,429.12	60.94 %
203 - PUBLIC SAFETY FUND (MEASURE G)	300,000.00	300,000.00	0.00	300,000.00	0.00	100.00 %
210 - FEDERAL ASSISTANCE FUND	125,800.00	184,451.00	184,440.35	248,807.45	64,356.45	134.89 %
212 - SLESA (COPS) FUND	100,100.00	100,100.00	8,333.33	114,791.38	14,691.38	114.68 %
215 - LIGHTING & LANDSCAPING FUND	1,448,900.00	1,448,900.00	0.00	1,012,016.26	-436,883.74	69.85 %
217 - DEVELOPMENT AGREEMENT	0.00	0.00	0.00	1,001.24	1,001.24	0.00 %
218 - CV VIOLENT CRIME TASK FORCE	0.00	0.00	0.00	-250.91	-250.91	0.00 %
219 - ASSET FORFEITURE	0.00	0.00	0.00	-13.33	-13.33	0.00 %
220 - QUIMBY FUND	55,000.00	55,000.00	0.00	51,841.85	-3,158.15	94.26 %
221 - AB 939 - CALRECYCLE FUND	62,500.00	62,500.00	2,779.55	42,210.26	-20,289.74	67.54 %
223 - MEASURE A FUND	724,500.00	735,500.00	70,987.11	535,082.81	-200,417.19	72.75 %
224 - TUMF FUND	0.00	0.00	0.00	302.21	302.21	0.00 %
225 - INFRASTRUCTURE FUND	0.00	0.00	0.00	183.88	183.88	0.00 %
226 - EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)	0.00	12,300.00	0.00	0.00	-12,300.00	0.00 %
227 - State Homeland Security Programs (SHSP)	0.00	6,000.00	0.00	5,741.00	-259.00	95.68 %
231 - SUCCESSOR AGCY PA 1 RORF	0.00	0.00	2.01	7,669,157.33	7,669,157.33	0.00 %
235 - SO COAST AIR QUALITY FUND	50,300.00	50,300.00	0.00	26,374.06	-23,925.94	52.43 %
237 - SUCCESSOR AGCY PA 1 ADMIN	0.00	0.00	0.00	125,000.00	125,000.00	0.00 %
241 - HOUSING AUTHORITY	919,000.00	1,012,800.00	25,088.21	988,921.35	-23,878.65	97.64 %
243 - RDA Low-Mod Housing Fund	0.00	0.00	0.00	12,278.77	12,278.77	0.00 %
249 - SA 2011 LOW/MOD BOND FUND (Refinanced in 2016)	0.00	0.00	93,284.78	165,855.90	165,855.90	0.00 %
250 - TRANSPORTATION DIF FUND	369,000.00	415,000.00	42,630.00	417,894.98	2,894.98	100.70 %
251 - PARKS & REC DIF FUND	200,000.00	254,000.00	30,720.00	249,856.00	-4,144.00	98.37 %
252 - CIVIC CENTER DIF FUND	100,000.00	120,000.00	13,546.00	116,908.16	-3,091.84	97.42 %
253 - LIBRARY DEVELOPMENT DIF	30,000.00	43,000.00	5,160.00	41,968.00	-1,032.00	97.60 %
254 - COMMUNITY CENTER DIF	15,400.00	15,400.00	1,935.00	16,694.94	1,294.94	108.41 %
255 - STREET FACILITY DIF FUND	15,000.00	20,000.00	1,740.00	20,216.14	216.14	101.08 %
256 - PARK FACILITY DIF FUND	4,000.00	4,000.00	600.00	4,885.76	885.76	122.14 %
257 - FIRE PROTECTION DIF	40,000.00	55,000.00	5,794.00	53,309.90	-1,690.10	96.93 %
270 - ART IN PUBLIC PLACES FUND	53,500.00	45,200.00	1,080.19	38,295.07	-6,904.93	84.72 %
275 - LQ PUBLIC SAFETY OFFICER	2,100.00	2,100.00	0.00	2,306.87	206.87	109.85 %
299 - INTEREST ALLOCATION FUND	0.00	0.00	308,786.55	308,786.55	308,786.55	0.00 %
310 - LQ FINANCE AUTHORITY DEBT SERVICE	671,400.00	671,400.00	9.51	175.82	-671,224.18	0.03 %
401 - CAPITAL IMPROVEMENT PROGRAMS	8,423,900.00	11,857,262.00	102,812.60	5,440,580.43	-6,416,681.57	45.88 %
501 - FACILITY & FLEET REPLACEMENT	531,000.00	651,000.00	0.00	563,105.48	-87,894.52	86.50 %
502 - INFORMATION TECHNOLOGY	714,000.00	729,000.00	2,156.50	568,741.23	-160,258.77	78.02 %
503 - PARK EQUIP & FACILITY FUND	680,000.00	310,000.00	0.00	249,058.41	-60,941.59	80.34 %
504 - INSURANCE FUND	1,001,000.00	1,005,000.00	0.00	747,009.71	-257,990.29	74.33 %
601 - SILVERROCK RESORT	4,004,200.00	4,004,200.00	414,944.11	3,481,159.06	-523,040.94	86.94 %
602 - SILVERROCK GOLF RESERVE	61,300.00	61,300.00	0.00	3,731.51	-57,568.49	6.09 %
760 - SUPPLEMENTAL PENSION PLAN	0.00	0.00	0.00	879.89	879.89	0.00 %
761 - CERBT OPEB TRUST	0.00	1,523,400.00	0.00	1,507,063.60	-16,336.40	98.93 %
<b>Report Total:</b>	<b>72,922,900.00</b>	<b>81,786,613.00</b>	<b>5,235,580.80</b>	<b>63,035,844.37</b>	<b>-18,750,768.63</b>	<b>77.07 %</b>



City of La Quinta

# City Council Month Expense Report

## Group Summary

For Fiscal: 2017/18 Period Ending: 04/30/2018

Fun...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
101 - GENERAL FUND	48,180,700.00	54,098,993.00	2,182,062.01	30,110,316.26	23,988,676.74	55.66 %
201 - GAS TAX FUND	1,435,000.00	1,442,240.00	60,366.83	922,210.20	520,029.80	63.94 %
202 - LIBRARY & MUSEUM FUND	1,947,500.00	2,524,500.00	41,986.21	841,566.76	1,682,933.24	33.34 %
210 - FEDERAL ASSISTANCE FUND	125,800.00	184,451.00	0.00	73,037.10	111,413.90	39.60 %
212 - SLESA (COPS) FUND	100,000.00	100,000.00	0.00	51,620.14	48,379.86	51.62 %
215 - LIGHTING & LANDSCAPING FUND	1,519,300.00	1,527,920.00	115,696.87	1,087,228.84	440,691.16	71.16 %
217 - DEVELOPMENT AGREEMENT	0.00	67,000.00	290.00	13,005.67	53,994.33	19.41 %
218 - CV VIOLENT CRIME TASK FORCE	0.00	0.00	0.00	3,406.65	-3,406.65	0.00 %
219 - ASSET FORFEITURE	0.00	0.00	0.00	55.64	-55.64	0.00 %
220 - QUIMBY FUND	0.00	0.00	0.00	416,035.47	-416,035.47	0.00 %
221 - AB 939 - CALRECYCLE FUND	20,000.00	20,000.00	1,239.84	9,854.60	10,145.40	49.27 %
223 - MEASURE A FUND	787,000.00	798,000.00	0.00	122,987.79	675,012.21	15.41 %
225 - INFRASTRUCTURE FUND	22,600.00	22,600.00	0.00	0.00	22,600.00	0.00 %
227 - State Homeland Security Programs (SHSP)	0.00	6,000.00	0.00	2,707.88	3,292.12	45.13 %
231 - SUCCESSOR AGCY PA 1 RORF	0.00	0.00	0.00	9,305,596.82	-9,305,596.82	0.00 %
235 - SO COAST AIR QUALITY FUND	32,000.00	119,000.00	9,068.32	18,792.48	100,207.52	15.79 %
237 - SUCCESSOR AGCY PA 1 ADMIN	0.00	0.00	3,006.00	142,240.00	-142,240.00	0.00 %
241 - HOUSING AUTHORITY	1,192,100.00	1,192,920.00	37,223.18	614,068.33	578,851.67	51.48 %
243 - RDA Low-Mod Housing Fund	0.00	259,000.00	51,500.00	129,500.00	129,500.00	50.00 %
248 - SA 2004 LO/MOD BOND FUND (Refinanced in 2014)	1,704,900.00	1,704,900.00	3,747.19	67,491.69	1,637,408.31	3.96 %
249 - SA 2011 LOW/MOD BOND FUND (Refinanced in 2016)	9,400,000.00	9,400,000.00	0.00	1,518,201.22	7,881,798.78	16.15 %
250 - TRANSPORTATION DIF FUND	1,005,100.00	1,230,600.00	0.00	950,129.95	280,470.05	77.21 %
252 - CIVIC CENTER DIF FUND	0.00	56,000.00	0.00	54,288.37	1,711.63	96.94 %
253 - LIBRARY DEVELOPMENT DIF	0.00	14,000.00	0.00	13,518.77	481.23	96.56 %
254 - COMMUNITY CENTER DIF	101,600.00	101,600.00	0.00	0.00	101,600.00	0.00 %
255 - STREET FACILITY DIF FUND	0.00	15,000.00	0.00	14,589.58	410.42	97.26 %
256 - PARK FACILITY DIF FUND	0.00	5,000.00	0.00	4,285.16	714.84	85.70 %
257 - FIRE PROTECTION DIF	0.00	3,000.00	0.00	2,834.42	165.58	94.48 %
270 - ART IN PUBLIC PLACES FUND	122,000.00	122,000.00	0.00	83,106.20	38,893.80	68.12 %
310 - LQ FINANCE AUTHORITY DEBT SERVICE	671,400.00	671,400.00	18,037.50	670,774.25	625.75	99.91 %
401 - CAPITAL IMPROVEMENT PROGRAMS	8,614,400.00	11,864,382.00	310,699.92	6,273,929.15	5,590,452.85	52.88 %
501 - FACILITY & FLEET REPLACEMENT	1,069,300.00	1,208,300.00	31,152.44	490,973.27	717,326.73	40.63 %
502 - INFORMATION TECHNOLOGY	914,000.00	917,100.00	66,803.60	616,979.20	300,120.80	67.28 %
503 - PARK EQUIP & FACILITY FUND	670,000.00	880,000.00	965.00	283,937.17	596,062.83	32.27 %
504 - INSURANCE FUND	969,200.00	972,740.00	6,374.07	884,756.17	87,983.83	90.96 %
601 - SILVERROCK RESORT	4,003,400.00	4,005,470.00	331,376.80	3,288,947.79	716,522.21	82.11 %
760 - SUPPLEMENTAL PENSION PLAN	0.00	0.00	0.00	12,832.86	-12,832.86	0.00 %
<b>Report Total:</b>	<b>84,607,300.00</b>	<b>95,534,116.00</b>	<b>3,271,595.78</b>	<b>59,095,805.85</b>	<b>36,438,310.15</b>	<b>61.86 %</b>

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

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**AGENDA TITLE:** ADOPT RESOLUTION TO REAFFIRM THE APPROVAL OF THE 2018/19 SALARY STRUCTURE INCLUDED IN THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LA QUINTA AND THE LA QUINTA CITY EMPLOYEES' ASSOCIATION AT THE JUNE 19, 2018 MEETING; AND TO APPROVE AMENDMENT NO. 1 TO THE MEMORANDUM OF UNDERSTANDING INCREASING THE HEALTH BENEFIT CAP TO \$1,709 PER MONTH PER EMPLOYEE, EFFECTIVE JANUARY 1, 2019

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### RECOMMENDATION

Adopt a Resolution to reaffirm the approval of the 2018/19 Salary Structure included in the Memorandum of Understanding between the City of La Quinta and the La Quinta City Employees' Association at the June 19, 2018 meeting; and to approve Amendment No. 1 to the Memorandum of Understanding increasing the health benefit cap to \$1,709 per month per employee, effective January 1, 2019.

### EXECUTIVE SUMMARY

- The current Memorandum of Understanding (MOU) with the La Quinta City Employees' Association (LQCEA) provides for a meet and confer reopener to review insurance coverage for the next calendar year.
- The City and LQCEA met and considered the 2019 Health Premium adjustments which show an increase for employees.
- The recommended Amendment No. 1 is the result of the reopener, which includes a \$41 increase to the current health benefit cap, bringing it to \$1,709 per month per employee.
- A summary of the economic benefits consisting of the reaffirmed 2018/19 salary schedule and health benefit adjustment benefits will be verbally announced in accordance with Government Code Section 54953(c)(3) prior to Council taking any action, for the City's executives as defined by State law [subdivision (d) of Section 3511.1].
- Cities across the region and State are increasing their health benefit cap as a result of cost increases stipulated by CalPERS. This adjustment maintains La Quinta's competitiveness in the market for employee attraction and retention while managing increasing costs.

## FISCAL IMPACT

The 2018/19 cost to implement the health benefit cap adjustment to represented membership is \$13,776. The cost to implement this same adjustment to Management, Contract Management, and Confidential employees is \$10,332. Funds are available in the Contingency for Staffing account (101-1007-50115).

## BACKGROUND/ANALYSIS

When the LQCEA and the City accepted a three-year MOU in June 2018, both parties agreed to review amounts paid by the City and employees for insurance coverage for the next calendar year. Since 1984, the City has provided a health benefit amount to employees to cover medical, dental, and vision insurance.

The board of directors for CalPERS sets the rates each year for all California cities. In June 2018, Staff received the new medical insurance rates, which become effective January 1, 2019. Overall, costs have increased for the 9 medical plans that the City offers, dental rates are locked in until 2020, and vision rates are locked until 2021.

On July 9, 2018, the LQCEA's negotiating team, comprised of their leadership and members accepted a \$41 monthly increase to the current health benefit cap, bringing it to \$1,709 per month per employee.

Except as modified by this Amendment No. 1, the MOU remains in full force and effect according to its terms.

## ALTERNATIVES

The LQCEA and City have worked in the true spirit of cooperation to equitably serve the needs of both parties. Approval of Amendment No. 1 will conclude a successful labor negotiation process. Staff does not recommend any alternatives.

Prepared by: Angela Scott, Human Resources Manager

Approved by: Chris Escobedo, Director of Community Resources

**RESOLUTION NO. 2018 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, REAFFIRMING THE APPROVAL OF THE 2018/19 SALARY STRUCTURE INCLUDED IN THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LA QUINTA AND THE LA QUINTA CITY EMPLOYEES' ASSOCIATION; AND APPROVING AMENDMENT NO. 1 TO THE MEMORANDUM OF UNDERSTANDING INCREASING THE HEALTH BENEFIT CAP TO \$1,709 PER MONTH PER EMPLOYEE, EFFECTIVE JANUARY 1, 2019**

**WHEREAS**, the City of La Quinta, hereinafter referred to as "City" and the La Quinta City Employees' Association, the recognized organization representing its members, hereinafter referred to as "Association," have met and conferred over wages, hours, terms, and conditions of employment pursuant to Government Code 3500, as amended; and

**WHEREAS**, the Council adopted Resolution No. 2018-034, at the June 19, 2018 meeting, approving the 2018/19 Salary Structure included in the Memorandum of Understanding (MOU) between the City and Association, expiring on June 30, 2021, which provides for a meet and confer reopener; and

**WHEREAS**, the City and the Association have negotiated and agreed upon a health benefit cap of \$1,709 effective January 1, 2019.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of La Quinta, California, as follows:

**SECTION 1.** The Council reaffirms Resolution No. 2018-034, adopted on June 19, 2018, approving the implementation of the 2018/19 Salary Structure (Exhibit A) included in the Memorandum of Understanding between the City and the Association.

**SECTION 2.** The City does hereby ratify and approve implementation of the health benefit cap of \$1,709 economic benefit, per month per employee, effective January 1, 2018, as set forth in Amendment No. 1 of the MOU (Exhibit B) between the City and the Association, to the extent the City may legally do so in accordance with the time constraints of said MOU.

Resolution No. 2018-  
LQCEA Amendment No. 1 to MOU  
Adopted: July 17, 2018  
Page 2 of 2

**PASSED, APPROVED and ADOPTED** at a regular meeting of the La Quinta City Council held on this 17<sup>th</sup> day of July 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

---

MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

(CITY SEAL)

**APPROVED AS TO FORM:**

---

WILLIAM H. IHRKE, City Attorney  
City of La Quinta, California





2018/19  
Salary Schedule

WORKING TITLE	DBM		NON-DISCRETIONARY STEPS					DISCRETIONARY STEPS (PERFORMANCE BASED)				
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
Administrative Assistant	A11	Annually	\$ 38,625.89	\$ 40,557.18	\$ 42,488.47	\$ 44,419.77	\$ 46,351.06	\$ 47,896.05	\$ 49,441.04	\$ 50,986.03	\$ 52,531.02	\$ 54,076.01
Buildings Worker Maintenance Worker I Parks Worker	A11	Annually	\$ 38,625.89	\$ 40,557.18	\$ 42,488.47	\$ 44,419.77	\$ 46,351.06	\$ 47,896.05	\$ 49,441.04	\$ 50,986.03	\$ 52,531.02	\$ 54,076.01
Maintenance Worker II	A12	Annually	\$ 42,496.68	\$ 44,621.51	\$ 46,746.35	\$ 48,871.18	\$ 50,996.01	\$ 52,695.81	\$ 54,395.61	\$ 56,095.41	\$ 57,795.21	\$ 59,495.01
Administrative Technician Community Resources Coordinator Management Assistant Traffic Signal Technician	B21	Annually	\$ 50,249.87	\$ 52,762.36	\$ 55,274.86	\$ 57,787.35	\$ 60,299.84	\$ 62,309.87	\$ 64,319.90	\$ 66,329.93	\$ 68,339.96	\$ 70,349.99
Account Technician Building Inspector I Code Compliance Officer I Executive Assistant Management Assistant Permit Technician Vacation Rental/License Assistant	B22	Annually	\$ 54,120.65	\$ 56,826.68	\$ 59,532.71	\$ 62,238.75	\$ 64,944.78	\$ 67,109.62	\$ 69,274.46	\$ 71,439.30	\$ 73,604.14	\$ 75,768.98
Building Inspector II Buildings Coordinator Code Compliance Officer II Construction Inspector	B23	Annually	\$ 57,991.44	\$ 60,891.01	\$ 63,790.59	\$ 66,690.16	\$ 69,589.73	\$ 71,909.38	\$ 74,229.03	\$ 76,548.68	\$ 78,868.33	\$ 81,187.98
Deputy City Clerk Junior Accountant Maintenance Foreman Management Specialist Parks Foreman	B24	Annually	\$ 63,327.33	\$ 66,493.70	\$ 69,660.06	\$ 72,826.43	\$ 75,992.80	\$ 78,525.84	\$ 81,058.88	\$ 83,591.92	\$ 86,124.96	\$ 88,658.00
Accountant Deputy City Clerk Management Specialist	B25	Annually	\$ 69,893.33	\$ 73,387.99	\$ 76,882.66	\$ 80,377.33	\$ 83,871.99	\$ 86,667.79	\$ 89,463.59	\$ 92,259.39	\$ 95,055.19	\$ 97,850.99
Animal/Code Officer Supervisor Buildings Superintendent Parks Superintendent Plans Examiner/Inspector Supervisor	B32	Annually	\$ 69,893.33	\$ 73,387.99	\$ 76,882.66	\$ 80,377.33	\$ 83,871.99	\$ 86,667.79	\$ 89,463.59	\$ 92,259.39	\$ 95,055.19	\$ 97,850.99

WORKING TITLE	DBM		NON-DISCRETIONARY STEPS					DISCRETIONARY STEPS (PERFORMANCE BASED)								
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14
Marketing Management Coordinator	C41	Annually	\$ 72,354.59	\$ 75,369.61	\$ 78,384.62	\$ 81,399.64	\$ 84,414.65	\$ 87,426.05	\$ 90,443.24	\$ 93,027.33	\$ 95,611.42	\$ 98,195.51	\$100,779.60	\$103,363.69	\$105,947.78	\$108,531.87
Associate Planner Business Analyst Community Resources Analyst Financial Services Analyst Human Resources Analyst Management Analyst Public Safety Analyst Senior Accountant Traffic Operations Analyst	C42	Annually	\$ 76,552.63	\$ 79,742.57	\$ 82,932.52	\$ 86,122.47	\$ 89,312.42	\$ 92,498.54	\$ 95,690.78	\$ 98,424.80	\$101,158.82	\$103,892.84	\$106,626.86	\$109,360.88	\$112,094.90	\$114,828.92
Construction Manager/Inspection Supervisor Management Analyst	C43	Annually	\$ 80,750.66	\$ 84,115.54	\$ 87,480.42	\$ 90,845.30	\$ 94,210.18	\$ 97,571.02	\$100,938.33	\$103,822.28	\$106,706.23	\$109,590.18	\$112,474.13	\$115,358.08	\$118,242.03	\$121,125.98
Senior Planner Building Official	C44	Annually	\$ 86,007.66	\$ 89,591.60	\$ 93,175.54	\$ 96,759.48	\$100,343.41	\$103,923.05	\$107,509.57	\$110,581.27	\$113,652.97	\$116,724.67	\$119,796.37	\$122,868.07	\$125,939.77	\$129,011.47
Community Resources Manager Human Resources Manager Maintenance Manager Planning Manager Public Safety Manager Senior Civil Engineer	D61	Annually	\$ 97,568.01	\$101,633.67	\$105,699.33	\$109,764.99	\$113,830.65	\$117,891.43	\$121,960.01	\$125,444.58	\$128,929.15	\$132,413.72	\$135,898.29	\$139,382.86	\$142,867.43	\$146,352.00
City Clerk	D62	Annually	\$102,446.41	\$106,715.35	\$110,984.30	\$115,253.24	\$119,522.18	\$123,786.00	\$128,058.01	\$131,716.81	\$135,375.61	\$139,034.41	\$142,693.21	\$146,352.01	\$150,010.81	\$153,669.61
City Engineer	D65	Annually	\$117,524.43	\$122,421.68	\$127,318.92	\$132,216.16	\$137,113.41	\$142,004.77	\$146,905.54	\$151,102.84	\$155,300.14	\$159,497.44	\$163,694.74	\$167,892.04	\$172,089.34	\$176,286.64
Community Resources Director Design & Development Director Facilities Director Finance Director/City Treasurer	E82	Annually	\$129,570.69	\$134,969.90	\$140,369.11	\$145,768.32	\$151,167.53	\$156,566.26	\$161,963.36	\$166,590.88	\$171,218.40	\$175,845.92	\$180,473.44	\$185,100.96	\$189,728.48	\$194,356.00
City Manager	F101*	Annually	\$176,293.44	\$183,639.59	\$190,985.74	\$198,331.88	\$205,678.03	\$213,015.36	\$220,366.80	\$226,662.99	\$232,959.18	\$239,255.37	\$245,551.56	\$251,847.75	\$258,143.94	\$264,440.13

EXHIBIT A



[Click here to return to Agenda](#)

2018/19  
Salary Schedule

<b>Part-Time Employees</b>							
Recreation Leader	A01	Hourly	\$11.00	\$11.55	\$12.10	\$12.65	\$13.20
Senior Recreation Leader	A02	Hourly	\$15.00	\$15.75	\$16.50	\$17.25	\$18.00
Administrative Assistant	A11	Hourly	\$18.57	\$19.50	\$20.43	\$21.36	\$22.28
Administrative Technician	B21	Hourly	\$24.16	\$25.37	\$26.57	\$27.78	\$28.99
Software Program Report Writer	B24	Hourly	\$30.45	\$31.97	\$33.49	\$35.01	\$36.53

<b>Elected Official Positions</b>		<b>Monthly</b>
Mayor		\$2,800.00
Council Members		\$2,300.00

<b>Boards and Commission Members</b>			<b>Meeting Stipend</b>
Community Services Commission	Per Meeting		\$75.00
Construction Appeals Board	Per Meeting		\$0.00
Housing Commission	Per Meeting		\$50.00
Financial Advisory Commission	Per Meeting		\$75.00
Oversight Board	Per Meeting		\$0.00
Planning Commission	Per Meeting		\$100.00

**EXHIBIT B  
RESOLUTION NO 2018-XXX**

**AMENDMENT NO. 1**

**TO MEMORANDUM OF UNDERSTANDING**

This AMENDMENT NO. 1 ("Amendment") is made by and between the CITY OF LA QUINTA ("City") and the LA QUINTA CITY EMPLOYEES' ASSOCIATION ("Association") as of July 17, 2018.

**RECITALS**

**WHEREAS**, Association and City entered into a Memorandum of Understanding (MOU) on July 1, 2018 which covers the period of July 1, 2018 through June 30, 2021; and

**WHEREAS**, Section 4 of the MOU provides for a meet and confer reopener to determine amounts paid by the City and employees for insurance coverage for the next calendar year; and

**WHEREAS**, City and Association have met and considered the 2019 Health Premium adjustments.

**NOW THEREFORE**, it is agreed by and among the parties as follows:

1. The foregoing Recitals are true and correct and incorporated in full as part of this Amendment.
2. Effective January 1, 2019, the health benefit cap will be \$1,709 per month per employee.
3. The reopener referenced in Section 4 of the MOU is concluded/closed for purposes of the 2019 insurance coverage premiums.
4. Except as modified by this Agreement, the MOU remains in full force and effect according to its terms.

**CITY OF LA QUINTA**

**LA QUINTA CITY EMPLOYEES'  
ASSOCIATION**

By: \_\_\_\_\_  
Its Mayor

By: \_\_\_\_\_  
Its President

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# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

STAFF REPORT

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**AGENDA TITLE:** APPROVE EMPLOYMENT AGREEMENT BETWEEN THE CITY OF LA QUINTA AND DELPHIN CASTRO TO SERVE AS DESIGN & DEVELOPMENT DIRECTOR

---

## **RECOMMENDATION**

Approve the Employment Agreement with Delphin Castro to serve as Design & Development Director effective July 30, 2018; and authorize the City Manager to execute the Agreement

## **EXECUTIVE SUMMARY**

- Effective July 30, 2018, Delphin Castro will be appointed by the City Council to serve in the capacity of Design & Development Director.
- The Design & Development Director position has been vacant since July 2017.

## **FISCAL IMPACT**

Base annual salary is \$156,560 as noted in the Fiscal Year 2018/19 salary schedule and is budgeted in salary and benefits (101-6001-50101). Salary may be adjusted during the annual performance evaluation period.

## **BACKGROUND/ANALYSIS**

The At-Will Employment Agreement is effective July 30, 2018, for Delphin Castro to serve as Design & Development Director. The agreement has standard terms and conditions, including job duties, base pay, work hours, specified leave, and severance compensation.

## **ALTERNATIVES**

The City Council may direct the City Attorney to revise provisions or may reject the proposed At-Will Employment Agreement.

Prepared by: Angela Scott, Human Resources Manager

Approved by: Chris Escobedo, Community Resources Director

Attachment: 1. Employment Agreement with Delphin Castro

[Click here to return to Agenda](#)

**AT WILL EMPLOYMENT AGREEMENT**

This AT WILL EMPLOYMENT AGREEMENT (“Agreement”) is made and entered into this \_\_\_\_ day of July, 2018 (the “Effective Date”), by and between the City of La Quinta, a public body (the “City” or “Employer”), and Delfin P. Castro, Jr., an individual (the “Employee”), both of whom understand as follows:

**WITNESSETH:**

WHEREAS, the City desires to employ the services of Employee as the Design & Development Director as defined by the job description referenced herein; and

WHEREAS, it is the desire of the City to establish certain conditions of employment and to set working conditions of Employee; and

WHEREAS, Employee desires to accept employment as the Design & Development Director of City.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1. Duties.

Employer hereby agrees to employ said Employee as Design & Development Director of said City to perform the functions and duties specified in the City of La Quinta CLASS SPECIFICATION – Director assigned to Design & Development and as provided by state or federal law, and to perform other legally permissible and proper duties and functions as the City Manager shall from time to time assign.

Section 2. Term.

A. Employee shall commence services as Design & Development Director on July 30, 2018, which shall also be deemed the effective date of this Agreement.

B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City Manager acting for the City to terminate the services of Employee at any time, with or without cause subject only to the provisions set forth in Section 4, paragraphs A and B, of this Agreement. Employee is an “AT WILL” employee serving at the pleasure of the City Manager and subject to summary dismissal without any right of pre- or post-termination hearing, or any other form of due process, including any Skelly hearing.

C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from his/her position with Employer, subject only to the provisions set forth in Section 4, paragraph E, of this Agreement.



D. Employee, with prior written approval of the City Manager, may undertake outside professional activities for compensation, including consulting, teaching, speaking and writing provided they do not interfere with Employee's normal duties and are done only during vacation or other unpaid time of Employee and are not done with any existing vendors or contractors of the City. Under no circumstances shall such outside activities create a conflict of interest with the duties of the Design & Development Director and the interests of the City.

### Section 3. Administrative Leave With Pay.

Employer may place Employee on Administrative Leave With Pay at any time while employed under this Agreement. Employee shall be entitled to full pay and benefits during this time. However, if the purpose of placing Employee on Administrative Leave With Pay is to conduct an investigation into potential wrongdoing, and after that investigation, Employee is convicted of a crime involving abuse of her office or position, then pursuant to Government Code Section 53243, Employee shall be required to fully reimburse Employer for any salary or benefits received while on Administrative Leave With Pay. "Abuse of office or position" shall be as defined in Government Code Section 53243.4, as may be amended.

### Section 4. Discipline, Termination and Severance Pay.

A. In the event Employee is terminated by the City Manager during such time that Employee is willing and able to perform her duties under this Agreement, Employee agrees that City Manager will furnish notice of termination at least thirty (30) days prior to the effective date of termination and Employer agrees to pay Employee a lump sum cash payment equal to six (6) month's base salary. Pursuant to Government Code Section 53243.2, if Employee is later convicted of a crime involving abuse of office or position, then any severance paid under this Section 4.A shall be returned by Employee to Employer.

B. Employee may be terminated at any time for willful misconduct or abuse of his/her office or position. The determination of what constitutes willful misconduct shall be within the sole discretion of the City Manager; provided that it shall relate to the welfare of the City. Willful misconduct includes conduct directly related to conduct in office and the duties in office. It includes the refusal to follow the lawful directions of the City Manager. It also includes conduct not directly related to the performance of the official duties of the office when such conduct has a direct and harmful effect on the welfare or reputation of the City. Evidence of such direct and harmful effects includes, but is not limited to, conviction of a felony or a crime of moral turpitude. Abuse of office or position shall be as defined in Government Code Section 53243.4, as may be amended. In the event that Employee is terminated for willful misconduct or abuse of office or position, Employer shall have no obligation to



pay, and shall be prohibited from paying, the severance sum designated in Section 4.A above, or any severance sum at all.

C. Nothing in this Agreement shall prohibit Employer from imposing discipline less than termination upon Employee, including written reprimands, suspensions, or reductions in pay. Employee shall not be entitled to any due process as a result of the implementation of discipline less than termination, and imposing lesser discipline does not in any way change Employee's At-Will status.

D. In the event: (1) Employer, at any time while Employee is employed under this Agreement, reduces the salary or other financial benefits of Employee (other than a suspension of five (5) working days or less or a temporary reduction in salary of thirty (30) days or less) in a greater percentage than an applicable across-the-board reduction of all employees of Employer; or (2) Employer refuses, following written notice, to comply with any other provision benefiting Employee herein; or (3) Employee resigns following a formal suggestion by the City Manager that he resign, then Employee may elect to be "terminated" as of that time, and shall be entitled to the severance provisions of Section 4.A above.

E. If Employee voluntarily resigns his/her position while employed under this Agreement, then Employee shall give Employer at least thirty (30) day advance written notice, unless the parties agree otherwise, and Employee shall not be entitled to any severance pay.

#### Section 5. Disability.

If Employee is permanently disabled or is otherwise unable to perform his/her duties because of sickness, accident, injury, mental incapacity or health for a period of six successive weeks beyond any accrued sick leave or for the legal duration of the Family & Medical Leave Act (whichever is greatest), Employer shall have the option to terminate this Agreement. Termination pursuant to this Section would not subject the City to payment of severance benefits as specified under Section 4 above. However, Employee shall be compensated for any accrued vacation, sick leave, holidays, administrative leave and other accrued benefits on the same basis as any other employee of the City pursuant to the Personnel Rules.

#### Section 6. Salary.

A. Employer agrees to pay Employee for his/her services rendered pursuant thereto at Step 6 of DBM Salary Rating E82 (\$156,560.26 annually), as noted in the Fiscal Year 2018/19 salary schedule payable in equal installments at the same time as other employees of the Employer are paid. Salary may be adjusted in accordance with Section 6.B. hereinafter (if not at top step), or as adjustments are made to the Salary Schedule for all City employees.

B. A probationary performance and salary evaluation shall be conducted six (6) months following the date of the initial hire based, in part, on Employee's successful crafting and implementation the Performance-Based Metrics outlined on Exhibit A of this Agreement.

An annual performance and salary evaluation shall be conducted during the annual evaluation period for all employees each year thereafter. All performance and salary evaluations shall be conducted in accordance with the City's Personnel Rules. During the annual performance and salary evaluation, the City Manager and the Employee shall develop performance-based compensation metrics upon which the Employee's performance and compensation adjustments shall be based.

Section 7. Hours of Work.

It is recognized that Employee must devote time outside the normal office hours to business of the Employer. Administrative leave shall be as provided in the City Personnel Rules and Section 8, below.

Section 8. Vacation, Sick Leave and Administrative Leave.

Employee shall accrue, and have credited to her personal account, vacation and sick leave as provided for the Design & Development Director pursuant to the Personnel Rules. Employee shall receive eighty (80) hours of Administrative Leave per year in accordance with the Personnel Rules.

Section 9. Other Benefits.

Employee shall be provided with the same health, dental, vision, life insurance and retirement benefits as other general employees of the City. Employee may also receive an annual physical examination at City expense.

Employee shall be reimbursed up to \$3,000 for moving expenses upon delivery of receipts.

Section 10. Other Terms and Conditions of Employment.

A. The City Manager, in consultation with Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City's Municipal Code or any applicable state or federal law.

B. All regulations and rules of the Employer relating to vacation and sick leave, retirement and pension system contributions, holidays and other fringe benefits and working conditions as they now exist or hereafter may be amended, shall also



apply to Employee as they would to other full-time employees of Employer, in addition to the benefits specifically set forth herein for the benefit of Employee.

Section 11. Sole Rights.

The severance rights provided in Section 4.A shall constitute the sole and only entitlement of Employee in the event of termination, other than for willful misconduct or abuse of power or office, and Employee expressly waives any and all other rights except as provided herein.

Section 12. Notices.

Notices pursuant to this Agreement shall be given by: (1) email with verification of delivery; (2) facsimile transmission with confirmation; (3) personal delivery; (4) overnight delivery service with confirmation; or (5) deposit in the custody of the United States Postal Service, postage prepaid, addressed as follows:

EMPLOYER: CITY OF LA QUINTA  
78-495 Calle Tampico  
La Quinta, CA 92253

EMPLOYEE: Delfin P. Castro, Jr.  
96 Lincoln Drive  
Sausalito, CA 94965

Notice shall be deemed given as of the date of personal, overnight delivery, email, or facsimile service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 13. General Provisions.

A. This Agreement shall constitute the entire agreement between the parties. No prior oral or written communications are incorporated herein.

B. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

C. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

D. This Agreement may be signed in counterparts with signature pages transmitted by email, facsimile, personal delivery or overnight delivery, all of which will be treated as originals.

IN WITNESS WHEREOF, the City of La Quinta has caused this Agreement to be dated, signed and executed in its behalf by its City Manager, and duly attested by its City Clerk, and the Employee has dated, signed and executed this Agreement, both in duplicate, to become effective as of the Effective Date.

EMPLOYER:  
CITY OF LA QUINTA

By: \_\_\_\_\_  
Frank J. Spevacek, City Manager

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Monika Radeva, Acting City Clerk

Date: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
William H. Ihrke, City Attorney

Date: \_\_\_\_\_

EMPLOYEE:

Delfin P. Castro, Jr.  
Delfin P. Castro, Jr.

Date: June 26, 2018

## **Exhibit "A"** **Performance-Based Metrics**

- Evaluate the Department processes and personnel.
  - Within 90 days
    1. Evaluate personnel and processes, and provide the City Manager with your analysis and recommendations.
    2. Further on-board the Building Official and launch the resident/contractor/developer outreach/engagement/data gathering initiative regarding the building plan check and inspection processes.
    3. Review the administrative staffs' roles, responsibilities and offer perspectives/recommendations.
    4. Review and discuss the Department Manager's 90-day plans.
  - Within 180 days
    1. Implement the recommendations generated from the personnel and process review.
    2. Work with the Design and Development Management Team to refine the Key Process Indicators (KPIs) and metrics of the entire design and development process.
    3. Identify better ways to integrate Trakit and related automated systems with Department processes.
- Review and provide recommendations on the Capital Improvement Projects (CIP) development/design and implementation processes.
  - Within 90 days
    1. Ensure that the additional engineering staff member is hired and on-boarded or working with the City Engineer, provide recommendations to engage other design and project development services.
    2. Work with the City Engineer to evaluate the CIP and engineering inspection process and provide the City Manager with recommendations.
    3. Familiarize yourself with the CIP planning, budgeting and engineer's estimating process and provide the City Manager with recommendations.

- Within 120 days
  1. Implement the recommendations to the CIP planning, budgeting and estimating processes.
  2. Implement recommendations to the CIP and engineering inspection processes.
- Engage in the Highway 111 Corridor, Village Make and SilverRock Events Space Processes.
  - Within 90 days
    1. Understand the scope, status and implementation activities.
    2. Provide the City Manager with observations/recommendations.
    3. Identify your role/responsibilities in each of these activities and embed.
- Refine your leadership style and skills.
  - Within 90 days - Work with Cindy Henson to define your Leadership Development Plan
  - Within 120 days - Show progress on your Leadership Development Plan.

At 120 days define and present to the City Manager a new performance and development plan for the next 120 days.



# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

STAFF REPORT

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**AGENDA TITLE:** ADOPT RESOLUTION TO RECLASSIFY TWO POSITIONS

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## RECOMMENDATION

Adopt a Resolution to reclassify an Administrative Assistant and a Community Resources Coordinator positions to Administrative Technician and Community Resources Specialist, respectively.

## EXECUTIVE SUMMARY

- Two positions were identified as having advanced over the last fiscal year.
- Human Resources is requesting that these 2 positions receive title and classification changes.
- These actions will reflect the appropriate classifications of work being performed by Staff.

## FISCAL IMPACT

Annual salary and benefit costs associated with these changes are estimated at \$33,200. Funds are available in the Contingency for Staffing account (101-1007-50115).

## BACKGROUND/ANALYSIS

Over the last fiscal year, Staff has been working with divisions to identify positions that may need to be classified differently due to role changes over time.

The position assessment was done by providing Position Description Questionnaires to two identified staff members. Those questionnaires were then reviewed by the Human Resources Manager with extensive follow up review and analysis.

Currently the Administrative Assistant in the Public Safety division is conducting a higher level of work and is responsible for a higher level of service delivery to the public. Higher level duties include providing administrative support to the division including receiving and tracking citations; recording hearings; processing invoices for the division; researching, calculating fees, and preparing statement of costs for billings owed to the City; collecting and entering accurate cases into Go-Enforce; understanding and interpreting the Municipal Code to determine violations.

The Community Resources Coordinator at the Wellness Center has participated in various trainings and shadowing to prepare for the current role which now processes and prepares payments; set up classes, schedule part-time staff; motivate, train and counsel part-time staff (demonstrate procedures, encourage part time staff to control work environment, improvements to work habits, etc.); and manage and track agreements.

The following are the recommendations:

POSITION	CURRENT GRADE	RECOMMENDED GRADE	NEW TITLE
Administrative Assistant	A11	B21	Administrative Technician
Community Resources Coordinator	B21	B24	Community Resources Specialist

With the implementation of these changes, Staff will be aligned with the correct classification for the duties they are performing.

The City's Classification Plan and Salary Schedule establish job classifications and salary schedules. In addition, the City's personnel policies outline the need to evaluate and reclassify employees if there is an organizational need. The Plan and Schedule were adopted via Council resolution and amendments require Council action.

### ALTERNATIVES

The Council could elect to delay, modify, or reject the requested revisions; doing so would impact the ability to continue to deliver internal and external services and comply with regulatory requirements.

Prepared by: Angela Scott, Human Resources Manager

Approved by: Chris Escobedo, Community Resources Director



**RESOLUTION NO. 2018 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, AMENDING THE CLASSIFICATIONS OF ADMINISTRATIVE ASSISTANT TO ADMINISTRATIVE TECHNICIAN AND COMMUNITY RESOURCES COORDINATOR TO COMMUNITY RESOURCES SPECIALIST**

**WHEREAS**, the City Council previously approved and adopted the 2018/19 Classification Plan; and

**WHEREAS**, the City's Personnel Policy Section 2.05, Preparation and Amendment of Classification Plan, requires amendments to the Classification Plan be adopted by a Resolution of the City Council; and

**WHEREAS**, amendment of the Administrative Assistant and Community Resources Coordinator will allow the City to continue to achieve benefits, efficiencies and expanded duties.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of La Quinta, California, as follows:

SECTION 1. The City does hereby approve and adopt the revisions to the Classification Plan for Fiscal Year 2018/19, attached hereto as "Exhibit A" and incorporated herein by reference.

