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CITY COUNCIL AGENDA

CITY HALL COUNCIL CHAMBER
78495 Calle Tampico, La Quinta

**REGULAR MEETING ON TUESDAY, MAY 19, 2020
3:00 P.M. CLOSED SESSION | 4:00 P.M. OPEN SESSION**

SPECIAL NOTICE

Teleconferencing and Telephonic Accessibility In Effect

Pursuant to Executive Orders N-25-20, N-29-20, N-33-20, and N-35-20, executed by the Governor of California in response to the state of emergency relating to novel coronavirus disease 2019 (COVID-19) and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.), members of the City Council, the City Manager, City Attorney, City Staff, and City Consultants may participate in this meeting by teleconference. Additionally, pursuant to the above-referenced executive orders, the public is not permitted to physically attend at City Hall the meeting to which this agenda applies, but any member of the public may listen or participate in the open session of this meeting as specified below.

Members of the public wanting **to listen to the open session** of this meeting may do so by tuning-in live via <http://laquinta.12milesout.com/video/live>.

Members of the public wanting **to address the City Council during the open session**, either for public comment or for a specific agenda item, or both, are requested to send an email notification to the La Quinta City Clerk's Office at CityClerkMail@LaQuintaCA.gov, and specify the following information:

- | | |
|----------------------|---|
| 1) Full Name | 4) Public Comment or Agenda Item Number |
| 2) City of Residence | 5) Subject |
| 3) Phone Number | 6) Written or Verbal Comments |

The email “subject line” must clearly state “Written Comments” or “Verbal Comments.”

Verbal public comments – requests to speak must be emailed to the City Clerk no later than 3:00 p.m. on the day of the meeting; the City will facilitate the ability for a member of the public to be audible to the City Council and general public for the item(s) by contacting him/her via phone and queuing him/her to speak during the discussion.

Only one person at a time may speak by telephone and only after being recognized by the Mayor.

Written public comments, received prior to the adjournment of the meeting, will be distributed to the City Council, incorporated into the agenda packet and public record of the meeting, and will not be read during the meeting unless, upon the request of the Mayor, a brief summary of any public comment is asked to be read, to the extent the City Clerk’s Office can accommodate such request.

It would be appreciated that any email communications for public comments related to the items on the agenda, or for general public comment, are provided to the City Clerk’s Office at the email address listed above prior to the commencement of the meeting. If that is not possible, and to accommodate public comments on items that may be added to the agenda after its initial posting or items that are on the agenda, every effort will be made to attempt to review emails received by the City Clerk’s Office during the course of the meeting. The Mayor will endeavor to take a brief pause before action is taken on any agenda item to allow the City Clerk to review emails and share any public comments received during the meeting. All emails received by the City Clerk, at the email address above, until the adjournment of the meeting, will be included within the public record relating to the meeting.

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 email written public comments or a request to provide verbal public comments to CityClerkMail@LaQuintaCA.gov and limit your comments to three minutes (approximately 350 words).* 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 the Brown Act [Government Code § 54954.2(b)].

CONFIRMATION OF AGENDA

CLOSED SESSION

1. THREAT TO PUBLIC SERVICES OR FACILITIES, PURSUANT TO SUBDIVISION (a) OF GOVERNMENT CODE SECTION 54957. CONSULTATION WITH: ALEXANDER JOHNSTON, SENIOR EMERGENCY MANAGEMENT COORDINATOR; WILLIAM H. IHRKE, CITY ATTORNEY
2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION PURSUANT TO PARAGRAPH (1) OF SUBDIVISION (d) OF GOVERNMENT CODE SECTION 54956.9. NAME OF CASE: CITY OF LA QUINTA V. CHIN FAMILY PROPERTIES LIMITED PARTNERSHIP, ET AL., RIVERSIDE COUNTY SUPERIOR COURT CASE NO. PSC1803284
3. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6; CITY DESIGNATED REPRESENTATIVE: CHRIS ESCOBEDO, DIRECTOR OF COMMUNITY RESOURCES, AND EMPLOYEE ORGANIZATION: LA QUINTA CITY EMPLOYEES’ ASSOCIATION, AND UNREPRESENTED EMPLOYEES (VARIOUS POSITIONS IN ALL CITY DEPARTMENTS)

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 email **written public comments or a request to provide verbal public comments** to CityClerkMail@LaQuintaCA.gov and limit your comments to three minutes (approximately 350 words).* 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 the Brown Act [Government Code § 54954.2(b)].

ANNOUNCEMENTS, PRESENTATIONS, AND WRITTEN COMMUNICATIONS - NONE

CONSENT CALENDAR

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

1. APPROVE MEETING MINUTES OF APRIL 21, 2020

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2. APPROVE SPECIAL MEETING MINUTES OF MAY 11, 2020 17
3. ADOPT RESOLUTIONS (A) CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 3, 2020, AND (B) REQUESTING RIVERSIDE COUNTY CONSOLIDATE THE NOVEMBER 3, 2020, MUNICIPAL ELECTION WITH THE STATEWIDE GENERAL ELECTION [RESOLUTION NOS. 2020-010 AND 2020-011] 21
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5. ACCEPT THE COVE PUBLIC RESTROOM AND TRAILHEAD PROJECT NO. 2018-01 LOCATED ON THE SOUTH SIDE OF CALLE TECATE, ADJACENT TO COVE PARKING LOT, AND CALLE TECATE PARKING LOT IMPROVEMENTS PROJECT NO. 2019-13, LOCATED BETWEEN AVENIDA MADERO AND AVENIDA JUAREZ 37
6. APPROVE PURCHASE OF COMPACT TRACK LOADER AND ATTACHMENTS FROM QUINN CAT AND HYDRO/AIR VACUUM EXCAVATOR FROM RDO EQUIPMENT FOR STORM DRAIN MAINTENANCE, AND ASSOCIATED BUDGET ADJUSTMENTS 43
7. APPROVE CHANGE ORDER NO. 1 TO CONTRACT WITH VINTAGE ASSOCIATES, INC FOR A ONE-YEAR EXTENSION FOR PARK LANDSCAPE MAINTENANCE SERVICES (PROJECT NO. 2018-32) 55
8. APPROVE CHANGE ORDER NO. 1 TO CONTRACT WITH CREATIVE LIGHTING, INC FOR A ONE-YEAR EXTENSION FOR LIGHTING MAINTENANCE SERVICES OF LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT 89-1 (PROJECT NO. 2018-31) 59
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11. APPROVE AMENDMENT NO. 1 TO AGREEMENT FOR CONTRACT SERVICES WITH SOUTHSTAR ENGINEERING AND CONSULTING, INC TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE LA QUINTA VILLAGE COMPLETE STREETS PROJECT NO. 2015-03 / 151603) 75

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| 12. | APPROPRIATE FUNDING AND APPROVE CHANGE ORDER NO. 6 TO CONTRACT WITH URBAN HABITAT FOR THE SILVERROCK PARK VENUE PROJECT (NO. 2016-08) FOR STORM DAMAGE REPAIR AND MISCELLANEOUS ADDITIONAL WORK REQUESTS | 83 |
| 13. | APPROVE DEMAND REGISTERS DATED MAY 1 AND 8, 2020 | 95 |

BUSINESS SESSION

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| 1. | ADOPT RESOLUTION TO APPROVE SIDE LETTER AGREEMENT FOR FISCAL YEAR 2020/21 WITH LA QUINTA CITY EMPLOYEE ASSOCIATION IMPLEMENTING SALARY AND BENEFIT PLAN FREEZE FOR REPRESENTED EMPLOYEES [RESOLUTION NO. 2020-012] | 111 |
| 2. | ADOPT RESOLUTION TO APPROVE IMPLEMENTATION OF SALARY AND BENEFIT PLAN FREEZE FOR FISCAL YEAR 2020/21 FOR NON-REPRESENTED MANAGEMENT, CONTRACT, AND CONFIDENTIAL EMPLOYEES [RESOLUTION NO. 2020-013] | 117 |
| 3. | 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 2020 LOCAL AGENCY BIENNIAL NOTICE [ORDINANCE NO. 585] | 121 |

STUDY SESSION

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| 1. | DISCUSS NOVEL CORONAVIRUS DISEASE (COVID-19) OPERATIONAL IMPACTS, CONTINUITY OF CITY OPERATIONS, COMMUNITY AND BUSINESS RESOURCES | 131 |
| 2. | DISCUSS FISCAL YEAR 2020/21 PRELIMINARY PROPOSED BUDGET | 133 |

PUBLIC HEARINGS – after 5:00 p.m.

For all Public Hearings on the agenda, a completed “Request to Speak” form must be filed with the City Clerk prior to consideration of that item.