**PASSED, APPROVED, and ADOPTED** at a regular meeting of the La Quinta City Council held on this 17<sup>th</sup> day of July, 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

LINDA EVANS, Mayor  
City of La Quinta, California

Resolution No. 2018-  
Reclassifications  
Adopted: July 17, 2018  
Page 2 of 2

**ATTEST:**

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

(CITY SEAL)

**APPROVED AS TO FORM:**

---

WILLIAM H. IHRKE, City Attorney  
City of La Quinta, California

<b><u>CLASSIFICATION SPECIFICATION</u></b>	<b><u>AUTHORIZED WORKING TITLE</u></b>	<b><u>RATING</u></b>	
<b><u>Administrative</u></b>	<i>Administrative Assistant</i>	Administrative Assistant A11	
	<i>Administrative Technician</i>	Administrative Technician B21	
		Executive Assistant B22	
<b><u>Code Administration</u></b>	<i>Code Administration Technician</i>	Building Inspector I B22	
		Code Compliance Officer I B22	
		Permit Technician B22	
	<i>Code Administration Specialist</i>	Building Inspector II B23	
		Code Compliance Officer II B23	
		Construction Inspector B23	
	<i>Code Administration Supervisor</i>	Animal Control/Code Compliance Supervisor B32	
		Plans Examiner/Inspection Supervisor B32	
	<i>Code Administration Coordinator</i>	Construction Manager/Inspection Supervisor C43	
<b><u>Maintenance &amp; Operations</u></b>	<i>Maintenance &amp; Operations Worker</i>	Buildings Worker A11	
		Maintenance Worker I A11	
		Parks Worker A11	
		Maintenance Worker II A12	
	<i>Maintenance &amp; Operations Technician</i>	Traffic Signal Technician B21	
		Buildings Coordinator B23	
	<i>Maintenance &amp; Operations Coordinator</i>	Maintenance Foreman B24	
		Parks Foreman B24	
	<i>Maintenance &amp; Operations Superintendent</i>	Buildings Superintendent B32	
		Parks Superintendent B32	
	<b><u>Management Administration</u></b>	<i>Management Assistant</i>	Community Resources Coordinator B21
			Management Assistant B21/B22
Account Technician B22			
<i>Management Specialist</i>		Community Resources Specialist B24	
		Deputy City Clerk B24/B25	
		Junior Accountant B24	
		Management Specialist B24/B25	
<i>Management Coordinator</i>		Accountant B25	
		Marketing Management Coordinator C41	
<i>Management Analyst</i>		Associate Planner C42	
		Community Resources Analyst C42	
		Financial Services Analyst C42	
		Human Resources Analyst C42	
		Management Analyst C42/C43	
		Public Safety Analyst C42	
		Senior Accountant C42	
	Traffic Operations Analyst C42		
	Associate Engineer C43		
	Senior Planner C44		
<b><u>Management</u></b>	<i>Manager</i>	Assistant to the City Manager D61	
		Building Official D61	
		Community Resources Manager D61	
		Hub Manager D61	
		Human Resources Manager D61	
		Maintenance Manager D61	
		Planning Manager D61	
		Public Safety Manager D61	
		Senior Civil Engineer D61	
		City Clerk D62	
		City Engineer D65	
	<i>Director</i>	Community Resources Director E82	
		Design & Development Director/City Engineer E82	
		Facilities Director E82	
		Finance Director/Treasurer E82	
	<i>City Manager</i>	City Manager F101*	

\* City Manager salary is determined by City Council contract

[Click here to return to Agenda](#)



2018/19  
NON-DISCRETIONARY SALARY SCHEDULE

WORKING TITLE	DBM	ANNUAL NON-DISCRETIONARY STEPS						
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Administrative Assistant	A11	\$ 38,625.89	\$ 40,557.18	\$ 42,488.47	\$ 44,419.77	\$ 46,351.06		
Buildings Worker Maintenance Worker I Parks Worker	A11	\$ 38,625.89	\$ 40,557.18	\$ 42,488.47	\$ 44,419.77	\$ 46,351.06		
Maintenance Worker II	A12	\$ 42,496.68	\$ 44,621.51	\$ 46,746.35	\$ 48,871.18	\$ 50,996.01		
Administrative Technician Community Resources Coordinator Management Assistant Traffic Signal Technician	B21	\$ 50,249.87	\$ 52,762.36	\$ 55,274.86	\$ 57,787.35	\$ 60,299.84		
Account Technician Building Inspector I Code Compliance Officer I Executive Assistant Management Assistant Permit Technician Vacation Rental/License Assistant	B22	\$ 54,120.65	\$ 56,826.68	\$ 59,532.71	\$ 62,238.75	\$ 64,944.78		
Building Inspector II Buildings Coordinator Code Compliance Officer II Construction Inspector	B23	\$ 57,991.44	\$ 60,891.01	\$ 63,790.59	\$ 66,690.16	\$ 69,589.73		
<b>Community Resources Specialist</b> Deputy City Clerk Junior Accountant Maintenance Foreman Management Specialist Parks Foreman	B24	\$ 63,327.33	\$ 66,493.70	\$ 69,660.06	\$ 72,826.43	\$ 75,992.80		
Accountant Deputy City Clerk Management Specialist	B25	\$ 69,893.33	\$ 73,387.99	\$ 76,882.66	\$ 80,377.33	\$ 83,871.99		
Animal/Code Officer Supervisor Buildings Superintendent Parks Superintendent Plans Examiner/Inspector Supervisor	B32	\$ 69,893.33	\$ 73,387.99	\$ 76,882.66	\$ 80,377.33	\$ 83,871.99		
Marketing Management Coordinator	C41	\$ 72,354.59	\$ 75,369.61	\$ 78,384.62	\$ 81,399.64	\$ 84,414.65	\$ 87,426.05	\$ 90,443.24
Associate Planner Business Analyst Community Resources Analyst Financial Services Analyst Human Resources Analyst Management Analyst Public Safety Analyst Senior Accountant Traffic Operations Analyst	C42	\$ 76,552.63	\$ 79,742.57	\$ 82,932.52	\$ 86,122.47	\$ 89,312.42	\$ 92,498.54	\$ 95,690.78



2018/19  
NON-DISCRETIONARY SALARY SCHEDULE

WORKING TITLE	DBM	ANNUAL NON-DISCRETIONARY STEPS						
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Construction Manager/Inspection Supervisor Management Analyst	C43	\$ 80,750.66	\$ 84,115.54	\$ 87,480.42	\$ 90,845.30	\$ 94,210.18	\$ 97,571.02	\$ 100,938.33
Senior Planner	C44	\$ 86,007.66	\$ 89,591.60	\$ 93,175.54	\$ 96,759.48	\$ 100,343.41	\$ 103,923.05	\$ 107,509.57
Assistant to the City Manager Building Official Community Resources Manager Human Resources Manager Maintenance Manager Planning Manager Public Safety Manager Senior Civil Engineer	D61	\$ 97,568.01	\$ 101,633.67	\$ 105,699.33	\$ 109,764.99	\$ 113,830.65	\$ 117,891.43	\$ 121,960.01
City Clerk	D62	\$ 102,446.41	\$ 106,715.35	\$ 110,984.30	\$ 115,253.24	\$ 119,522.18	\$ 123,786.00	\$ 128,058.01
City Engineer	D65	\$ 117,524.43	\$ 122,421.68	\$ 127,318.92	\$ 132,216.16	\$ 137,113.41	\$ 142,004.77	\$ 146,905.54
Community Resources Director Design & Development Director Facilities Director Finance Director/City Treasurer	E82	\$ 129,570.69	\$ 134,969.90	\$ 140,369.11	\$ 145,768.32	\$ 151,167.53	\$ 156,560.26	\$ 161,963.36
City Manager	F101*	\$ 176,293.44	\$ 183,639.59	\$ 190,985.74	\$ 198,331.88	\$ 205,678.03	\$ 213,015.36	\$ 220,366.80

Part-Time Employees	DBM		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Recreation Leader	A01	Hourly	\$11.00	\$11.55	\$12.10	\$12.65	\$13.20
Senior Recreation Leader	A02	Hourly	\$15.00	\$15.75	\$16.50	\$17.25	\$18.00
Administrative Assistant	A11	Hourly	\$18.57	\$19.50	\$20.43	\$21.36	\$22.28
Administrative Technician	B21	Hourly	\$24.16	\$25.37	\$26.57	\$27.78	\$28.99
Software Program Report Writer	B24	Hourly	\$30.45	\$31.97	\$33.49	\$35.01	\$36.53

Elected Official Positions	Monthly
Mayor	\$2,800.00
Council Members	\$2,300.00

Boards and Commission Members	Meeting Stipend
Community Services Commission	Per Meeting \$75.00
Construction Appeals Board	Per Meeting \$0.00
Housing Commission	Per Meeting \$50.00
Financial Advisory Commission	Per Meeting \$75.00
Oversight Board	Per Meeting \$0.00
Planning Commission	Per Meeting \$100.00



**CLASS SPECIFICATION  
Management Specialist**

<b>CLASS SERIES</b>	<b>BAND/GRADE/SUBGRADE</b>	<b>FLSA STATUS</b>
Management Administration	B24-B32	Non-Exempt

**CLASS SUMMARY:**

This class is the second level in a four-level Management Administration Series focused on responsibilities associated with coordinating City processes and/or programs as a subject matter expert, or supervising non-exempt staff engaged in similar work. Incumbents, as assigned, are responsible for research, analysis, report writing and presentation; contract development and management; records reconciliation; program coordination; grant and contract management; and coordination across departments.

**DISTINGUISHING CHARACTERISTICS:**

Positions assigned to this classification perform programmatic and/or administrative coordination of a city service or program as a subject matter expert. As assigned, incumbents may supervise staff.

**ESSENTIAL DUTIES:**

This class specification represents only the core areas of responsibilities; specific position assignments will vary depending on the needs of the department.

- Works with internal and external customers and stakeholders to resolve questions, service requests and/or problems and complaints; coordinates with contractors and outside service providers when required to resolve problems.
- Conducts research and keeps abreast of changes in assigned field in order to assist in, or develop, plans, programs, goals and objectives.
- Prepares written reports, plans, public information collateral and/or program documents such as grant funding applications, agreements, etc.
- As assigned, supervises staff to include: prioritizing and assigning work; conducting performance evaluations; ensuring staff are trained; ensuring that employees follow policies and procedures; maintaining a healthy and safe working environment; and making hiring, termination and disciplinary recommendations.
- Maintains cooperative working relationships with peers, other jurisdictions and state or federal agencies as assigned.
- Creates, updates, distributes and maintains records, reports, logs and other documentation.
- Performs other duties of a similar nature and level as assigned.

**POSITION SPECIFIC RESPONSIBILITIES MIGHT INCLUDE:**

Positions assigned to **Junior Accountant** functions may also be responsible for:

- Preparing various financial schedules and reports;
- Preparing journal entries and reconciling the general ledger with subsidiary financial applications;
- Assist with internal and external audit requirements ensuring regulatory compliance;
- Assist with preparation and verification of payroll and related documents (such as timesheets, retirement information, etc.)



## CLASS SPECIFICATION Management Specialist

- Administering and overseeing purchasing; and
- Assist with monitoring daily cash flows, performing cashing, and reconciling monthly bank statements.

Positions assigned to **Accountant** functions may also be responsible for:

- Performing complex and difficult accounting and financial support work within programmatic and procedural guidelines;
- Preparing journal entries and reconciling various general ledger and subsidiary accounts;
- Calculating and preparing reimbursement billings and tracking receivables;
- Assisting in preparation of annual audit schedules for external auditors;
- Assisting the Finance Director during the annual auditing process;
- Assisting with the preparation of the annual and mid-year budgets;
- Assisting with grant and CIP accounting; and
- Monitoring daily cash flow, audit cashing and, reconciling monthly bank statements.

~~Positions assigned to **Marketing & Events Supervisor (Community Resources)** functions may also be responsible for:~~

- ~~• Providing contract management and oversight with marketing and event vendors;~~
- ~~• Managing marketing and promotion efforts for the city;~~
- ~~• Event development and execution;~~
- ~~• Coordinating with local nonprofits and community groups to provide activities; and~~
- ~~• Strategic Planning for marketing and event planning (City and Community Resources Marketing Strategies).~~

Positions assigned to **Community Resources Specialist** functions may also be responsible for:

- Prepare and execute instructor/volunteer service contracts for recreation programs;
- Develop partnerships with local community groups and nonprofits to provide/enhance programs and services;
- Preparing monthly/quarterly reports on program/fitness membership attendance at the Wellness Center and offsite facilities; and
- Assist with strategic planning, goal setting and budget development for the Wellness Center division.

Positions assigned to **Management Specialist (City Manager's)** function may also be responsible for:

- Engaging in economic and business development efforts including outreach, and preparation of outreach materials connected to economic development related agreements;
- Making presentations before City Council, Commissions, and stakeholder groups;
- Serving as Housing Coordinator; responding to/coordinating tenant requests, developing and evaluating housing program applications, housing reports; and
- Provide reports and oversight of transient occupancy tax incentive program and medical cannabis delivery permit applications.





## CLASS SPECIFICATION Management Specialist

Positions assigned to **Management Specialist (Design & Development)** function may also be responsible for:

- Assisting in the coordination of the Short Term Vacation Rental Program and business licenses;
- Providing responsible, complex clerical and administrative support to the department;
- Preparing a variety of reports and analytics needed by the Design and Development Director;
- Addressing the interests of a variety of customers and stakeholders; and
- Making presentations before City Council, commissions or stakeholder groups.

Positions assigned to **Deputy City Clerk** functions may also be responsible for:

- Preparing and distributing council agenda materials, including transcribing meeting minutes;
- Maintaining indices and Codes and notarizing documents;
- Records management including overseeing/coordinating city-wide scanning project and record destruction, legal recording and processing all record requests, subpoenas and summons;
- City-wide contract processing and official document recording
- Serving as Risk Manager for business-related matters, including claims and insurance review;
- Managing FPPC and election filings;
- Providing administrative services to Council and City Manager
- Serving as support staff to the Oversight Board, and Advisory Committee;
- Serving as Housing Coordinator;
- Serving as Laserfische Administrator;
- Providing city-wide editing and research services; and
- Serving as Deputy Elections Official , Deputy Records Manager; and performing duties of City Clerk in the absence of the City Clerk.

Positions assigned to **Software Program Report Writer (Design and Development)** functions may also be responsible for:

- Work with staff to collect and document report requirements, to understand data structures, set and follow best practices;
- Administer the design, development, testing, performance tuning and general troubleshooting of a variety of departmental reports;
- Perform quality assurance on new reports and changes to reports;
- Analyze and problem solve with attention to accuracy and detail; and
- Act as a liaison for the department for purposes of data integration and standardization.

### **TRAINING AND EXPERIENCE:**

Associate's Degree and, as assigned, two (2) years experience related to area of assignment. Or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.



## CLASS SPECIFICATION Management Specialist

### **LICENSING/CERTIFICATIONS:**

Some positions may require a valid Class C California Driver's License. As assigned, must obtain Notary Public certification within six (6) months of employment.

### **KNOWLEDGE IN:**

- Documentation and record-keeping principles;
- Supervisory principles;
- Contract administration and performance monitoring;
- Program development, administration and evaluation;
- Research methods, program analysis and report preparation;
- Organizational structure of the city and city services as they relate to area of assignment;
- Applicable local, state and federal laws, rules and regulations;
- Modern office equipment; and
- Communication, interpersonal skills as applied to interaction with subordinates, coworkers, supervisor, the general public, etc. sufficient to exchange or convey information, evaluate performance and provide and/or receive work direction.

Positions assigned to **City Managers** also require knowledge of:

- Housing, Socio-economic, and incentive programs; and
- Legislation including State and Local ordinances.

Positions assigned to **Junior Accountant** and **Accountant** also require knowledge of:

- Principles of basic accounting/bookkeeping;
- Computer accounting applications;
- Basic governmental accounting and budgeting; and
- Methods of receiving and accounting for funds.

Positions assigned to **Community Resources** also require knowledge of:

- Safety precautions and procedures for public recreation and event planning;
- Principles and techniques of recreational, cultural and social programs and event planning; and
- Public information and marketing strategies.

Positions assigned to **Design and Development** also require knowledge of:

- Short-term Vacation Rentals;
- CDBG grant processing and administration; and
- Effective public speaking and presentation techniques.

Positions assigned to **City Clerk** also require knowledge of:

- Housing needs and socio-economic issues related to low and moderate income families;
- Contract review and processing principles; and
- Municipal Records Management.

Positions assigned to **Software Program Report Writer (Design & Development)** also require knowledge of:



## **CLASS SPECIFICATION Management Specialist**

- Installation, configuration and administration of SQL Server 2012;
- Configuration and administration of SQL Server Reporting Services;
- Sunguard Public Sector TRAKiT application and Utilities Maintenance modules;
- Structured Query Language (SQL), Transact-Structured Query Language (T-SQL), Sequal Server Reporting Services (SSRS) and Sequal Server Integration Servives (SSIS);
- SSIS to export and import data;
- Building Complex SQL queries;
- Creating and modifying complex stored procedures;
- Creating and implementing update statements; and
- Creating and maintaining sound backup and recovery procedures.

### **SKILL IN:**

- Analyzing problems and identifying solutions;
- Mathematical computations common to basic statistics;
- Understanding and acting upon written and verbal descriptions of problems;
- Negotiation and conflict resolution;
- Preparing written reports of moderate to high complexity and keeping accurate records;
- Operating a computer and relevant software applications;
- Operating modern office equipment;
- Supervising and evaluating employees;
- Prioritizing and assigning work;
- Applying local, state and federal laws, rules and regulations;
- Customer Service; and
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

### **ADA AND OTHER REQUIREMENTS:**

Positions in this class typically require: standing, walking, fingering, talking, hearing, seeing and repetitive motions. Some positions may require occasional pushing, pulling, lifting and grasping.

Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

Light Work: Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.



**CLASS SPECIFICATION**  
**Management Specialist**

**NOTE:** The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

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**AGENDA TITLE:** ADOPT RESOLUTION TO REAFFIRM THE 2018/19 SALARY STRUCTURE APPROVED AT THE JUNE 19, 2018, MEETING FOR MANAGEMENT, CONTRACT MANAGEMENT, AND CONFIDENTIAL EMPLOYEES; AND TO APPROVE BENEFIT ADJUSTMENTS FOR THESE EMPLOYEES INCREASING THE HEALTH BENEFIT CAP TO \$1,709 PER MONTH PER EMPLOYEE, EFFECTIVE JANUARY 1, 2019

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### RECOMMENDATION

Adopt a Resolution to reaffirm the 2018-19 salary structure approved at the June 19, 2018, meeting for Management, Contract Management, and Confidential Employees; and to approve additional benefit adjustments for these employees increasing the health benefit cap to \$1,709 per month per employee, effective January 1, 2019.

### EXECUTIVE SUMMARY

- The La Quinta City Employees' Association (LQCEA) has accepted a \$41 increase to the current health benefit cap, bringing it to \$1,709 per month per employee.
- Cities across the region and State are increasing their health benefit caps. This adjustment maintains La Quinta's competitiveness in the market for employee attraction and retention while managing increasing costs.
- This benefit adjustment also affects Management, Contract Management, and Confidential Employees who are not represented by the LQCEA.
- A summary of the economic benefits consisting of the reaffirmed 2018/19 salary schedule and health benefit adjustment will be verbally announced in accordance with Government Code Section 54953(c)(3) prior to Council taking any action, for the City's executives as defined by State law [subdivision (d) of Section 3511.1].

### FISCAL IMPACT

The 2018/19 cost to implement the health benefit cap adjustment to Management, Contract Management, and Confidential Employees is \$10,332. Funds are available in the Contingency for Staffing account (101-1007-50115).

## **BACKGROUND/ANALYSIS**

When the City elects to change benefits for the LQCEA, it has also provided the Management, Contract Management, and Confidential Employees the same benefit adjustments. Amendment No. 1 to the Memorandum of Understanding has been agreed upon with the LQCEA; Staff recommends that the \$41 monthly increase to the current health benefit cap be provided to Management, Contract Management, and Confidential Employees.

## **ALTERNATIVES**

The Council may elect to not provide the same benefit adjustment changes to the unrepresented employees.

Prepared by: Angela Scott, Human Resources Manager  
Approved by: Chris Escobedo, Community Resources Director

**RESOLUTION NO. 2018 -**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, REAFFIRMING THE 2018/19 SALARY STRUCTURE APPROVED AT THE JUNE 19, 2018, MEETING FOR NON-REPRESENTED MANAGEMENT, CONTRACT MANAGEMENT AND CONFIDENTIAL EMPLOYEES; AND TO APPROVE BENEFIT ADJUSTMENTS FOR THESE EMPLOYEES INCREASING THE HEALTH BENEFIT CAP TO \$1,709 PER MONTH PER EMPLOYEE, EFFECTIVE JANUARY 1, 2019**

**WHEREAS**, the City Council adopted Resolution No. 2018-033, at the June 19, 2018 meeting, approving the 2018/19 Salary Structure for non-represented management, contract management, and confidential employees; and

**WHEREAS**, the City of La Quinta, hereinafter referred to as "City" desires to make benefit adjustments for non-represented management, contract management, and confidential employees effective January 1, 2019.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of La Quinta, California, as follows:

SECTION 1. The City does hereby reaffirms Resolution No. 2018-033, adopted on June 19, 2018, approving the implementation of the 2018/19 Salary Schedule (Exhibit A) for non-represented management, contract management, and confidential employees.

SECTION 2. The City does hereby ratify and approve for non-represented management, contract management, and confidential employees the implementation of a health benefit cap of \$1,709 per month per employee, effective January 1, 2019.

SECTION 2. The City recognizes contract management positions as the City Clerk, City Manager, Community Resources Director, Facilities Director, Finance Director, City Engineer, and Design & Development Director.

Resolution No. 2018-  
Benefit Adjustments for Non-Represented Employees  
Adopted: July 17, 2018  
Page 2 of 2

**PASSED, APPROVED and ADOPTED** at a regular meeting of the La Quinta City Council held on this 17<sup>th</sup> day of July 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

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LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

(CITY SEAL)

**APPROVED AS TO FORM:**

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WILLIAM H. IHRKE, City Attorney  
City of La Quinta, California





2018/19  
Salary Schedule

WORKING TITLE	DBM		NON-DISCRETIONARY STEPS					DISCRETIONARY STEPS (PERFORMANCE BASED)				
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
Administrative Assistant	A11	Annually	\$ 38,625.89	\$ 40,557.18	\$ 42,488.47	\$ 44,419.77	\$ 46,351.06	\$ 47,896.05	\$ 49,441.04	\$ 50,986.03	\$ 52,531.02	\$ 54,076.01
Buildings Worker Maintenance Worker I Parks Worker	A11	Annually	\$ 38,625.89	\$ 40,557.18	\$ 42,488.47	\$ 44,419.77	\$ 46,351.06	\$ 47,896.05	\$ 49,441.04	\$ 50,986.03	\$ 52,531.02	\$ 54,076.01
Maintenance Worker II	A12	Annually	\$ 42,496.68	\$ 44,621.51	\$ 46,746.35	\$ 48,871.18	\$ 50,996.01	\$ 52,695.81	\$ 54,395.61	\$ 56,095.41	\$ 57,795.21	\$ 59,495.01
Administrative Technician Community Resources Coordinator Management Assistant Traffic Signal Technician	B21	Annually	\$ 50,249.87	\$ 52,762.36	\$ 55,274.86	\$ 57,787.35	\$ 60,299.84	\$ 62,309.87	\$ 64,319.90	\$ 66,329.93	\$ 68,339.96	\$ 70,349.99
Account Technician Building Inspector I Code Compliance Officer I Executive Assistant Management Assistant Permit Technician Vacation Rental/License Assistant	B22	Annually	\$ 54,120.65	\$ 56,826.68	\$ 59,532.71	\$ 62,238.75	\$ 64,944.78	\$ 67,109.62	\$ 69,274.46	\$ 71,439.30	\$ 73,604.14	\$ 75,768.98
Building Inspector II Buildings Coordinator Code Compliance Officer II Construction Inspector	B23	Annually	\$ 57,991.44	\$ 60,891.01	\$ 63,790.59	\$ 66,690.16	\$ 69,589.73	\$ 71,909.38	\$ 74,229.03	\$ 76,548.68	\$ 78,868.33	\$ 81,187.98
Deputy City Clerk Junior Accountant Maintenance Foreman Management Specialist Parks Foreman	B24	Annually	\$ 63,327.33	\$ 66,493.70	\$ 69,660.06	\$ 72,826.43	\$ 75,992.80	\$ 78,525.84	\$ 81,058.88	\$ 83,591.92	\$ 86,124.96	\$ 88,658.00
Accountant Deputy City Clerk Management Specialist	B25	Annually	\$ 69,893.33	\$ 73,387.99	\$ 76,882.66	\$ 80,377.33	\$ 83,871.99	\$ 86,667.79	\$ 89,463.59	\$ 92,259.39	\$ 95,055.19	\$ 97,850.99
Animal/Code Officer Supervisor Buildings Superintendent Parks Superintendent Plans Examiner/Inspector Supervisor	B32	Annually	\$ 69,893.33	\$ 73,387.99	\$ 76,882.66	\$ 80,377.33	\$ 83,871.99	\$ 86,667.79	\$ 89,463.59	\$ 92,259.39	\$ 95,055.19	\$ 97,850.99

WORKING TITLE	DBM		NON-DISCRETIONARY STEPS					DISCRETIONARY STEPS (PERFORMANCE BASED)									
			STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	
Marketing Management Coordinator	C41	Annually	\$ 72,354.59	\$ 75,369.61	\$ 78,384.62	\$ 81,399.64	\$ 84,414.65	\$ 87,426.05	\$ 90,443.24	\$ 93,027.33	\$ 95,611.42	\$ 98,195.51	\$100,779.60	\$103,363.69	\$105,947.78	\$108,531.87	
Associate Planner Business Analyst Community Resources Analyst Financial Services Analyst Human Resources Analyst Management Analyst Public Safety Analyst Senior Accountant Traffic Operations Analyst	C42	Annually	\$ 76,552.63	\$ 79,742.57	\$ 82,932.52	\$ 86,122.47	\$ 89,312.42	\$ 92,498.54	\$ 95,690.78	\$ 98,424.80	\$101,158.82	\$103,892.84	\$106,626.86	\$109,360.88	\$112,094.90	\$114,828.92	
Construction Manager/Inspection Supervisor Management Analyst	C43	Annually	\$ 80,750.66	\$ 84,115.54	\$ 87,480.42	\$ 90,845.30	\$ 94,210.18	\$ 97,571.02	\$100,938.33	\$103,822.28	\$106,706.23	\$109,590.18	\$112,474.13	\$115,358.08	\$118,242.03	\$121,125.98	
Senior Planner Building Official	C44	Annually	\$ 86,007.66	\$ 89,591.60	\$ 93,175.54	\$ 96,759.48	\$100,343.41	\$103,923.05	\$107,509.57	\$110,581.27	\$113,652.97	\$116,724.67	\$119,796.37	\$122,868.07	\$125,939.77	\$129,011.47	
Community Resources Manager Human Resources Manager Maintenance Manager Planning Manager Public Safety Manager Senior Civil Engineer	D61	Annually	\$ 97,568.01	\$101,633.67	\$105,699.33	\$109,764.99	\$113,830.65	\$117,891.43	\$121,960.01	\$125,444.58	\$128,929.15	\$132,413.72	\$135,898.29	\$139,382.86	\$142,867.43	\$146,352.00	
City Clerk	D62	Annually	\$102,446.41	\$106,715.35	\$110,984.30	\$115,253.24	\$119,522.18	\$123,786.00	\$128,058.01	\$131,716.81	\$135,375.61	\$139,034.41	\$142,693.21	\$146,352.01	\$150,010.81	\$153,669.61	
City Engineer	D65	Annually	\$117,524.43	\$122,421.68	\$127,318.92	\$132,216.16	\$137,113.41	\$142,004.77	\$146,905.54	\$151,102.84	\$155,300.14	\$159,497.44	\$163,694.74	\$167,892.04	\$172,089.34	\$176,286.64	
Community Resources Director Design & Development Director Facilities Director Finance Director/City Treasurer	E82	Annually	\$129,570.69	\$134,969.90	\$140,369.11	\$145,768.32	\$151,167.53	\$156,566.26	\$161,963.36	\$166,590.88	\$171,218.40	\$175,845.92	\$180,473.44	\$185,100.96	\$189,728.48	\$194,356.00	
City Manager	F101*	Annually	\$176,293.44	\$183,639.59	\$190,985.74	\$198,331.88	\$205,678.03	\$213,015.36	\$220,366.80	\$226,662.99	\$232,959.18	\$239,255.37	\$245,551.56	\$251,847.75	\$258,143.94	\$264,440.13	

EXHIBIT A



<b>Part-Time Employees</b>							
Recreation Leader	A01	Hourly	\$11.00	\$11.55	\$12.10	\$12.65	\$13.20
Senior Recreation Leader	A02	Hourly	\$15.00	\$15.75	\$16.50	\$17.25	\$18.00
Administrative Assistant	A11	Hourly	\$18.57	\$19.50	\$20.43	\$21.36	\$22.28
Administrative Technician	B21	Hourly	\$24.16	\$25.37	\$26.57	\$27.78	\$28.99
Software Program Report Writer	B24	Hourly	\$30.45	\$31.97	\$33.49	\$35.01	\$36.53

<b>Elected Official Positions</b>		<b>Monthly</b>
Mayor		\$2,800.00
Council Members		\$2,300.00

<b>Boards and Commission Members</b>		<b>Meeting Stipend</b>
Community Services Commission	Per Meeting	\$75.00
Construction Appeals Board	Per Meeting	\$0.00
Housing Commission	Per Meeting	\$50.00
Financial Advisory Commission	Per Meeting	\$75.00
Oversight Board	Per Meeting	\$0.00
Planning Commission	Per Meeting	\$100.00

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

---

**AGENDA TITLE:** APPROVE MARKETING AGREEMENT WITH UTILITY SERVICE PARTNERS, INC. FOR THE NATIONAL LEAGUE OF CITIES SERVICE LINE WARRANTY PROGRAM

---

### RECOMMENDATION

Approve a Marketing Agreement with Utility Service Partners, Inc. for the National League of Cities Service Line Warranty Program and authorize the City Manager to execute the agreement.

### EXECUTIVE SUMMARY

- The National League of Cities (NLC) Service Line Warranty Program, administered by Utility Service Partners, Inc. (USP), is a home protection solution that helps residents with the cost of repairing broken or leaking water or sewer lines.
- To launch the program, the City will partner with USP and send a letter to each household.
- Residents who enroll, could choose coverage on 3 products offered: in-home plumbing, external water service line, and/or external sewer/septic line warranty.

### FISCAL IMPACT

No cost to the City to administer this program. The monthly rate for residents would be \$6.00 per month for the External Water Line program, \$9.00 for the External Sewer Line program, and \$9.49 for In-home Plumbing program.

### BACKGROUND/ANALYSIS

The NLC Service Line Warranty Program provides residents the opportunity to obtain a low-cost warranty that would provide for utility repairs for a low monthly fee with no deductibles or service fees. The work is performed by licensed, local plumbers who will call the customer within one hour of filing a claim. The repair is performed professionally and quickly, typically within 24 hours. USP provides a personally staffed 24/7 repair hotline for residents, 365 days a year.

To implement this program, the City will partner with the vendor and send an informational letter to each household. The letter will educate homeowners regarding their financial obligation to replace these utility lines and explain how the coverage would work. Once homeowners are signed up, billing is handled by USP, and the City has no further obligation.

Program coverage highlights include:

NLC Water Line Warranty

- Covers buried, outside water line running from meter and/or curb box
- Includes service line under concrete floor until daylights into home
- Warranty coverage up to \$8,500 per water line repair
- Resident pays monthly \$6 fee - \$5 discount rate offered if paid a full year in advance

NLC Sewer Line Warranty

- Covers buried, outside sewer line from City mainline connection until daylights inside home
- Includes service line under concrete floor
- Warranty coverage up to \$8,500 per sewer line repair
- Resident pays monthly \$9 fee - \$5 discount rate offered if paid a full year in advance

In-Home Plumbing Warranty

- Covers in-home water and sewer lines; broken or leaking under slab or basement floor
- Includes all drain lines connected to main sewer stack that lead to home point of entry
- Includes repair of clogged toilets
- No coverage for drainage to personal or household items covered by homeowner's policy
- Warranty coverage up to \$3,000 per repair
- Resident pays monthly \$9.49 fee – a \$4.89 discount rate offered if paid a full year in advance

The work is performed by a local licensed plumber. USP handles all costs including 3 direct mail Public Awareness Campaigns per year, customer enrollment, customer service, plumber dispatching, marketing and claims. Nothing is sent to homeowners without the City approving. There is no annual limits, deductibles, forms, or paperwork to sign when submitting a claim.

**ALTERNATIVES**

Council may elect not to approve the agreement.

Prepared by: Gil Villalpando, Assistant to the City Manager  
Approved by: Chris Escobedo, Acting City Manager

Attachment: 1. Marketing Agreement

**MARKETING AGREEMENT**

This MARKETING AGREEMENT ("Agreement") is entered into as of \_\_\_\_\_, 20\_\_ ("**Effective Date**"), by and between the City of La Quinta, California ("**City**"), and SLWA Insurance Services ("**Company**"), herein collectively referred to singularly as "Party" and collectively as the "Parties".

**RECITALS:**

**WHEREAS**, sewer and water line laterals between the mainlines and the connection on residential private property are owned by individual residential property owners residing in the City ("**Residential Property Owner**"); and

**WHEREAS**, City desires to offer Residential Property Owners the opportunity, but not the obligation, to purchase a service line warranty and other similar products set forth in Exhibit A or as otherwise agreed in writing from time-to-time by the Parties (each, a "**Product**" and collectively, the "**Products**"); and

**WHEREAS**, Company, a subsidiary of HomeServe USA Corp., is the administrator of the National League of Cities Service Line Warranty Program and has agreed to make the Products available to Residential Property Owners subject to the terms and conditions contained herein; and

**NOW, THEREFORE**, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and with the intent to be legally bound hereby, the Parties agree as follows:

1. **Purpose.** City hereby grants to Company the right to offer and market the Products to Residential Property Owners subject to the terms and conditions herein.
2. **Grant of License.** City hereby grants to Company a non-exclusive license ("**License**") to use City's name and logo on letterhead, bills and marketing materials to be sent to Residential Property Owners from time to time, and to be used in advertising (including on the Company's website), all at Company's sole cost and expense and subject to City's prior review and approval, which will not be unreasonably conditioned, delayed, or withheld. City agrees that it will not extend a similar license to any competitor of Company during the Term and any Renewal Term of this Agreement.
3. **Term.** The term of this Agreement ("**Term**") shall be for three (3) years from the Effective Date. The Agreement will automatically renew for additional one (1) year terms ("**Renewal Term**") unless one of the Parties gives the other written notice at least ninety (90) days prior to end of the Term or of a Renewal Term that the Party does not intend to renew this Agreement. In the event that Company is in material breach of this Agreement, the City may terminate this Agreement thirty (30) days after giving written notice to Company of such breach, if said breach

is not cured during said thirty (30) day period. Company will be permitted to complete any marketing initiative initiated or planned prior to termination of this Agreement after which time, neither Party will have any further obligations to the other and this Agreement will terminate.

4. **Indemnification.** Company hereby agrees to protect, indemnify, and hold the City, its elected officials, officers, employees and agents (collectively or individually, "**Indemnitee**") harmless from and against any and all third party claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, reasonable attorneys' fees and court costs (individually or collectively, "**Claim**"), which an Indemnitee may suffer or which may be sought against or are recovered or obtainable from an Indemnitee, as a result of or arising out of any breach of this Agreement by the Company, or any negligent or fraudulent act or omission of the Company or its officers, employees, contractors, subcontractors, or agents in the performance of services under the Products; provided that the applicable Indemnitee notifies Company of any such Claim within a time that does not prejudice the ability of Company to defend against such Claim. Any Indemnitee hereunder may participate in its, his, or her own defense, but will be responsible for all costs incurred, including reasonable attorneys' fees, in connection with such participation in such defense.

5. **Notice.** Any notice required to be given hereunder shall be deemed to have been given when notice is (i) received by the Party to whom it is directed by personal service, (ii) sent by electronic mail (provided confirmation of receipt is provided by the receiving Party), or (iii) deposited as registered or certified mail, return receipt requested, with the United States Postal Service, addressed as follows:

**To:** City:  
ATTN: Frank J. Spevacek  
City of La Quinta  
78-495 Calle Tampico  
La Quinta, CA 92253  
Phone: (760) 777-7030

**To:** Company:  
ATTN: Chief Sales Officer  
SLWA Insurance Services  
11 Grandview Circle, Suite 100  
Canonsburg, PA 15317  
Phone: (866) 974-4801

6. **Modifications or Amendments/Entire Agreement.** Any and all of the representations and obligations of the Parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a party unless in writing signed by that Party.

7. **Assignment.** This Agreement and the License granted herein may not be assigned by Company other than to an affiliate or an acquirer of all or substantially all of its assets, without the prior written consent of the City, such consent not to be unreasonably withheld.

8. **Counterparts/Electronic Delivery; No Third Party Beneficiary.** This Agreement may be executed in counterparts, all such counterparts will constitute the same contract and the signature of any Party to any counterpart will be deemed a signature to, and may be appended to, any other counterpart. Executed copies hereof may be delivered by facsimile or e-mail and upon receipt will be deemed originals and binding upon the Parties hereto, regardless of whether originals are delivered thereafter. Nothing expressed or implied in this Agreement is intended, or should be construed, to confer upon or give any person or entity not a party to this agreement any third- party beneficiary rights, interests, or remedies under or by reason of any term, provision, condition, undertaking, warranty, representation, or agreement contained in this Agreement.

9. **Choice of Law/Attorney Fees.** The governing law shall be the laws of the State of California. In the event that at any time during the Term or any Renewal Term either Party institutes any action or proceeding against the other relating to the provisions of this Agreement or any default hereunder, then the unsuccessful Party shall be responsible for the reasonable expenses of such action including reasonable attorney's fees, incurred therein by the successful Party.

10. **Incorporation of Recitals and Exhibits.** The above Recitals and Exhibit A attached hereto are incorporated by this reference and expressly made part of this Agreement.

[Signature Page Follows]

**IN WITNESS WHEREOF**, the Parties hereto have executed this Agreement on the day and year first written above.

**CITY OF LA QUINTA**

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Name: Frank Spevacek

Title: City Manager

**SLWA INSURANCE SERVICES**

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Name: Michael Backus

Title: Chief Sales Officer



**Exhibit A**  
NLC Service Line Warranty Program  
City of La Quinta  
Term Sheet  
May 14, 2018

I. Initial Term. Three years

II. License Conditions.

- a. City logo on letterhead, advertising, billing, and marketing materials
- b. Signature by City official

III. Products.

- a. External water service line warranty (initially, \$6.00 per month)
- b. External sewer/septic line warranty (initially, \$9.00 per month)
- c. Interior plumbing and drainage warranty (initially, \$9.49 per month)

Company may adjust the foregoing Product fees; provided, that any such adjustment shall not exceed \$.50 per month in any 12-month period, unless otherwise agreed by the Parties in writing.

IV. Scope of Coverage.

- a. External water service line warranty:
  - Homeowner responsibility: From the meter and/or curb box to the external wall of the home.
  - Covers well service lines if applicable.
- b. External sewer/septic line warranty:
  - Homeowner responsibility: From the exit point of the home to the main.
  - Covers septic lines if applicable
- c. Interior plumbing and drainage warranty:
  - Water supply pipes and drainage pipes within the interior of the home.

V. Marketing Campaigns. Company shall have the right to conduct up to three campaigns per year, comprised of up to six mailings and such other channels as may be mutually agreed. Initially, Company anticipates offering the Interior plumbing and drainage warranty Product via in-bound channels only.

[Click here to return to Agenda](#)

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

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**AGENDA TITLE:** INTRODUCE AN ORDINANCE AMENDING CHAPTER 2.60 OF THE LA QUINTA MUNICIPAL CODE RELATING TO THE CONFLICT OF INTEREST CODE, AND APPROVE THE CALIFORNIA FAIR POLITICAL PRACTICES COMMISSION'S 2018 LOCAL AGENCY BIENNIAL NOTICE

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### RECOMMENDATION

- A) Move to take up Ordinance No. \_\_\_\_ by title and number only and waive further reading.
- B) Move to introduce at first reading Ordinance No. \_\_\_\_ amending Chapter 2.60 of the La Quinta Municipal Code relating to the City's conflict of interest code.
- C) Move to approve and accept the California Fair Political Practices Commission's 2018 Local Agency Biennial Notice.

### EXECUTIVE SUMMARY

- The Political Reform Act (PRA) requires every local government to review its Conflict of Interest Code (Code) biennially and submit the *Local Agency Biennial Notice* (Attachment 1) to the Code reviewing body. The City Council is the code reviewing body for the City.
- The purpose of the Code is to specifically designate positions that make or participate in the making of governmental decisions, which may foreseeably have a material effect on any financial interests of the persons holding those positions.
- City officials in the positions designated on the attached ordinance must disclose their financial interests annually and refrain from participation in any decision(s) that may affect them financially.
- The annual Statement of Economic Interest filings are the basis for the transparency that California's PRA requires of public officials. Statements of Economic Interest are public documents filed with the City Clerk.

**FISCAL IMPACT** – None.

### BACKGROUND/ANALYSIS

Public officials, both elected and appointed, are classified in one of two disclosure categories based on their level of influence on municipal financial decisions. Officials in the "full disclosure" category have substantial influence and must disclose all investments, business positions, and interests in real property, within the

jurisdiction, held on the date of assuming office and income received during the 12 months immediately preceding assuming office.

Officials in the "limited disclosure" category have less influence on decisions. These positions must disclose personal economic interests held that could be significantly affected through the exercise of official duties, including investments, business positions, and income from sources located in or doing business in the City, interests in real property located in the City, and property located not more than two miles outside the boundary of the City or property located within two miles of any property owned or used by the City.

Review of the positions, duties, and influence of public officials has resulted in the following recommended changes to Section 2.60.020 of the Municipal Code due to the 2017 reorganization of the Finance and Design and Development Departments, the expansion of the Investment Advisory Board into the Financial Advisory Commission to fulfill the citizen oversight duties set forth in Measure G, a 1% Transaction and Use Tax approved by the La Quinta voters in the November 2016 election, and the City's 2018 Classification and Compensation update:

Add the following titles as designated positions for "limited disclosure" filing:

- Assistant to the City Manager
- Building Superintendent
- City Engineer
- Financial Services Analyst
- Hub Manager
- Human Resources Manager
- Members of the Financial Advisory Commission
- Parks Superintendent
- Senior Accountant
- Senior Planner

Delete the following title from the "full disclosure" designated positions due to dissolution of La Quinta's Oversight Board in accordance with Health and Safety Code Section 34179(j) effective June 30, 2018:

- Members of the Oversight Board to the Successor Agency

Delete the following titles from the "limited disclosure" designated positions because the titles were amended or eliminated from the City's Authorized Positions list:

- Accounting Manager
- Customer Service Manager
- Members of the Investment Advisory Board
- Principal Engineer
- Principal Planner

## [ALTERNATIVES](#)

The City Council may elect to (1) approve the proposed Code as submitted, or (2) revise the proposed Code and approve it as revised.

Prepared by:       Monika Radeva, Acting City Clerk  
Approved by:       Chris Escobedo, Acting City Manager

Attachment:       1. 2018 Local Agency Biennial Notice

**ORDINANCE NO.**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, AMENDING CHAPTER 2.60 OF THE LA QUINTA MUNICIPAL CODE RELATING TO THE CITY'S CONFLICT OF INTEREST CODE**

**WHEREAS**, the Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

**WHEREAS**, the Fair Political Practices Commission (FPPC) has adopted a regulation, [Title 2, Division 62](#), California Code of Regulations Section 18730 – [Provisions of Conflict of Interest Codes](#), which contains the terms of a standard conflict of interest code which can be incorporated by reference; and

**WHEREAS**, the City of La Quinta (City) has adopted by reference the FPPC's regulation as well as a list of designated employees as Chapter 2.60 of the La Quinta Municipal Code (Code); and

**WHEREAS**, the City desires to make changes to the list of designated employees and disclosure categories to reflect the current classifications/positions within the City; and;

**WHEREAS**, the place of filing of the Statements of Economic Interests shall be in accordance with Government Code Section 87500; and

**WHEREAS**, Statements of Economic Interest are public documents available from the City Clerk of the City of La Quinta; and

**WHEREAS**, the City believes these changes are in the best interests of the citizens of the City of La Quinta.

**NOW THEREFORE**, the City Council of the City of La Quinta does ordain as follows:

**SECTION 1.** AMENDMENT OF CHAPTER 2.60: Section 2.60.010 of the La Quinta Municipal Code is amended to read as follows:

**2.60.010 INCORPORATION OF STANDARD CODE**

The Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, [Title 2, Division 6](#), California Code of Regulations Section 18730 – [Provisions of](#)

Ordinance No.  
Amending Section 2.60.020 of the La Quinta Municipal Code  
Conflict of Interest Code  
Adopted:  
Page 2 of 5

Conflict of Interest Codes, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are incorporated by reference and, along with Section 2.60.020 in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the city. The city shall review its conflict of interest code at least biennially by September 30 of every even-numbered year and update it if necessary.

Designated employees shall file statements of economic interests with the city clerk who will make the statements available for public inspection and reproductions. Upon receipt of the statements, the city clerk shall make and retain a copy and forward the original of these statements to the city council. (Ord. 261 § 2 (Art. A), 1994)

SECTION 2. AMENDMENT OF CHAPTER 2.60: Section 2.60.020 of the La Quinta Municipal Code is amended to read as follows:

## **2.60.020 DESIGNATED POSITIONS, DISCLOSURE CATEGORIES**

- A. Full disclosure on Form 700, Statement of Economic Interest, shall be required from the following positions pursuant to Government Code Section 87200:

### DESIGNATED POSITIONS

City Attorney  
Assistant and/or Deputy City Attorney(s)  
City Manager  
Assistant and/or Deputy City Manager(s)  
Finance Director/City Treasurer  
Mayor  
Members of the City Council/Financing Authority/Housing Authority  
~~Members of the Oversight Board to the Successor Agency~~  
Members of the Planning Commission  
Members of the Successor Agency to the Dissolved Redevelopment Agency  
Candidates for any of the positions above

- B. Limited disclosure on Form 700, Statement of Economic Interest, shall be required from the following officeholders pursuant to Government Code Section 87302:

Ordinance No.  
Amending Section 2.60.020 of the La Quinta Municipal Code  
Conflict of Interest Code  
Adopted:  
Page 3 of 5

DESIGNATED POSITIONS

~~Accounting Manager~~

Animal Control/Code Compliance Supervisor

Assistant to the City Manager

Building Official

Building Superintendent

Business Analyst

City Clerk

City Engineer

Community Resources Manager

Construction Manager/Inspections Supervisor

~~Customer Service Center Manager~~

Director of Community Resources

Director of Design and Development

Director of Facilities

Financial Services Analyst

Hub Manager

Human Resources Analyst

Human Resources Manager

Maintenance Manager

Management Analyst

Members of the Community Services Commission

Members of the Financial Advisory Commission

Members of the Housing Commission

~~Members of the Investment Advisory Board~~

Parks Superintendent

Planning Manager

~~Principal Engineer~~

~~Principal Planner~~

Public Safety Manager

Senior Accountant

Senior Planner

- C. Limited disclosure on Form 700, Statement of Economic Interest, shall be required from the following positions pursuant to Government Code Section 82019(a) and FPPC Regulation 18700.31, ~~except that the city manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that decision, a statement of the extent of the disclosure requirements. The city manager's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.~~

Ordinance No.  
Amending Section 2.60.020 of the La Quinta Municipal Code  
Conflict of Interest Code  
Adopted:  
Page 4 of 5

## DESIGNATED POSITIONS

### Consultants

#### D. Definitions of Disclosure Categories:

1. Full Disclosure – All investments, business positions, and interests in real property within the jurisdiction, held on the date of assuming office and income received during the 12 months immediately preceding assuming office. In accordance with Government Code Section 87500, filers shall submit one original to the City Clerk who shall make and retain a copy and forward the original to the FPPC which shall be the filing officer.
2. Limited Disclosure – Personal economic interests held that could be significantly affected through the exercise of official duties including investments, business positions, and income from sources located in or doing business in the city and any interests in real property located in the city, property located not more than two miles outside the boundary of the city or property located within two-miles of any property owned or used by the city. In accordance with Government Code Section 87500, filers shall submit one original to the City Clerk who shall be the filing officer on behalf of the City of La Quinta, which shall be the code reviewing body.

**SECTION 2. EFFECTIVE DATE:** This Ordinance shall be in full force and effect thirty days (30) days after its adoption.

**SECTION 3. POSTING.** The City Clerk shall, within 15 days after passage of this Ordinance, cause it to be posted in at least three public places designated by resolution of the City Council, shall certify to the adoption and posting of this Ordinance, and shall cause this Ordinance and its certification, together with proof of posting to be entered into the Book of Ordinances of the City of La Quinta.

**PASSED, APPROVED, and ADOPTED** this \_\_\_\_ day of August 2018, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**



Ordinance No.  
Amending Section 2.60.020 of the La Quinta Municipal Code  
Conflict of Interest Code  
Adopted:  
Page 5 of 5

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LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

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MONIKA RADEVA, Acting City Clerk  
City of La Quinta, California

(City Seal)

**APPROVED AS TO FORM:**

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WILLIAM H. IHRKE, City Attorney  
City of La Quinta, California

## 2018 Local Agency Biennial Notice

Name of Agency: CITY OF LA QUINTA

Mailing Address: 78495 CALLE TAMPICO, LA QUINTA, CA 92253

Contact Person: MONIKA RADEVA Phone No. (760) 777 - 7035

Email: MRADEVA@LAQUINTACA.GOV Alternate Email: N/A

**Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.**

This agency has reviewed its conflict of interest code and has determined that *(check one BOX)*:

**An amendment is required. The following amendments are necessary:**

*(Check all that apply.)*

- Include new positions
- Revise disclosure categories
- Revise the titles of existing positions
- Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- Other *(describe)* \_\_\_\_\_

**The code is currently under review by the code reviewing body.**

**No amendment is required.** (If your code is over five years old, amendments may be necessary.)

**Verification (to be completed if no amendment is required)**

*This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.*

\_\_\_\_\_  
*Signature of Chief Executive Officer*

\_\_\_\_\_  
*Date*

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2018**, or by the date specified by your agency, if earlier, to:

*(PLACE RETURN ADDRESS OF CODE REVIEWING BODY HERE)*

**PLEASE DO NOT RETURN THIS FORM TO THE FPPC.**

# City of La Quinta

CITY COUNCIL MEETING: July 17, 2018

## STAFF REPORT

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**AGENDA TITLE:** APPROVE AMENDED TRANSIENT OCCUPANCY TAX INCENTIVE PROGRAM

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### RECOMMENDATION

Approve amended Transient Occupancy Tax Incentive Program.

### EXECUTIVE SUMMARY

- July 2017 Council approved the Transient Occupancy Tax Incentive Program (Program).
- The Program allows hotel operators who collect Transient Occupancy Tax (TOT) on resort fees to apply for funding up to \$25,000 to help bring new tourism to La Quinta.
- The amended program (Attachment 1) would allow hotel operators to apply for funding up to \$50,000 and allow the City Manager to authorize per the Purchasing Policy.

### FISCAL IMPACT

Annually \$100,000 is set aside from TOT on resort fees collected. Currently, the City has received \$318,000 from July 2017 to May 2018. Hotel operators may apply for funding until funds are expunged. Each fiscal year unallocated funds are carried over for use in future fiscal years.

### BACKGROUND/ANALYSIS

Resort fees are separate fees or charges imposed by a hotel operator for items and services that are part of the hotel accommodations. In the former Financial Advisory Committee's Final Report, it was recommended to apply the TOT rate to resort fees. If the inclusion of resort fees does not impose a new tax or increase to the existing TOT rate, the City may collect TOT at the existing rates inclusive of resort fees, and Council may amend the TOT ordinance without voter approval. Five other Coachella Valley cities include resort fees when calculating TOT.

The Mayor and City Staff met with hotel operators that collect resort fees and expressed the potential for adding the TOT rate to resort fees. One hotel operator's request was to utilize a portion of the revenue collected from the

fees to help hotels bring new tourism to La Quinta. They expressed how other cities, one in the Coachella Valley, use grant programs to entice large groups from major tourism cities such as Los Angeles and Phoenix. This type of program will only be available to hotel operators that charge resort fees.

Proposed changes align the Program with the City's Purchasing Policy thresholds.

### ALTERNATIVES

Do not amend the Program.

Prepared by: Gilbert Villalpando, Assistant to the City Manager

Approved by: Chris Escobedo, Acting City Manager

Attachment: 1. Amended TOT Grant Application

# CITY OF LA QUINTA TOT INCENTIVE PROGRAM



## APPLICATION DEADLINE

To be considered, applications must be complete and adhere to the specified format.  
The original signed application must be delivered to:

**TOT Incentive Program**  
**ATTN: Economic Development**  
**78495 Calle Tampico**  
**La Quinta, CA 92220**

**Incomplete applications will not be accepted.**

**Questions?** Contact Gilbert Villalpando at  
(760) 777-7094 or [gvillalpando@la-quinta.org](mailto:gvillalpando@la-quinta.org)

## TOT INCENTIVE PROGRAM

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### INTRODUCTION

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The purpose of the City of La Quinta's Transient Occupancy Tax (TOT) Incentive Program is to promote new tourism activities within the City and encourage wide participation and innovative proposals. The source of the funds is the City's TOT collected on resort fees. Incentives will range from up to ~~\$25,000~~ \$50,000.

### APPLICATION PERIOD OPEN PENDING AVAILABLE FUNDS

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### ELIGIBILITY

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This program will fund promotional activities that draw tourists to La Quinta and meet the following criteria:

- **Applicants must be operators that collect TOT on resort fees**
- **Events must be non-recurring and events that have not been held in the City of La Quinta**
- **Event attendees must be groups that stay overnight in paid accommodations located in the City of La Quinta**
- **The event must generate additional TOT revenue for the City and achieve a 10 to 15 percent return on the City's investment (ROI), after City incurred costs to provide services for the event are deducted.**
- **If an event is cancelled all incentives received will be refunded by the applicant.**

Applications that do not meet all of the above criteria will not be accepted.

The City of La Quinta does not discriminate on the basis of race, national origin, or citizenship; religion or creed; physical or mental disability; sex/gender, sexual orientation, gender identity, marital or familial status; age; military status, political or union affiliation; or involvement in prior complaints of discrimination or harassment.

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## APPLICATION

---

**Hotel Name:** \_\_\_\_\_ **Group Name:** \_\_\_\_\_

**Has group previously visited Southern California?** \_\_\_\_\_

**If Yes, where and how many times?** \_\_\_\_\_

**Event Date(s):** \_\_\_\_\_ **Amount of requested:** \_\_\_\_\_

**Reason for Request:**

**Additional City Revenue Opportunities:**

**Anticipated City Services for Event:**

(Example: Council Participation, City Staff, Event Listing, or Marketing Materials):

**Estimated Return on Investment (ROI) breakdown:**  
ROI Template in PDF attachments

# TOTAL OCCUPANCY TAX

## ESTIMATED RETURN ON INVESTMENT

Estimated Return on Investment	Example
Average Room Rate	\$425.00
# of Rooms for event*	400
TOT Rate	11%
TOT Total	\$18,700.00
Estimated Sales**	\$80,000.00
Sales Tax Rate	1%
Resort Fee	\$30.00
Resort TOT	\$1,320.00
Sales Tax Total	\$800.00
Incentive Amount	\$15,000.00
Tax Total	\$20,820.00
Incentive ROI	\$5,820.00
ROI	39%

\*Average is 2 guests per room  
\*\*Average person spends \$100 per day on food & other items

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_



# City of La Quinta

## CITY COUNCIL MEETING

### DEPARTMENT REPORT

**TO:** Madam Mayor and Members of the City Council

**FROM:** City Attorney's Office  
Bill Ihrke

**DATE:** July 17, 2018

**SUBJECT:** Status Update - Electricity Net-Energy Metering and Local Regulation for Irrigation District Providers

---

On March 21, 2017, our office was requested to review whether a model ordinance requiring the Imperial Irrigation District (IID) to offer and implement a net-energy metering program for customers in the City of La Quinta (City) is permissible and enforceable. At that time, City Council direction was to "wait and see" what Riverside County may do with respect to reviewing and adopting such an ordinance. As reported by Council Member Sanchez at the July 3, 2018 meeting, the Board of Supervisors approved first reading of its version of the model ordinance. (See Attachment #1.)

Also at its July 3, 2018 meeting, Council discussed what action, if any, the City may want to take in light of the Board of Supervisor's expected adoption and approval after second reading of the county ordinance. Possible action included a resolution or an official letter from the mayor expressing support. Recognizing, however, the likelihood of litigation challenging the county ordinance, Council expressed a preference not to proceed with adopting a similar model ordinance to govern the City.

Since the July 3, 2018 meeting, our office has been in communication with Mr. Dana Reed, of Reed & Davidson, LLP, who represented that Riverside County entered into an indemnification agreement with Electric Ratepayers Alliance (a nonprofit) and Renova Energy (a California corporation), which both support the model ordinance. That agreement, among other terms, requires these supporters to pay legal fees/costs and to defend the county in any litigation challenging the ordinance.

Mr. Reed communicated that the supporters of the county ordinance likewise would be willing to indemnify and pay for legal fees/costs if the City adopted a similar ordinance. One reason given for asking the City to proceed with adopting its own ordinance is so that, if a lawsuit is filed against the county, a city would also have standing to resolve the legal issue of whether IID's current metering program would violate Water Code section 22123. That section reads:

Any district providing electric power to areas outside its boundaries shall be subject to reasonable rules, regulations, and orders of the governing body of the city or county area being served, but, in no event, more restrictive than the rules, regulations, and orders of the Public Utilities Commission upon utilities providing electric power to cities or counties. No district may impose rates, rules, regulations, or orders in any such area outside its boundaries which are different from rates, rules, regulations, or orders imposed within the district, except with the consent of the governing body of the affected area.

Questions from the Council and further information may be provided verbally as part of this department report. Our office seeks direction from the Council as to what actions, if any, to take given the additional information about the county indemnification agreement.

Attachment: 1. County of Riverside Ordinance No. 943 establishing regulations and procedures for net-energy metering by irrigation districts

ORDINANCE NO. 943

AN ORDINANCE OF THE COUNTY OF RIVERSIDE  
ESTABLISHING REGULATIONS AND PROCEDURES FOR  
NET-ENERGY METERING BY IRRIGATION DISTRICTS

The Board of Supervisors of the County of Riverside ordains as follows:

Section 1. DEFINITIONS. As used in this ordinance, the following terms shall have the following meanings:

- a. Commission. The Public Utilities Commission of the State of California.
- b. Customer-Generators. Those persons or entities (residential and commercial) who install small solar, wind, biogas, and fuel cell generation facilities (1 megawatt or less) to serve all or a portion of onsite electricity needs.
- c. Irrigation District. Those districts formed and operating pursuant to the California Irrigation District Act providing electric service in the County whose Net-energy Metering Program, defined herein, is not regulated by the Commission but is instead established by the governing board of the Irrigation District.
- d. Net-energy Metering or NEM. The Irrigation District program that allows a Customer-Generator to receive a financial credit for power generated by the Customer-Generator's onsite system and fed back to the Irrigation District. The credit is used to offset the Customer-Generator's electricity bill. NEM is an important element of the policy framework supporting direct Customer-Generator investment in grid-tied distributed renewable energy generation, including customer-sited solar PV systems.
- e. Person. Includes individuals, firms, corporations, partnerships, an Irrigation District, and their agents, officers, directors, and employees.
- f. Southern California Edison or SCE. An investor-owned utility or "IOU" regulated by the Commission, providing over 14 Million people with electricity over 50,000 square miles in Southern California.

1           Section 2.     NET-ENERGY METERING PROGRAM. Within ninety (90) days of the  
2 Effective Date of this Ordinance, pursuant to Section 22123 of the California Water Code, with the  
3 express consent and direction of the governing board of the County of Riverside, Irrigation Districts  
4 providing electric service in the County shall offer a NEM program that is as expansive but in no event  
5 more restrictive than the rules, regulations, and orders of the Commission applicable to SCE for NEM  
6 customers under NEM Successor Tariff Decision (D). 16-01-044 and any decision of the Commission that  
7 supersedes such decision or otherwise governs NEM. As of the Effective Date of this Ordinance, the  
8 Irrigation District shall provide Customer-Generators a credit equal to the fully bundled retail rate for  
9 generation that offsets load (coincident or non-coincident), and covers net excess generation. In addition  
10 to billing credits for net energy exported to the electric grid, participating NEM Customer-Generators  
11 shall also be exempt from standby charges, departing load charge, and costs associated with  
12 interconnection application fees, studies and distribution upgrades. In the event that the Commission-  
13 adopted rules, regulations, and orders applicable to the SCE NEM program are amended by the  
14 Commission and, as a result, this ordinance becomes more restrictive than the Commission-approved SCE  
15 NEM program, this ordinance shall be deemed amended to be consistent with and to mirror the NEM  
16 program approved by the Commission for SCE without further action required of the County governing  
17 Board.

18           Section 3.     SUPERSEDE EXISTING NEM PROGRAM RULES, REGULATIONS  
19 AND ORDERS. This ordinance shall be deemed to occupy the field with regard to NEM programs  
20 offered by Irrigation Districts to Customer-Generators in the County and shall supersede any existing  
21 NEM program rules, regulations, and orders adopted by Irrigation Districts for Customer-Generators in  
22 the County.

23           Section 4.     CREDITS. As a part of its NEM program required pursuant to Section 2 of  
24 this ordinance, the Irrigation District shall provide participating Customer-Generators with a bill credit for  
25 excess generation that is exported to the electric grid during times when it is not serving onsite load. On a  
26 month-to-month basis, bill credits for the excess generation are applied to a Customer-Generator's bill at  
27 the same retail rate (including generation, distribution, and transmission components) that the Customer-  
28 Generator would have paid for energy consumption, according to their otherwise applicable rate structure.

1 At the end of a customer’s 12-month billing period, any balance of surplus electricity is trued-up at a  
2 separate fair market value, known as net surplus compensation (NSC). The NSC rate is based on a 12-  
3 month rolling average of the market rate for energy and is currently approximately \$0.04 to \$0.05 per  
4 kilowatt-hour (kWh) pursuant to Commission Decision (D.) 11-06-016.

5 Section 5. NEM AGGREGATION. As a part of its NEM program required pursuant  
6 to Section 2 of this ordinance, the Irrigation District shall also permit NEM aggregation, in which an  
7 eligible Customer-Generator elects to aggregate the electrical load from multiple meters, and NEM credits  
8 are shared among all property that is attached, adjacent, or contiguous to the generation facility. Properties  
9 eligible for NEM aggregation shall be interpreted in the same manner as the Commission has for SCE  
10 customers. A Customer-Generator must be the sole owner, lessee, or renter of the properties in order to  
11 utilize NEM aggregation. For example, an agricultural customer could use a single solar system to  
12 provide NEM bill credits to offset the electrical load from their home as well as from an irrigation pump  
13 located on an adjacent parcel.

14 Section 6. VIRTUAL NET METERING. As a part of its NEM program required  
15 pursuant to Section 2 of this ordinance, the Irrigation District shall also offer, as a part of its NEM  
16 program, Virtual Net Metering (VNM), a tariff available to multi-tenant properties that enables an owner  
17 of such property to allocate a solar system's benefits to tenants across multiple units. The system owner,  
18 including but not limited to owners of affordable multifamily properties, shall be permitted to allocate bill  
19 credits of a percentage of the solar generation between common load areas and tenants along a multiple  
20 service delivery points.

21 Section 7. INTERCONNECTION FEE. As a part of its NEM program required  
22 pursuant to Section 2 of this ordinance, the Irrigation District, consistent with the Commission’s rules  
23 relating to the Commission’s successor NEM tariff program may assess an one-time interconnection fee,  
24 not to exceed seventy-five dollars (\$75) for projects of less than 1 megawatt (MW), and non-bypassable  
25 charges on each kilowatt-hour (kWh) of electricity they consume from the grid to fund special programs  
26 offered by the Irrigation District, not to exceed 3 cents per kWh. Non-bypassable charges shall be  
27 imposed on the same net interval as determined by the Commission.

28



# Community Programs & Wellness Report



April 1, 2018 - June 30, 2018

## Programs

April



1,978



277



\$9,440

May



1,561



229

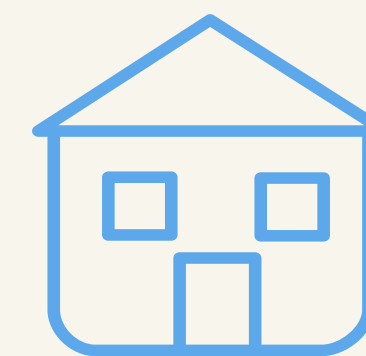


\$5,976

June



1,887



245



\$21,254\*

\*Youth Player Fees Included

## Fitness



6,029



\$11,080



5,862



\$11,635



5,965



\$14,835



Amount served



Amount of classes/events/rentals



Revenue generated



# Events

## April



Fly Over LQ: A Kite Experience  
150

City Picnic & Birthday Celebration  
1,500



## May



Tequila & Taco Fiesta  
2,500

Street Food Cinema  
500



# Rentals

## April



1,950



83



\$2,828

## May



1,700



75



\$5,246

## June



1,175



36



\$4,180



Amount served



Amount of classes/events/rentals

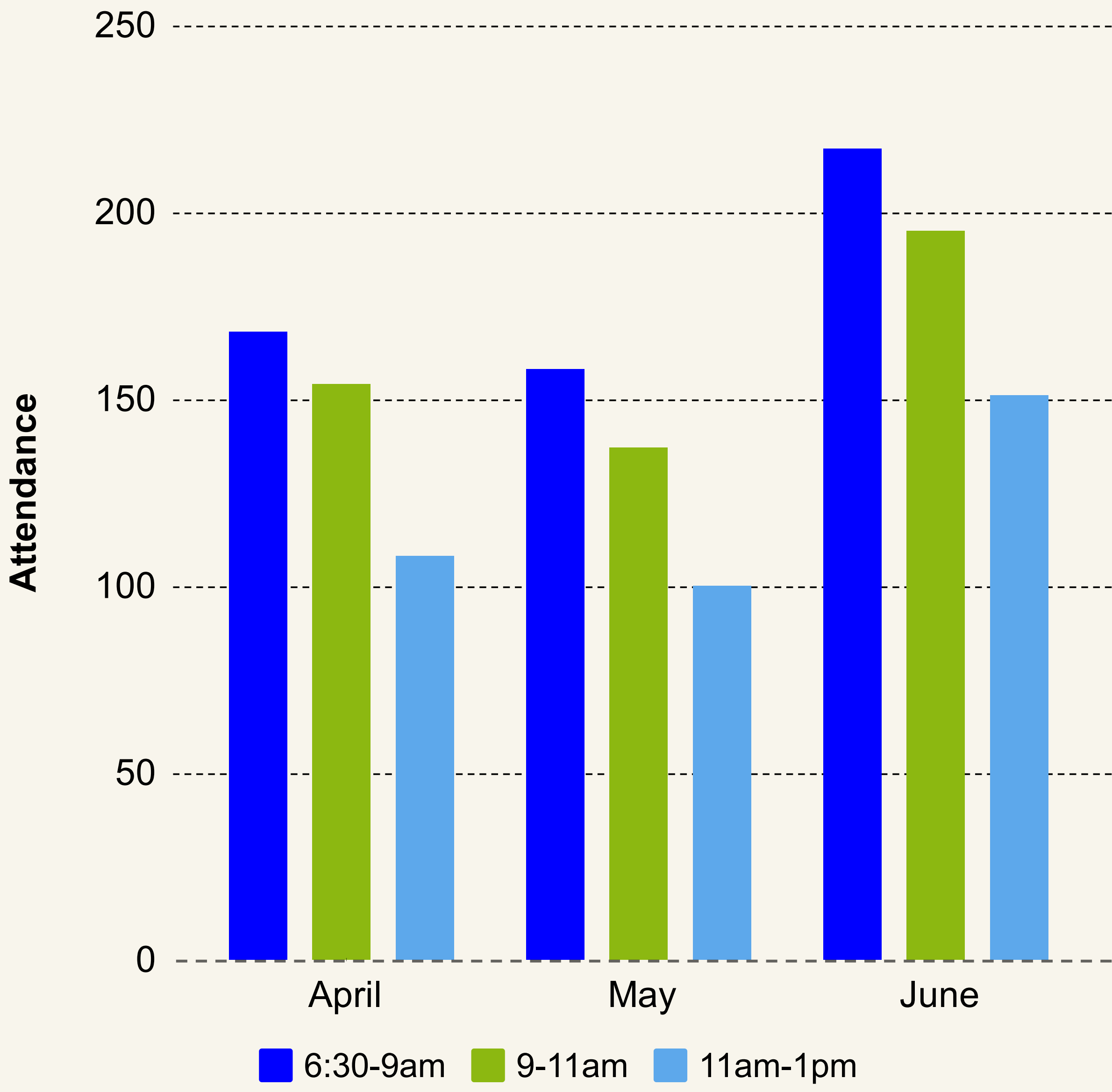


Revenue generated

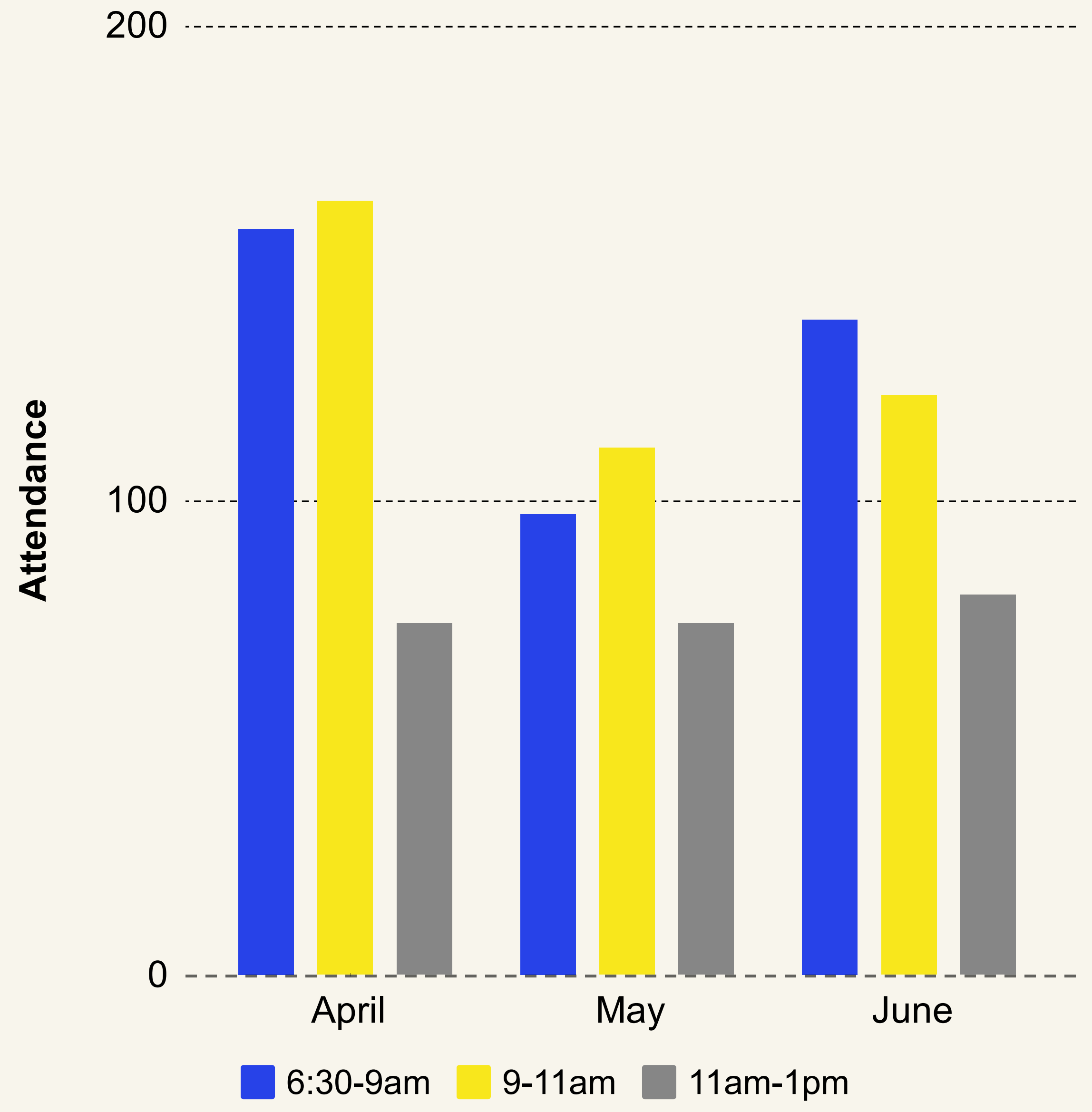


# Fitness Center - Detail

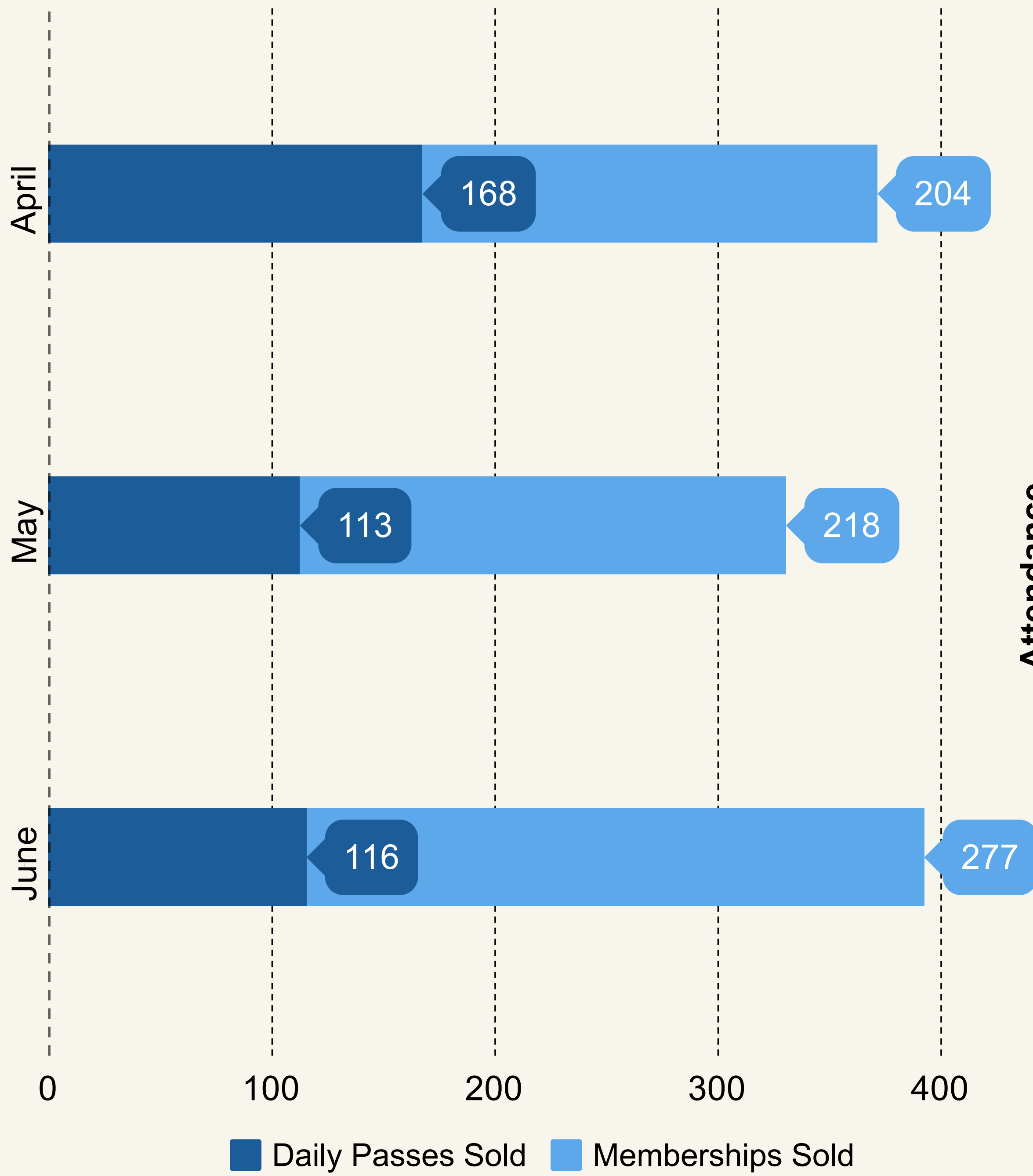
## Saturday Visits



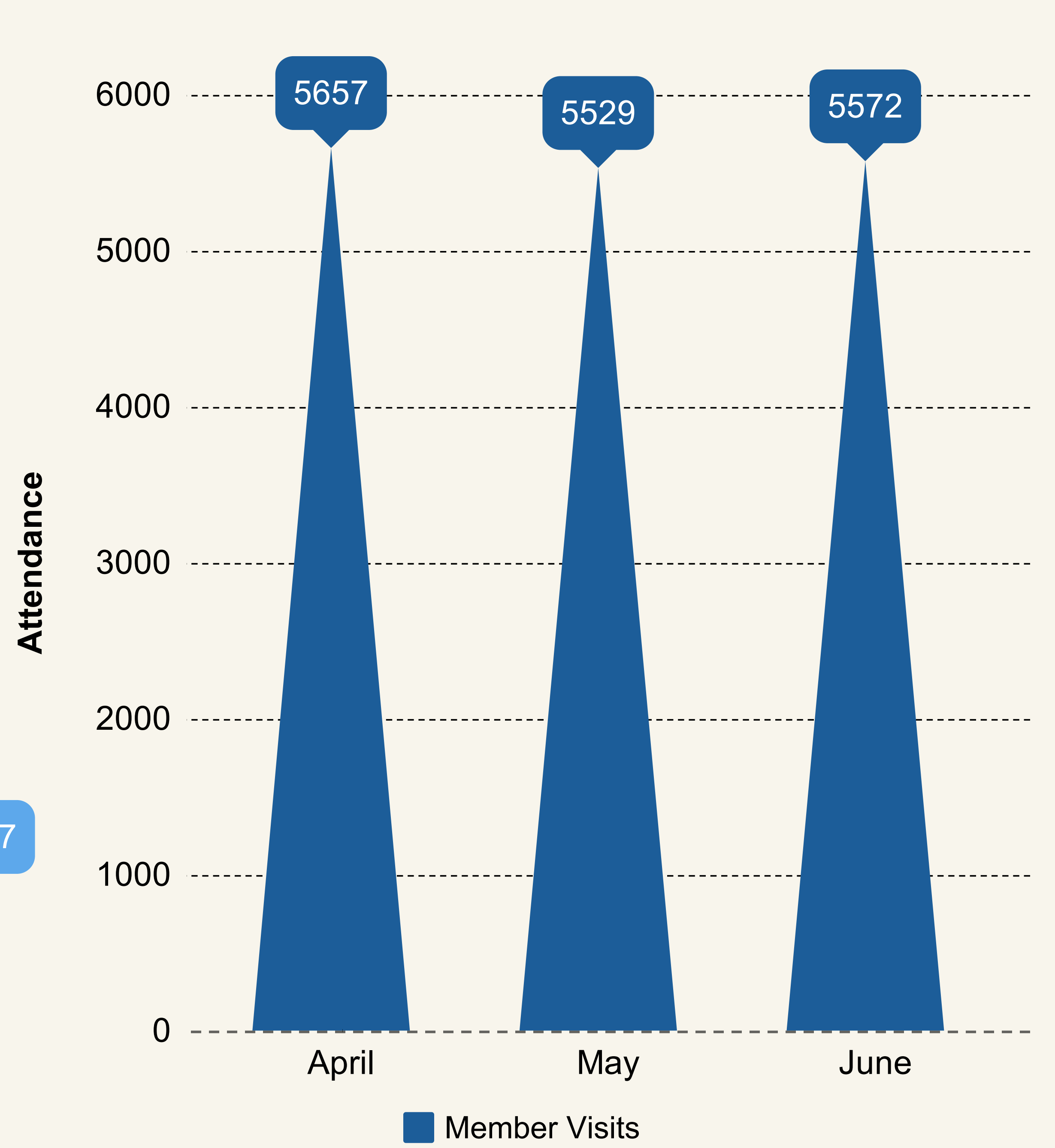
## Sunday Visits



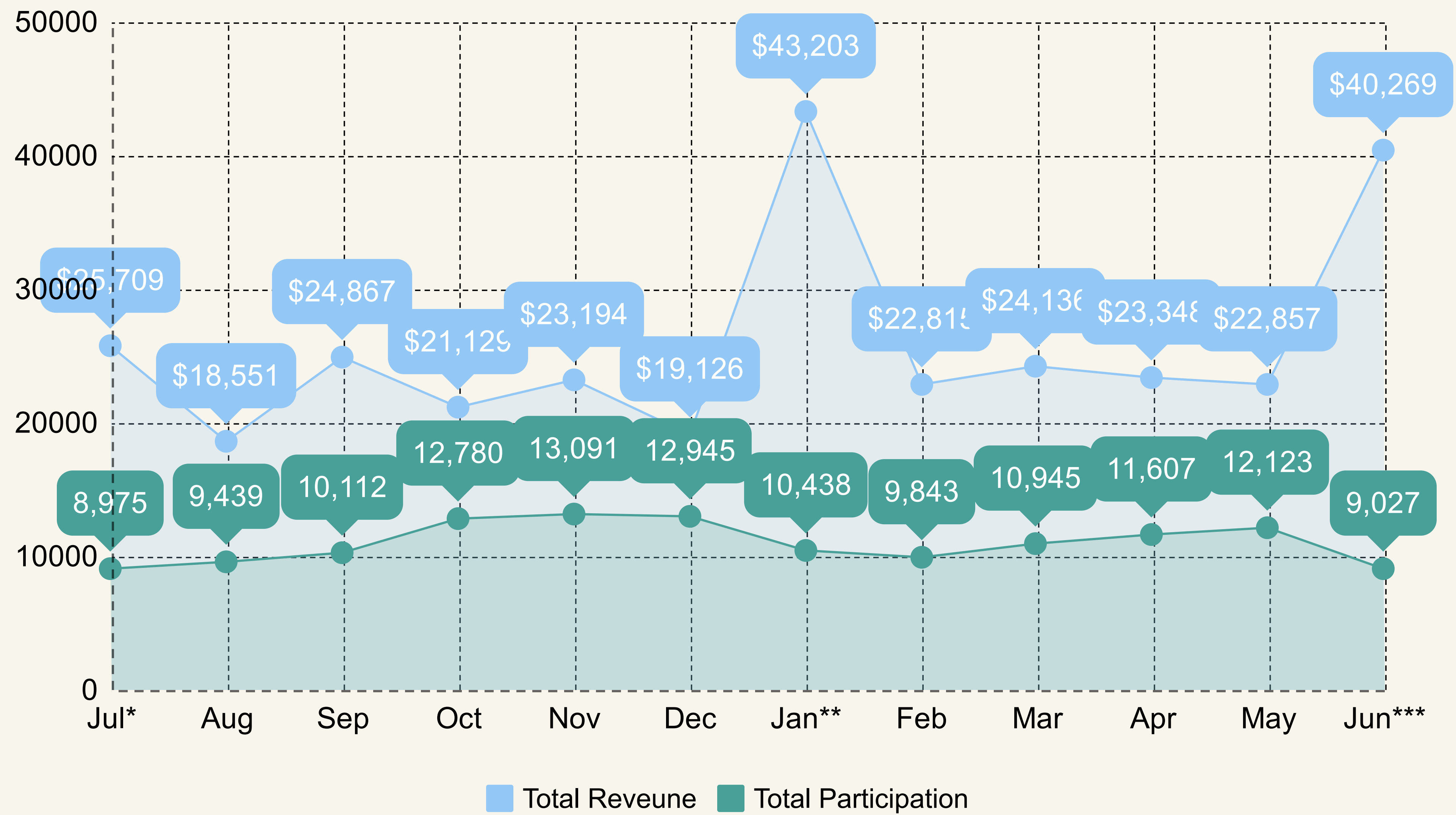
## Fitness Center - Passes



## Fitness Center - Visits



# Monthly Revenue & Participation



This chart will be updated with monthly data points to reflect the total revenue and participation for that month. As each month is added, the data will show the trend for the 2017/18 operating year.