A person may submit written comments to City Council before a public hearing or appear in support or opposition to the approval of a project(s). If you challenge a project(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence delivered to the City at, or prior to the public hearing.

1. ADOPT RESOLUTION TO APPROVE ISSUANCE OF TAX-EXEMPT REVENUE BONDS BY THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY, FOR THE BENEFIT OF A LIMITED PARTNERSHIP TO BE CREATED BY LINC HOUSING CORPORATION, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$15 MILLION, TO FINANCE AND REFINANCE A 118-UNIT RENTAL HOUSING FACILITY FOR LOW-INCOME SENIORS; PROJECT: SEASONS AT MIRAFLORES; LOCATION: NORTHWEST CORNER OF AVENUE 48 AND JEFFERSON STREET
[RESOLUTION NO. 2020-014]

DEPARTMENTAL REPORTS

1. CITY MANAGER
2. CITY ATTORNEY
3. CITY CLERK
4. COMMUNITY RESOURCES
5. DESIGN AND DEVELOPMENT
6. FACILITIES
7. FINANCE

MAYOR’S AND COUNCIL MEMBERS’ ITEMS

REPORTS AND INFORMATIONAL ITEMS

1. CVAG CONSERVATION COMMISSION (Evans)
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 & Peña)
9. COACHELLA VALLEY MOUNTAINS CONSERVANCY (Fitzpatrick)
10. DESERT RECREATION DISTRICT COMMITTEE (Fitzpatrick & Radi)
11. COACHELLA VALLEY UNIFIED SCHOOL DISTRICT COMMITTEE (Fitzpatrick & Peña)
12. RIVERSIDE COUNTY TRANSPORTATION COMMISSION (Fitzpatrick)
13. SILVERROCK EVENT SITE AD HOC COMMITTEE (Fitzpatrick)
14. CANNABIS AD HOC COMMITTEE (Peña and Sanchez)
15. CVAG PUBLIC SAFETY COMMITTEE (Peña)
16. CVAG VALLEY-WIDE HOMELESSNESS COMMITTEE (Peña)
17. LEAGUE OF CALIFORNIA CITIES – PUBLIC SAFETY POLICY COMMITTEE (Peña)
18. IMPERIAL IRRIGATION DISTRICT – ENERGY CONSUMERS ADVISORY COMMITTEE (Peña)

19. COVID-19 SMALL BUSINESS EMERGENCY ECONOMIC RELIEF PROGRAM AD HOC COMMITTEE (Peña and Radi)
20. CVAG TRANSPORTATION COMMITTEE (Radi)
21. SUNLINE TRANSIT AGENCY (Radi)
22. CITYWIDE SECURITY CAMERAS AD HOC COMMITTEE (Radi)
23. DESERT SANDS UNIFIED SCHOOL DISTRICT COMMITTEE (Radi & Sanchez)
24. ANIMAL CAMPUS COMMISSION (Sanchez)
25. LEAGUE OF CALIFORNIA CITIES – TRANSPORTATION, COMMUNICATION AND PUBLIC WORKS POLICY COMMITTEE (Sanchez)
26. GREATER CV CHAMBER OF COMMERCE INFORMATION EXCHANGE COMMITTEE (Sanchez)
27. RIVERSIDE LOCAL AGENCY FORMATION COMMISSION (Sanchez)
28. COMMUNITY SERVICES COMMISSION MEETING MINUTES DATED MARCH 9, 2020 179
29. HOUSING COMMISSION SPECIAL MEETING MINUTES DATED MARCH 11, 2020 181
30. PLANNING COMMISSION MEETING MINUTES DATED FEBRUARY 25, 2020 183
31. FINANCIAL ADVISORY COMMISSION SPECIAL MEETING MINUTES DATED FEBRUARY 12, 2020 187

ADJOURNMENT

The next regular meeting of the City Council will be held on June 2, 2020, at 4:00 p.m. at the City Hall Council Chambers, 78495 Calle Tampico, La Quinta, CA 92253.

DECLARATION OF POSTING

I, Monika Radeva, 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 May 15, 2020.

DATED: May 15, 2020

MONIKA RADEVA, 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, APRIL 21, 2020**

CALL TO ORDER

A regular meeting of the La Quinta City Council was called to order at 3:01 p.m. by Mayor Evans.

This meeting was held by teleconference pursuant to Executive orders N-25-20, N-29-20, N-33-20, and N-35-20, executed by the Governor of California in response to the state of emergency relating to novel coronavirus disease 2019 (COVID-19) and enabling teleconferencing accommodations by suspending or waiving specified provisions of the Ralph M. Brown Act (Government Code § 54950 *et seq.*).

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

STAFF PRESENT: City Manager McMillen, City Attorney Ihrke, City Clerk Radeva, Finance Director Romero, Assistant to the City Manager Villalpando, Marketing Manager Graham, Community Resources Director Escobedo, Design and Development Director Castro.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Mayor Evans said a couple of WRITTEN PUBLIC COMMENTS were received and will be announced at 4:00 p.m. during Open Session under the 'Public Comment on Matters Not on the Agenda' section of the meeting; and Staff continues to monitor emails should additional written comments or requests for verbal comments be received.

CONFIRMATION OF AGENDA

Councilmember Peña requested that Consent Calendar Item No. 9 be pulled for separate vote, and said he will recuse himself from voting, due to a potential conflict of interest stemming from the proximity of real property to this project. Council concurred.

CLOSED SESSION

1. **THREAT TO PUBLIC SERVICES OR FACILITIES, PURSUANT TO SUBDIVISION (a) OF GOVERNMENT CODE SECTION 54957. CONSULTATION WITH: ALEXANDER JOHNSTON, SENIOR EMERGENCY MANAGEMENT COORDINATOR; WILLIAM H. IHRKE, CITY ATTORNEY**
2. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION PURSUANT TO PARAGRAPH (1) OF SUBDIVISION (d) OF GOVERNMENT CODE SECTION 54956.9. NAME OF CASE: CITY OF LA QUINTA V. CHIN FAMILY PROPERTIES LIMITED PARTNERSHIP, ET AL., RIVERSIDE COUNTY SUPERIOR COURT CASE NO. PSC1803284**

COUNCIL RECESSED THE OPEN SESSION PORTION OF THE MEETING AND MOVED INTO CLOSED SESSION AT 3:04 P.M.

MAYOR EVANS RECONVENED THE OPEN SESSION PORTION OF THE CITY COUNCIL MEETING AT 4:03 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 54950 *et seq.* (Brown Act).

PLEDGE OF ALLEGIANCE

Mayor Evans led the audience in the Pledge of Allegiance.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Mayor Evans and City Clerk Radeva said WRITTEN PUBLIC COMMENTS were provided by:

- Steve Cherry, La Quinta – related to the proposed Wave project submitted by CM Wave Development LLC and CV Link;
- Lenard Dobrowoski, La Quinta – related to restrictions on short-term vacation rentals due to COVID-19 local emergency.

Staff will continue to monitor emails and will announce any additional written public comments or requests for verbal public comments if received.

ANNOUNCEMENTS, PRESENTATIONS AND WRITTEN COMMUNICATIONS -

None

CONSENT CALENDAR

1. **APPROVE MINUTES OF APRIL 7, 2020**
2. **ADOPT EMERGENCY RESOLUTION TO EXTEND THE TERMS OF MEMBERS OF CERTAIN CITY COMMISSIONS FOR ONE ADDITIONAL YEAR IN ACCORDANCE WITH LA QUINTA MUNICIPAL CODE SECTION 2.06.030 DUE TO NOVEL CORONAVIRUS DISEASE (COVID-19) LOCAL EMERGENCY [EMERGENCY RESOLUTION NO. EM 2020-006]**
3. **ADOPT RESOLUTION TO AUTHORIZE APPLICATION FOR AND RECEIPT OF LOCAL EARLY ACTION PLANNING GRANTS PROGRAM FUNDS WITH THE CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT TO STREAMLINE AND INCREASE HOUSING PRODUCTION [RESOLUTION NO. 2020 - 007]**
4. **ADOPT RESOLUTION TO APPROVE LA QUINTA'S PROJECT LIST FOR FISCAL YEAR 2020/21 FOR SENATE BILL 1 – ROAD REPAIR AND ACCOUNTABILITY ACT 2017 FUNDING [RESOLUTION NO. 2020-008]**
5. **ADOPT RESOLUTION DESIGNATING SPEED LIMITS FOR AVENUE 58 FROM JEFFERSON STREET TO MADISON STREET, AVENUE 54 FROM JEFFERSON STREET TO MONROE STREET, PARK AVENUE FROM CALLE TAMPICO TO AVENUE 50, CALLE TAMPICO FROM EISENHOWER DRIVE TO WASHINGTON STREET, AND PALM ROYALE FROM FRED WARING DRIVE TO WASHINGTON STREET [RESOLUTION NO. 2020-009]**
6. **APPROVE FISCAL YEAR 2020/21 THROUGH 2024/25 MEASURE A HALF CENT SALES TAX FIVE-YEAR CAPITAL IMPROVEMENT PLAN**
7. **APPROVE GRANT OF EASEMENT TO COACHELLA VALLEY WATER DISTRICT FOR ACCESS AND MAINTENANCE OF WATER PIPELINES LOCATED WITHIN CITY-OWNED LAND ON AVENIDA BERMUDAS**
8. **APPROVE AMENDMENT NO. 9 TO PROFESSIONAL SERVICES AGREEMENT WITH BENGAL ENGINEERING, INC FOR THE DUNE PALMS ROAD BRIDGE IMPROVEMENT PROJECT NO. 2011-05**
9. *Item pulled for separate vote by Councilmember Peña >>>* **AWARD CONTRACT TO GRANITE CONSTRUCTION COMPANY FOR CONSTRUCTION OF THE AVENIDA BERMUDAS AMERICANS WITH DISABILITIES ACT MISCELLANEOUS IMPROVEMENTS PROJECT**

NO. 2019-09; AND APPROVE RELATED BUDGET ADJUSTMENT FOR FISCAL YEAR 2019/20

- 10. APPROVE SOLUTIONS MAINTENANCE AGREEMENT WITH SUPERION, LLC TO PROVIDE HOSTING AND MAINTENANCE SERVICES FOR THE CITY'S PERMITTING SOFTWARE (TRAKiT)**
- 11. AUTHORIZE PURCHASES WITH XPRESS GRAPHICS FOR UP TO \$80,000 FOR FISCAL YEAR 2019/20**
- 12. RECEIVE AND FILE REVENUE AND EXPENDITURE REPORT DATED JANUARY 31, 2020**
- 13. APPROVE DEMAND REGISTERS DATED MARCH 20 AND 27, AND APRIL 3, 2020**
- 14. EXCUSE ABSENCES FOR PLANNING COMMISSIONER LIBOLT-VARNER FROM THE MAY 12 AND 26, 2020 PLANNING COMMISSION MEETINGS**

MOTION - A motion was made and seconded by Councilmembers Radi/Fitzpatrick to approve the Consent Calendar Item Nos. 1-8, and 10-14 as recommended, with Item Nos. 2 adopting Emergency Resolution No. 2020-006, and Item Nos. 3, 4, and 5 adopting Resolution Nos. 2020-007, 2020-008, and 2020-009, respectively. Motion passed unanimously.

CONSENT CALENDAR ITEM NO. 9

COUNCILMEMBER PEÑA RECUSED HIMSELF FROM DISCUSSION AND VOTE ON CONSENT CALENDAR ITEM NO. 9 DUE TO A POTENTIAL CONFLICT OF INTEREST STEMMING FROM THE PROXIMITY OF REAL PROPERTY INTEREST TO THE PROJECT

MOTION - A motion was made and seconded by Councilmembers Radi/Fitzpatrick to approve the Consent Calendar Item No. 9 as recommended. Motion passed: ayes (4); noes (0); abstain (1-Peña)

BUSINESS SESSION

- 1. RECEIVE AND FILE FISCAL YEAR 2019/20 THIRD QUARTER BUDGET REPORT, APPROVE THE RECOMMENDED BUDGET ADJUSTMENTS**

Finance Director Romero and Assistant to the City Manager Villalpando presented the staff report, which is on file in the Clerk's Office.

Council discussed the importance for all City departments and contract services to achieve equal savings to help mitigate the loss of revenue; COVID-19 Small Business Emergency Economic Relief Program (Program) inquiries and requests for assistance should be directed to Management Specialist Kinley at (760) 777-7085; Program application submittals were launched this afternoon, and City has received 36 applications so far; the proposed fiscal year 2020/21 budget will be presented to Council for review and consideration over the next four regular public meetings, and to the Financial Advisory Commission and Housing Commission as well; and the City's ability to mitigate this unexpected economic downturn, provide economic assistance to local businesses, and maintain services for the community is due to its well managed fiscal reserves.

Council commended the efforts of the ad-hoc committee to get the Program launched quickly and effectively to offer the economic assistance local businesses need at this time.

MOTION – A motion was made and seconded by Councilmembers Peña/Radi to receive and file fiscal year 2019/20 Third Quarter Budget Report and approve the budget adjustments as recommended. Motion passed unanimously.

STUDY SESSION

1. DISCUSS NOVEL CORONAVIRUS DISEASE (COVID-19) OPERATIONAL IMPACTS, CONTINUITY OF CITY OPERATIONS, COMMUNITY AND BUSINESS RESOURCES

City Manager McMillen, Marketing Manager Graham, Community Resources Director Escobedo, and Design and Development Director Castro presented the staff report, which is on file in the Clerk's Office.

General discussion followed regarding the collaboration of cities in the Coachella Valley in order to achieve a unified approach in unwinding the local economies and community restrictions, including amendments to La Quinta's Executive Orders allowing limited uses of certain facilities, golf courses, parks, trails, public parking lots, playground equipment, etc., while observing health and safety guidelines; emphasized the importance to follow the health and safety guidelines; and restrictions are being loosened based on data from the Riverside County Public Health Officer, and implemented in a phased and sub-regional approach in collaboration with the County and the neighboring cities.

Staff provided an update on the City's marketing and outreach efforts to reach all members of the community and ensure the flow of accurate information, including Nixle, social media, digital billboards, Spanish radio

campaign; free business banners distribution; volunteer opportunities; #LoveLQ spotlighting La Quinta businesses helping the community; and continuous updates are posted on the City's COVID-19 informational microsite, including CDC videos and Riverside County Public Health releases.

Staff provided an update on the City's COVID-19 compliance related cases, complaints, inspections, and citations issued; food distribution efforts; and the City's resource line for food distribution inquiries is (760) 564-0096. Council encouraged residents to reach out, so they can receive the help they need. Staff said next week the YMCA will start providing childcare services for essential workers utilizing the La Quinta Museum; and the City's Creation Station has produced over 200 pieces of protective gear that have been deployed to hospitals and first respondents.

Staff provided an update on the City's Short-Term Vacation Rental Program (STVR) operational restrictions, limited exceptions, related required approvals by the City, available online services, STVR hotline is (760) 777-7157, and STVR inquiries should be directed to (760) 777-7000; continuity of services and related City Hall improvements to provide a safe environment for Staff and the public, and ensure social distancing guidelines are followed to preserve everyone's health.

Council commended Staff for taking a proactive approach to prepare City Hall in anticipation of an upcoming directive to re-open and to ensure everyone's safety.

Council commended City Manager McMillen for his continuous communications with the community to ensure everyone is heard, and concerns and recommendations are taken into consideration; thanked him for his responsiveness to Council, and effective implementation of ever-changing health and safety directives.

Council commended City Attorney Ihrke for his dedicated service and efforts to ensure Council's directives are carried out as quickly as possible.

Council noted the City is open for business and operations continue as usual, regardless of the closure of City Hall, and all City services are available online.

Mayor Pro Tem Peña encouraged the public to continue to reach out to Council and Staff to provide valuable comment, particularly if there are areas where the City can achieve some things better and/or different; noted the City is focusing on its ability to adapt quickly and implement changes on the fly; said he was pleased to see the turn-out of applications on the City's relief Program for small businesses; and expressed his gratitude to Staff, as well as to the La Quinta residents for their support and constructive criticism.

Councilmember Fitzpatrick said Council's priority is to come up with a regional collaborative strategy to reopen, and City Manager McMillen has been instrumental in spearheading communications with neighboring cities for this effort to identify a unified sub-regional approach for the Coachella Valley; noted this is going to be a slow phased-in approach in order to ensure everyone's safety; social distancing guidelines will stay in place and it will feel a lot different from a few months ago; said there is a difference of opinions in the community on reopening; and emphasized that Council and Staff are staying informed, and the reopening will be data driven.

Councilmember Sanchez echoed the comments provided by fellow Councilmembers; empathized with the community and acknowledged that the quarantine orders are difficult; noted the reopening will be based on data, similar to all decisions La Quinta makes, always based on data, and prioritizing everyone's health and safety; said the unwinding will be slow and executed in a reasonable manner; noted the City's strong financial reserves and ability to provide a relief Program for its local businesses; and encouraged the community to continue to provide comments, and to act responsibly by following the directives, so we can together ensure everyone's health and safety.

Councilmember Radi said the data is positive, and we need to continue to be cautious; noted face masks are uncomfortable, however emphasized the study results showing that when both parties are wearing a face mask, the probability of transmitting COVID-19 is 1.5%, compared to 75% transmission probability when neither party is wearing it; thanked the residents who constructively used this time to help the community with their talents, or acquired new talents so they can actively assist others, or check-in with residents; encouraged the community to reach out to the City with their needs, so we can provide the assistance needed and we can all stay stronger together.