\*Revenue increase of \$921 due to the Youth Player Fees received June for Spring/Summer 2017.

\*\*Revenue increase of \$26,083 due to the Youth Player Fees received in January for Fall/Winter 2018

\*\*\*Revenue increase of \$14,465 due to the Youth Player Fees received in June for Spring Summer 2018.

# La Quinta Public Library Quarterly Report

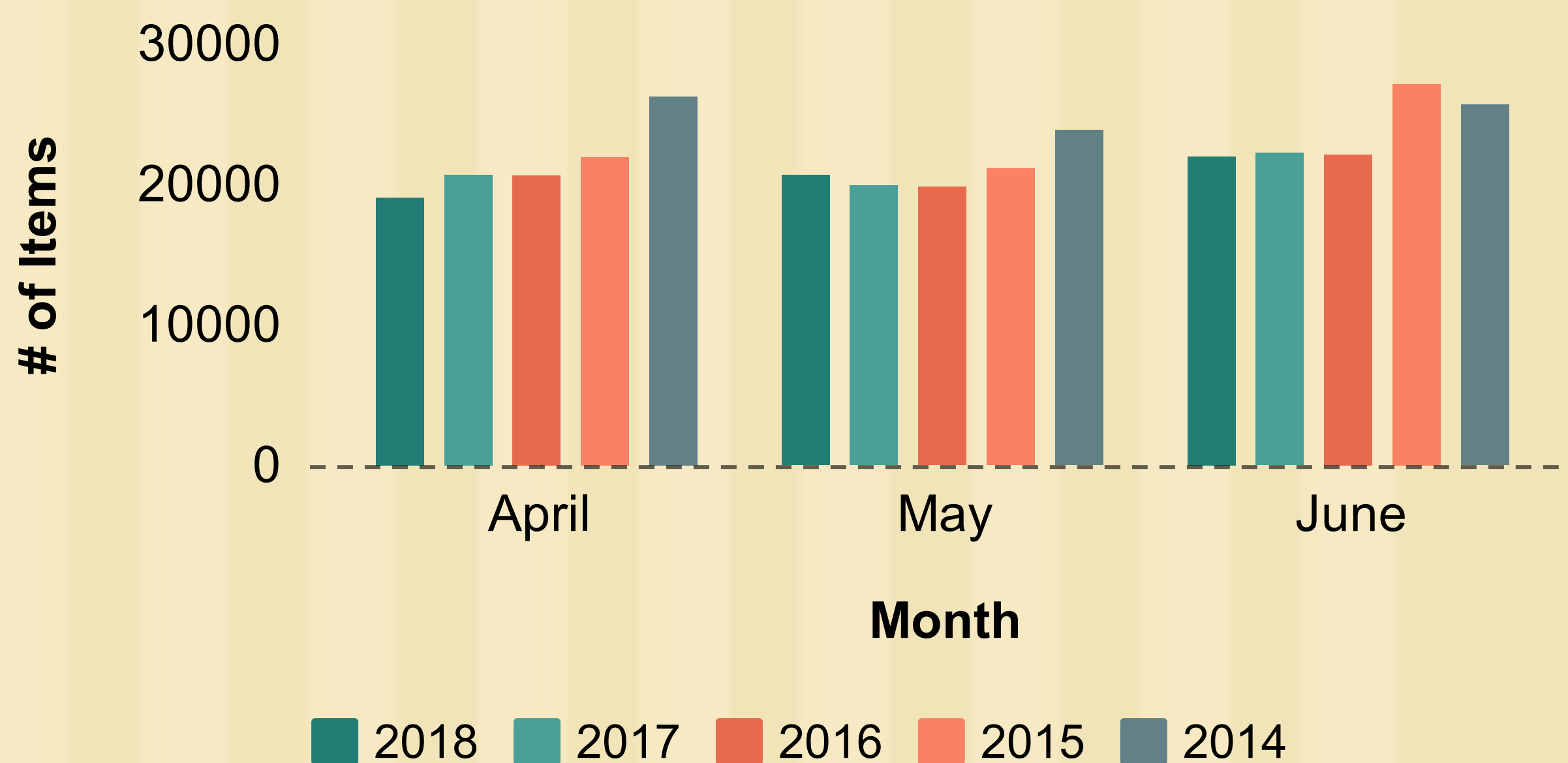
April 1, 2018 - June 30, 2018

**736 HOURS OPENED**

**62 Books Checked Out Per Hour**

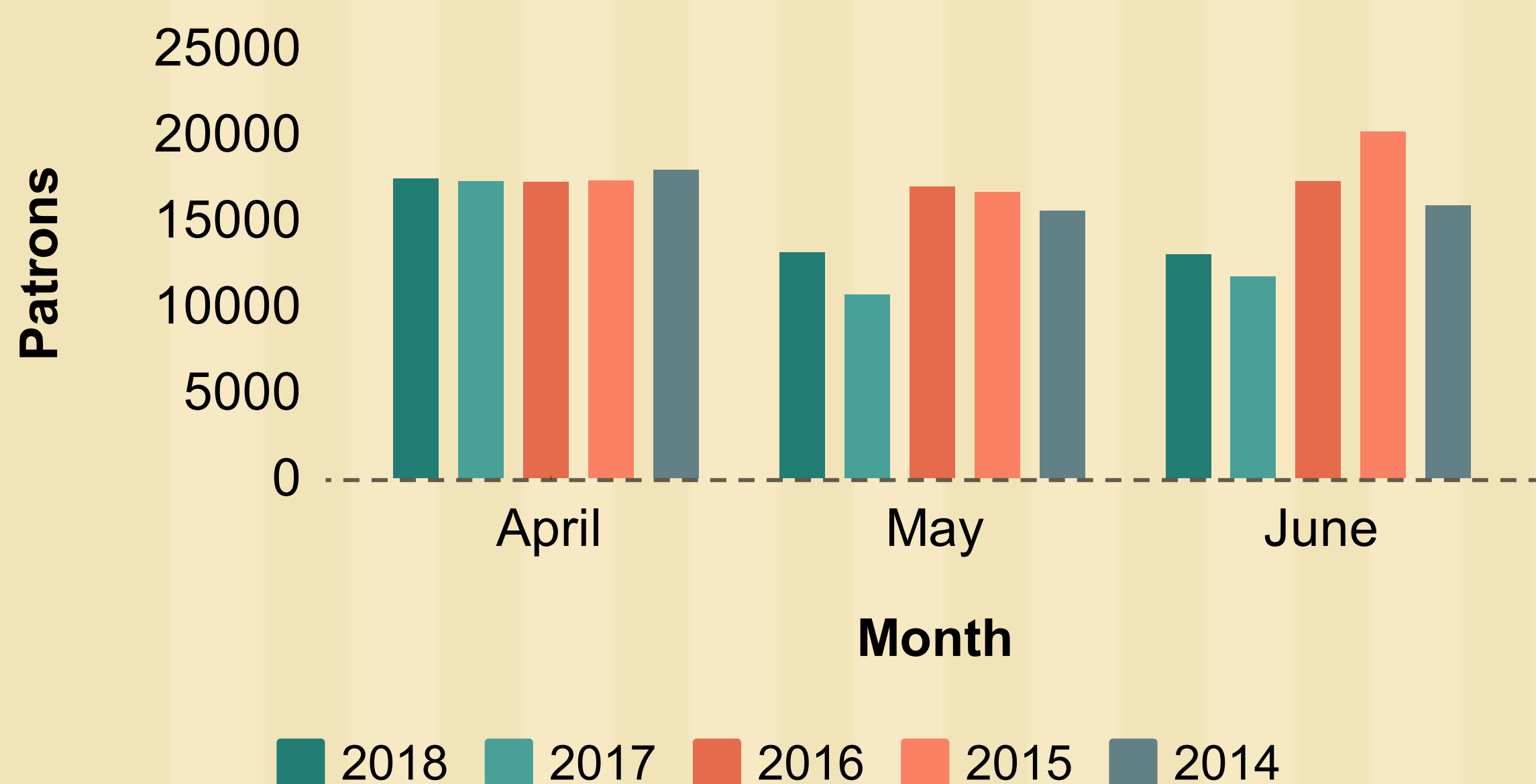
**41,277 Active Cards**

## Circulation (5 years)



\*Circulation numbers include Self-Check. Numbers also reflect an overall decrease in circulation county wide.

## Door Count (5 years)



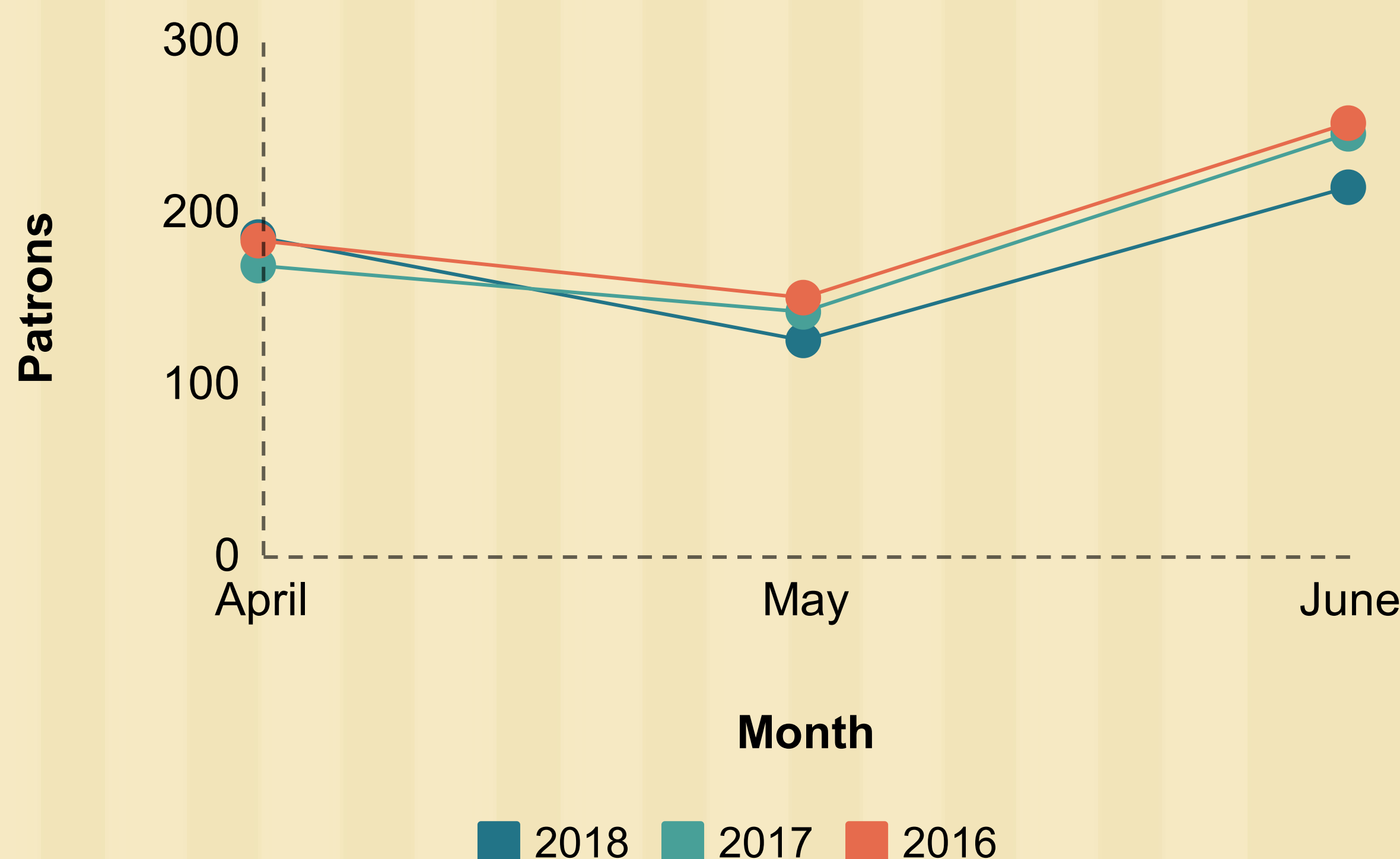
Thermo door counter installed in May 2017. Door counts prior to installation were estimates.

The Riverside County Library System (RCLS) card is free and is good at the other 37 RCLS locations.

After three years, the privilege expires and patrons must renew their information in person.


If a card is lost there is a small fee to replace it.

## New Library Cards (3 Years)





# Reference Questions

 **7,725 Questions**

A librarian is an expert in information retrieval. Currently there are 4 professional librarians working at the Library.

All library staff have been trained to properly answer questions regarding directions, the collections, services and other kinds of information.

## Library Catalog

 **11,477 Logins**

 **28 Online Registrations**

 **4,661 Holds Placed Online**

The Library's online PAC (public access catalog) system was accessed by patrons who checked their account information, utilized databases and acquired other types of information.

In addition, they were able to place items on hold to be picked up at a later date and register for a library card online.

## Public WiFi



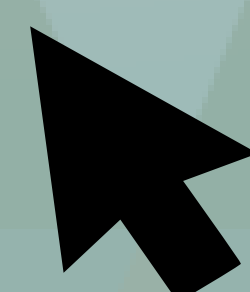
**1,518 Users**  
**3,451 Sessions**

Patrons are able to log into the Library's free wireless service. Anyone can use their electronic device such as cell phone, tablet or lap top computers.

## Public Computers



**4,005 sessions**  
**this quarter.**



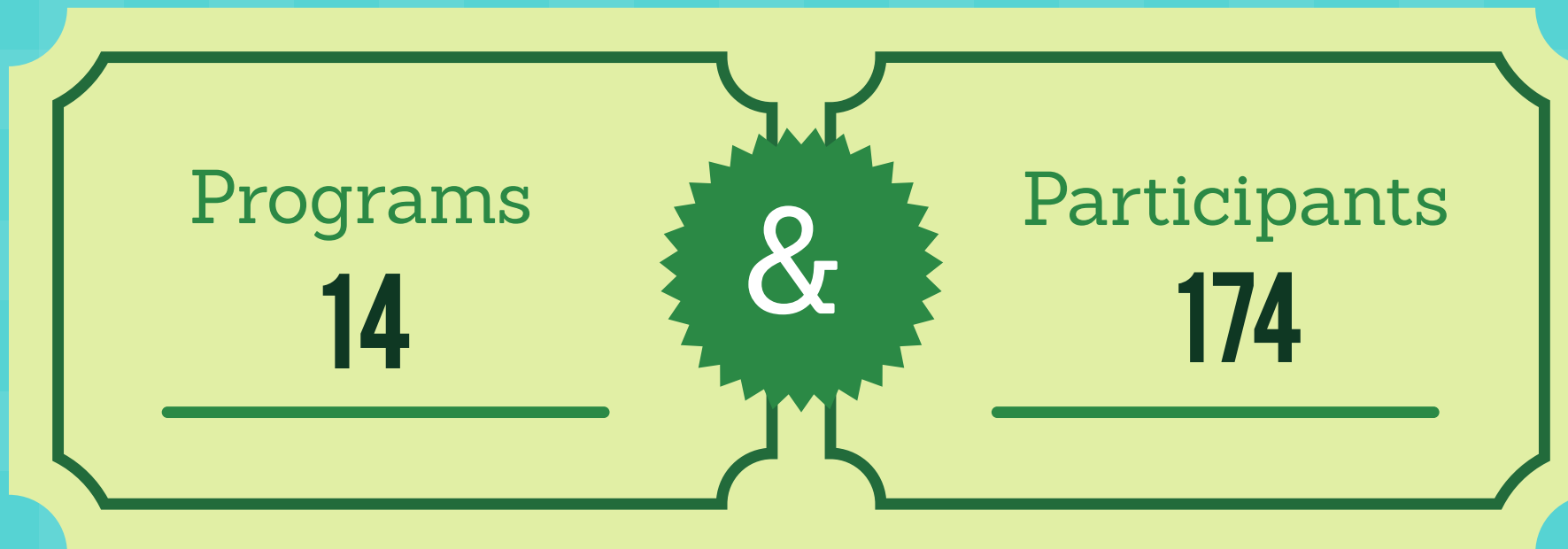
There are 28 public computers that are available to all ages. These computers provide important connections for patrons and visitors to keep in touch with one another.



# Weekly Programs



## Book Babies Story Time



Story times are held for babies, ages 0 to 2 years old and for preschoolers, ages 2 to 5 years old.

They are held respectively each Tuesday and Thursday at 10 a.m. and 11 a.m.

## Preschool Story Time



## Book-A-Librarian Technology Help



Adults, ages 18 and over, are able to seek technological help from one of our 4 librarians. Each adult gets 1/2 hour of one-on-one support for their electronic device.

There were 6 sessions this Quarter.

Sessions are held twice a day every Wednesday.

## Something On Saturday



Upon seeing children in the library on Saturday, Library staff decided to have a weekly program of either crafts, stories, games or all three.

Children enjoy the variety and have even requested certain crafts and stories.

7 programs/39 attended



# Special Events & Programs

## Dia de Los Niños/Day of the Child 993 people attended this year!



Every year, the library is host to children and their families in celebration of multicultural literacy. This year we were entertained by bilingual musician and storyteller Jose Luis Orozco and a performance by Ballet Folklórico. There were games, crafts and cake. Children 12 and under got to join the drawing for bikes and other reading related prizes.

## 'Cover to Cover' Reading Club

Sponsored by In-N-Out, every year, the Library hosts this program. Each child, ages 2 to 12, reads 5 books to get a coupon for a free hamburger at In-N-Out. For this quarter, there were 177 children registered. There were 88 who completed the challenge.



## 1,000 Books Before Kindergarten



Based on a Nevada initiative, "1,000 Books Before Kindergarten" promotes reading to newborns, infants, and toddlers. It also encourages parent and child bonding through reading.

Each child is given a folder to mark their milestones. An application is also available for devices. In the library, there are 100 point levels where a child can get an incentive for reaching it.

48 children ages 5 and under have registered this Quarter.

## Star Wars Day



There were 204 participants for our Star Wars Day on May 4, 2018. Each year, staff provides the games, crafts, food and fun. Everyone is encouraged to dress up.

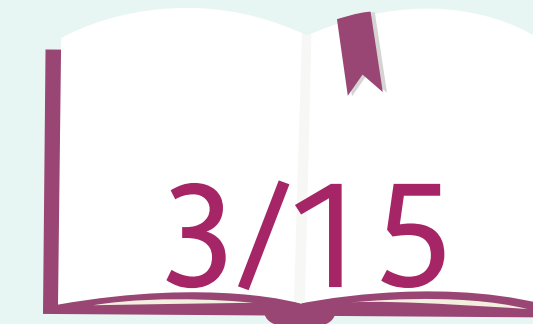


# Book Clubs

# of programs/participants

Patrons, from 9 to 99+, can join a book club at the library.

**Tweens:**



Tweens have their book club twice a month while adults and teens meet once a month.

**Teens:**

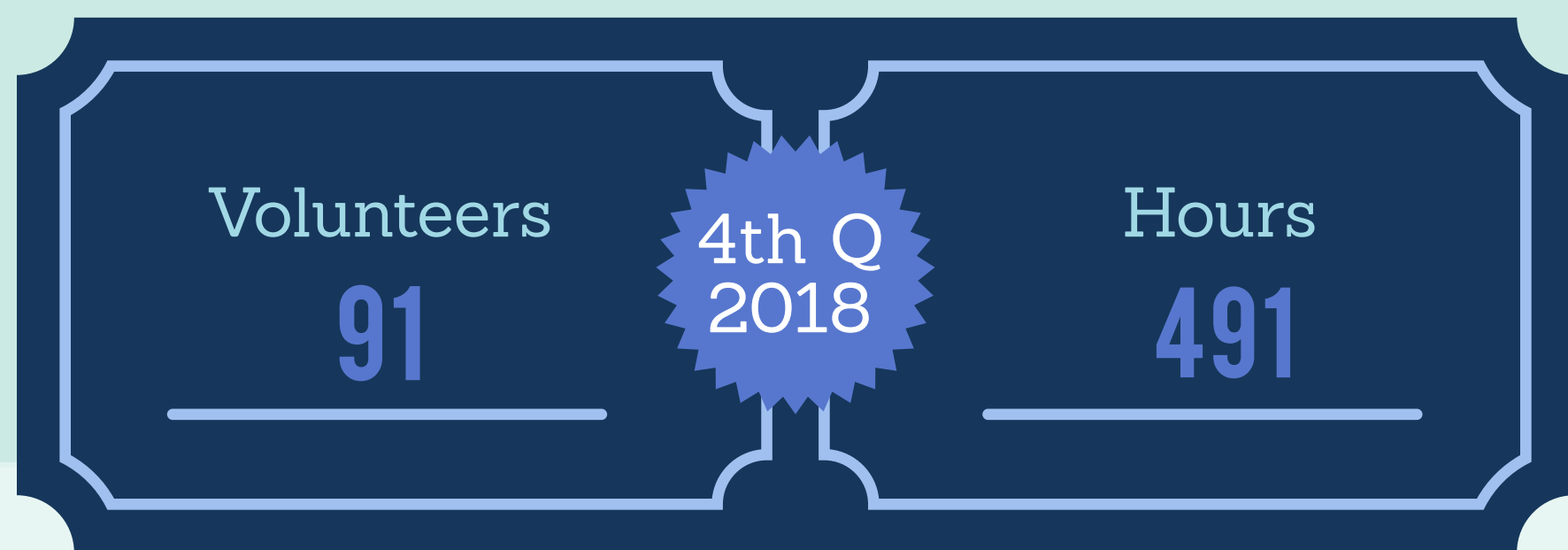


There are three book clubs for adults: traditional, patron choice and older adult. The older adult book club meets at the Palms Gracious Retirement Living facility.

**Adults:**



# Volunteers and Friends



Volunteers help with programs, special events, shelving and perform a myriad of other tasks to help library staff.

**Friends of the La Quinta Library**  
Each month dedicated members work hard to maintain the book sale room and fundraise to provide quality library programs.





# Summer Reading Program



Our 2018 theme Reading Takes You Everywhere is not merely about travel. It is about how, through reading, one can explore, discover, and experience people, places and things hath one would not normally encounter. Exploring this theme includes reading fiction and nonfiction that is reality-based, but it also includes reading stories based purely on imagination. Patrons are encouraged to read about life in various cultures, destinations and time periods.

**Registrations  
All Ages - June 2018**



**Children's SRP Programs  
Ages 0 to 12 years old**



**Teens' SRP Programs  
Ages 13 to 17 years old**



**Family SRP Programs  
All Ages**



For the month of June, families enjoyed a performance by Noteworthy Puppets and created Huichol yarn paintings.





# La Quinta Museum Quarterly Report



April 1, 2018 - June 30, 2018

## Programs



24



552

## Events



15



616

## Exhibit



1878



2018

Heartbreak in Peanuts &  
 LOL: History of Humor  
 KONTAXIS! and Chairs for Charity  
 Bear in Mind and  
 The Art of the Shack



# Programs

## Adult Coloring Club

The Museum provides basic supplies and coloring pages. The Club meets the first and third Friday afternoon during the season and every Friday during summer. This program has been running since Summer of 2015.

## Brown Bag TED Talk

A TED Talk is shown on the big screen in the Community Room. Guests bring their lunch and then a discussion follows the screening. This program is gaining in popularity. The Museum provides beverages and dessert for the guests.

## S.C.R.A.P. Gallery Family Craft Program

Family craft event held monthly with S.C.R.A.P. Gallery. Focus on recycled and upcycled art projects. In addition to the monthly program, we offer an ongoing program called S.C.R.A.P. ON. Using a randomly selected collection of upcycled goods kits are offered to create one-of-a-kind works of art to be shared on social media with relevant hashtags.

## Trending Topics

Trending Topics is a community engagement program where we invite experts to talk to our community about relevant topics. This is a monthly morning program. In April, Michael Slocum of the Idyllwild Arts Foundation discussed the Chairs for Charity exhibit; May's topic was summer pet care, presented by Dr. Carlson from Village Animal Park; and in June, Truly Nolen reps Rudy and Robinson answered pest control questions.

## Good Reads in the Gallery Book Club

The Museum Book Club offers a lively discussion of books selected to tie-in with the current exhibits. The city generously purchases books that are distributed to the members. In April we discussed *The Sellout*, May's selection was *Vincent and Theo*, and in June we read *The Reason I Jump*. Refreshments are served and based on the theme of the monthly book.

## STITCH Fiber Group

This is a group of knitters, weavers and stitchers who come together to share ideas and inspire one another. People work on their own projects and are often found helping out a newly made friend. Weather permitting, the stitchers can be found working on their handiwork in the Museum Courtyard.



## Mah Jongg @ the Museum

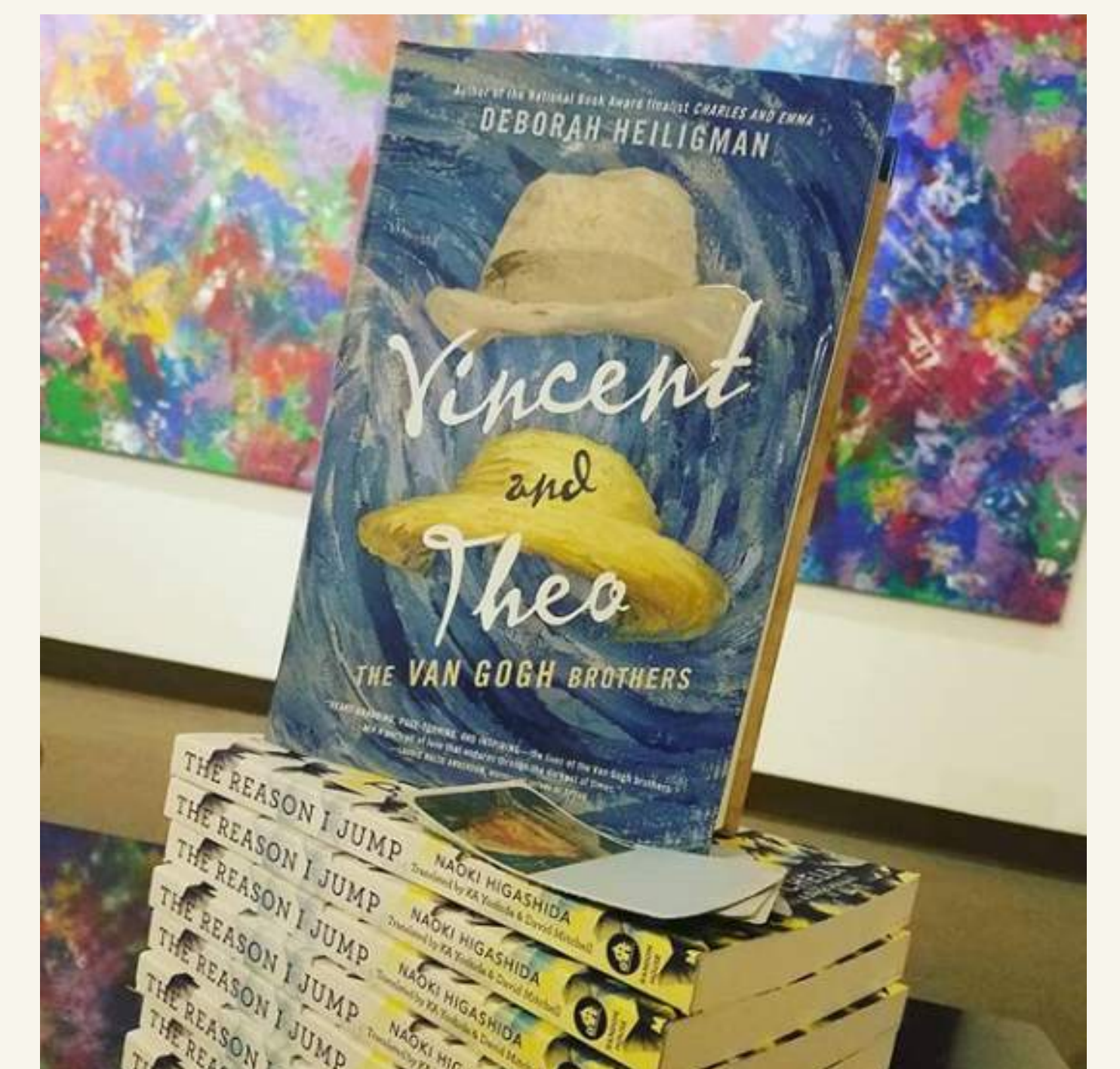
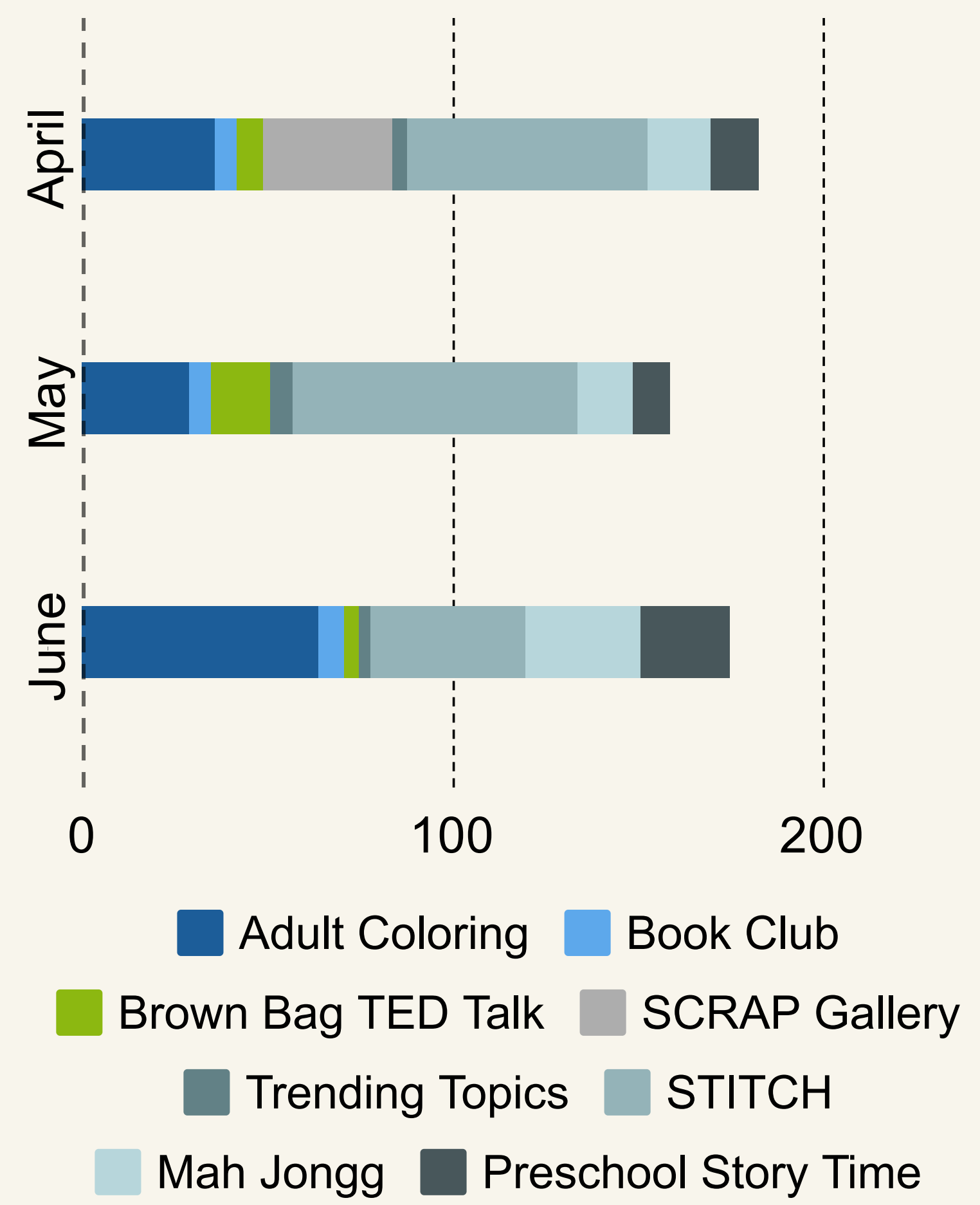


Saturday Mah Jongg is an opportunity for players of all levels to gather in the Community Room for a lively morning of play.

## Preschool Storytime

Retired librarian, Miss Beth is back for her monthly program of stories, songs, games and a simple craft.

## Programs

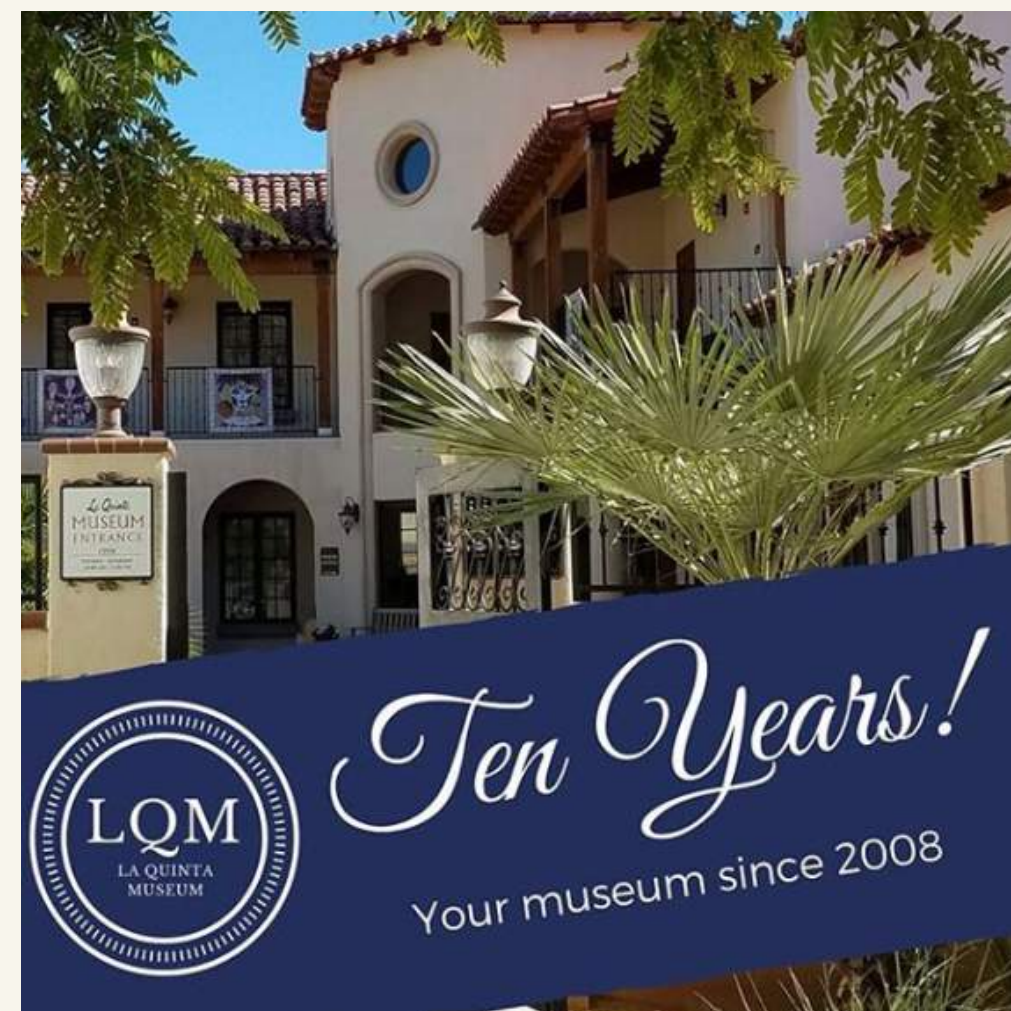




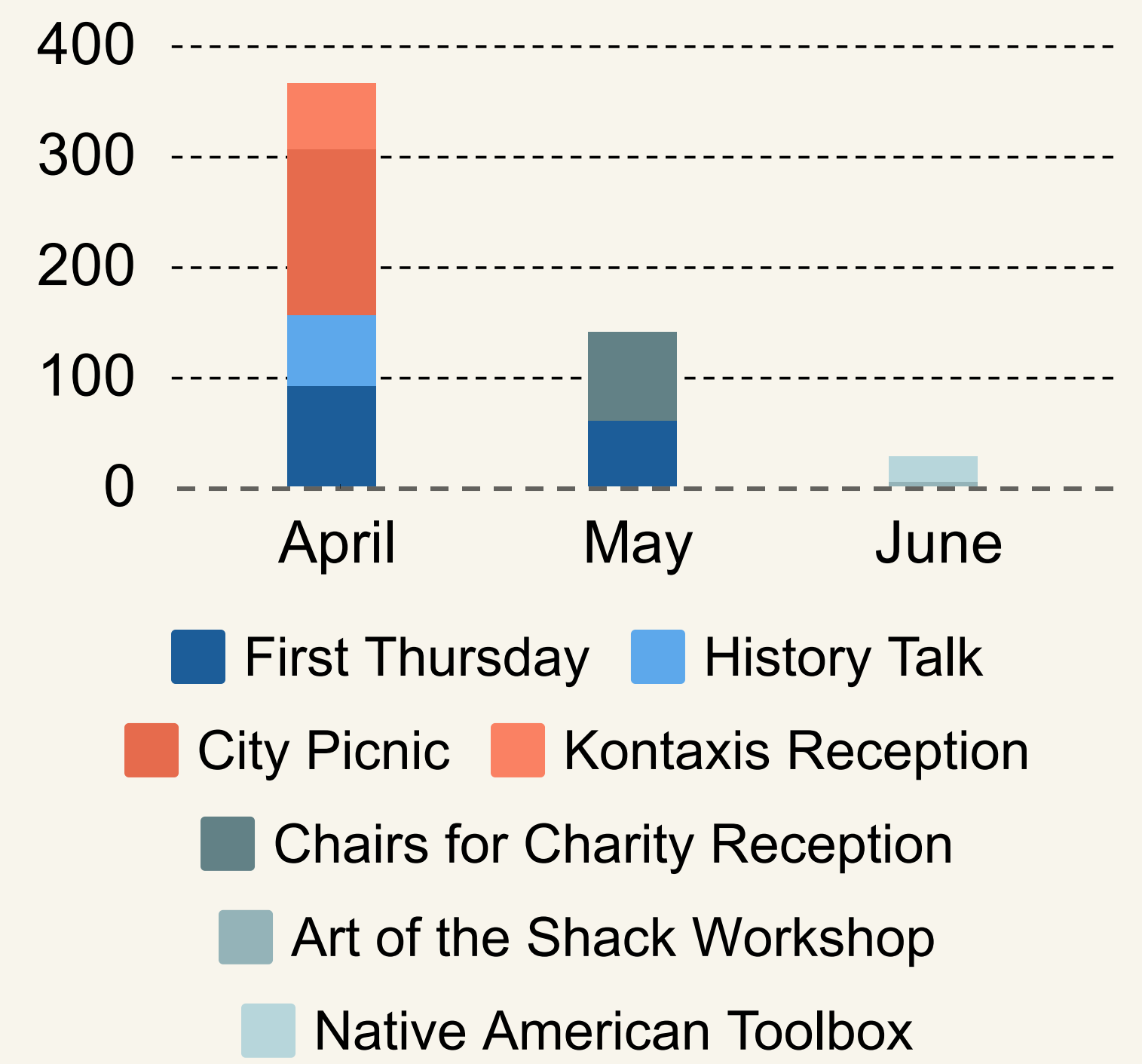
# Events

## First Thursday Events

April featured magician and ventriloquist Rob Watkins, while May's event celebrated the Museum's Tenth Anniversary with music by John Penn.