Mayor Evans said the City's restrictions are being amended based on data, however, residents decide what is right for them individually; noted the City is trying to find a balance and reopen gradually while ensuring the community's health and safety; emphasized the importance to follow social distancing guidelines; thanked the golf community for assisting the City in establishing guidelines for golf course use that are more restrictive than the county's based on research and comments provided by local members and golf course operators; said the City's decisions are thoughtful, data driven, deliberative, well informed, and aimed at a sub-regional collaborative approach; thanked Council and Staff for their efforts to ensure we provide the services and support the community needs, as this is far from over, and we need to continue to be there for each other; and said STVR and large gatherings are not likely to be allowed in the foreseeable future.

PUBLIC HEARINGS – None

DEPARTMENTAL REPORTS

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

Councilmember Fitzpatrick requested that Staff evaluate the sports facilities use fees.

MAYOR'S AND COUNCIL MEMBERS' ITEMS – None

REPORTS AND INFORMATIONAL ITEMS

La Quinta's representative for 2020, Mayor Evans reported on her participation in continuous White House updates; and noted the League of California Cities – Riverside County Division Mayors conference call is scheduled for Wednesday, April 22, 2020, to discuss strategies for reopening the economy.

La Quinta's representative for 2020, Councilmember Fitzpatrick reported on her participation in the following organization's meeting:

- **RIVERSIDE COUNTY TRANSPORTATION COMMISSION (RCTC)**

La Quinta's representative for 2020, Councilmember Peña reported on his participation in various League of California Cities COVID-19 related webinars, including how utility companies are handling the current state of emergency.

La Quinta's representative for 2020, Councilmember Radi said SunLine Transit Agency Board meeting will be held on Wednesday, April 22, 2020, and he will report out during the next Council meeting.

ADJOURNMENT

There being no further business, a motion was made and seconded by Councilmembers Peña/Fitzpatrick to adjourn at 5:31 p.m. Motion passed unanimously.

Respectfully submitted,

MONIKA RADEVA, City Clerk
City of La Quinta, California



**SPECIAL MEETING
CITY COUNCIL
MINUTES
MONDAY, MAY 11, 2020**

CALL TO ORDER

A special meeting of the La Quinta City Council was called to order at 7:01 p.m. by Mayor Evans.

The meeting was held by teleconference pursuant to Executive Orders N-25-20, N-29-20, N-33-20, and N-35-20, executed by the Governor of California in response to the state of emergency relating to novel coronavirus disease 2019 (COVID-19) and enabling teleconferencing accommodations by suspending or waiving specified provisions of the Ralph M. Brown Act (Government Code § 54950 *et seq.*).

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

STAFF PRESENT: City Manager Jon McMillen, City Clerk Monika Radeva, and City Attorney Bill Ihrke

PLEDGE OF ALLEGIANCE

Mayor Evans led the audience in the Pledge of Allegiance.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

The following La Quinta residents, listed in alphabetical order by last name, provided WRITTEN PUBLIC COMMENTS, which were distributed to Council, and incorporated into the agenda packet and public record of the meeting, were received by 7:09 p.m.:

- Sylvia Benoit – in support of wearing facial coverings while in public
- Elena Bonilla – in opposition of short-term vacation rental (STVR) restrictions
- Mindy Fiddler – in support of wearing facial coverings while in public
- Chantel Foti – in opposition of STVR restrictions
- Mary Ellen Hart – in support of wearing facial coverings while in public
- Chris and Kristin Hermann – in opposition of STVR restrictions
- Jack Powell – in support of wearing facial coverings while in public
- Margaret Powell – in support of wearing facial coverings while in public
- Brenda Rockwell – in support of wearing facial coverings while in public

PUBLIC SPEAKER VIA TELEPHONIC ACCESSIBILITY: David Dinnel, La Quinta
– spoke in opposition of STVR restrictions imposed due to COVID-19.

CONFIRMATION OF AGENDA - Confirmed

CLOSED SESSION

- 1. THREAT TO PUBLIC SERVICES OR FACILITIES, PURSUANT TO SUBDIVISION (a) OF GOVERNMENT CODE SECTION 54957. CONSULTATION WITH: ALEXANDER JOHNSTON, SENIOR EMERGENCY MANAGEMENT COORDINATOR; WILLIAM H. IHRKE, CITY ATTORNEY**

COUNCIL RECESSED THE OPEN SESSION PORTION OF THE MEETING AND MOVED INTO CLOSED SESSION AT 7:10 P.M.

MAYOR EVANS RECONVENED THE OPEN SESSION PORTION OF THE CITY COUNCIL MEETING AT 10:44 P.M. WITH ALL MEMBERS PRESENT

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

PUBLIC SPEAKER VIA TELEPHONIC ACCESSIBILITY: David Vazquez, La Quinta
– spoke in opposition of STVR restrictions imposed due to COVID-19.

Mayor Evans thanked the La Quinta community for providing comments, and said Council continues to monitor health and safety updates provided by federal, state, and county agencies, as well as La Quinta’s COVID-19 numbers, and trends not only across the Coachella Valley, but throughout the state in order to determine on how best to move forward and make decisions based on facts and real data, which changes daily.

REPORT ON ACTION(S) TAKEN IN CLOSED SESSION:

City Attorney Ihrke reported the following pursuant to Government Code section 54950 *et seq.* (Brown Act) – the City Council discussed the threat to public services and closure of facilities caused by the threat of the spread of novel coronavirus disease 2019 (COVID-19), and the proclaimed local and statewide public health emergencies; and took the following actions:

- **MOTION** – A motion was made and seconded by Councilmembers Radi/Fitzpatrick directing the City Manager to amend the executive orders related to golf and outdoor recreational activities and allow private golf and tennis lessons, and use of golf driving ranges, as long as social distancing is practiced. Motion passed unanimously.

- **MOTION** – A motion was made and seconded by Councilmembers Radi/Fitzpatrick directing the City Manager to issue an executive order, in light of the Riverside County Board of Supervisors decision last week, for the following:
 - Require the continued use of face masks and social distancing at grocery and drug stores in La Quinta, in line with the Governor of California stay-at-home executive order; and
 - Strongly recommend the continued use of face masks and social distancing at all other stores and businesses in La Quinta, and to post notices to notify the public of the policies regarding the use of face masks and social distancing; and
 - Stores and businesses shall follow the “COVID-19 Industry Guidance” issued by the California Department of Public Health, posted on the state’s website for respective industries, regarding use of face masks and social distancing by employees, customers, and clients.

Motion passed unanimously.

- **MOTION** – A motion was made and seconded by Councilmembers Sanchez/Fitzpatrick directing the City Manager to amend Executive Order No. 7 to:
 - Apply to short-term rentals for 30 days or less, instead of 60 days or less; and
 - Require at least 24 hours to pass between a guest’s departure and next guest’s arrival at the same rental; and
 - Requirements limiting the types of rentals, such as for essential workers, are to remain in place as currently in the order; and
 - Pre-approval by City staff, shall remain in place as currently in the order.

Motion passed unanimously.

- City Council unanimously consented for the Mayor to sign, on behalf of La Quinta, a letter from Riverside County and other cities to be sent to the California Governor requesting and authorizing local and regional control for re-opening businesses in the Coachella Valley.
- City Council unanimously consented to support the League of California Cities “Support Local Recovery” coalition, and authorized the Mayor to send a notification letter to this effect.

Council thanked the community for their comments, involvement, and patience, and for following the health and safety directives and restrictions

over the last few weeks because collectively, we have flattened the curve and prevented anticipated deaths in the Coachella Valley and Riverside County; noted the move toward re-opening the economy and establishing a sense of normality for the community must be done in a cautious and prudent manner in order to sustain it; explained the City must follow the state's restrictions on short-term vacation rentals, which are currently still in place; said Council is aware of the economic impacts COVID-19 has had on the community and is trying to help in any way possible, including approving the launch of a 'COVID-19 Small Business Emergency Economic Relief Program'; said striking a balance between maintaining the health and safety of the community and opening the economy is difficult, and La Quinta continues to communicate with agencies regionally to achieve a uniform approach.

ADJOURNMENT

There being no further business, a motion was made and seconded by Councilmembers Radi/Fitzpatrick to adjourn at 11:06 p.m. Motion passed unanimously.