## Events



## History Talk with Harry Quinn

It was a packed house for the valley's premier historian, geologist, paleontologist, and archaeologist Harry Quinn's presentation of "Geology of the Desert". Hosted by the La Quinta Historical Society.

## LQ City Picnic

Partnering with the S.C.R.A.P. Gallery, the Museum's table at the City picnic featured a fun craft for the family and Museum logo swag!

## KONTAXIS! Reception

Opening reception for the KONTAXIS! exhibit featured the artist's parents, Euthym and Krisann Kontaxis, who shared the amazing story of Nicholas, diagnosed with a brain tumor at 15 months old, and his joy-filled art.

## Chairs for Charity Reception

Opening reception brought together artists and art lovers to see the 15 chairs created for "Chairs for Charity," exhibited at the Museum in partnership with the Associates for Idyllwild Arts Foundation.

## Art of the Shack Workshop

Led by Karen from S.C.R.A.P. Gallery, this workshop began with a visit to "The Art of the Shack" exhibit to get inspiration, followed by time for each participant to create a shack of their own out of recycled materials. Part of the Museum's Summer Family Fun Series.

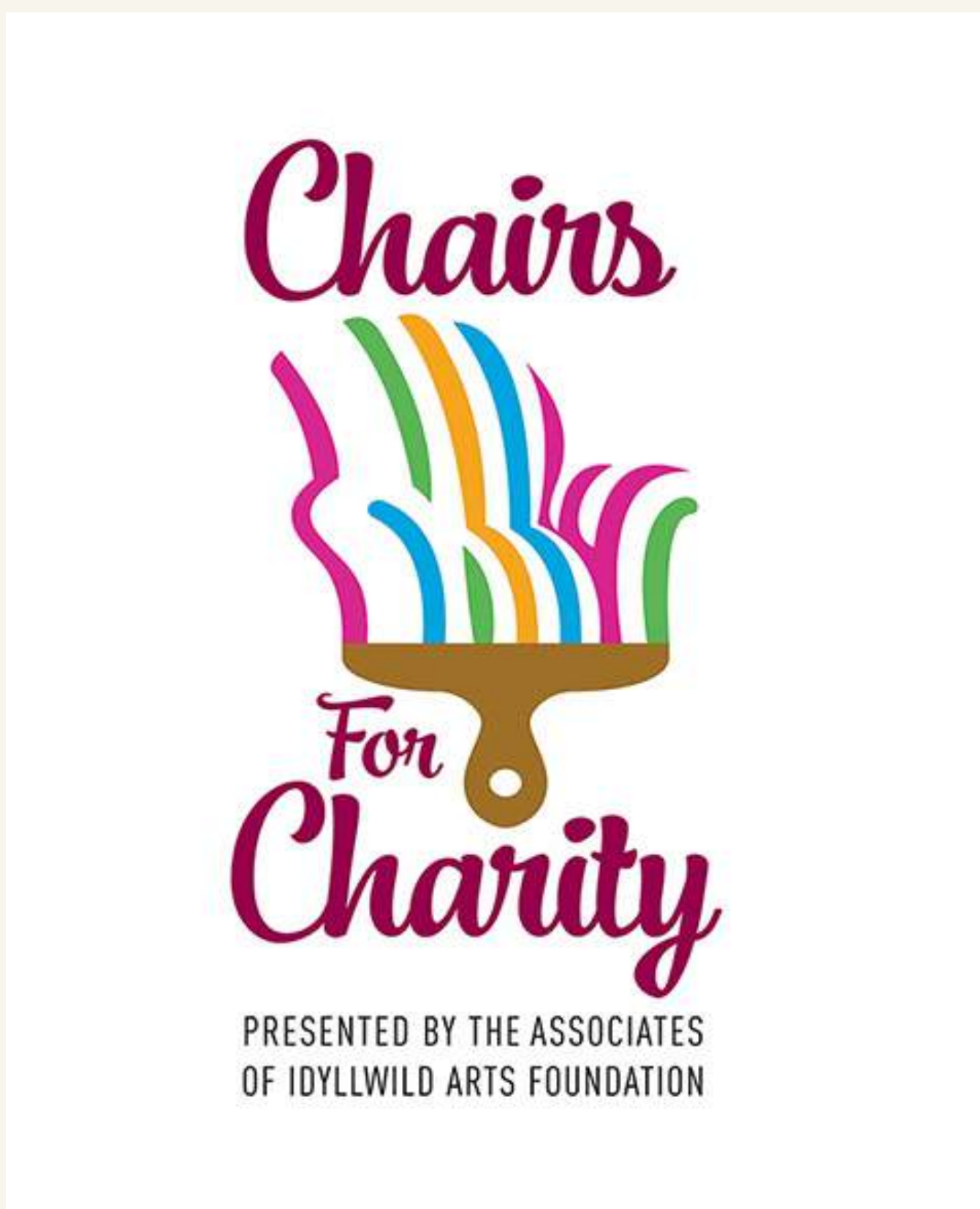
## Native American Toolbox

Flintknapper James Bowden led this interactive and informative presentation showing how local natives would create multiple tools from one stone. Guests of all ages enjoyed creating their own soapstone beads, and even trying their own hands at spear throwing. Part of the Museum's Summer Family Fun series.

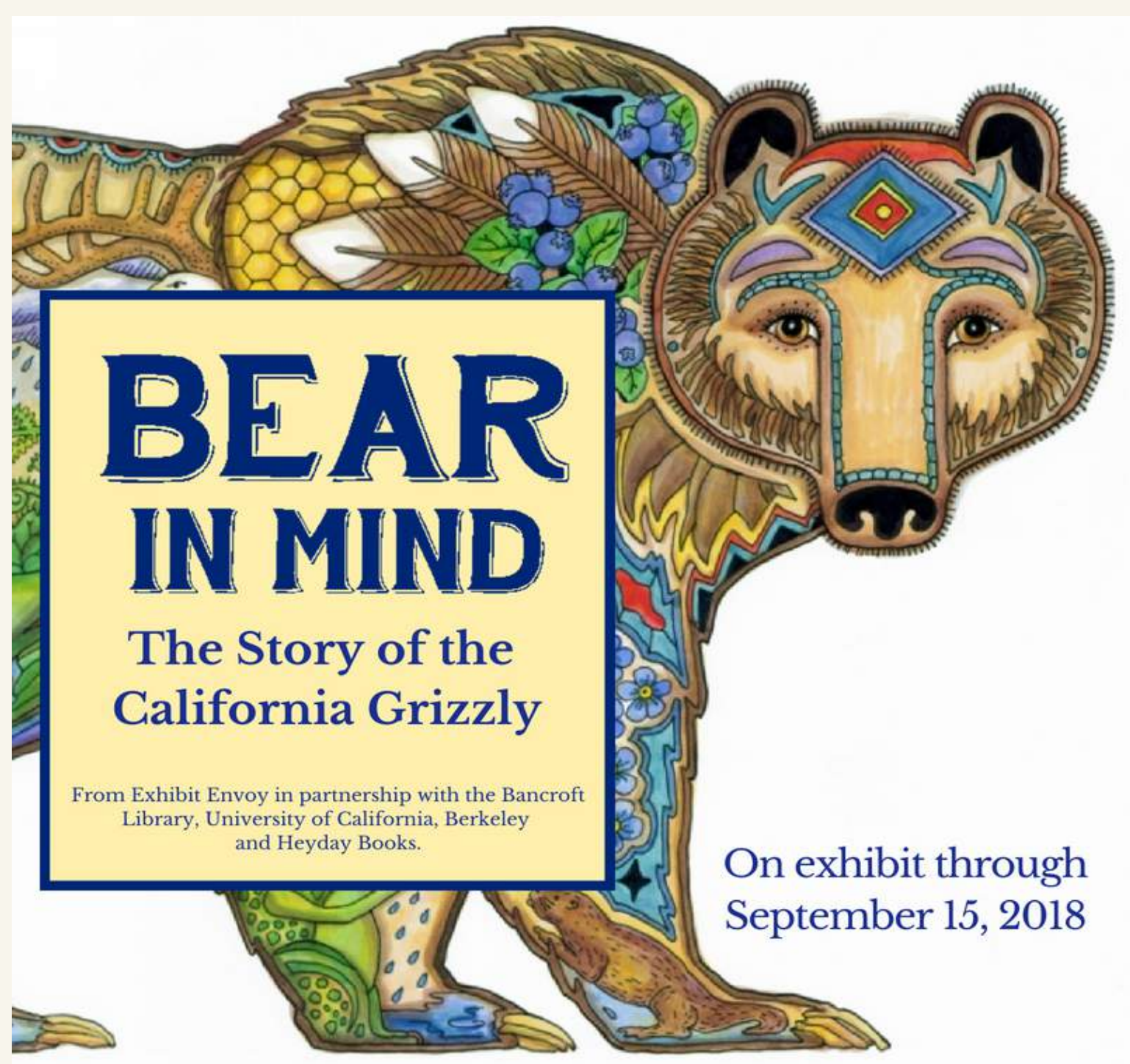
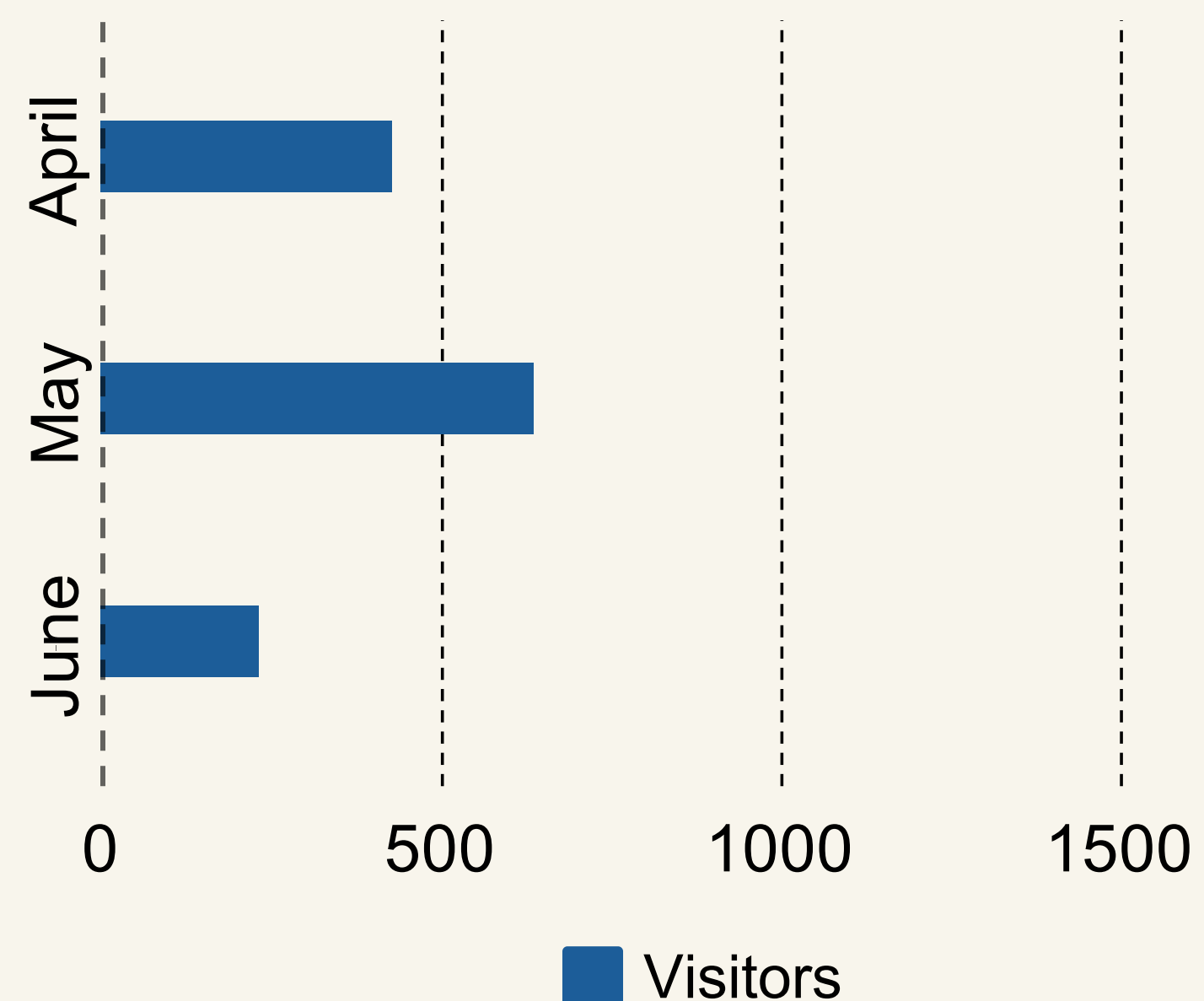




# Exhibits: KONTAXIS! and Chairs for Charity Bear in Mind and Art of the Shack



### La Quinta Museum Exhibit Visitors

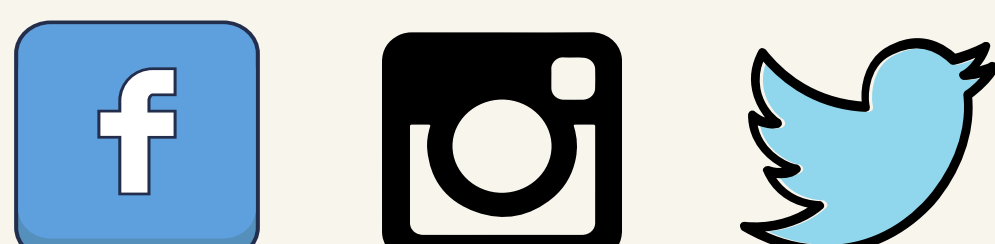


**KONTAXIS!** was on exhibit from April 17- May 31, 2018, and featured the vivid, large-scale abstract art of Nicholas Kontaxis. Now 22 years old, Nicholas was diagnosed with a brain tumor as a baby, and found his calling in creating art. Pieces exhibited were from the Kontaxis family's private collection.

**Chairs for Charity**, exhibited in partnership with the Associates of Idyllwild Arts Foundation, brought together 15 chairs created by 15 artists. On view at the Museum April 10- May 20, 2018, the chairs then returned to Idyllwild to be auctioned to benefit the Foundation.

**Bear in Mind: The Story of the California Grizzly** is a traveling exhibit from Exhibit Envoy, with information and interactive elements for all ages, on view June 12- September 15, 2018.

**The Art of the Shack**, developed by S.C.R.A.P. Gallery and Coachella Valley Art Center, was inspired by the art of Beverly Buchanan. The exhibit features shacks created by local artists and students expressing the concept of "Home." On exhibit June 12- September 15, 2018.





# Human Resources Biannual Report

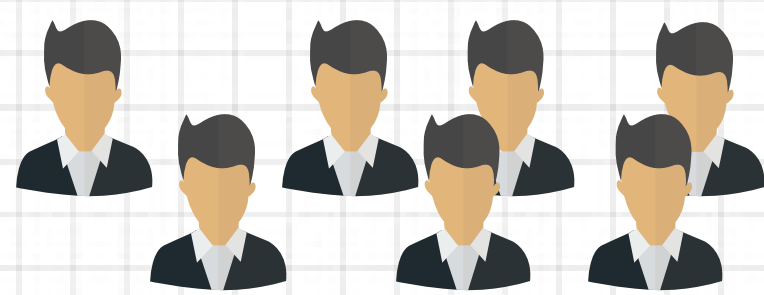


January 1, 2018 - June 30, 2018

## Total Recruitment's



14



Average Days Advertised - 17 Days

## Applications Received



709



27

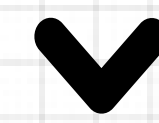
Days

## Time to Hire

Time from 1st Interview to Start Date



## Turnover



5.26%

Industry Quarterly Average 10.3%

Source: United States Department of Labor - Bureau of Labor Statistics



## Employee Trainings Offered



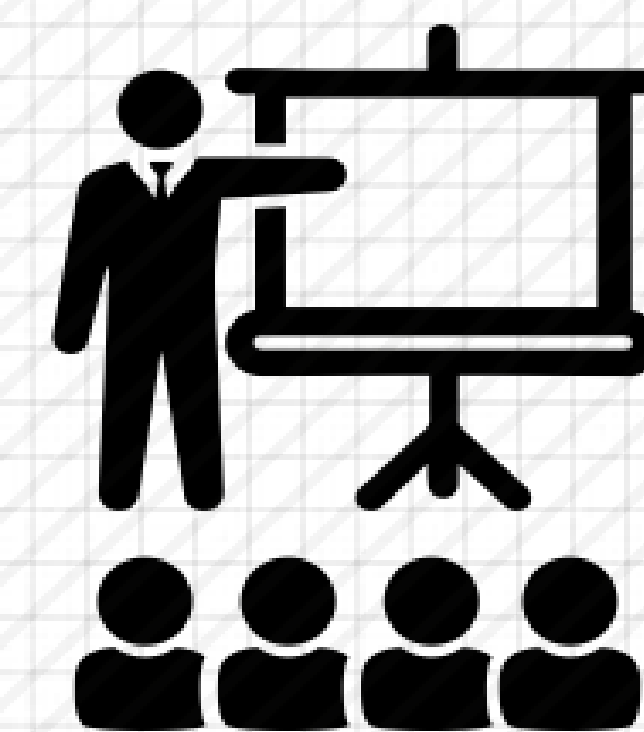
27



29%

## Training Participation

Based on Total Filled Positions





# CODE COMPLIANCE/ ANIMAL CONTROL QUARTERLY REPORT

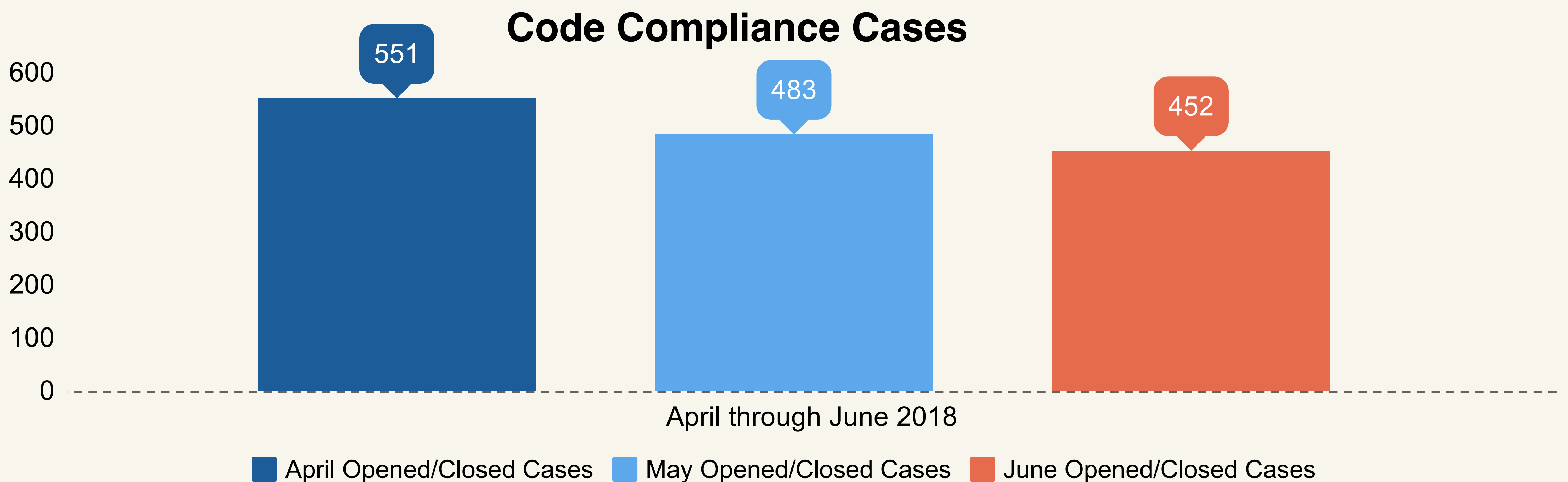


April 1, 2018 - June 30, 2018



## Proactive Code Compliance Efforts and Updates

In April, the code compliance division saw an increase in festival related activity throughout the month; mainly in Short Term Vacation Rental (STVR) cases, which have increased from 74 in 2017 to 176 year-to-date.

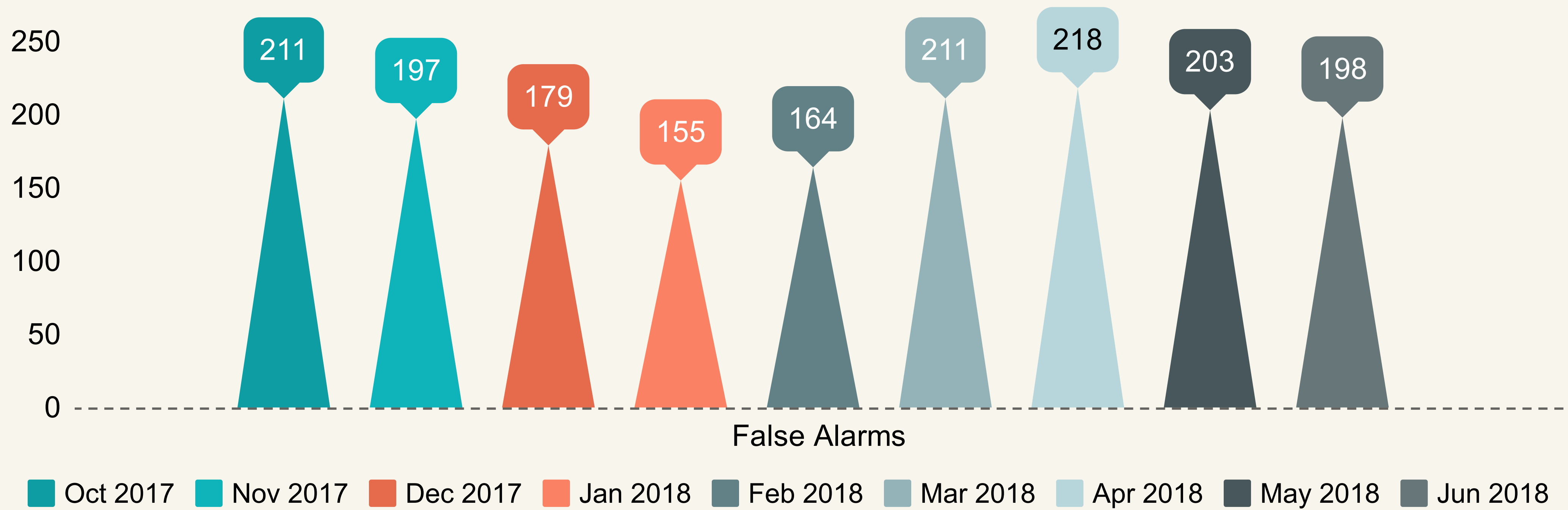


### Accomplishments this quarter:

- Staff is making revisions to Title 3.25 to improve Short-Term Vacation Rental (STVR) ordinance.
- Grant program for low income residents - Staff helped a resident apply and obtain a grant to clean and beautify their front-yard landscaping. The resident was able to have a large eucalyptus tree removed, landscaping cleaned, and desert landscaping installed.
- An elderly resident received assistance from Southwest Church and City. The house was in need of general maintenance; Southwest crew arrived, trimmed and removed dead and overgrown trees and shrubs in the front-yard and backyard. The group obtained generous donations from local businesses to help buy tools, material and plants. Two code members volunteered and assisted with the work.



## False Alarms



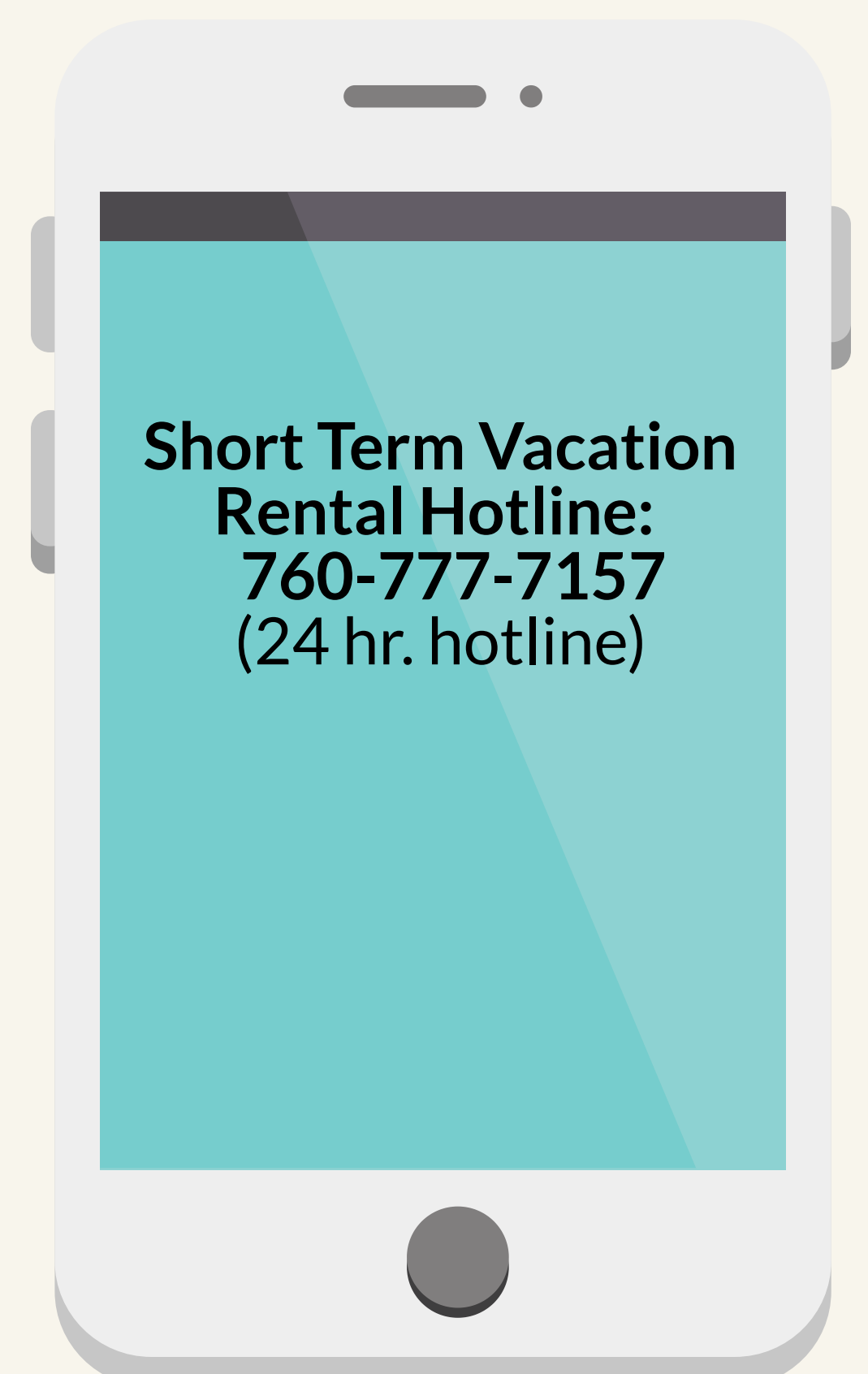
Staff continues to work with Police and Fire to reduce false alarms. The City has collected approximately \$7,700 in fees from users with three or more false alarms.

Since the inception of the Fee program in October 2017, the number of false alarms was in a downward trend, however, in the months of February, March and April of this year, there has been a spike, possibly due to a large influx of tourist and seasonal residents. May and June have started the downward trend once again. Staff will continue to monitor numbers and contacting residents to encourage reduction of false alarms.

### Short Term Vacation Rentals (STVRs)

Staff saw an increase in festival related issues at STVRs and STVRs hosting special events. Code staff worked closely with the La Quinta Police to respond to and monitor issues over the Coachella Fest and Stage Coach weekends.

To report any STVR issues, please use the following number:



At the June 19 Council meeting, a new animal service contract between Riverside County Department of Animal Services and the City was approved. The cost and services remain comparable to the previous agreement. However, there are some notable changes made on behalf of the City, such as: Animal Control Officers will now be able to enforce other city codes in addition to Title 10 (Animals), specifically, Title 9 (Zoning) as it relates to animals. The City will also be able to schedule additional enforcement activity during off hours and on weekends.

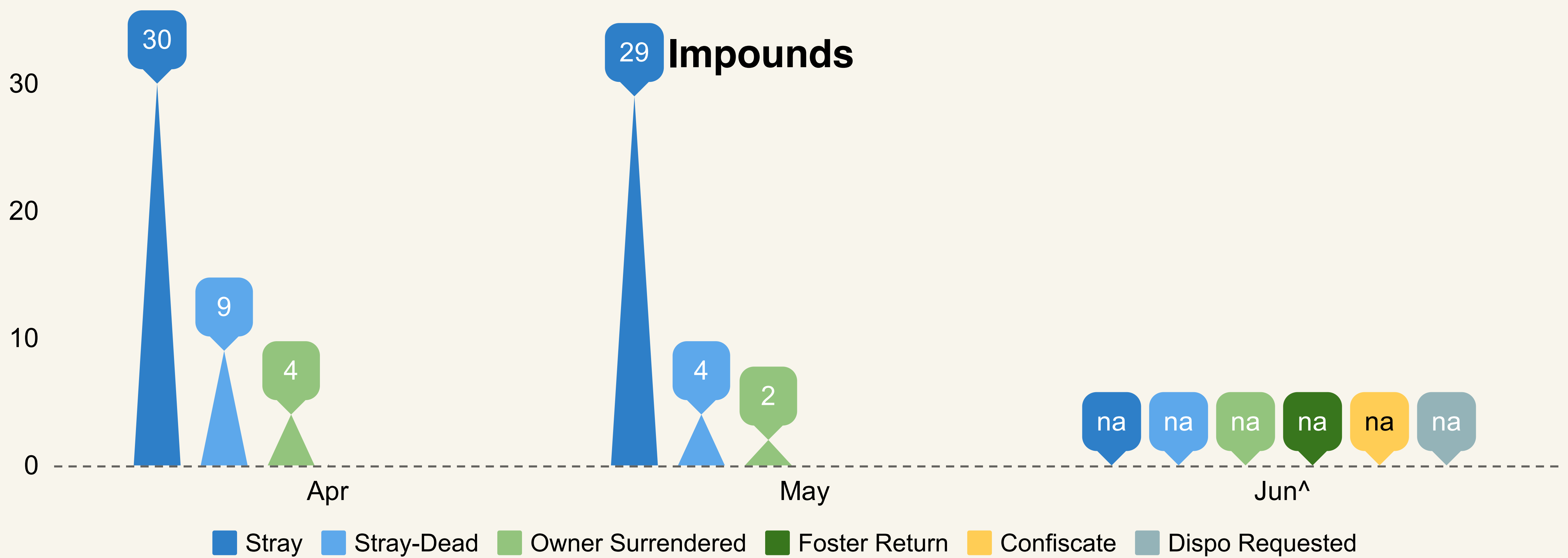
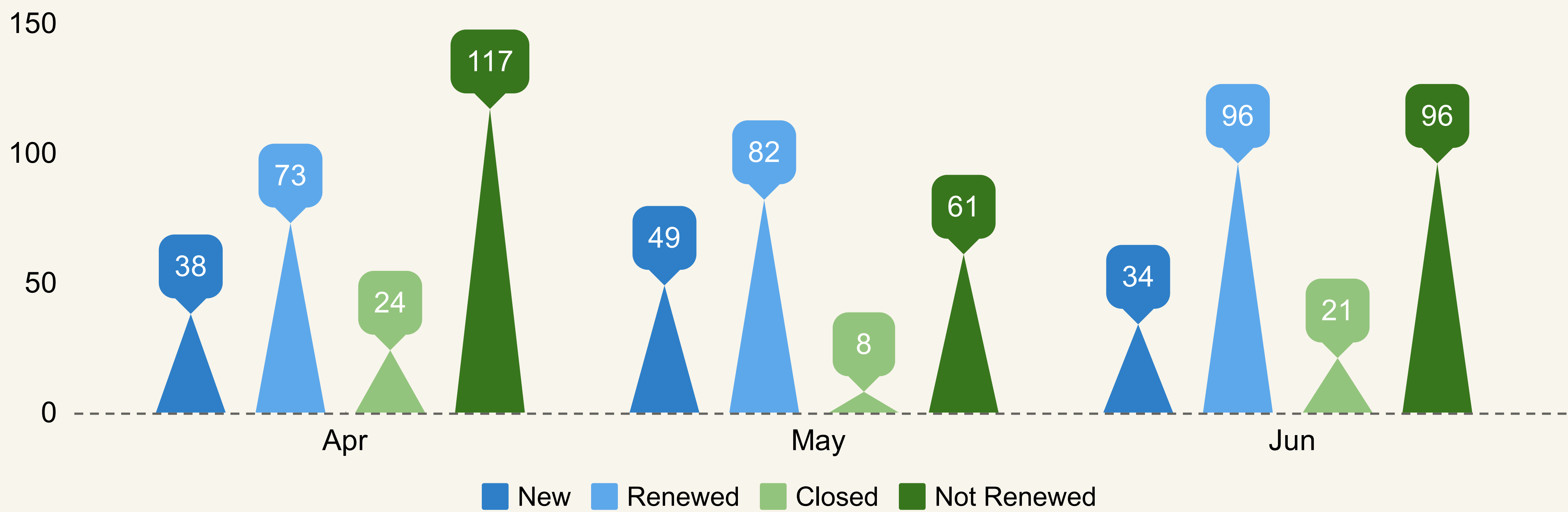
Early morning patrols at the top of the cove and along the Bear Creek Trail continue in an effort to educate residents and visitors about the leash law and picking up after their pet.





# Animal Control Updates

## Animal Licensing Statistics



\* Euthanized Treatable: not adopted or reclaimed    \*\*Euthanized Untreatable: injured or ill beyond treatment

^Due to the holiday, June data for Impounds and Outcomes are currently unavailable. Data will be included in next quarter report.



SNIP Low Cost  
Spray / Neuter



## New Dates for Low Cost Spay, Neuter, Vaccination & Microchip Clinic



All spay & neuter procedures are done by appointment only. For details, please call (760) 366-1100 in English; (760) 366-1105 in Spanish.

Fees for Vaccinations are:

- Rabies \$11
- DA2PP \$11
- Bordetella \$16
- Microchip \$15





# Emergency Management Quarterly Report



April 1, 2018 – June 30, 2018

The City contracts with the County of Riverside Emergency Management Department (EMD) for emergency services. The City utilizes a whole community approach to minimize impacts of a major disaster through prevention, protection, mitigation, response and recovery efforts.

## Quarterly Activities

Staff Training		Community Outreach	
	5		4
	62		285

### Community Emergency Response Team (CERT) Meetings & Trainings

	5
	98



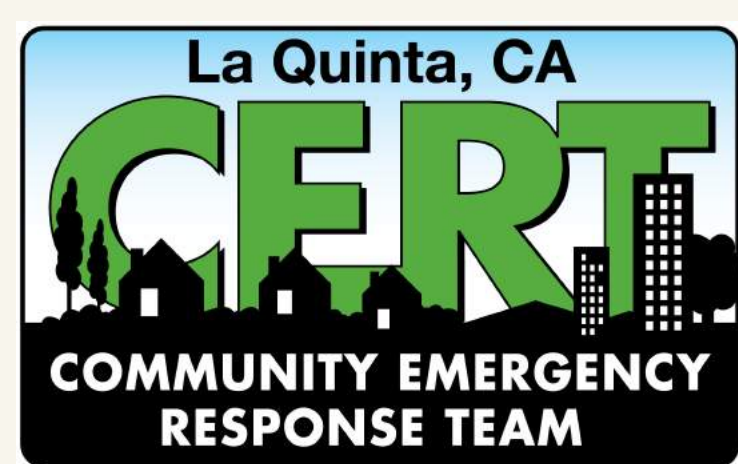
Number of Activities



Number of Attendees



# Community Outreach



## Meetings This Quarter

**April** - Refresher training on how to use cribs, temporary structures used to support heavy objects during search and rescue, was offered to members.

**May** - 13 CERT volunteers reviewed family and home preparation.

Three 20-Hour CERT Training Classes were taught in La Quinta High School, the City of La Quinta and the City of Palm Desert.



### La Quinta City Picnic & Birthday Party

Five CERT members promoted upcoming classes as well as personal preparedness.

### Rancho Santana Community

La Quinta Emergency Management promoted the City's CERT Team and provided personal preparedness information to residents.



Council received training in: the history of disasters in the City, the Council's role during a disaster, and tools available to improve communications as well as how to support response and recovery activities.

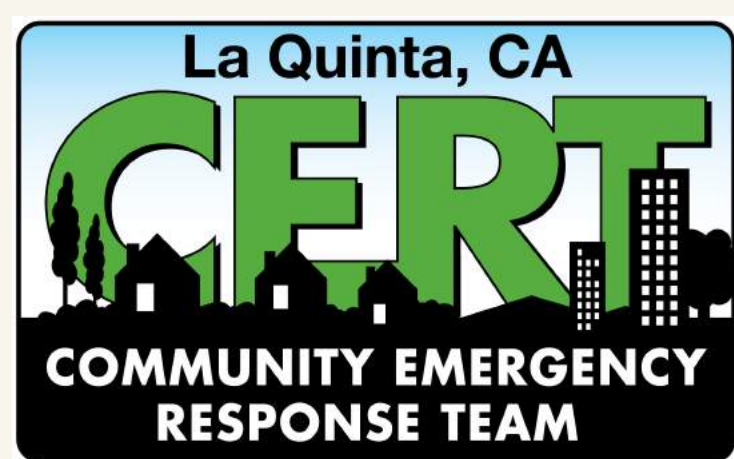
On April 20, the City's Emergency Operations Center (EOC) was activated in support of Coachella Festival parking. Management, plans, logistics and operations sections coordinated with La Quinta Police and City of Indio to ensure timely situational awareness and public information sharing.

Shelter Fundamentals Training was provided by the Red Cross to full-time and part time staff as well as representatives from St. Francis of Assisi Church

Fiscal Recovery After a Disaster Training on logistics and operations was provided to full-time staff.



## Upcoming Milestones



The City will offer a 20-hour CERT class for new volunteers in October, 2018.

CERT volunteers will be taking FEMA training (IS-100 and IS-700) to better understand CERT's role in an incident and in the EOC command system.



- The EOC activation during the musical festivals offered valuable hands-on experience and allowed staff to develop plans to streamline EOC activation in the future.
- Community partners will be further engaged and provide the City more resources during and following a disaster. As part of this effort, Staff has contacted Southwest Church and Saint Francis of Assisi Church to foster a relationship and provide training opportunities to their staff and members.



Staff continues to complete the minimum required training courses set by FEMA which include:

- ICS-100 (68% Complete), ICS-200 (70% Complete) and ICS 700 (76% Complete)  
\*This requirement now includes part-time and probationary employees.
- ICS-300: Intermediate ICS for Expanding Incidents
- ICS-400: Advanced ICS for Command and General Staff

Additional training will be provided to staff to increase their familiarity in their assigned EOC positions.



## Expertise and Knowledge Gain

The following courses and meetings were attended by the Emergency Services Coordinator to fulfill Riverside County requirements and to improve the City's planning, preparedness, staff capabilities, and Emergency Operations Center (EOC) operations and management:

-  Riverside County Duty Officer Meeting/Trainings
-  Disaster Net Radio
-  CERT Program Manager Meeting
-  Operational Area Planning Committee & Riverside County Emergency Manager Association Meetings
-  Weekly coordination meetings with Riverside County on EOC readiness, community preparedness, gap analysis and best practices.
-  Red Cross Shelter Fundamentals Training
-  Fiscal Recovery After a Disaster Training

# City of La Quinta

## CITY COUNCIL MEETING

### DEPARTMENT REPORT

**TO:** Madam Mayor and Members of the City Council

**FROM:** Chris Escobedo, Acting City Manager

**DATE:** July 17, 2018

**SUBJECT:** Community Resources Project Updates – Lumberyard Building & Creation Station

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#### Lumberyard Building & Museum

On February 6, 2018, the Council approved the purchase of 77895 Avenida Montezuma, which is also known as the former lumberyard building next to the La Quinta Museum. Escrow closed on the building on May 16, 2018. Staff initiated an effort to assess the building's condition for museum activity and intends to consult with the La Quinta Historical Society on service needs. The following outline represents a road map of the activities in the fiscal year:

- July – August 2018 – Conduct site visits, examine building condition, determine use ability for archive space, exhibition areas, and cultural event use.
- September 2018 – Work with the La Quinta Historical Society on service needs and exhibit area to display La Quinta's historical treasures.
- October – December 2018 – Contract with consulting firm to complete building program options, design for connection with existing La Quinta Museum, and estimates for buildout.
- January – June 2019 – Finalize service and building needs and go out to bid on facility improvements.

#### Creation Station – La Quinta's Makerspace

On March 20, 2018, Council approved the agreements needed for Creation Station – La Quinta's Makerspace. This new service will be operated out of the La Quinta Library. Creation Station will house 3D printing, sewing, laser-cutting, and other activities. In partnership with Library Systems and Services, Staff has been hired and is in the process of being trained on the modules that will be offered at the Creation Station. A soft launch opening is set for July 30, 2018.

[Click here to return to Agenda](#)

# FACILITIES DEPARTMENT

## June 2018

The Facilities Department is comprised of three Divisions; Parks, Public Works Maintenance, and Buildings.

### MAINTENANCE EXPENDITURES

- Parks \$14,193
- Public Works \$30,003
- Buildings \$11,488
- **Total Expenditures: \$55,684**
- **Total Task Hours: 1,304**

For the month of June, 311 requests were received from residents and staff. Request topics are listed on Attachments 1, 2, and 3. Maintenance expenditures and task hours are recorded in GoRequest.

### Top Requests in June:

- ◆ Parks– Inspection Maintenance
- ◆ Parks - Walkways
- ◆ Public Works - Street Signs
- ◆ Public Works - Debris/Litter Removal
- ◆ Buildings - Painting
- ◆ Buildings - Personnel Requests

### POSITIVE SURVEY FEEDBACK FROM RESIDENTS:

- ◆ “Great response time”
- ◆ “Respond time was excellent”
- ◆ “Terrific—thanks so much—hate seeing that stuff in the morning!”

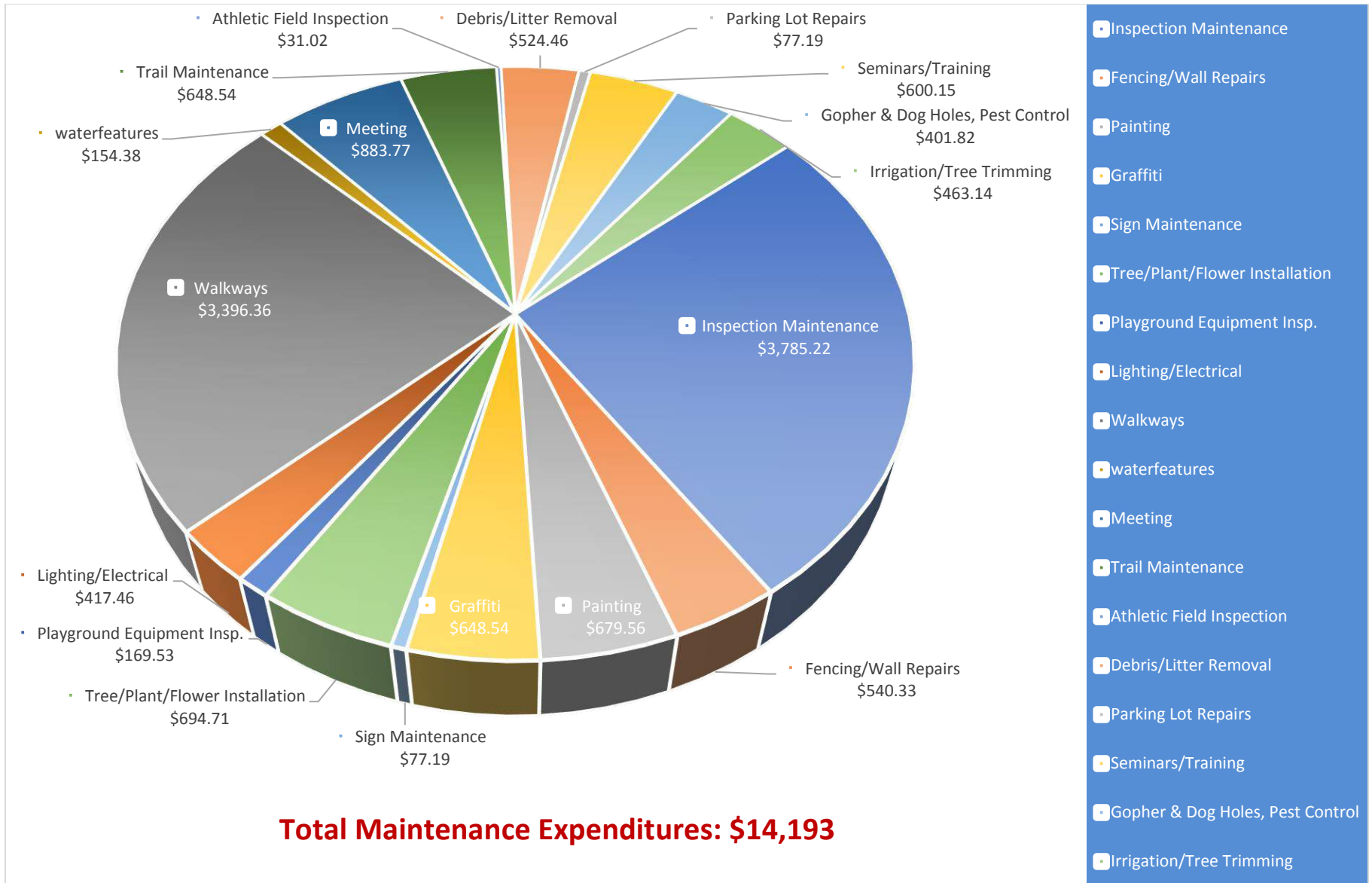
### ATTACHMENTS:

1. Parks Maintenance Expenditures by Task for June.
2. Public Works Maintenance Expenditures by Task for June.
3. Building Maintenance Expenditures by Task for June.
4. Customer Satisfaction Survey Details for June.

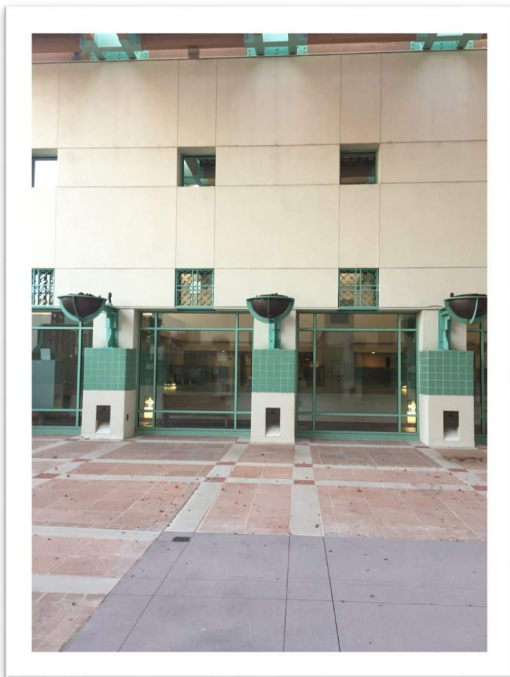
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# Parks Maintenance Expenditures by Task for June 2018



[Click here to return to Agenda](#)

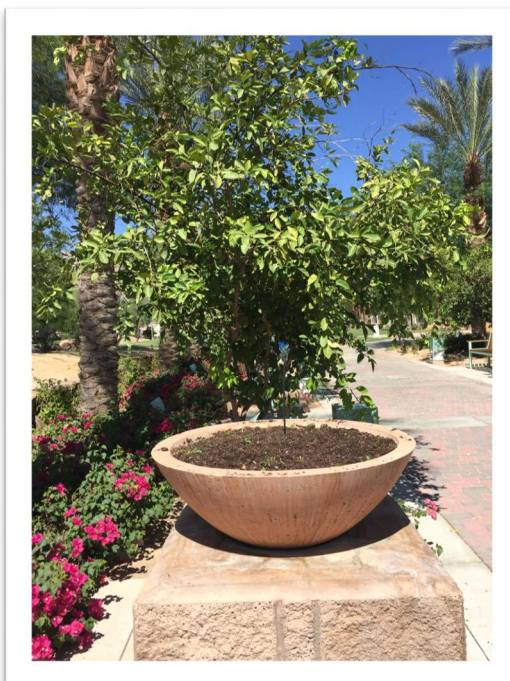


**Before**

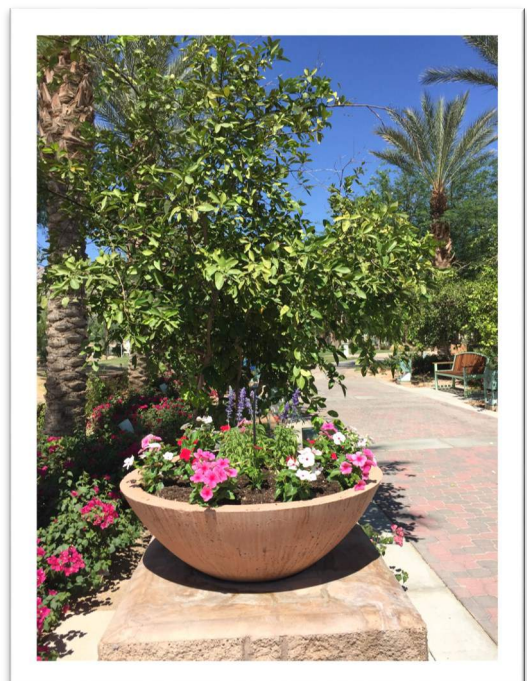


**After**

# FLOWERS INSTALLATION AT CITY HALL AND CIVIC CENTER CAMPUS



**Before**



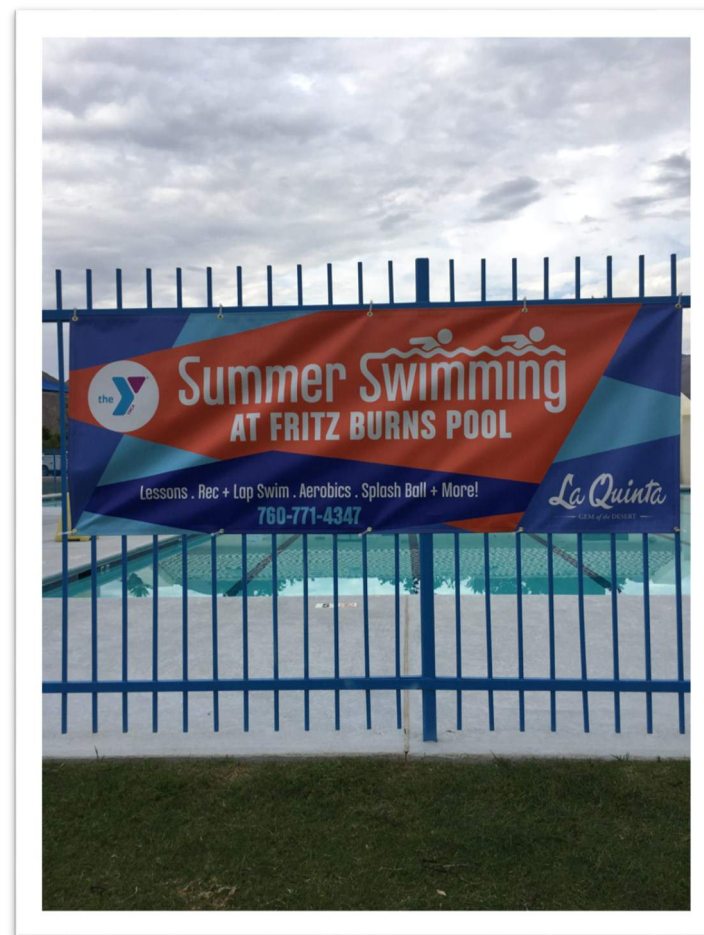
**After**

[Click here to return to Agenda](#)

# NEW FRITZ BURNS POOL SUMMER PROGRAM BANNERS



**Before**



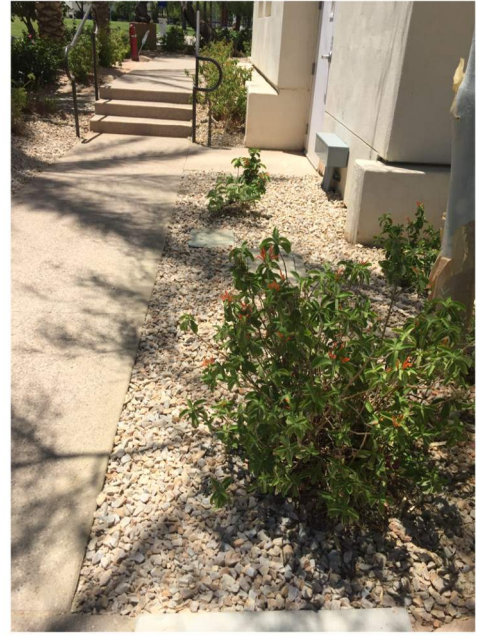
**After**



[Click here to return to Agenda](#)



**Before**



**After**

# ROCK INSTALLATION AT CITY HALL



**Before**



**After**

[Click here to return to Agenda](#)



# ROCK INSTALLATION AT STAGECOACH ART PIECE



**Before**

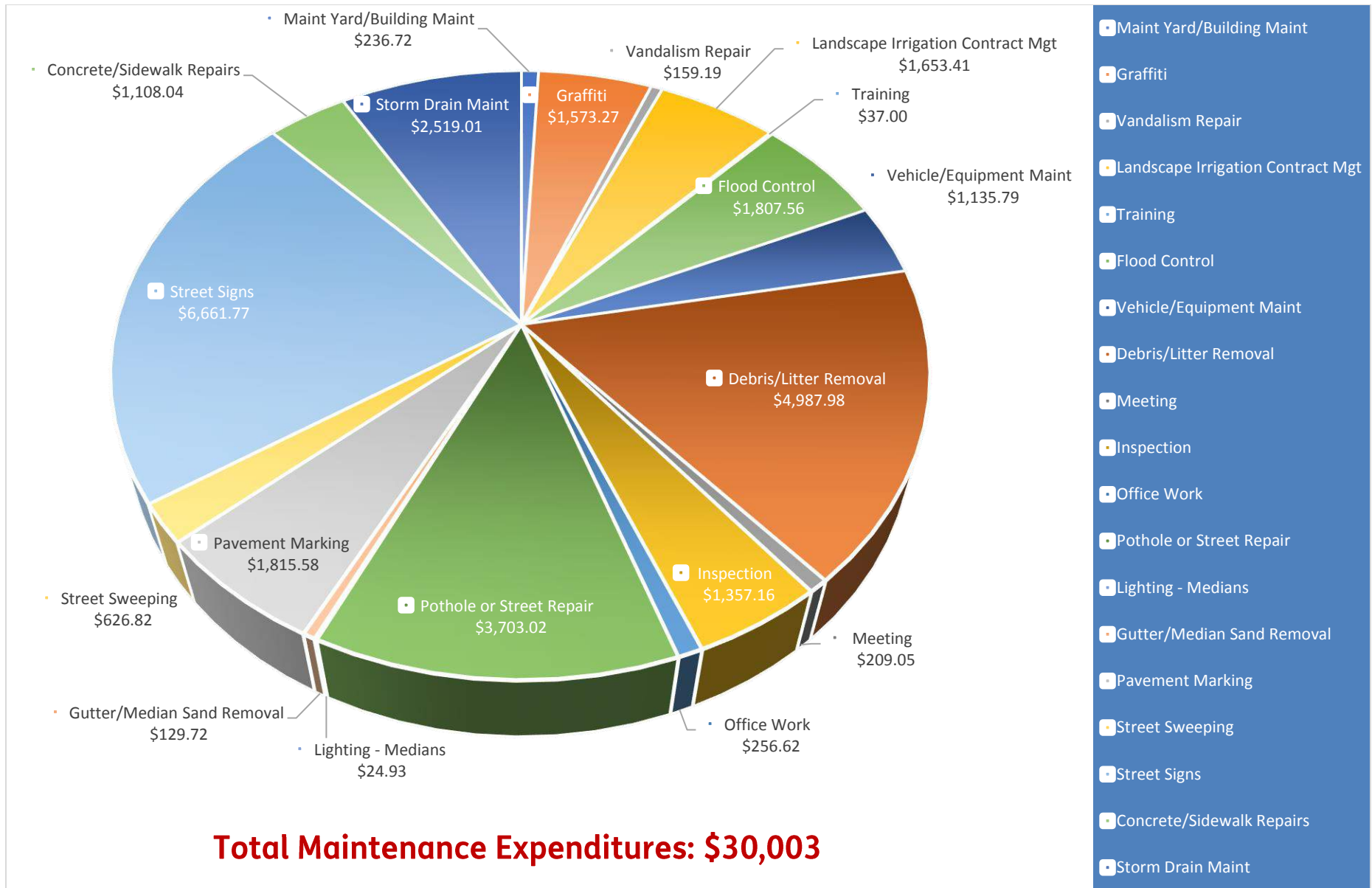


**After**

[Click here to return to Agenda](#)



# Public Works Maintenance Expenditures by Task for June 2018



ATTACHMENT 2

[Click here to return to Agenda](#)

## Desert Club & Estado Pottery Replacement



BEFORE



AFTER

[Click here to return to Agenda](#)



## Desert Club & La Fonda Pottery Replacement





[Click here to return to Agenda](#)



BEFORE

## Washington Street Obelisk Signage



AFTER

[Click here to return to Agenda](#)



## Sidewalk Repair

[Click here to return to Agenda](#)

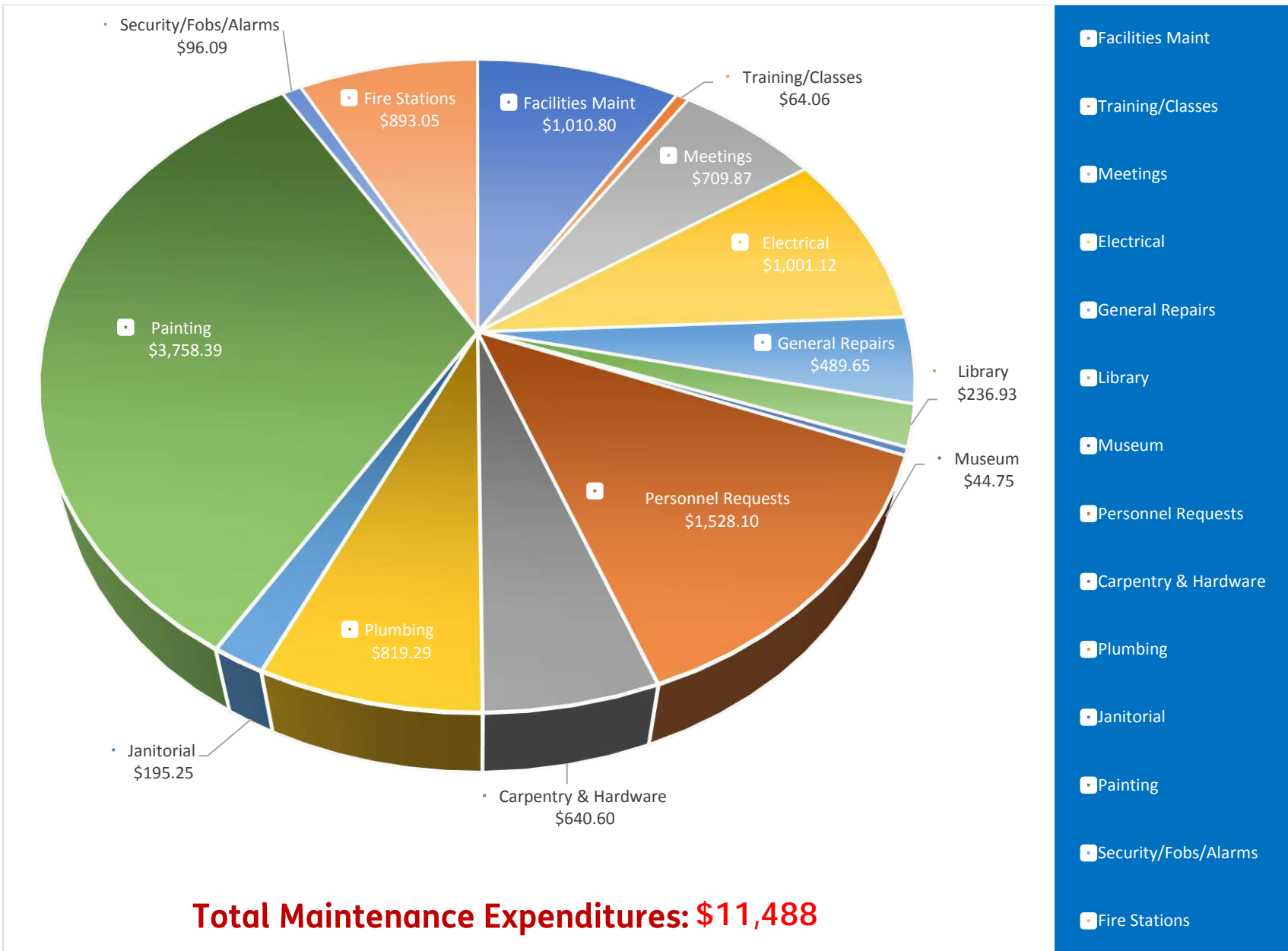




## **Sand filter Cleaning**

[Click here to return to Agenda](#)

# Buildings Maintenance Expenditures by Task for June 2018



ATTACHMENT 3

[Click here to return to Agenda](#)

**Customer Satisfaction Survey Details  
06/01/2018 to 06/30/2018**

Request: 33222	Survey Entered: 06-13-2018 Request Entered: 05/03/2018 Closed: 06/06/2018 Days Open: 34 Topic: Street Sign Repair & Maint
Employee: James Lindsey	Customer: Lesliedaniel1@hotmail.com
Description:	Please remove this sign or at least move it where it is not the first thing that catches my eye from the INSIDE of my house. The street is one block long and people don't speed here - I would say they automatically go 10 mph since they know the curve is there. Please also remove the large signs at the curve of Juárez and Yucatán. They are an eyesore. I didn't just spend a large amount of money on relandscaping to have the city just litter the area with HUGE yellow and black unnecessary signs.
Reason Closed:	Lowered signs down to 5' to bottom of the sign to pavement per the revised Traffic Engineer's work order. This was done to improve the sight distance clearance to the mountains. If you require further assistance, please contact James Lindsey at (760) 777-7052.
Service Effectiveness: Rate our knowledge and ability to process your request timely: Were we courteous and professional?: Expectations Met: How can the City improve?:	Below Average Poor No answer Below The sign is to be 100 feet from the curve - it is over 200 feet. None of us are happy with the situation, Lowering the sign did nothing to address the issue - that was an exercise in futility. The issue was raised in early May, and nothing has been done to alleviate the situation. (Your prompt response to the oversupply of chevrons on Avenida Juarez and Yucatan WAS appreciated.) There are several other locations that are acceptable , and I believe that Bill Clarke came with a map to your office. Lining it up to about where the fire hydrant is would work for everyone. Please reconsider. thanks, Leslie Daniel
Request: 33526	Survey Entered: 06-05-2018 Request Entered: 05/25/2018 Closed: 05/29/2018 Days Open: 4 Topic: Pothole or Street Repair - 1001
Employee: James Lindsey	Customer: Phil Cordova
Description:	Dangerous ruts all the way to Tampico for bikes trying to cross over turn lanes to continue straight.
Reason Closed:	Work done filled pot holes
Service Effectiveness: Rate our knowledge and ability to process your request timely: Were we courteous and professional?: Expectations Met: How can the City improve?:	Good Good No answer Met Most of my reviews have been of high marks. This one is a little lower but that's a reflection of the condition of this stretch of road. It would take a lot of asphalt patch to remedy the area.

ATTACHMENT 4



Request: 33538	Survey Entered: 06-05-2018 Request Entered: 05/25/2018 Closed: 05/29/2018 Days Open: 4 Topic: Graffiti Removal (Right-of-Way) - 1071
Employee: James Lindsey	Customer: Andrea Dooley
Description:	Graffiti on front brick bench
Reason Closed:	Work done
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	Superior
Expectations Met:	Exceeded
How can the City improve?:	Great response time
Request: 33539	Survey Entered: 06-16-2018 Request Entered: 05/25/2018 Closed: 06/04/2018 Days Open: 10 Topic: Sidewalk Repair/Concrete C&G- 1007
Employee: James Lindsey	Customer: Bonnie Akers
Description:	Curb is broken badly outside of my home Can you please fix it?
Reason Closed:	Patched and repaired curb. Work Done.
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	Superior
Expectations Met:	Met
Request: 33542	Survey Entered: 06-25-2018 Request Entered: 05/25/2018 Closed: 06/18/2018 Days Open: 24 Topic: Other Concrete Repairs/Const - 1008
Employee: James Lindsey	Customer: Alan Pollock
Description:	There is a low spot in the street and curb and gutter that is holding water, trash and algae and can attract mosquitoes
Reason Closed:	Working on it: Removed damaged sidewalk, curb and gutter along the west of Eisenhower Dr. work completed 06/18/2018.
Service Effectiveness:	Good
Rate our knowledge and ability to process your request timely:	Good
Were we courteous and professional?:	Good
Expectations Met:	Met
How can the City improve?:	Thank You for attention to this matter. The gentleman from city street office who came by my home regarding street paving informed me about this service to report issues and was helpful in getting this taken care of by showing me how to place the request for attention. I thank the people working in the city of La Quinta who assist to maintain a "Gem of the Desert" community.

Request: 33558	Survey Entered: 06-05-2018 Request Entered: 05/27/2018 Closed: 05/29/2018 Days Open: 2 Topic: Landscape/Irrigation Contract Management - 1050
Employee: James Lindsey	Customer: Irene
Description:	Photo submitted
Reason Closed:	clear debris off the sidewalk the water was coming from the corner house.
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	Superior
Expectations Met:	Exceeded
Request: 33560	Survey Entered: 06-06-2018 Request Entered: 05/27/2018 Closed: 05/30/2018 Days Open: 3 Topic: Landscape/Irrigation Contract Management - 1050
Employee: James Lindsey	Customer: Tokiyo Ochi
Description:	Photo submitted
Reason Closed:	Broken branch was picked up
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Good
Were we courteous and professional?:	No answer
Expectations Met:	Met
Request: 33563	Survey Entered: 06-07-2018 Request Entered: 05/28/2018 Closed: 05/31/2018 Days Open: 3 Topic: FM/Plumbing
Employee: Alfred Berumen	Customer: C Barron
Description:	Women's bathroom sink only displaces hot water. No cold water comes out.
Reason Closed:	work done
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	Superior
Expectations Met:	Exceeded

Request: 33616	Survey Entered: 06-19-2018 Request Entered: 05/31/2018 Closed: 06/12/2018 Days Open: 12 Topic: FM/Personnel Requests
Employee: Alfred Berumen	Customer: Kim richards
Description:	There will be a new banner that needs to be hung outside on building as well as 2 current banners that need to come down. We would like to have this done June 8th or 11th, if possible. Also, two of the Orange floating walls in the upstairs gallery (there will be post it's on them if we aren't here) need to come down. This can be done at any time, but before the 12th, if possible. We do have little things from time to time we need assistance with, such as a cabinet moved or lightbulb changed. Do you need a separate GORrequest done for each issue, no matter how small? Thanks!!!!
Reason Closed:	work done
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Good
Were we courteous and professional?:	Superior
Expectations Met:	Exceeded

Request: 33624	Survey Entered: 06-11-2018 Request Entered: 05/31/2018 Closed: 06/04/2018 Days Open: 4 Topic: Debris/Litter Removal/Right of Way Maint - 1011
Employee: James Lindsey	Customer: Urban Habitat
Description:	Mainline leak
Reason Closed:	fix sprinkler work done
Service Effectiveness:	Average
Rate our knowledge and ability to process your request timely:	Average
Were we courteous and professional?:	Average
Expectations Met:	Met

Request: 33754	Survey Entered: 06-19-2018 Request Entered: 06/05/2018 Closed: 06/13/2018 Days Open: 8 Topic: Library Personnel Request
Employee: Alfred Berumen	Customer: Minerva Ochoa
Description:	We need security connections by entrance covered up or removed. Security gate does not function.
Reason Closed:	work done.
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Good
Were we courteous and professional?:	Superior
Expectations Met:	Met

Request: 33764	Survey Entered: 06-19-2018 Request Entered: 06/06/2018 Closed: 06/12/2018 Days Open: 6 Topic: Landscape/Irrigation Contract Management - 1050
Employee: James Lindsey	Customer: Sonia Millan
Description:	Landscaping is overgrown and has become a traffic safety hazard, can not see oncoming traffic on both directions...the median island on the west and east side as you exit Hideaway Club Drive has the same issue. Please take care of asap. 2nd request. Thank you!
Reason Closed:	The shrub has been cut back to improve the sight distance and see oncoming traffic on both directions...the median island on the west and east side as you exit Hideaway Club Drive.
Service Effectiveness: Rate our knowledge and ability to process your request timely: Were we courteous and professional?: Expectations Met: How can the City improve?:	Good Good Good Met The landscaping request took two requests to get it completed. First request was not taken care of. Trimming of shrubs was not performed as stated on first email. 2nd request might have been taken care of, but it seems the landscaping is still overgrown in the median islands of Ave. 52 near the exit gate at Hideaway; becoming a traffic safety hazard. Can not see oncoming traffic in both directions.
Request: 33780	Survey Entered: 06-15-2018 Request Entered: 06/08/2018 Closed: 06/08/2018 Days Open: 0 Topic: Graffiti Removal (Right-of-Way) - 1071
Employee: James Lindsey	Customer: Rick Morelli
Description:	Possible gang tag on Madison St island CURB (facing west) just south Ave 52 intersection. Not very noticeable but there nevertheless. Does not appear to be a utility mark
Reason Closed:	The graffiti on Madison St island CURB (facing west, N/B) just south Ave 52 intersection has been removed
Service Effectiveness: Rate our knowledge and ability to process your request timely: Were we courteous and professional?: Expectations Met:	Superior Superior Superior Exceeded
Request: 33791	Survey Entered: 06-18-2018 Request Entered: 06/09/2018 Closed: 06/11/2018 Days Open: 2 Topic: Parks/Trail Maintenance
Employee: Robert Ambriz Jr.	Customer: Lesliedaniel1@hotmail.com
Description:	Doggie waste bag dispenser is missing
Reason Closed:	Installed new bag dispenser.
Service Effectiveness: Rate our knowledge and ability to process your request timely: Were we courteous and professional?: Expectations Met:	Good Good Good Met

Request: 33796	Survey Entered: 06-19-2018 Request Entered: 06/11/2018 Closed: 06/12/2018 Days Open: 1 Topic: Debris/Litter Removal/Right of Way Maint - 1011
Employee: James Lindsey	Customer: Margaret Hoesterey
Description:	Debris/stagnant water in gutter across from entrance to Esplanade. Black trash bag in gutter has been there for 6 weeks now. Standing water is perfect mosquito breeding area. Whole sidewalk reeks when you walk past debris.
Reason Closed:	Pumped out Dry well on Fred Waring Dr. East of Monticello, removed debris from flowline. Work Done.
Service Effectiveness:	Good
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	Average
Expectations Met:	Met
How can the City improve?:	Finally we can walk by area without being overwhelmed by smell. Thank you for responding quickly. Sometimes I feel we're doing the "work" by submitting problems instead of employees being out and about the city checking on neighborhoods.

Request: 33803	Survey Entered: 06-25-2018 Request Entered: 06/11/2018 Closed: 06/18/2018 Days Open: 7 Topic: FS/Plumbing
Employee: Alfred Berumen	Customer: Reyna Camarena
Description:	Chief's bathroom faucet guts (smells).
Reason Closed:	work done
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	Superior
Expectations Met:	Exceeded
How can the City improve?:	Very prompt

Request: 33807	Survey Entered: 06-28-2018 Request Entered: 06/12/2018 Closed: 06/21/2018 Days Open: 9 Topic: Landscape/Irrigation Contract Management - 1050
Employee: James Lindsey	Customer: Rick Valenzuela
Description:	Landscaping at the community "Highland homes" between Fred Waring and Adams St., this area has been seriously neglected, very dry and the gutters are always full of water and tree leaves, also at the entrance to the neighborhood off of Fred waring looks neglected. Makes the neighborhood look completely run down. Are there plans for desert landscape? Is this the reason for not being kept up?
Reason Closed:	Inspected area for any irrigation problems, flagged all broken sprinklers and Conserve Landcare replaced and adjusted broken sprinklers.
Service Effectiveness:	Average
Rate our knowledge and ability to process your request timely:	Good
Were we courteous and professional?:	Average
Expectations Met:	Below
How can the City improve?:	Area looks the same. Saw a posted sign off of Miles street of measure G for landscape re-do. Really hope it includes the Highland Homes area as well.



Request: 33808	Survey Entered: 06-28-2018 Request Entered: 06/12/2018 Closed: 06/21/2018 Days Open: 9 Topic: Sidewalk Repair/Concrete C&G- 1007
Employee: James Lindsey	Customer: Rick Valenzuela
Description:	This issue is right between our home at 78925 and neighbor, the sidewalk is completely buckled and has been like this for the past several years. Is a hazard and request to have it repaired. thanks 78925 Villeta Dr.
Reason Closed:	We cut sidewalk to release pressure so that the sidewalk can settle down back in place no more a hazard. Work done
Service Effectiveness:	Good
Rate our knowledge and ability to process your request timely:	Good
Were we courteous and professional?:	Superior
Expectations Met:	Exceeded

Request: 33882	Survey Entered: 06-25-2018 Request Entered: 06/15/2018 Closed: 06/18/2018 Days Open: 3 Topic: Street Sweeping (Hand) - 1026
Employee: James Lindsey	Customer: Roland
Description:	Lots of concrete nails in bike lane and also in car lane. I tried kicking all nails to the curb but there were a lot of them. Cyclists are swerving from bike lane into the car lane to avoid the nails. Very difficult to see as the nails blend in with the asphalt.
Reason Closed:	Swept gutter work done
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	No answer
Expectations Met:	Exceeded
How can the City improve?:	I didn't rate the employee courtesy because I didn't have any contact with one. I wasn't aware that the nails were cleaned up until I rode my bike through the same area a few days later. Looked great. Thanks for taking care of it.

Request: 33893	Survey Entered: 06-19-2018 Request Entered: 06/18/2018 Closed: 06/19/2018 Days Open: 1 Topic: Library Personnel Request
Employee: Alfred Berumen	Customer: Minerva Ochoa
Description:	Need table picked up. Not being used.
Reason Closed:	Work done.
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	Superior
Expectations Met:	Exceeded
How can the City improve?:	Respond time was excellent

Request: 33904	Survey Entered: 06-21-2018 Request Entered: 06/19/2018 Closed: 06/21/2018 Days Open: 2 Topic: Vandalism Repairs - 1070
Employee: Robert Ambriz Jr.	Customer: Lesliedaniel1@hotmail.com
Description:	Poop on the wall again behind Flores de Montanas- just off Bear Creek Trail. Power wash please!!
Reason Closed:	Work done. Power washed.
Service Effectiveness:	Superior
Rate our knowledge and ability to process your request timely:	Superior
Were we courteous and professional?:	Superior
Expectations Met:	Exceeded
How can the City improve?:	Terrific - thanks so much - hate seeing that stuff in the morning!

APRIL - JUNE  
2018

# CITY OF LA QUINTA FINANCE DEPARTMENT

## QUARTERLY REPORT

### FINANCE STATISTICS



**Accounts Payable  
Invoices Processed: 1,452**



**Purchase Orders Issued: 36**



**Amount of Cash Receipts  
Collected for April & May:  
\$16,102,174**

### QUARTERLY HIGHLIGHTS

#### 2018/19 BUDGET

The 2018/19 Budget consisting of the City, Housing Authority, Financing Authority, and Capital Improvement Plan was approved by Council on June 19. The collaborative effort between the Finance department and all other City departments resulted in the completion and accuracy of the document.

#### INTERIM AUDIT

The Interim Audit was conducted from June 4-7. The department's hard work and diligence in managing and protecting the City's financial resources along with the communication between City departments made the audit a success. The department is currently preparing for the Final Audit in October.

APRIL - JUNE 2018

# FISCAL RESPONSIBILITY

## 2018 Tyler Public Sector Excellence Award

The Finance Department is proud to announce that Krystena Blondell, Accountant, won the prestigious 2018 Tyler Public Sector Excellence Award for her innovative approach to the project accounting module. Mrs. Blondell took on the challenge and submitted the process, findings, and outcomes for consideration of this award and was ultimately selected as a winner. For her willingness to share her solution, she was awarded a free trip to the 2018 National Tyler Conference in Boston; including hotel, airfare, and registration.