Respectfully submitted,

MONIKA RADEVA, City Clerk
City of La Quinta, California

City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: ADOPT RESOLUTIONS (A) CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 3, 2020, AND (B) REQUESTING RIVERSIDE COUNTY CONSOLIDATE THE NOVEMBER 3, 2020, MUNICIPAL ELECTION WITH THE STATEWIDE GENERAL ELECTION

RECOMMENDATION

- A. Adopt a resolution calling and giving notice of the holding of a General Municipal Election on Tuesday, November 3, 2020, for the election of certain officers as required by the provisions of the laws of the State of California.
- B. Adopt a resolution requesting that the Board of Supervisors of Riverside County consolidate a General Municipal Election to be held on November 3, 2020, in the City of La Quinta, with the statewide General Election to be held on that same date.

EXECUTIVE SUMMARY

- On November 3, 2020, La Quinta voters will elect a Mayor for a full term of two years and two Councilmembers for full terms of four years each.
- The filing period for candidate nomination papers for these offices will open on July 13 and close on August 7, 2020. The filing period will be extended to August 12 if an incumbent does not file for his/her office by the August 7 deadline.
- The deadline for adopting the two attached election resolutions is June 26, 2020.

FISCAL IMPACT

The Riverside County Registrar of Voters has provided a cost estimate of \$77,000 - \$87,000 for consolidated election services, which will be incorporated in the City Clerk's department proposed 2020/21 budget. Variables affecting

the final amount include the number of jurisdictions that participate, the final number of registered voters receiving pamphlets, the number of measures added to the pamphlet, and increases to postage, paper, gas, vendor, and staff costs.

BACKGROUND/ANALYSIS

The purpose of the first resolution is to comply with State and County laws by officially calling for an election and formally giving notice that an election will occur, the date and times, and the offices and terms to be placed on the ballot. La Quinta's municipal elections are governed by City Ordinance No. 327, which sets the Election Day as the first Tuesday after the first Monday in November of even-numbered years. State and County law further require this resolution be adopted and submitted to the County no later than one-hundred-thirty (130) days prior to Election Day (June 26).

The purpose of the second resolution is to request that the Board of Supervisors permit consolidation of La Quinta's municipal election with the statewide election administered by the County, and La Quinta's agreement to reimburse the County for its share of the costs. The City has consolidated its municipal elections with the County since incorporation in 1982. The services provided by the County Registrar of Voters are ballot design, printing, mailing, polling place coordination and staffing, poll worker education, ballot collection, tallying and publication, and voter registration and database maintenance. As with the first resolution, this one must also be adopted and submitted no later than one-hundred-thirty (130) days prior to Election Day (June 26).

Due to COVID-19, on May 8, 2020, the Governor of California issued Executive Order N-64-20 (EO) calling for the November 3, 2020, General Election to be conducted as an all vote-by-mail ballot election, to protect the health and safety of California voters while ensuring they can exercise their right to vote. The EO also makes it clear that in-person voting opportunities are vital to ensure every registered voter has an opportunity to cast a ballot; and sets a deadline of May 30, 2020, to finalize the minimum requirements for counties to provide in-person voting opportunities, which will be issued via a subsequent EO. The recommended ratios by the California Secretary of State and California Legislature, for in-person voting opportunities are one (1) vote center per ten thousand (10,000) registered voters pursuant to the Voter's Choice Act.

Additional items, not included in the EO, requiring urgent action include, but are not limited to:

- Vote-by-mail ballot drop off locations requirements,
- Extension of the voter registration deadline,
- Establishing a minimum number of days for in-person early voting,

- Resources to assist with poll workers recruitment and the identification of new voting locations,
- Expanded use of remote accessible vote-by-mail,
- Allowing all counties to fully process vote-by-mail ballots prior to Election Day,
- Statewide use of BallotTrax and intelligent mail barcode (IMBs) on vote-by-mail envelopes,
- Public education campaign regarding changes to the November 2020 election,
- Retrieval schedule for vote-by-mail drop boxes and drop-off locations, and
- Extension of postmark +3.

City Staff and the City Attorney are monitoring these changes and will provide an update of future regulations.

ALTERNATIVES

To remain in compliance with City, County and State laws, adoption of these two resolutions is necessary; Council may elect to delay this action until a subsequent Council meeting, but no later than the June 26, 2020.

Prepared by: Monika Radeva, City Clerk
Approved by: Jon McMillen, City Manager

Attachment: 1. Executive Order N-64-20, issued May 8, 2020 by the Governor of California

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RESOLUTION NO. 2020 – xxx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2020 FOR THE ELECTION OF CERTAIN OFFICERS

WHEREAS, under the provisions of the laws of the State of California and the City of La Quinta, a General Municipal Election shall be held on Tuesday, November 3, 2020, for the election of Municipal Officers;

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

SECTION 1. That pursuant to the requirements of the State of California relating to General Law and Charter Cities and La Quinta Ordinance No. 327, there is called and ordered to be held in the City of La Quinta, California, on Tuesday, November 3, 2020, a General Municipal Election for the purpose of electing one (1) Mayor for the full term of two years and two (2) Members of the City Council for full terms of four years.

SECTION 2. That the ballots to be used at the election shall be in the form and content as required by law.

SECTION 3. That the City Clerk is authorized, instructed and directed to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4. That Executive Order N-64-20 issued by the Governor of California on May 8, 2020, ordered for the November 3, 2020, General Election to be conducted as an all-vote-by-mail ballot election; and set a deadline of no later than May 30, 2020, to finalize the minimum requirements for counties to provide in-person voting opportunities, which will be issued via subsequent Executive Order(s).

SECTION 5. That in accordance with Elections Code §14212 and/or any other law or executive order applicable to conducting the election, the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, except as provided in §14401 of the Elections Code of the State of California and/or any other law or executive order applicable to conducting the election.

Resolution No. 2020 – XXX
Calling Election November 3, 2020
Adopted: _____, 2020
Page 2 of 3

SECTION 6. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 7. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed and directed to give further notice of the election, in time, form and manner as required by law.

SECTION 8. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the permanent record of resolutions.

PASSED, APPROVED AND ADOPTED at a regular meeting of the La Quinta City Council held on this ____ day of _____, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

LINDA EVANS, Mayor
City of La Quinta, California

ATTEST:

MONIKA RADEVA, City Clerk
City of La Quinta

(AGENCY SEAL)

APPROVED AS TO FORM:

WILLIAM H. IHRKE, City Attorney
City of La Quinta

RESOLUTION NO. 2020 - xxx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, REQUESTING THAT THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE, CALIFORNIA CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2020, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THAT DATE PURSUANT TO §10403 OF THE CALIFORNIA ELECTIONS CODE

WHEREAS, a General Municipal Election is to be held in the City of La Quinta, California, on Tuesday, November 3, 2020, for the purpose of electing a Mayor, and two Members of the City Council; and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date and that within the city, the precincts, polling places and election officers of the two elections be the same, and that the election department of the County of Riverside canvass the returns of the General Municipal Election and that election be held in all respects as if there were only one election;

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

SECTION 1. That pursuant to the requirements of §10403 of the Election Code, the Board of Supervisors of the County of Riverside is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election on Tuesday, November 3, 2020, for the purpose of the election of a Mayor for a term of two (2) years, and two Members of the City Council for a term of four (4) years.

SECTION 2. That the county election department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

SECTION 3. That the Board of Supervisors is requested to issue instructions to the county elections department to take any and all steps necessary for the holding of the consolidated election.

SECTION 4. That the City of La Quinta recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs.

SECTION 5. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the county election department of the County of Riverside.

SECTION 6. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the permanent record of resolutions.

PASSED, APPROVED AND ADOPTED at a regular meeting of the La Quinta City Council held on this ____ day of _____, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

LINDA EVANS, Mayor
City of La Quinta, California

ATTEST:

MONIKA RADEVA, City Clerk
City of La Quinta

(AGENCY SEAL)

APPROVED AS TO FORM:

WILLIAM H. IHRKE, City Attorney
City of La Quinta

**EXECUTIVE DEPARTMENT
STATE OF CALIFORNIA**

EXECUTIVE ORDER N-64-20

WHEREAS on March 4, 2020, I proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and

WHEREAS on November 3, 2020, California—like the other states of the United States—will hold a General Election, and Californians throughout the state will exercise their right to vote; and

WHEREAS it is unknown to what degree COVID-19 will pose a threat to public health in November, and California and its counties must begin taking action now—to procure supplies, secure polling places, enlist volunteers, and draw up plans, among other steps—to ensure that the November 3, 2020 General Election is held in a manner that is accessible, secure, and safe; and

WHEREAS to preserve public health in the face of the threat of COVID-19, and to ensure that the November election is accessible, secure, and safe, all Californians must be empowered to vote by mail, from the safety of their own homes; and

WHEREAS it is also essential to ensure that all Californians who may need access to in-person voting opportunities—including individuals with disabilities, individuals who speak languages other than English, individuals experiencing homelessness, and others who may find vote-by-mail less accessible than in-person voting—are able to access such opportunities and exercise their right to vote; and

WHEREAS the Secretary of State has been working with California elections officials, voting rights advocates, and other stakeholders to explore how best to implement procedures for the November election that will make in-person voting opportunities available, give county elections officials needed flexibility, and preserve public health; and

WHEREAS discussions concerning the November election have been informed, and should continue to be informed, by the ways in which existing California law—including, in particular, the California Voter's Choice Act—provide standards to ensure that, even in the context of an "all-mail ballot" election, voters are able to access in-person voting opportunities; and

WHEREAS work in partnership with the Legislature and the Secretary of State, guided by the standards in existing California law and the exigencies of the COVID-19 pandemic, will be essential to ensure that the November election is accessible, secure, and safe; and

WHEREAS confirming that every voter will be able to vote by mail in the November election will allow California and its counties to begin preparing for that election now—even as planning continues to determine how details of that election (including requirements concerning the availability of in-person voting opportunities) will be implemented; and

WHEREAS it is critical that counties have clarity regarding requirements for in-person voting opportunities and other details of the November election by no later than May 30, 2020, which may require a subsequent Executive Order; and

WHEREAS under the provisions of Government Code section 8571, I find that strict compliance with various statutes specified in this Order would prevent, hinder, or delay appropriate actions to prevent and mitigate the effects of the COVID-19 pandemic.

NOW, THEREFORE, I, GAVIN NEWSOM, Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes of the State of California, and in particular, Government Code sections 8567, 8571, and 8627, do hereby issue the following Order to become effective immediately:

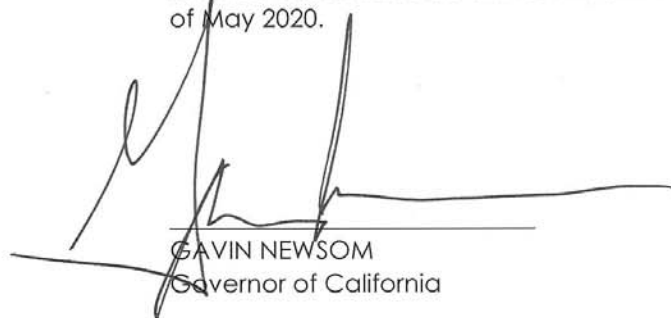
IT IS HEREBY ORDERED THAT:

- 1) Notwithstanding any limitation on the distribution of vote-by-mail ballots in Elections Code sections 1500 and 4000-4007, or any other provision of state law, each county elections officials shall transmit vote-by-mail ballots for the November 3, 2020 General Election to all voters who are, as of the last day on which vote-by-mail ballots may be transmitted to voters in connection with that election, registered to vote in that election. As set forth in this paragraph, every Californian who is eligible to vote in the November 3, 2020 General Election shall receive a vote-by-mail ballot.
- 2) Nothing in this Order shall be construed to limit the extent to which in-person voting opportunities are made available in connection with the November 3, 2020 General Election. It is the intent of this Order that my Administration continue to work with the Legislature and the Secretary of State to determine how requirements for in-person voting opportunities and other details of the November election will be implemented—guided by California's longstanding commitment to making its elections accessible, as enshrined in existing California law, while recognizing the exigencies of the COVID-19 pandemic.
- 3) My Administration continues working in partnership with the Secretary of State and the Legislature on requirements for in-person voting opportunities and on how other details of the November election will be implemented. Nothing in this Order is intended, or shall be construed, to limit the enactment of legislation on that subject.

IT IS FURTHER ORDERED that as soon as hereafter possible, this Order be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this Order.

This Order is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the State of California, its agencies, departments, entities, officers, employees, or any other person.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 8th day of May 2020.



GAVIN NEWSOM
Governor of California

ATTEST:

ALEX PADILLA
Secretary of State

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: ACCEPT FISCAL YEAR 2019/20 PAVEMENT MANAGEMENT PLAN SLURRY SEAL IMPROVEMENTS PROJECT LOCATED ON AVENUE 54, MADISON STREET, AVENUE 58, AND CALLE TECATE (PROJECT NO. 2019-10)

RECOMMENDATION

Accept the Fiscal Year 2019/20 Pavement Management Plan Slurry Seal Improvements Project 2019-10 as complete; authorize the City Clerk to file a Notice of Completion with the Office of the County Recorder; and authorize staff to release retention in the amount of \$46,788, thirty-five days after the Notice of Completion is recorded.

EXECUTIVE SUMMARY

- The project includes over 2.1 million square feet of slurry seal on Avenue 54, Madison Street, Avenue 58, and Calle Tecate. Also restriping Avenue 54, Madison Street, and Avenue 58 including striped buffers along the bike lane. In addition, the parking lane on Calle Tecate was replaced with a striped bike lane.
- The work is complete and Council acceptance will close the contract and allow final payment.

FISCAL IMPACT

The following is the financial accounting for Project No. 2019-10:

Original Contract Amount	\$ 935,758
Contract Change Order No. 1	\$ 14,397
Final Contract Amount	\$ 950,155
Project Budget	\$ 1,180,758
Final Contract Amount	(\$ 950,155)
Design, Professional, & Personnel Costs	(\$ 31,428)
Inspection, Survey, Plans, & Other Construction Costs	(\$4,488)
Anticipated Funds Remaining*	\$ 194,687

* All costs to date have been accounted for and no further costs are anticipated.

There are adequate funds to close this project; the final retention amount of \$46,788 will be paid from account number 401-0000-20600. The anticipated savings (\$194,687) will remain as available appropriations for the next pavement management project.

BACKGROUND/ANALYSIS

On November 5, 2020, Council awarded a \$935,758 contract to Pavement Coatings Co.

On January 21, 2020, a Notice to Proceed was issued with a 30 working days completion time starting on February 3, 2020, and ending on March 16, 2020, with the green bicycle background completed by April 6, 2020. The working days for the project were extended due to rain and product shipment delays, and the project was deemed substantially complete on April 21, 2020. No liquidated damages or early completion incentives are recommended.

Contract Change Order No. 1 was issued for a quantity adjustment of additional slurry seal in the amount of \$14,397.

The project construction effort is complete and in compliance with the plans and specifications. Staff recommends acceptance and release of the retention thirty-five days after the Notice of Completion is recorded.

ALTERNATIVES

Staff does not recommend an alternative.