## UPCOMING PROJECTS

- RFP for Banking Services
- Capital Asset Policy
- Cash Handling Policy
- Fiscal Year End Closing

## TRAINING & DEVELOPMENT

### APRIL

Tyler Personnel Management- Position Budgeting Webinar  
 Crash Course for 1st Time Manager/Supervisor Training  
 Tyler Financials & Personnel Release Webinar

### MAY

Develop Quality Staff Through Effective Performance Feedback Workshop  
 Expressing Appreciation & Recognition in the Workplace Workshop  
 Fair Labor Standards Act (FLSA) Training  
 Governmental Accounting Standards Board (GASB) Update  
 Improving Employee Performance Training

### JUNE

Time and Attendance Citywide Training with HR department  
 Disaster Preparedness & Fiscal Recovery Training  
 Project Management Workshop  
 Control over Cash Collections Webinar

### Upcoming Financial Advisory Commission (FAC) Meetings

Special Meeting on July 18th at 4 pm  
 Regular Meeting on August 8th at 4 pm  
 Location: La Quinta City Hall





# La Quinta Fire Department Quarterly Report

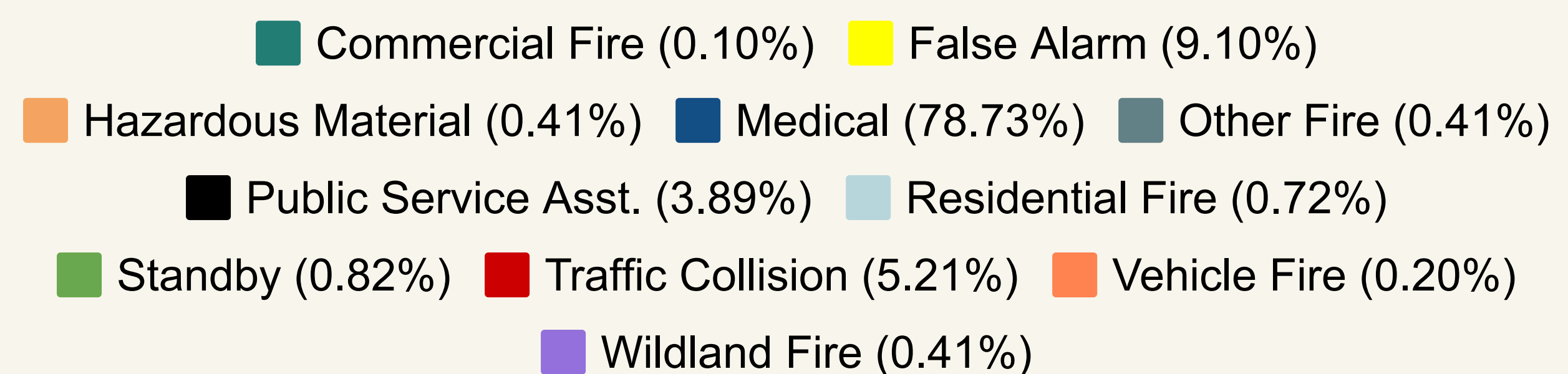
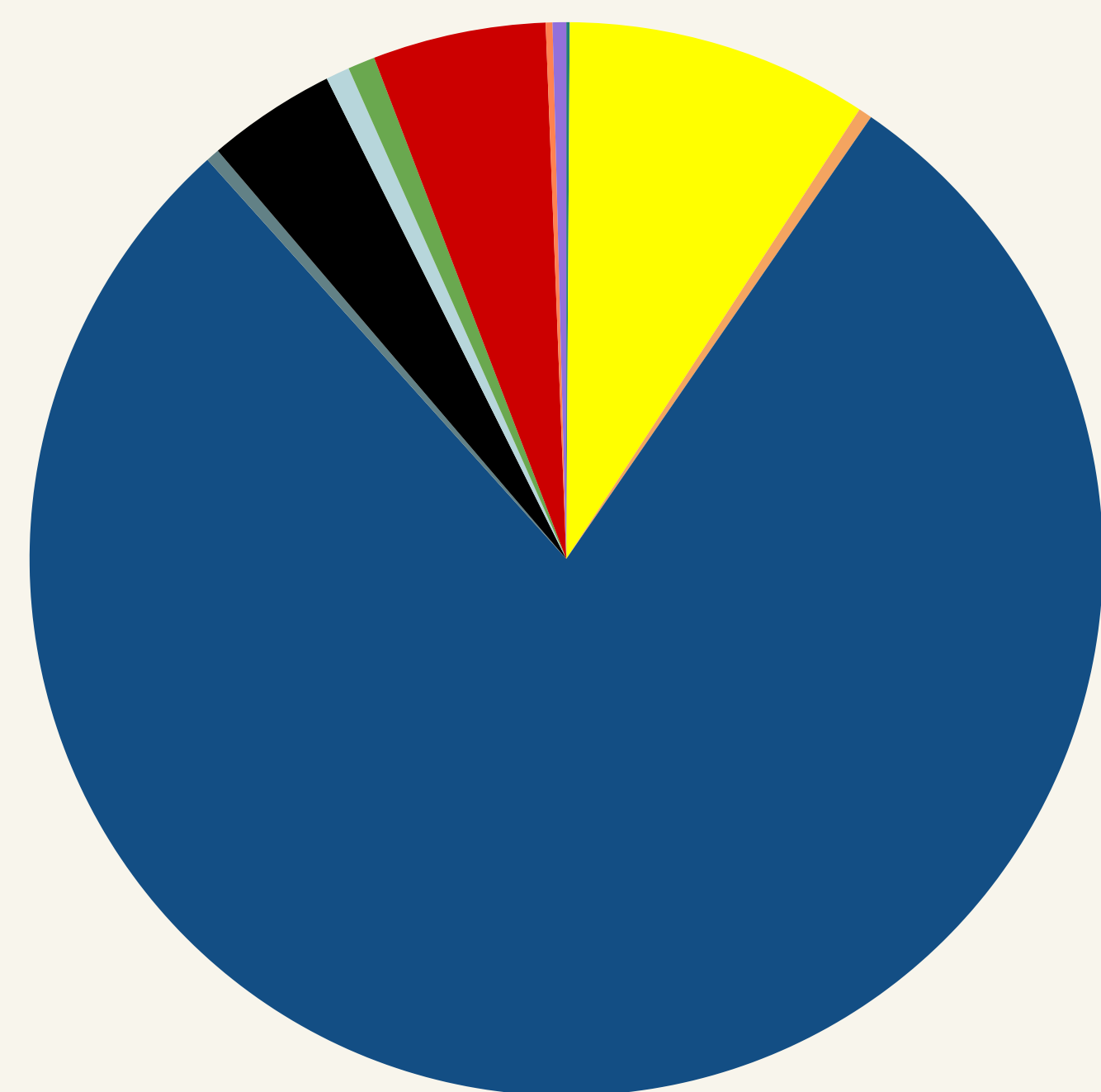


April 1, 2018 – June 30, 2018

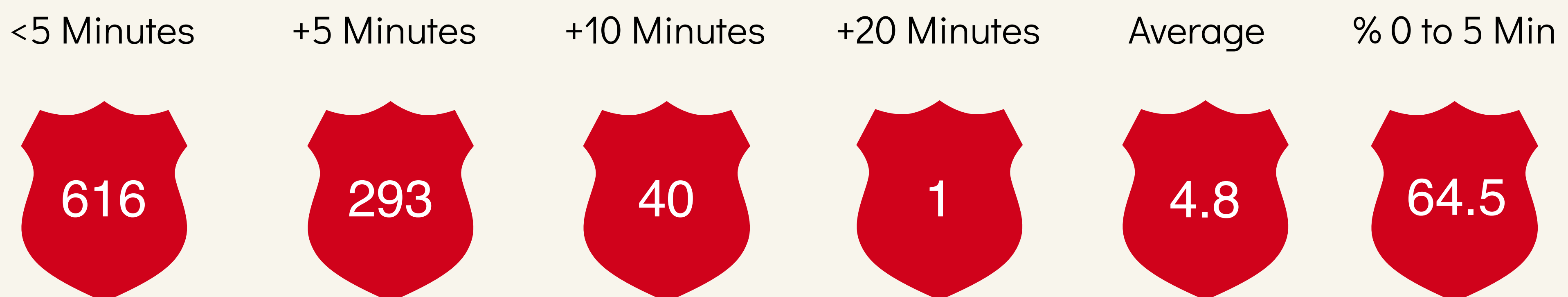
## Response Activity

Commercial Fire	1
False Alarm	89
Hazardous Material	4
Medical	770
Other Fire	4
Public Service Assistance	38
Residential Fire	7
Standby	8
Traffic Collision	51
Vehicle Fire	2
Wildland Fire	4
<b>Incident Total</b>	<b>988</b>

## Incident Reports



## Average Enroute to On-Scene Time



Enroute Time = When a unit has been acknowledged as responding.  
 On-scene Time = When a unit has been acknowledged as being on-scene.  
 For any other statistics outside Enroute or On-scene please contact the IT Help Desk at 951-940-6900



## Truck Report

Truck 86 recorded 26 responses in La Quinta during this quarter.



## Fire Inspection Report

### Action:

During the Second Quarter of 2018, 114 new construction inspections were performed, as well as 7 special event inspections, 36 business inspections, a total of 87 new plan reviews were accomplished and 15 planning cases were submitted. Staff has been able to continue the designed records retention policy and established procedure for fire permit issuance with minimal issues.

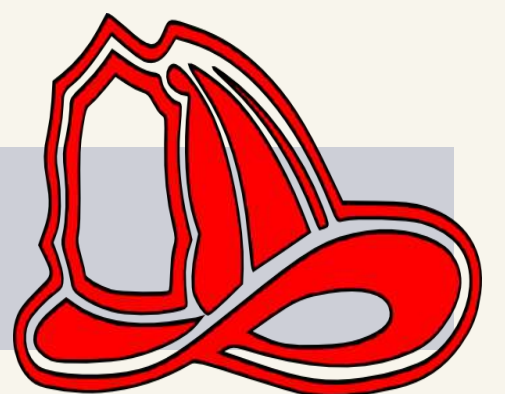
### Building/Planning:

Fire Specialist, Edgar Gonzalez joined the team on June 6, 2018. He is getting acquainted with the builder and contractor community; as well as the business community since he is conducting all fire safety inspections for the City.

### Goals:

Continue to transition the new City Fire Specialist and provide a positive experience for contractors and residents.

## Chief La Clair's Updates



### Happy Retirement

Fire Chief LaClair announced his retirement, effective June 26, 2018. At this time there are no details as to whom will be filling the position.



### Fire Station Community Outreach

2018 City Picnic was a blast. Fire Station #32 attended, handing out fun items from coloring books with crayons to fire hydrant pencil sharpeners.







### Water Safety & Drowning Prevention

- Secure your pool with appropriate barrier
- Keep children under supervision at all times
- Never push others into the pool
- Keep your pool water clean and clear to prevent sickness
- Establish a set of pool rules and abide
- Don't dive or go head-first into the shallow water
- Teach children to float or swim as soon as possible
- Make safety equipment available
- Stay current with water safety, first aid and CPR courses
- Use non-slip materials around the pool

**Safer Swimming**

**Safer Water**

**Safer Kids**

**Safer Response**

19% of drowning deaths in children occur in public pools with certified life guards present

6 people drown in U.S. pools every day

Use touch supervision with children who are under 5 or weaker swimmers

Water wings or inflatable pool toys can give you or your child a false sense of security

A child can drown in the time it takes to answer the phone

Drowning is often silent. In 10% of childhood drownings, an adult will watch it happen without realizing what is going on.

**88%** of drownings could be reduced by swimming lessons before the age of 4

Children can drown in as little as one inch of water, like puddles, bathtubs, or buckets



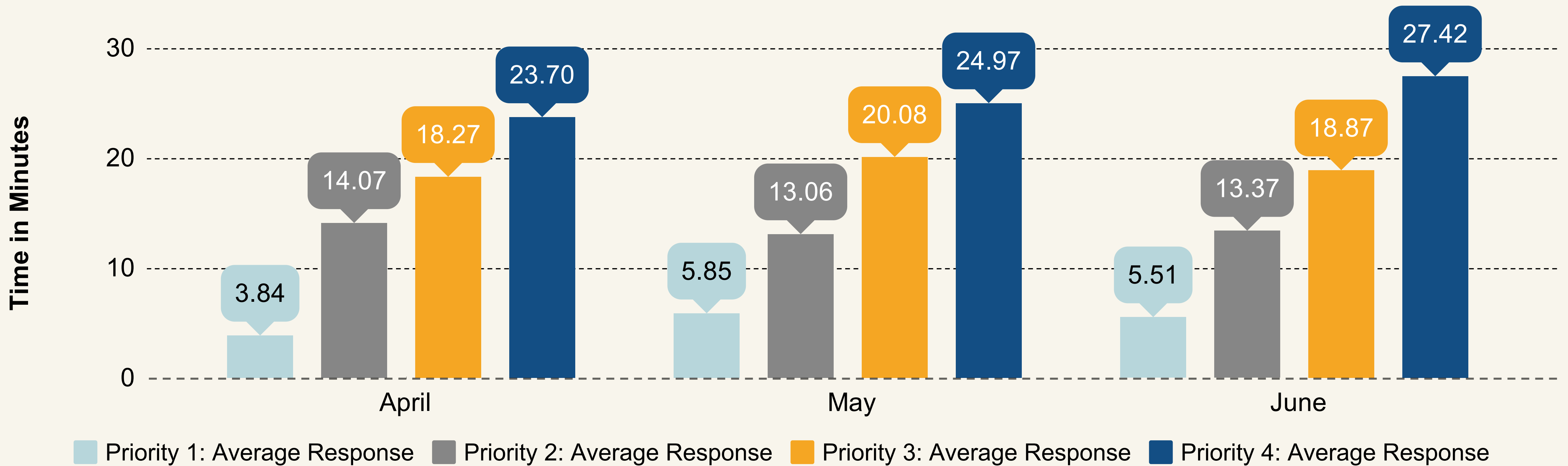
# La Quinta Police Department Quarterly Report



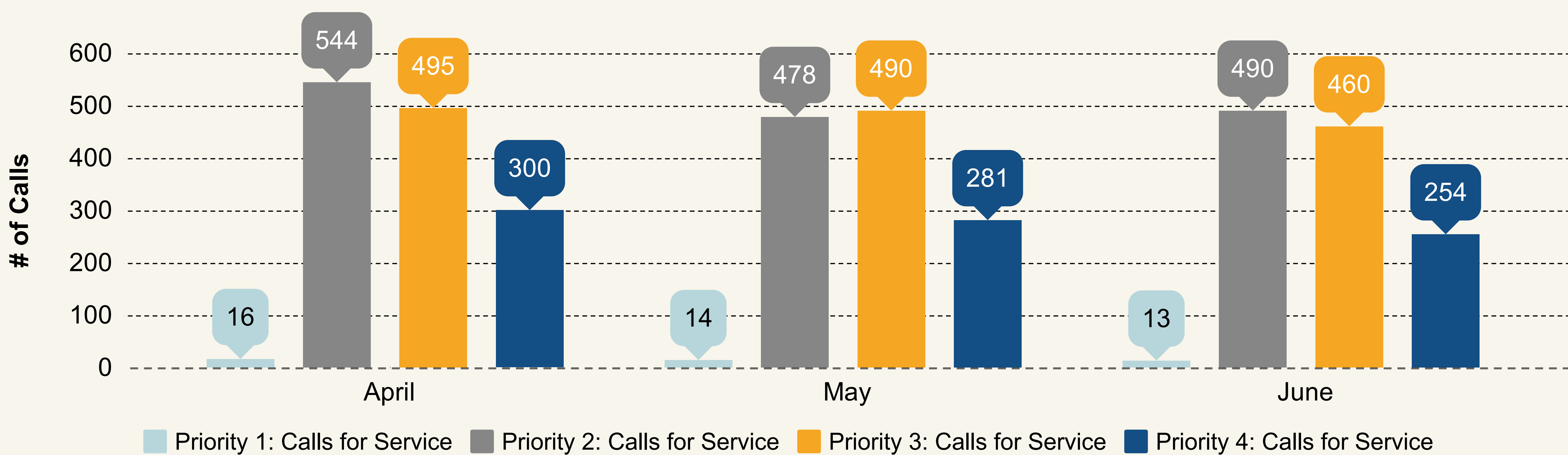
April 1, 2018 – June 30, 2018

## Average Response Time\*

### Average Response Time



### Number of Calls for Service



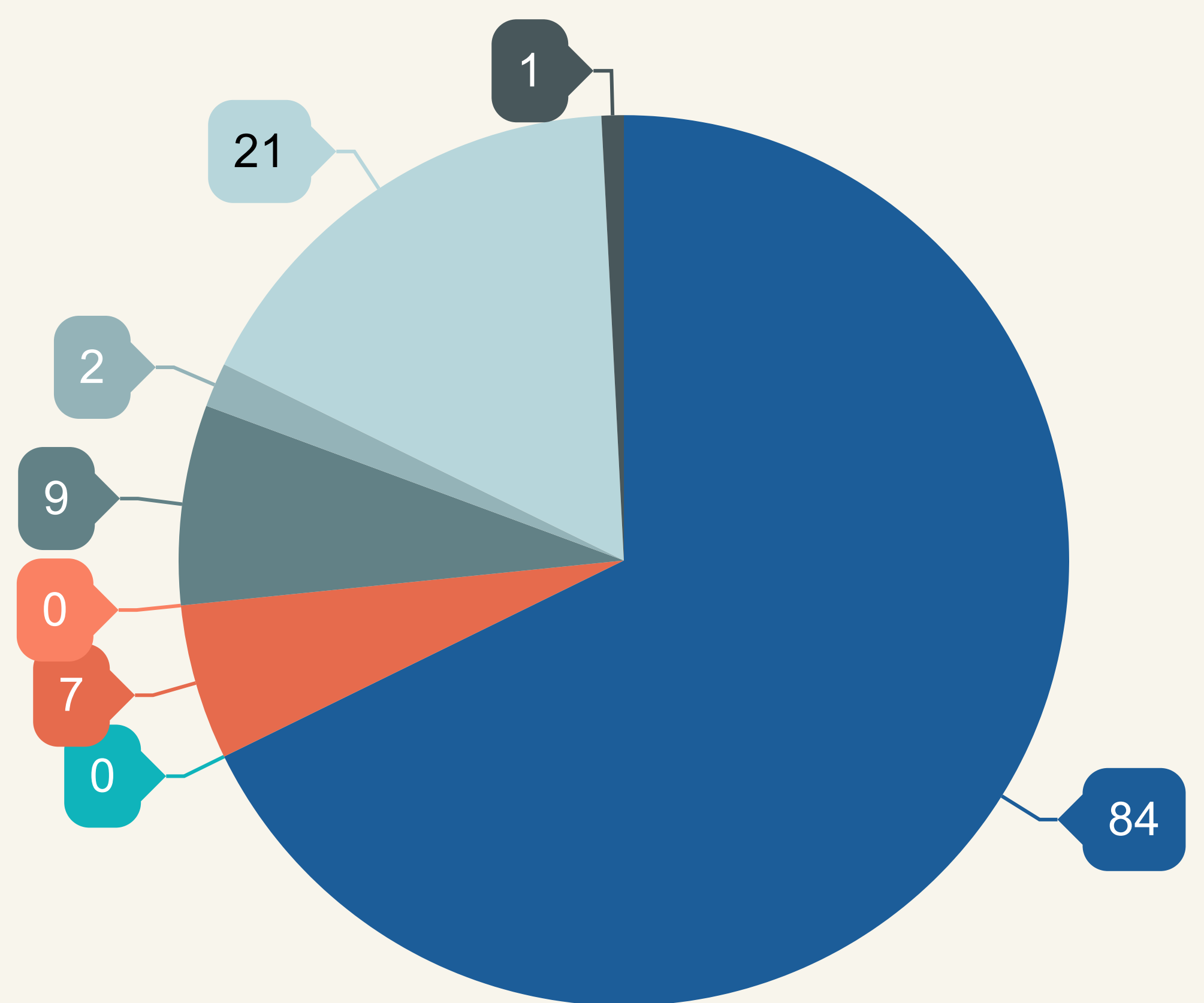
Priority 1– Involve circumstances that pose, or did pose a clearly defined threat to human life or property;  
 Priority 2 – Involve circumstances of an urgent but not life threatening nature (e.g. minor assaults and batteries);  
 Priority 3 – Involve circumstances which are neither urgent nor life threatening (e.g. disturbances of the peace);  
 Priority 4 – Incidents occurring in the past or “cold” calls.

\* Information provided by Thermal Station's Crime Analytics Division

# Crime Statistics \*\*

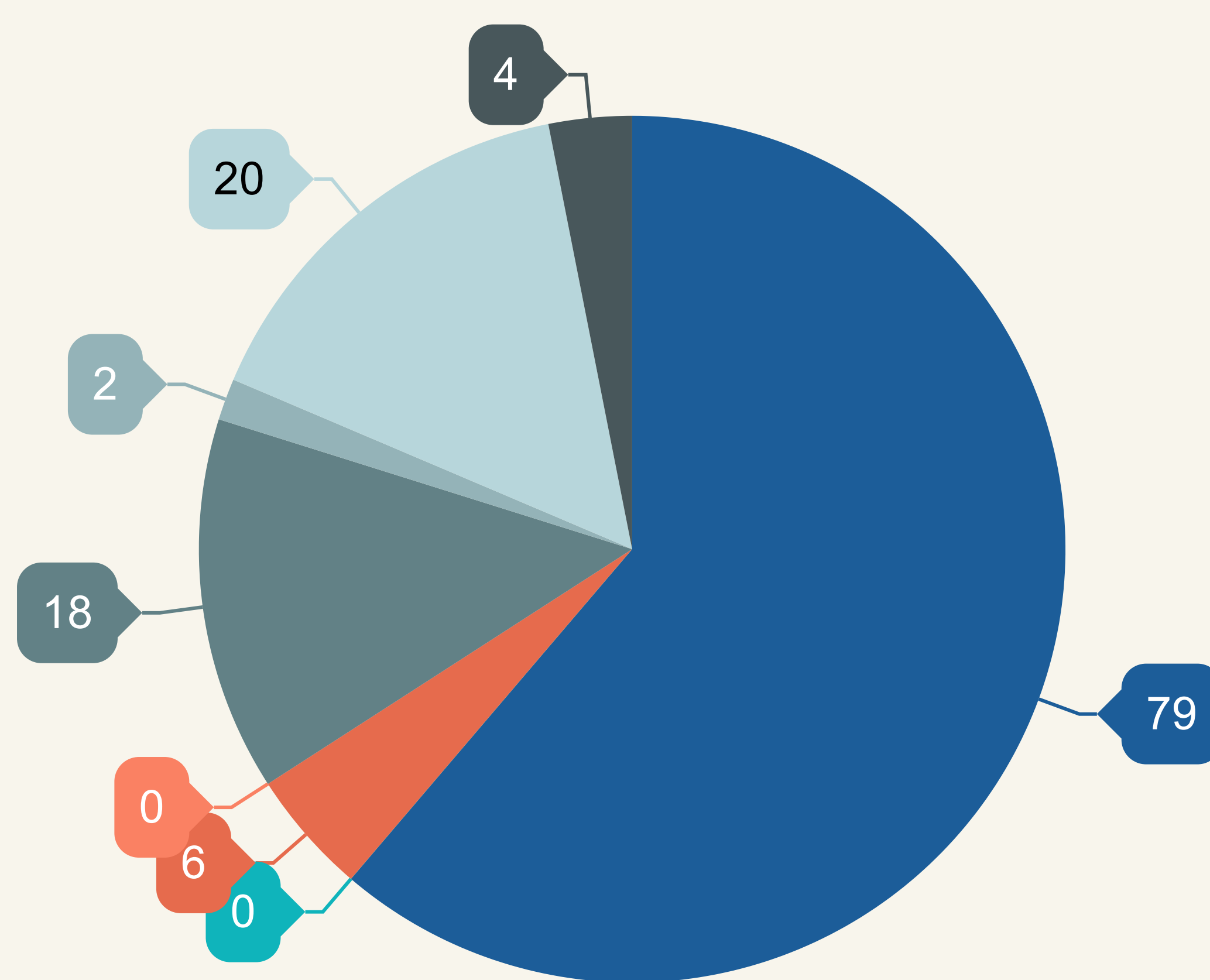
\*\* Information provided by Sheriff Department on a monthly basis for entire county. Report available 30-days after the end of each month. June's stats will be included in next quarter's report.

## March 2017



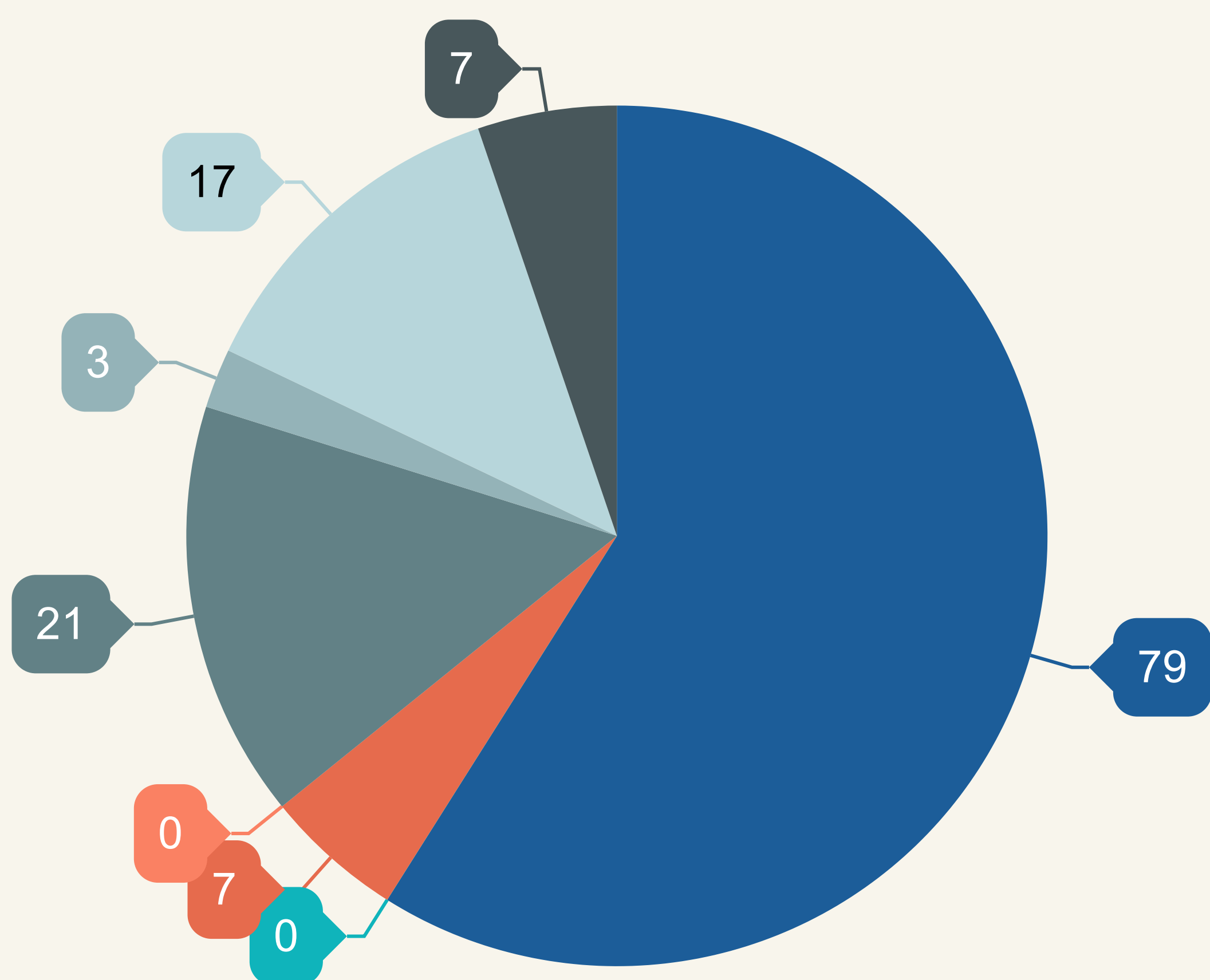
- Theft (67.74%)
- Rape (0%)
- Vehicle Theft (5.65%)
- Homicide (0%)
- Burglary (7.26%)
- Robbery (1.61%)
- Simple Assault (16.94%)
- Aggravated Assault (0.81%)

## March 2018



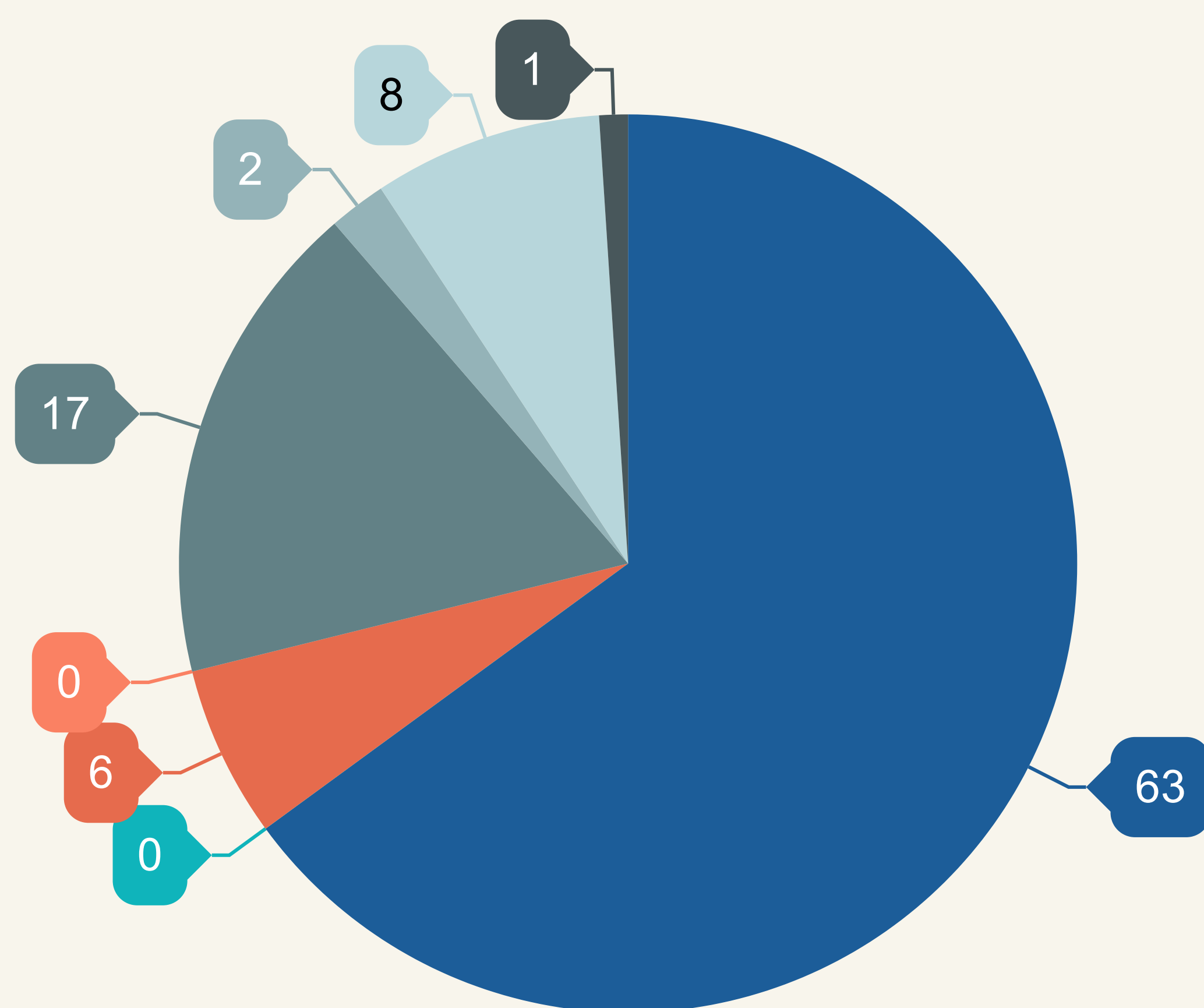
- Theft (61.24%)
- Rape (0%)
- Vehicle Theft (4.65%)
- Homicide (0%)
- Burglary (13.95%)
- Robbery (1.55%)
- Simple Assault (15.50%)
- Aggravated Assault (3.10%)

## April 2017



- Theft (58.96%)
- Rape (0%)
- Vehicle Theft (5.22%)
- Homicide (0%)
- Burglary (15.67%)
- Robbery (2.24%)
- Simple Assault (12.69%)
- Aggravated Assault (5.22%)

## April 2018



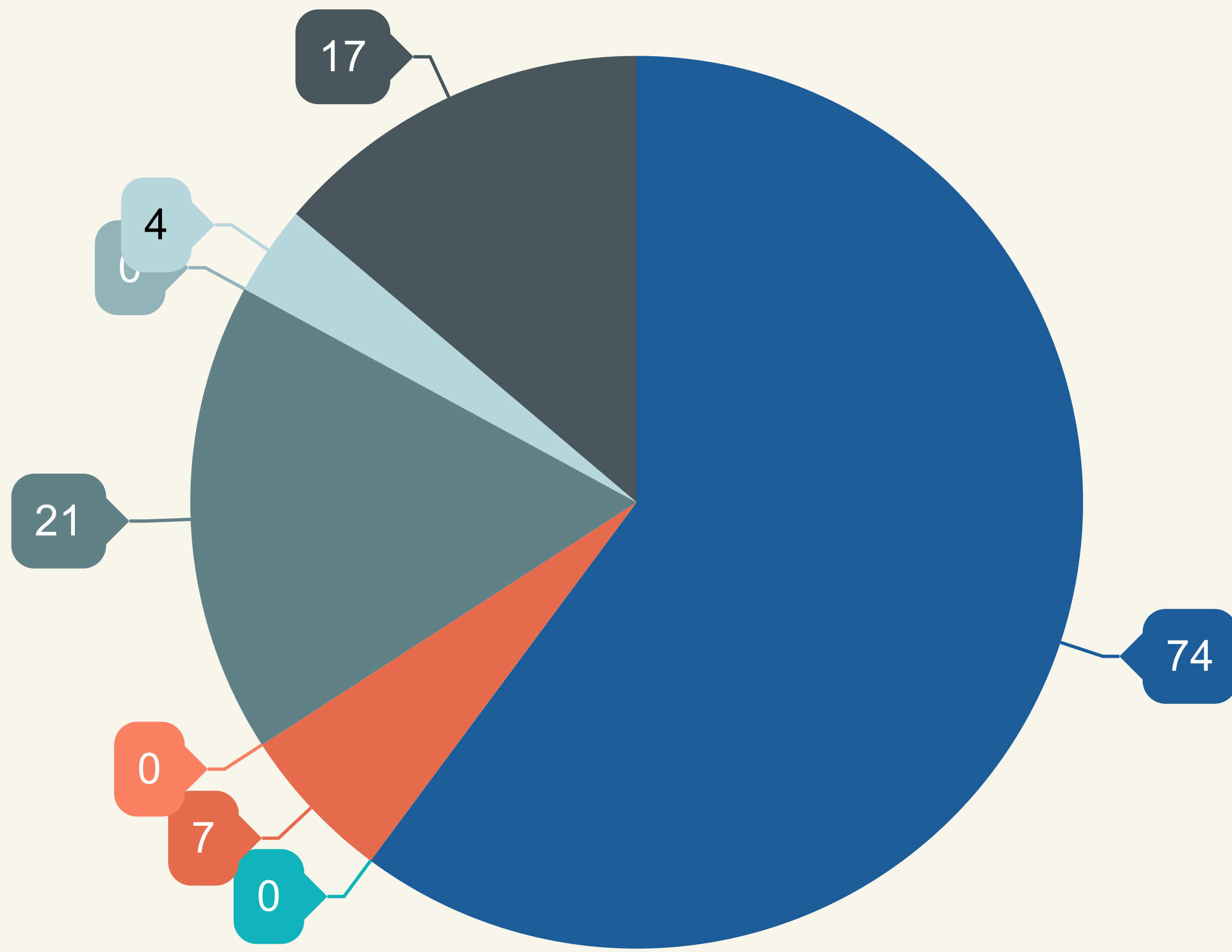
- Theft (64.95%)
- Rape (0%)
- Vehicle Theft (6.19%)
- Homicide (0%)
- Burglary (17.53%)
- Robbery (2.06%)
- Simple Assault (8.25%)
- Aggravated Assault (1.03%)



# Crime Statistics \*\*

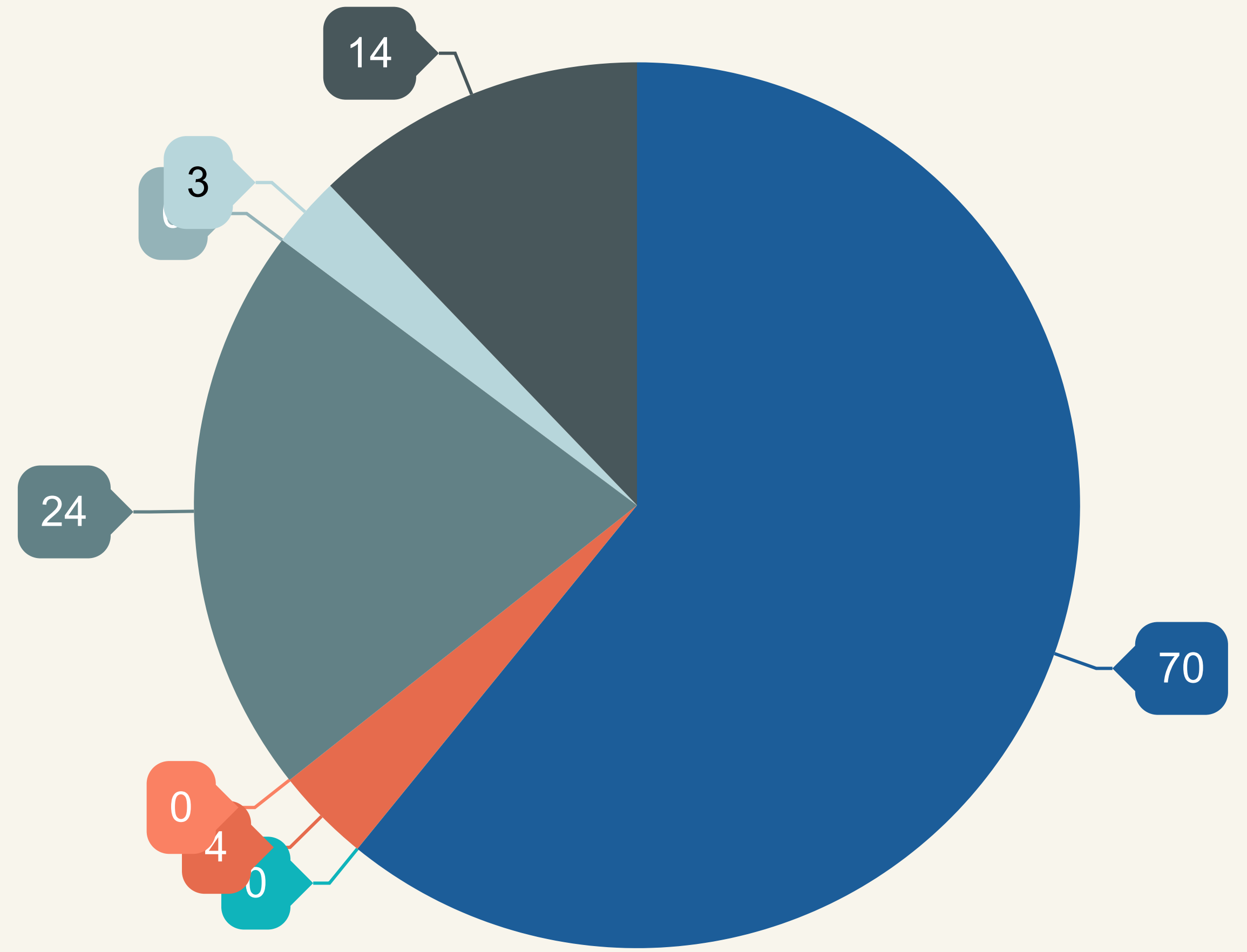
\*\* Information provided by Sheriff Department on a monthly basis for entire county. Report available 30-days after the end of each month. June's stats will be included in next quarter's report.

## May 2017



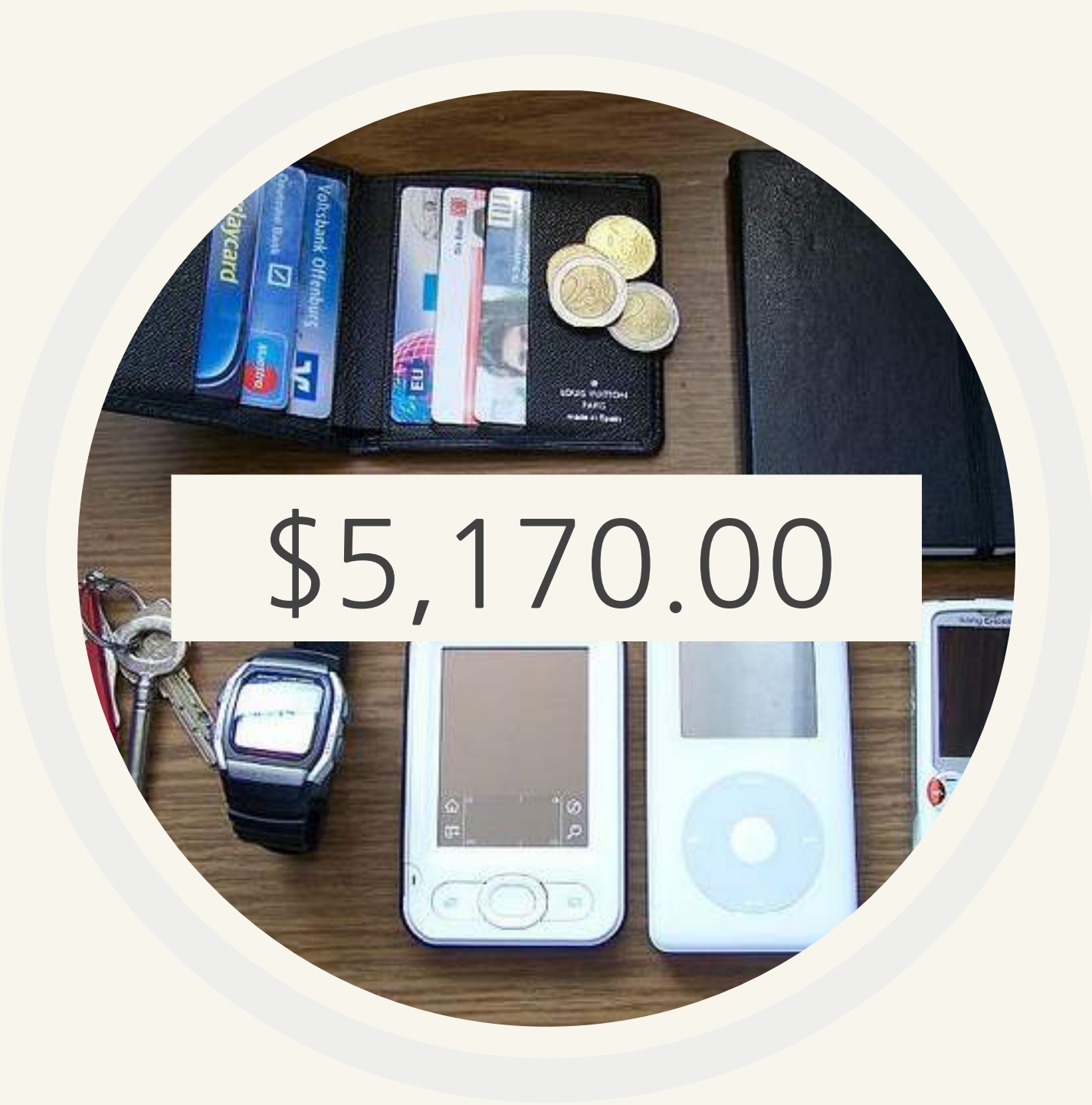
- Theft (60.16%)
- Rape (0%)
- Vehicle Theft (5.69%)
- Homicide (0%)
- Burglary (17.07%)
- Robbery (0%)
- Aggravated Assault (3.25%)
- Simple Assault (13.82%)

## May 2018



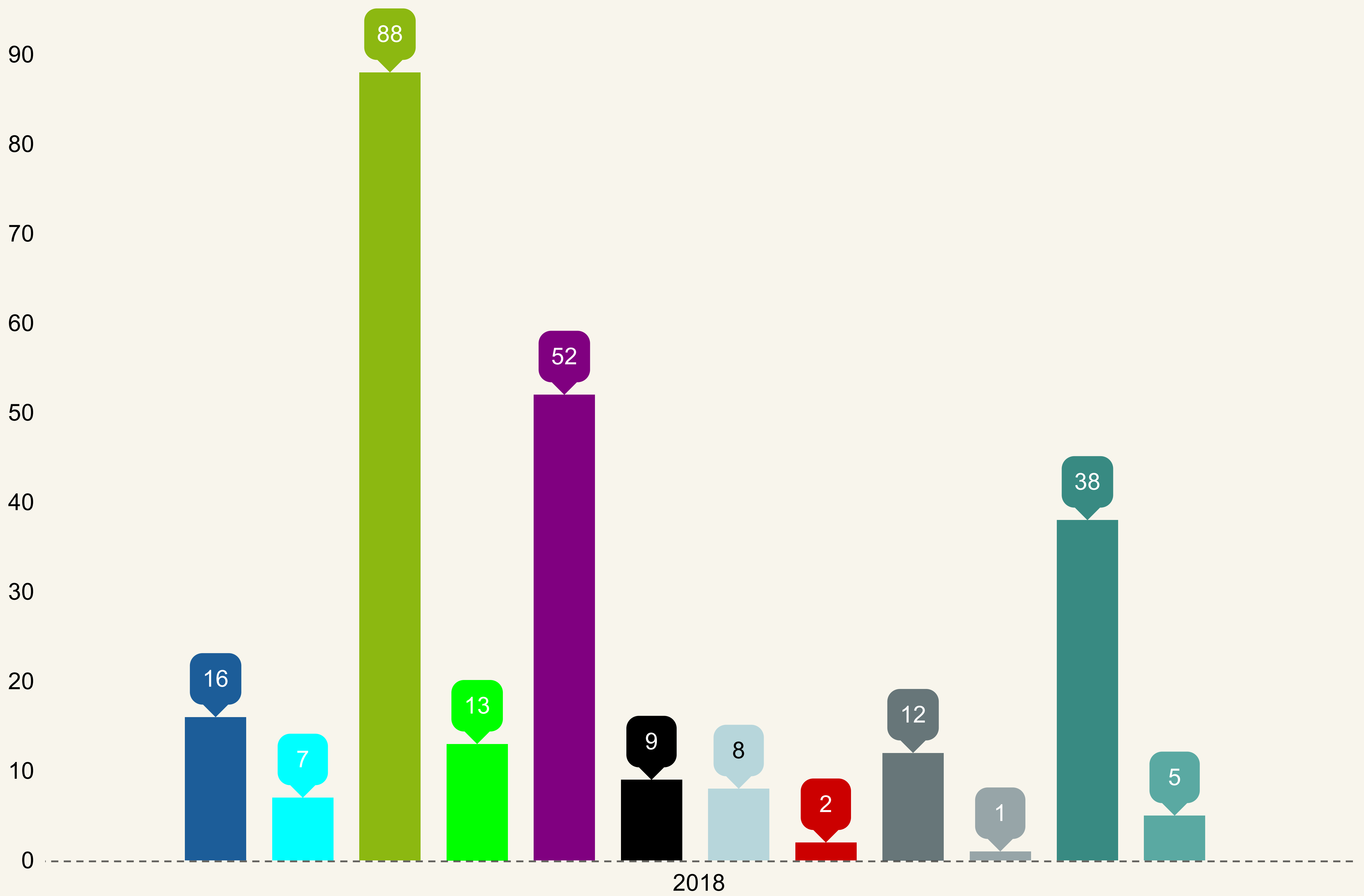
- Theft (60.87%)
- Rape (0%)
- Vehicle Theft (3.48%)
- Homicide (0%)
- Burglary (20.87%)
- Robbery (0%)
- Aggravated Assault (2.61%)
- Simple Assault (12.17%)

# Special Enforcement Team (SET) and Business District Unit (BDU)



## Property Value Recovered

### April through June 2018

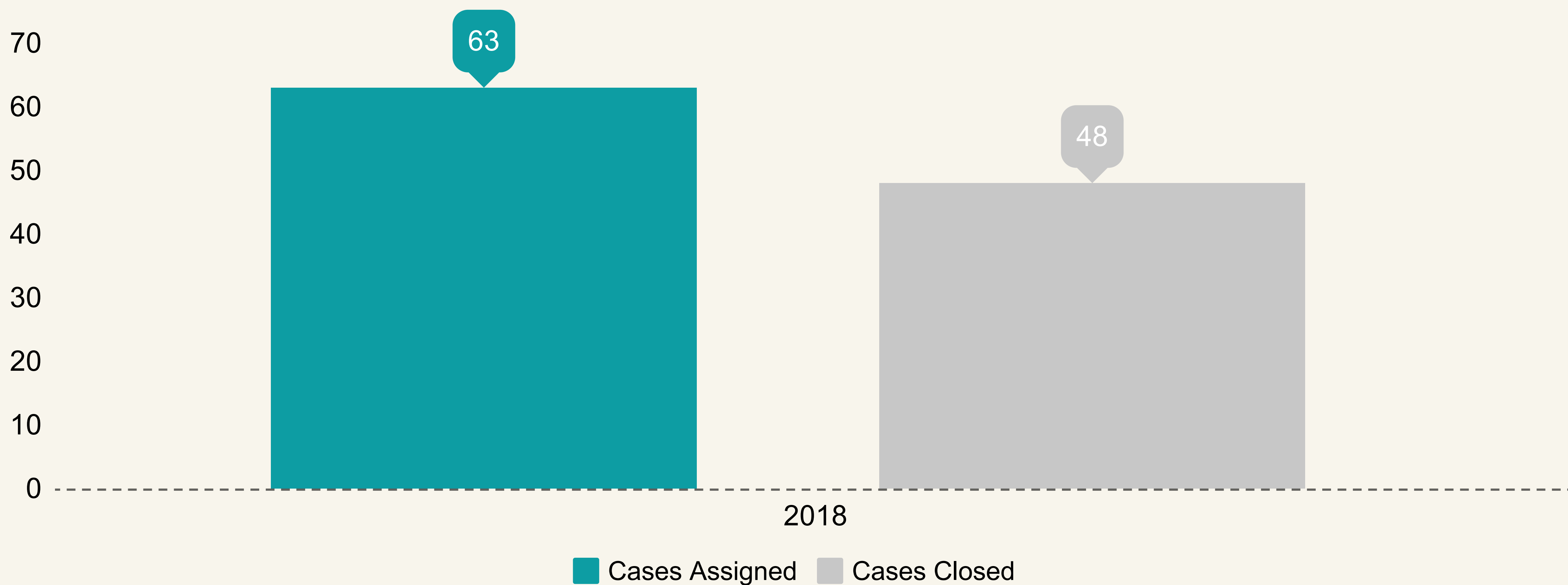


■ Felony Arrests  
 ■ Misdemeanor Arrest  
 ■ Traffic Stops  
 ■ Traffic Citations  
 ■ Pedestrian Checks  
 ■ Search Warrants Written  
■ Search Warrants Served  
 ■ Felony AWS\*  
 ■ Misdemeanor AWS\*  
 ■ Business Check  
 ■ Vehicle Checks  
 ■ Bike Stops

\*AWS - Arrest Warrant Service

# Significant Activity For Special Enforcement Team (SET) Business District Team (BDU)

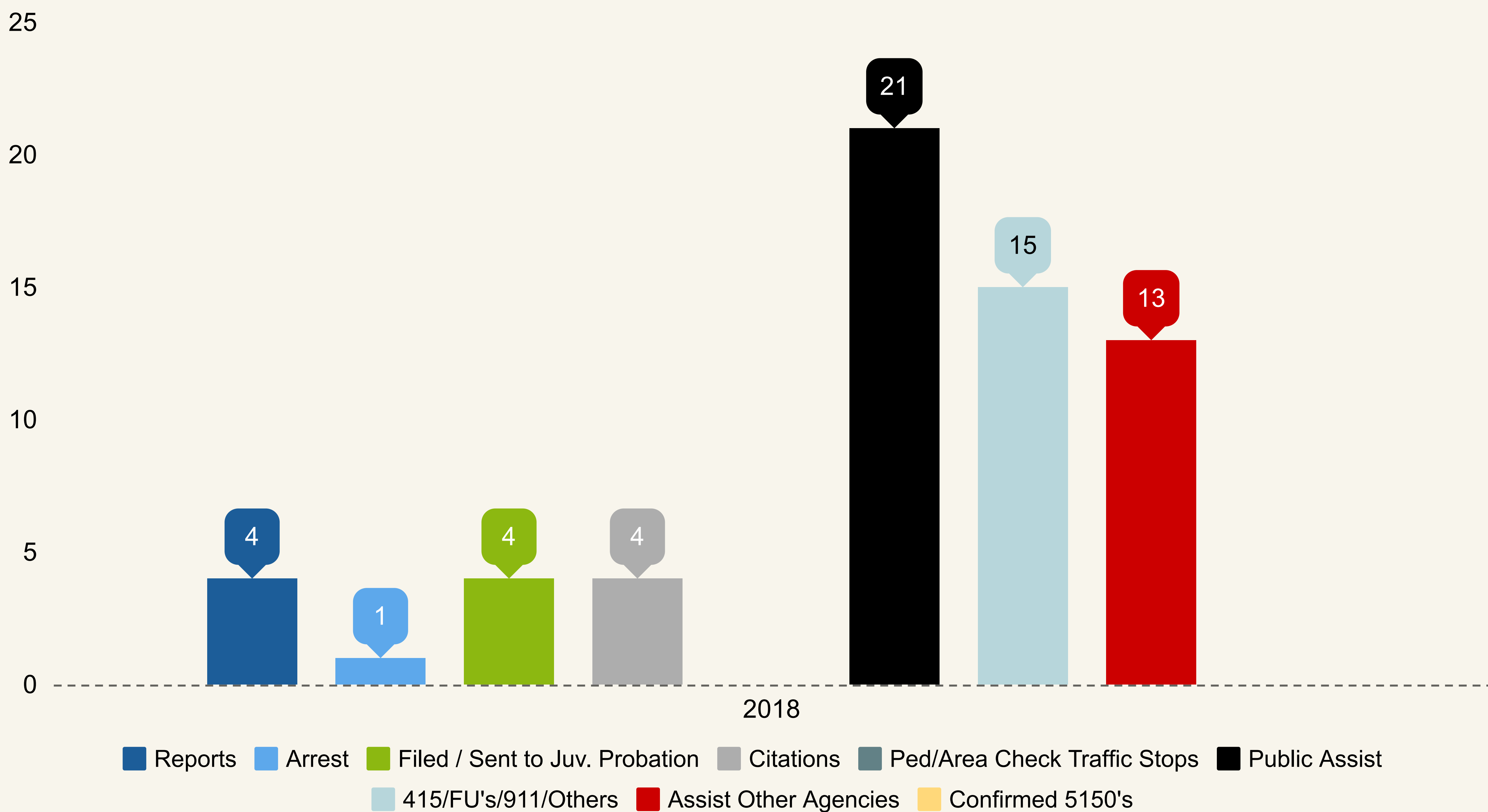
## April through June 2018



Cases Assigned to SET - 49  
 Cases Closed by SET - 38  
 78% closure rate

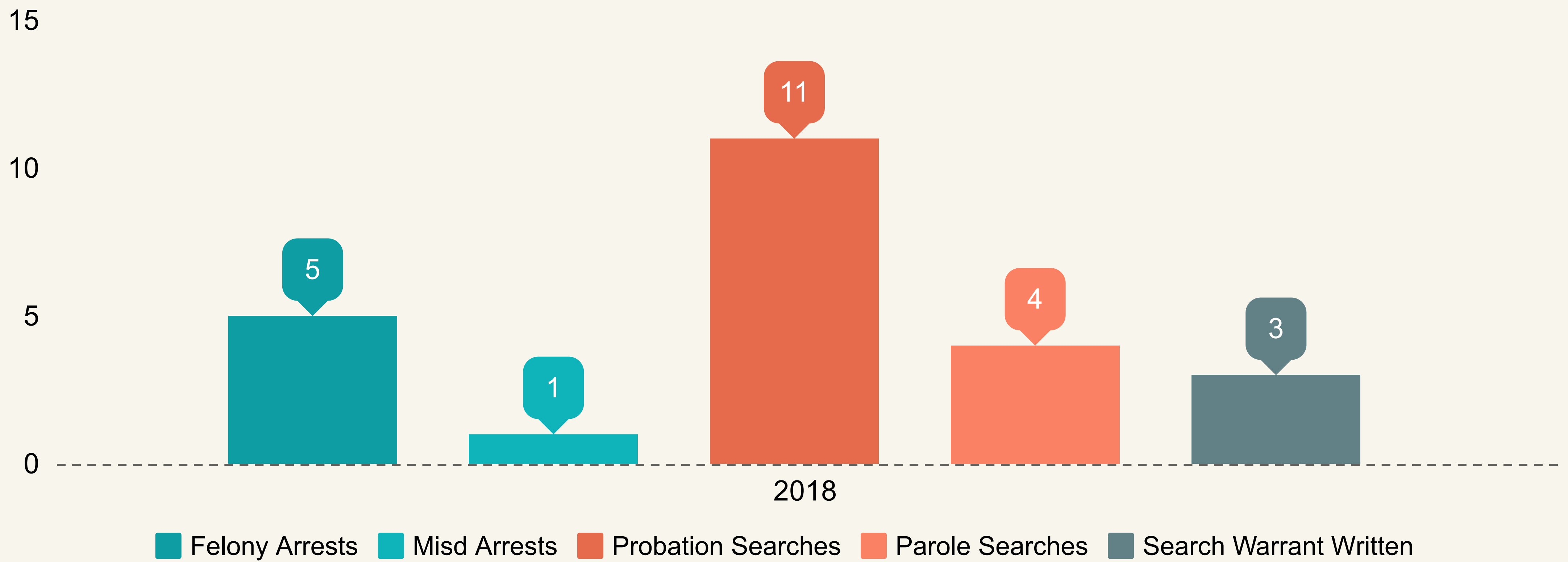
# School Resource Officer (SRO)

## La Quinta High School

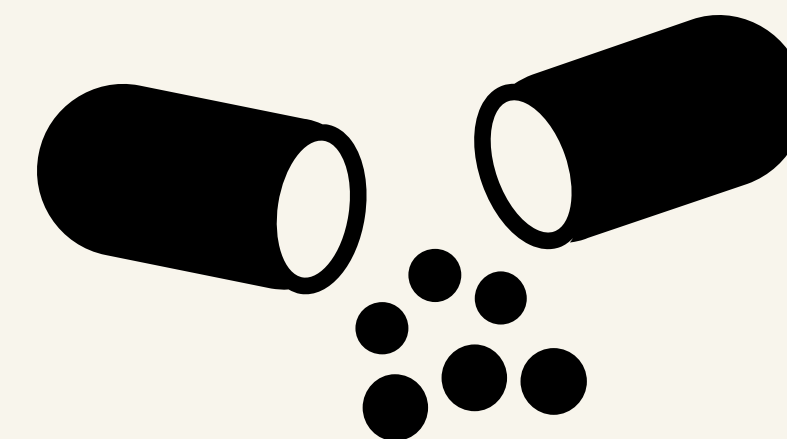


# Coachella Valley Violent Crime Gang Task Force (CVVCGTF)

April through June 2018



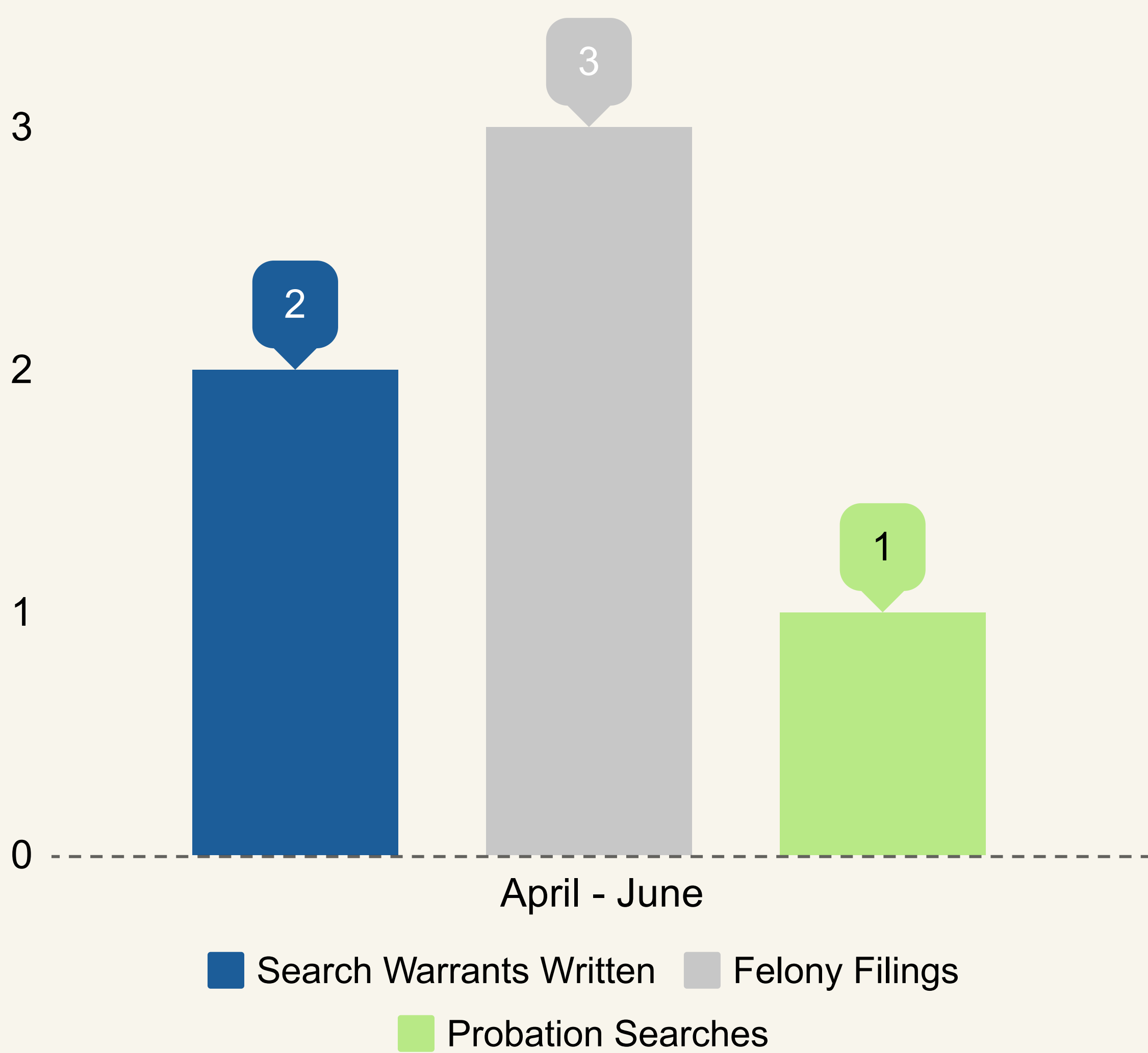
Firearms Recovered  
3



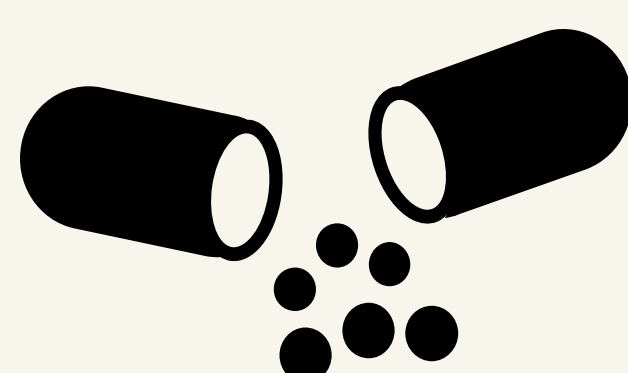
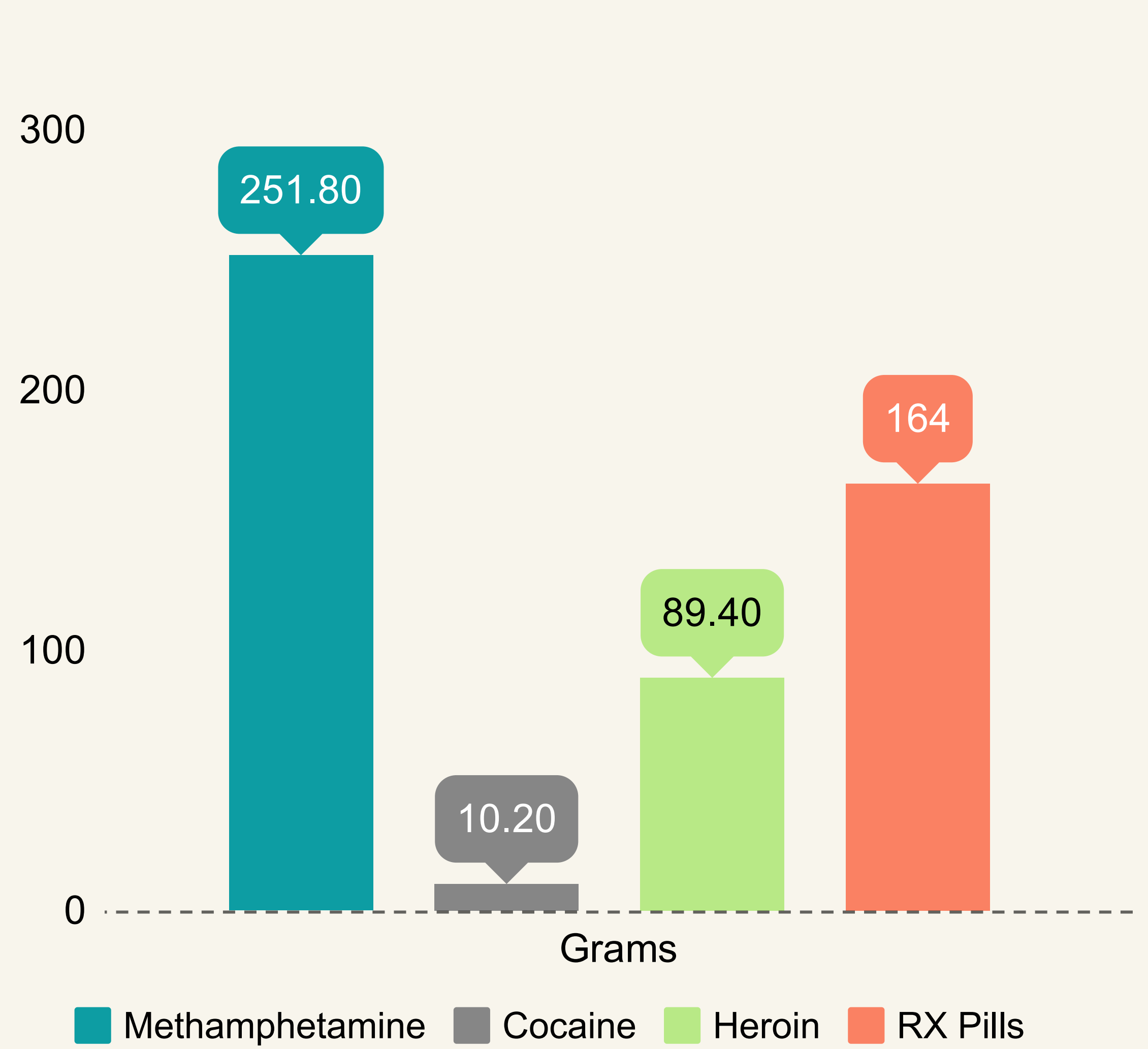
Narcotics Seized  
607.5 grams

# Coachella Valley Narcotics Task Force (CVNTF)

Activities



Narcotics Seized

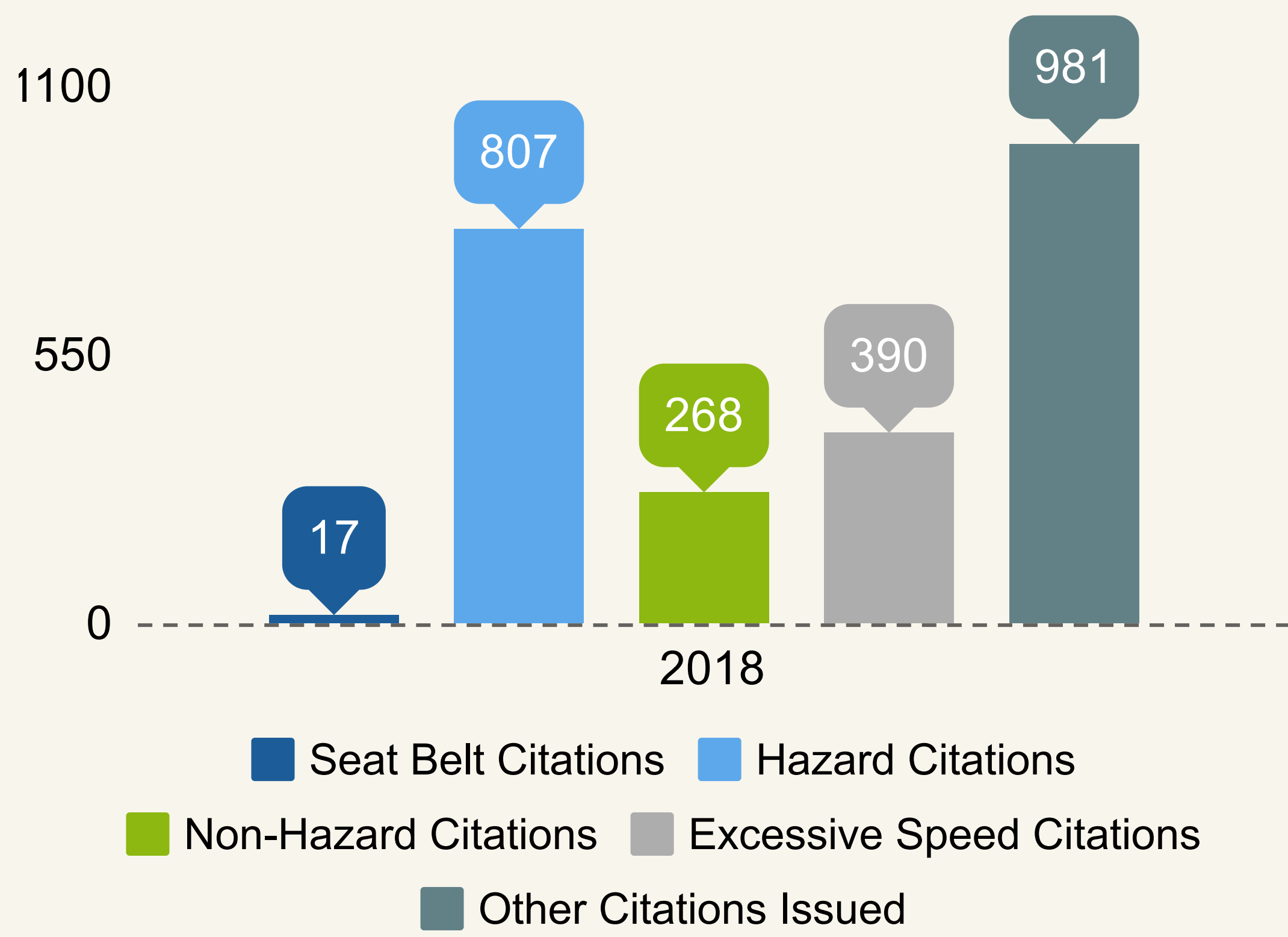


Narcotics  
Street Value Recovered  
\$16,856.00

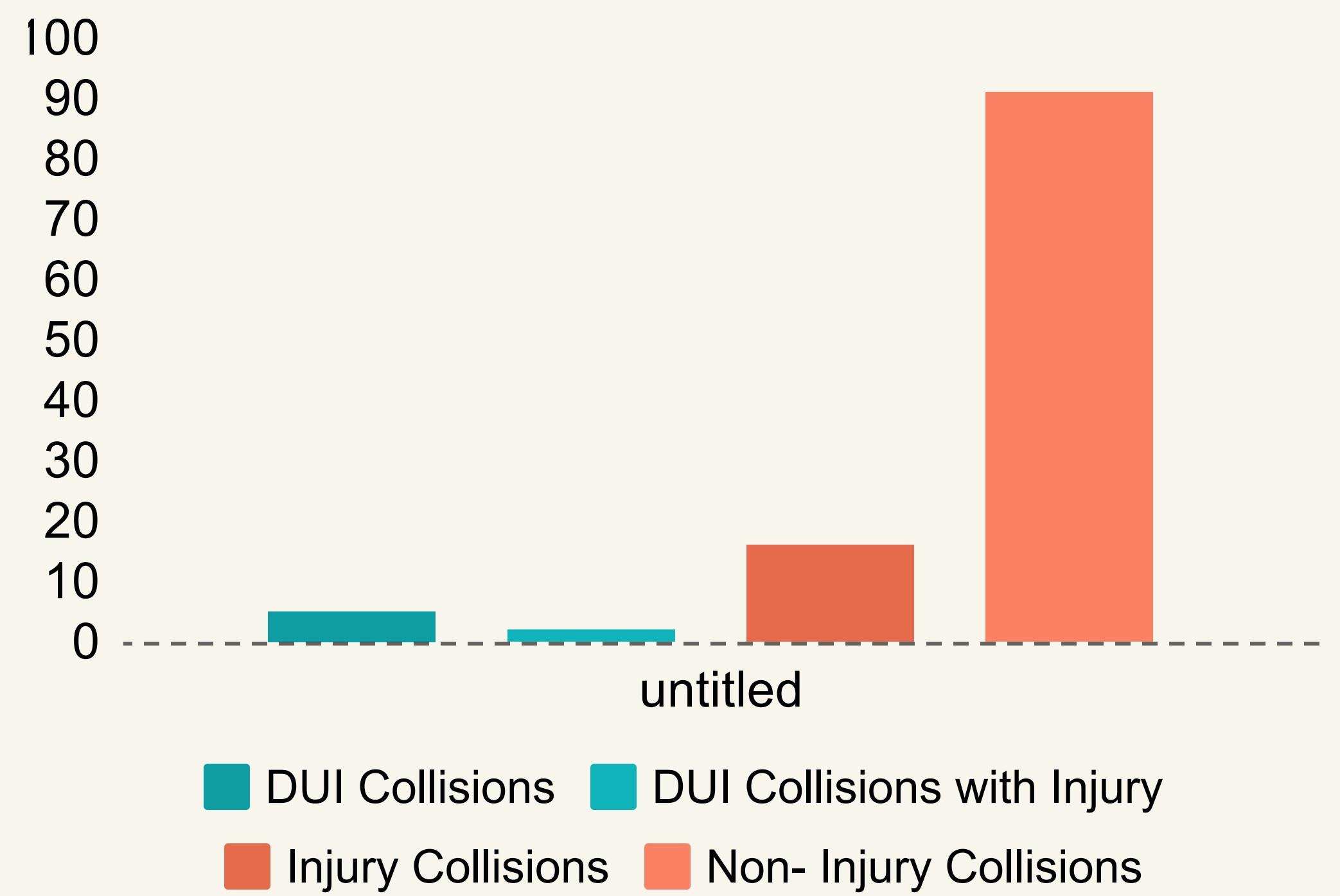


# Traffic Services Team (TST)

## Citations



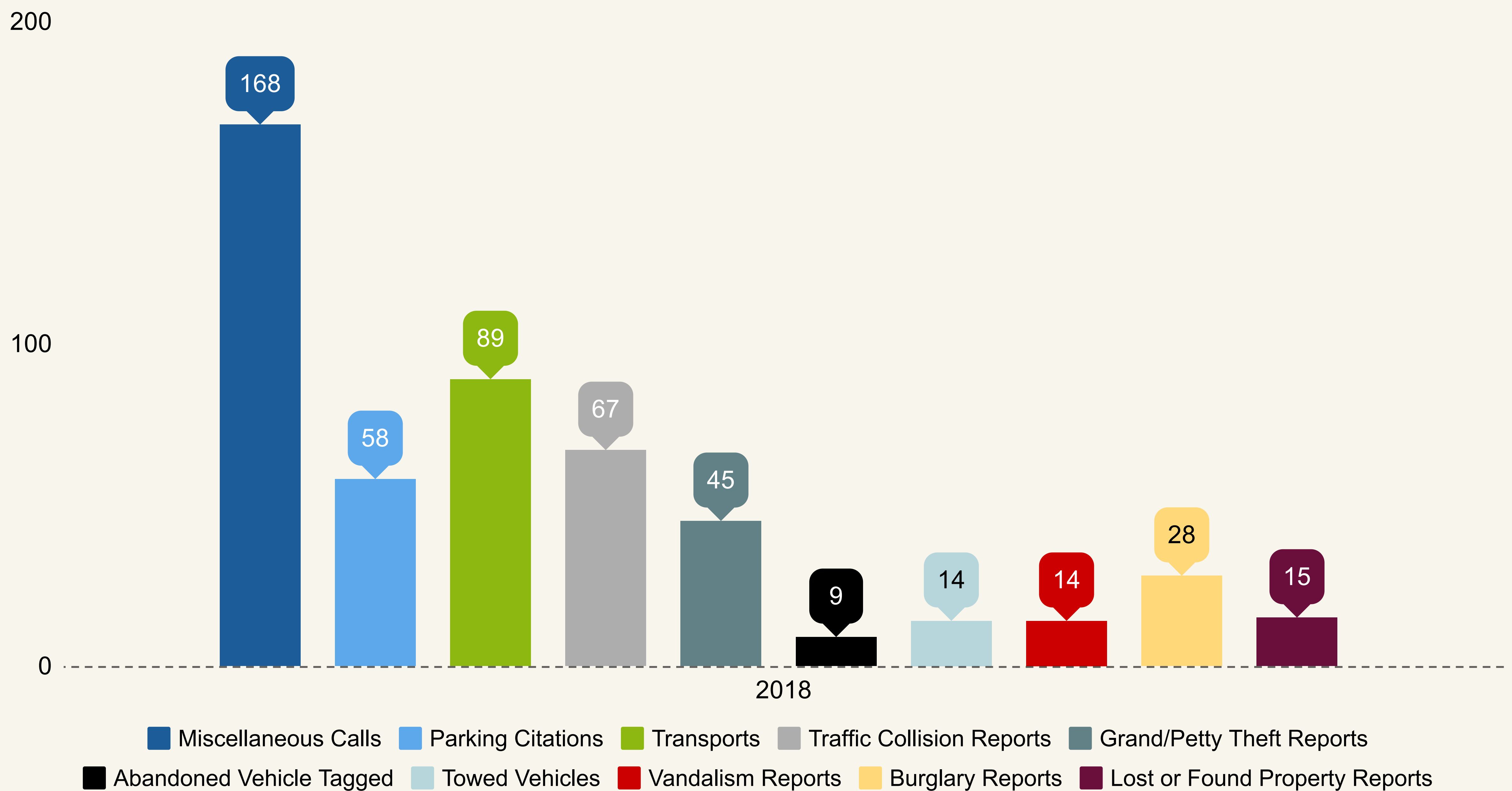
## Collisions



DUI Arrests - 25

# Community Service Officers

## April through June 2018





# Crime Prevention Specialists



Community Meetings & Events  
12



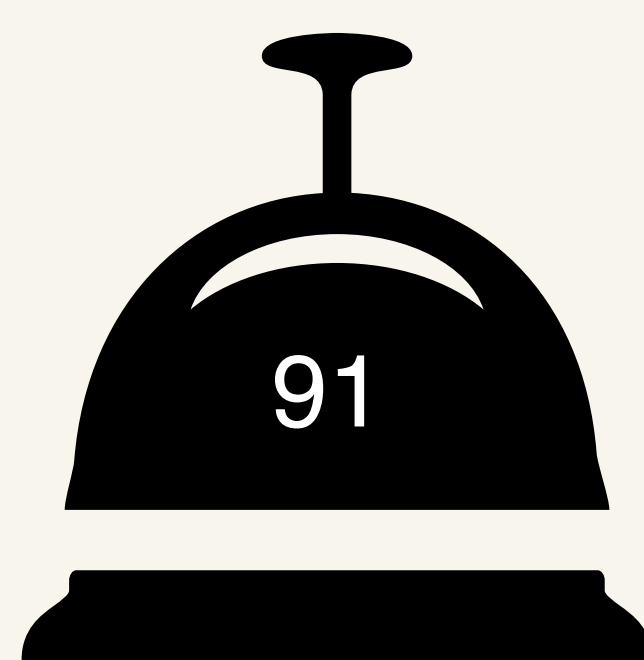
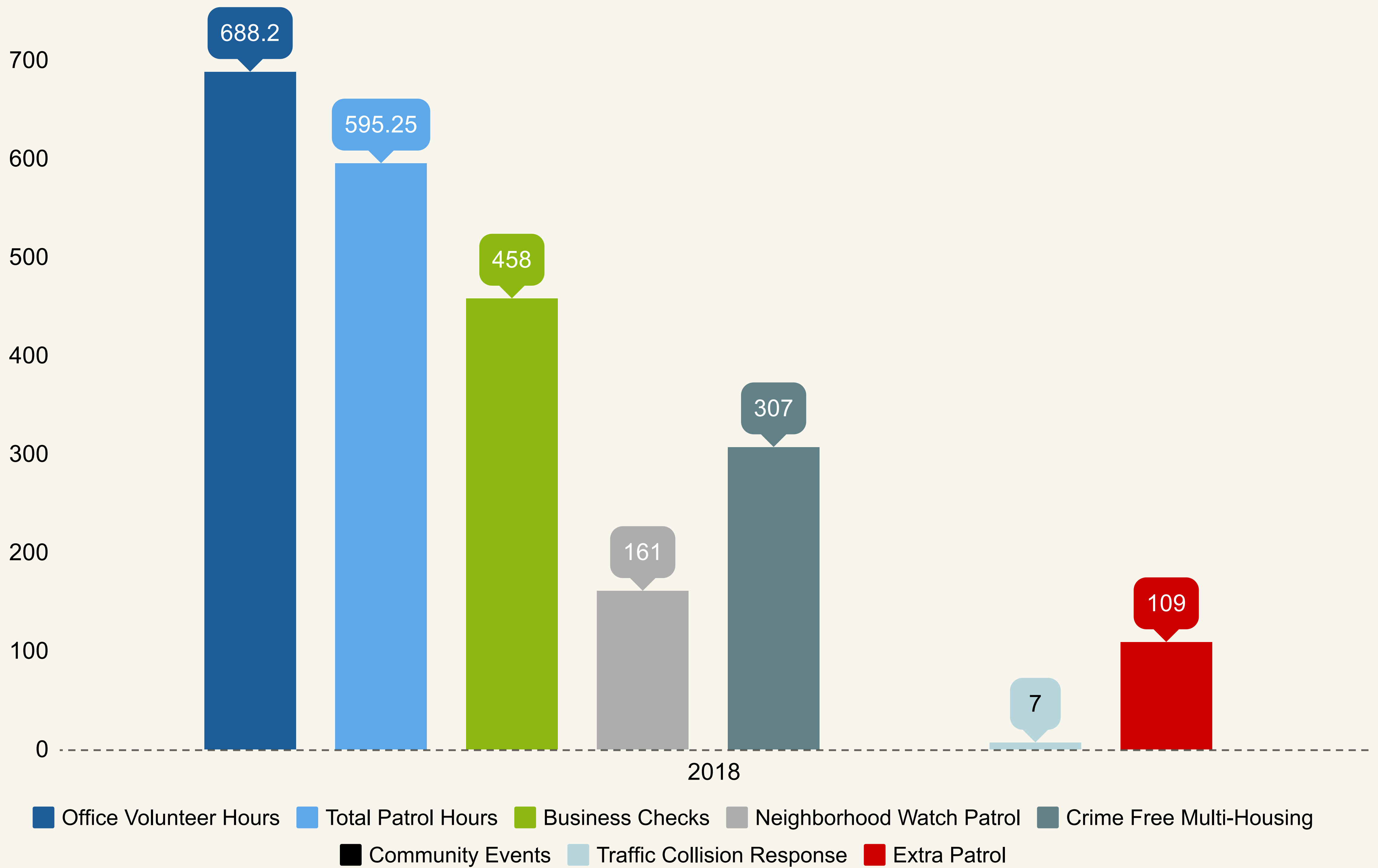
Trainings  
1



Coffee with a Cop  
2

# Volunteers

## April through June 2018



Walk-ins assisted at La Quinta  
Police Substation at City Hall