Prepared by: Carley Escarrega, Management Assistant

Approved by: Bryan McKinney, P.E., Public Works Director/City Engineer

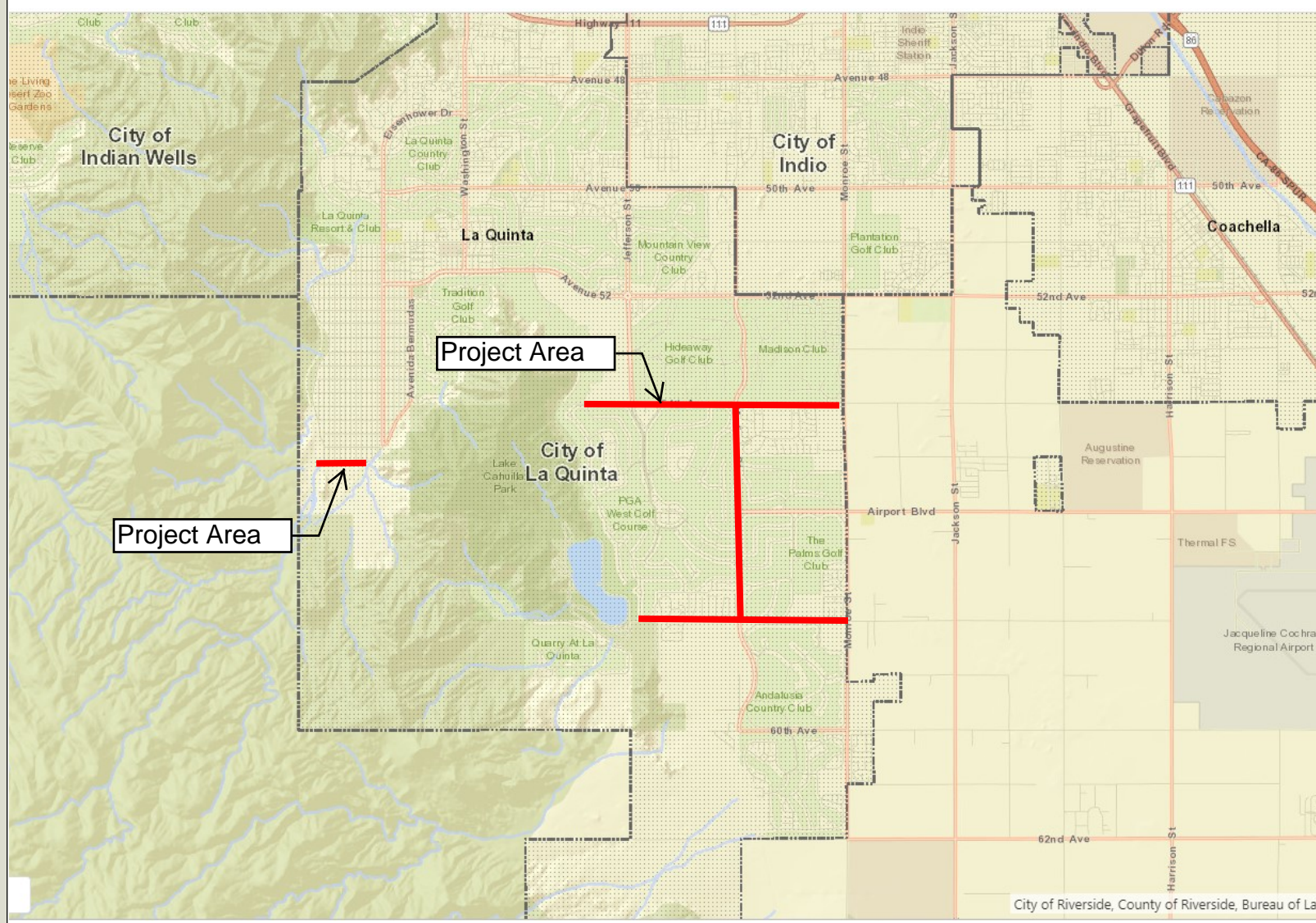
Attachment: 1. Vicinity Map

Vicinity Map

FY 19/20 PMP Slurry Seal Improvements



ATTACHMENT 1



- Legend**
- Blueline Streams
 - ▤ City Areas
 - World Street Map

ATTACHMENT 1



IMPORTANT Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.



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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: ACCEPT THE COVE PUBLIC RESTROOM AND TRAILHEAD PROJECT NO. 2018-01, LOCATED ON THE SOUTH SIDE OF CALLE TECATE ADJACENT TO COVE PARKING LOT, AND CALLE TECATE PARKING LOT IMPROVEMENTS PROJECT NO. 2019-13 LOCATED BETWEEN AVENIDA MADERO AND AVENIDA JUAREZ

RECOMMENDATION

Accept the Cove Public Restroom and Trailhead Project No. 2018-01 and the Calle Tecate Parking Lot Improvements Project No. 2019-13 as complete; authorize the City Clerk to file a Notice of Completion with the Office of the County Recorder; and authorize staff to release retention in the amount of \$15,304, thirty-five days after the Notice of Completion is recorded.

EXECUTIVE SUMMARY

- The Cove Public Restroom project installed a prefabricated restroom facility; constructed an Americans with Disabilities Act (ADA) compliant path and parking spaces; and installed a new trail entrance sign, seating, shade structure, and water fountain, adjacent to the parking lot at the Cove Trailhead.
- The Calle Tecate Parking Lot Improvements project constructed a concrete driveway and forty parking spaces, including two ADA accessible spaces.
- The work is complete and Council acceptance will close the contract and allow final payment.

FISCAL IMPACT

The following is the financial accounting for Project No. 2018-01 & 2019-13:

Original Contract Amount	\$ 306,075
Contract Change Order No. 1	<u>\$5,000</u>
Final Contract Amount	\$311,075
Project Budget	\$ 590,000

Final Contract Amount	(\$311,075)
Design, Professional, & Personnel Costs	(\$ 46,237)
Inspection, Survey, Plans, & Other Construction Costs	(\$156,174)
Anticipated Funds Remaining*	\$76,514

* All costs to date have been accounted for and no further costs are anticipated.

There are adequate funds to close this project; the final retention amount of \$15,304 will be paid from account number 401-0000-20600. Remaining funds will be recognized as budgetary savings.

BACKGROUND/ANALYSIS

On November 19, 2019, Council awarded a \$306,075 contract to Three Peaks Corp.

On January 7, 2020, a Notice to Proceed was issued with a 60-working day completion time starting on January 13, 2020 and ending on April 7, 2020. The project was deemed substantially complete on May 6, 2020. No liquidated damages or early completion incentives are recommended.

Contract Change Order No. 1 was issued to reimburse the contractor for Coachella Valley Water District fees.

The project construction effort is complete and in compliance with the plans and specifications. Staff recommends acceptance and release of the retention thirty-five days after the Notice of Completion is recorded.

ALTERNATIVES

Staff does not recommend an alternative.

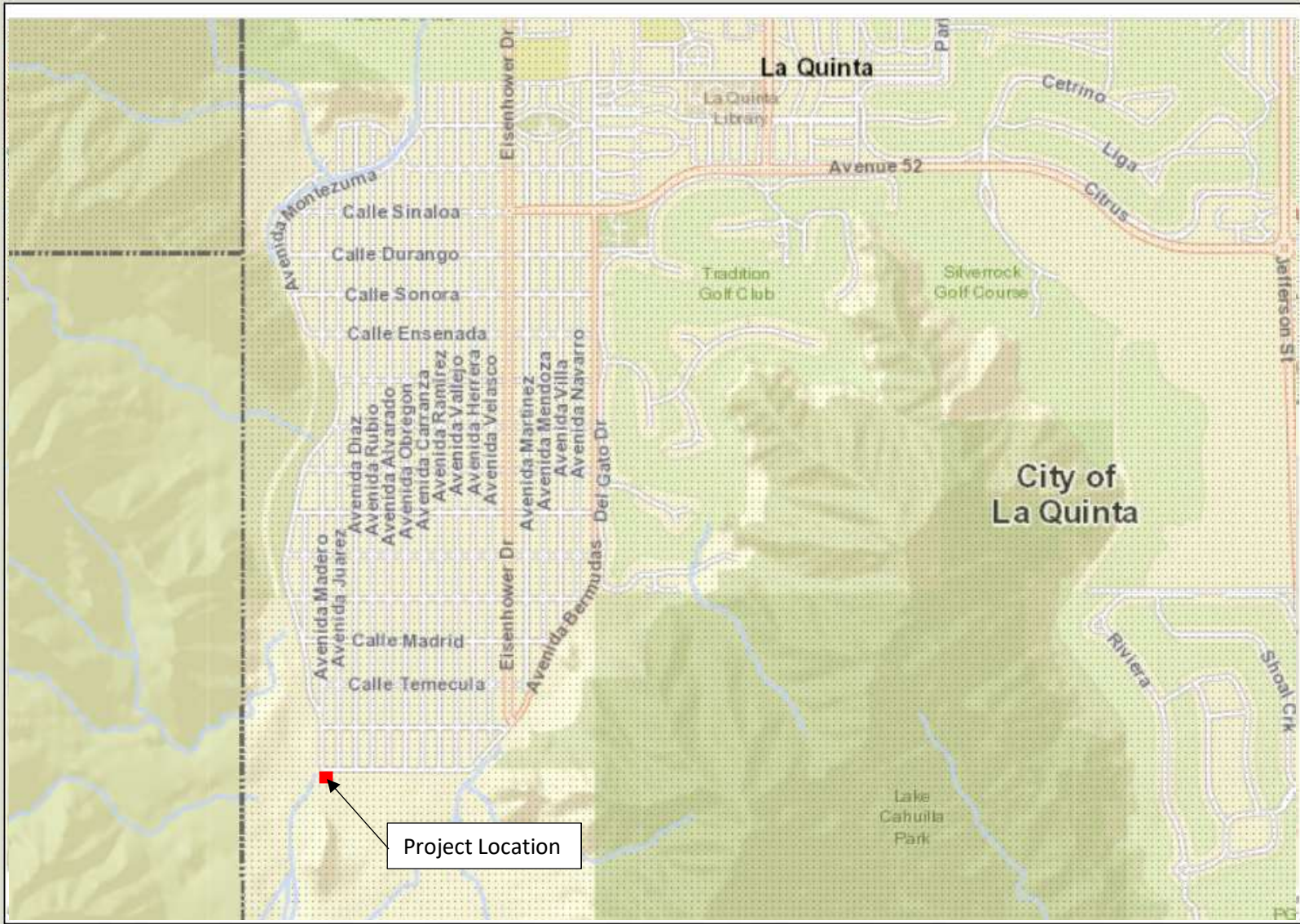
Prepared by: Carley Escarrega, Management Assistant

Approved by: Bryan McKinney, P.E., Public Works Director/City Engineer

Attachment: 1. Vicinity Map

Attachment 1 - Vicinity Map

Calle Tecate Parking Lot Improvements



- Legend**
- Blueline Streams
 - City Areas
 - World Street Map



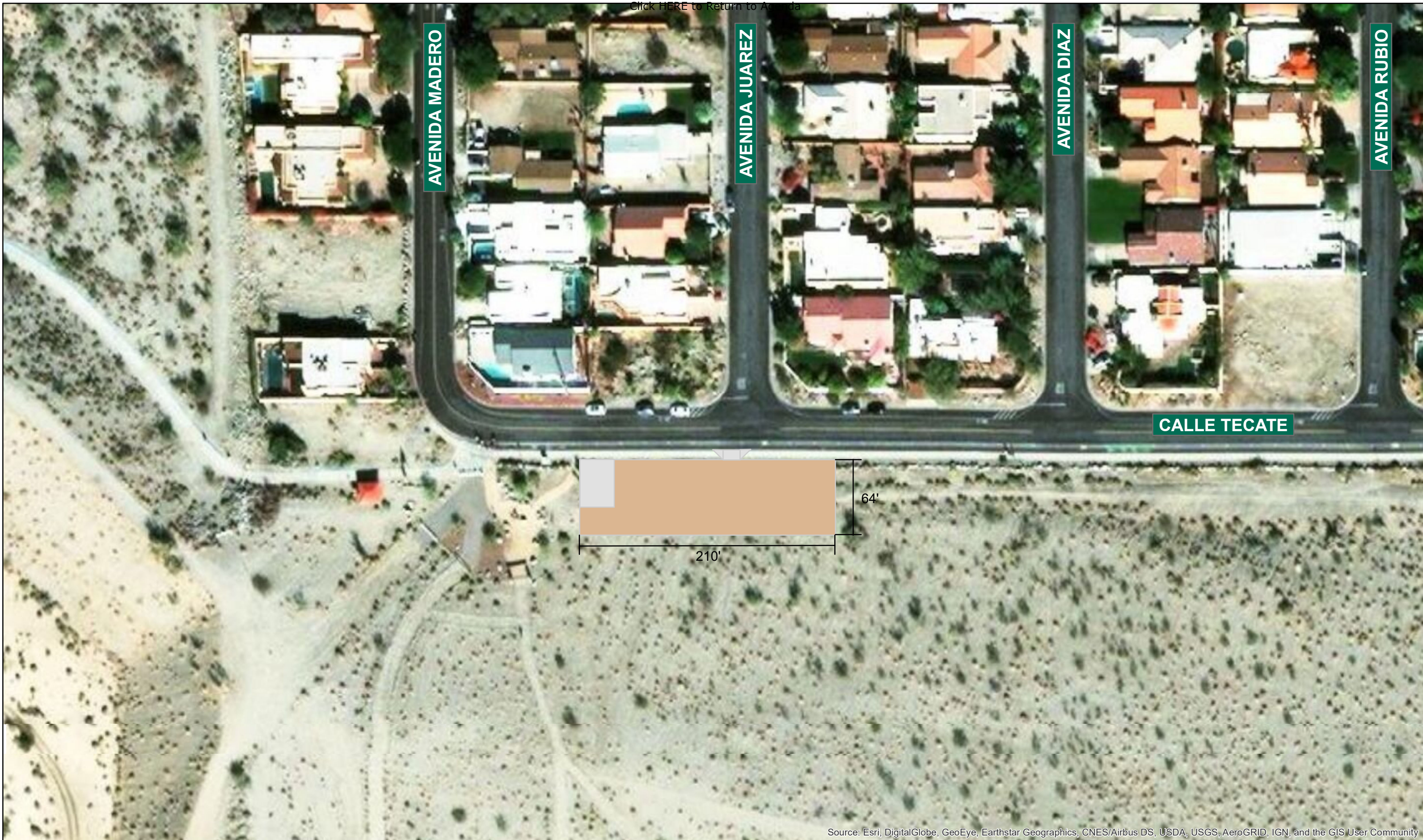
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CALLE TECATE PARKING PROJECT MAP



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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: APPROVE PURCHASE OF COMPACT TRACK LOADER AND ATTACHMENTS FROM QUINN CAT AND HYDRO/AIR VACUUM EXCAVATOR FROM RDO EQUIPMENT FOR STORM DRAIN MAINTENANCE, AND ASSOCIATED BUDGET ADJUSTMENTS

RECOMMENDATION

Approve purchase of a compact track loader with a dust suppression system and five attachments from Quinn Cat and a hydro/air vacuum excavator from RDO Equipment for storm drain maintenance, and associated budget adjustments; and authorize the City Manager to execute the purchase agreements.

EXECUTIVE SUMMARY

- Staff requests the purchase of specialty heavy equipment to comply with The Clean Water Act and the National Pollutant Discharge Elimination System (NPDES) regulations, improve efficiency and increase maintenance productivity.
- The addition of a compact track loader (loader) (Attachment 1) and a hydro/air vacuum excavator (Vacuum Pot) (Attachment 2), would enable staff to perform additional maintenance tasks and implement a storm drain maintenance program.

FISCAL IMPACT

Funds are partially budgeted in the Machinery & Equipment accounts; the Vacuum Pot is reimbursable through the County Service Area (CSA) 152 assessment. General Fund equipment purchase budget (Account No. 101-7003-80100) has a remaining available balance of \$21,064 therefore a budget increase of \$53,961 is recommended to approve this purchase and a matching revenue adjustment (Account No. 101-0000-43633, CSA Assessments) is recommended to recognize the full reimbursement.

501-0000-80100	Loader	\$ 126,778
101-7003-80100	Vacuum Pot	\$ 75,025
	Total:	\$ 201,803

BACKGROUND/ANALYSIS

The purchase of specialty heavy equipment would support the City's effort to comply with The Clean Water Act and NPDES regulations. A compact track loader with a dust suppression system and five specialty attachments would be used to perform asphalt and concrete repair maintenance tasks. The five attachments include an asphalt cold planner, a rock hammer, utility broom, rock bucket, and multi-use bucket. It will also be used to clean storm drains, retention basins, channels and for landscape renovations.

The Vacuum Pot is a specialty piece of equipment that will be utilized in the City's storm drain maintenance program. It is designed to clean storm drain inlets, drywells, box culverts, and drainage channels.

Quotes for both pieces of equipment were procured through Sourcewell Cooperative Purchasing, this complies with the City's purchasing policy.

ALTERNATIVES

Council may deny this request; however, the new equipment will enable staff to comply with environmental regulations and better serve the community.

Prepared by: Dianne Hansen, Management Analyst
Tony Ulloa, Facilities Deputy Director

Approved by: Bryan McKinney, Public Works Director/City Engineer

Attachments: 1. Purchase Agreement with Quinn Cat
 2. Purchase Agreement with RDO Equipment



Quote 138966-01

April 30, 2020

Sourcewell Member ID# 18113
2020 Sourcewell Contract#032119-Cat

CITY OF LA QUINTA
Attention: Account Payable
78-495 CALLE TAMPICO
LA QUINTA
California
92253



Attention: Tony Ulloa

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

CATERPILLAR INC. Model: 289D3 Compact Track Loader

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Jose Farias
Machine Sales Representative
760-399-6404

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CATERPILLAR INC. Model: 289D3 Compact Track Loader

STANDARD EQUIPMENT

POWERTRAIN

Cat C3.3B diesel engine
-Gross horsepower per SAE J1349
74.3 hp (55.4 kW) @ 2400 RPM
-Electric fuel priming pump
-Glow plugs starting aid
-Liquid cooled, direct injection
Air cleaner, dual element, radial seal
S-O-S sampling valve, hydraulic oil

Filter, cartridge type, hydraulic
Filters, canister type, fuel
and water separator
Radiator / hydraulic oil
cooler (side-by-side)
Spring applied, hydraulically released,
parking brakes
Hydrostatic transmission

UNDERCARRIAGE

Dual flange front idler, single flange
Rear idler

Suspension - independent torsion axle(4)
Two speed motor

HYDRAULICS

ISO or H pattern controls:
Electro/hydraulic implement control
Electro/hydraulic hydrostatic

transmission control
Speed sensor guarding

ELECTRICAL

12 volt electrical system
80 ampere alternator
Ignition key start / stop / aux switch
Lights:
-Gauge backlighting

-Two rear tail lights
-Dome light
Backup alarm
Electrical outlet, beacon

OPERATOR ENVIRONMENT

Operator warning system indicators:
-Air filter restriction
-Alternator output
-Armrest raised / operator out of seat
-Engine coolant temperature
-Engine oil pressure
-Glow plug activation
-Hydraulic filter restriction
-Hydraulic oil temperature
-Park brake engages
-Engine emission system
Gauges: fuel level and hour meter
Storage compartment with netting

leaves seat or armrest raised:
-Hydraulic system disables
-Hydrostatic transmission disables
-Parking brake engages
ROPS cab, open, tilt up
Anti-theft security system w/6-button
keypad
FOPS, Level I
Top and rear windows
Floormat
Interior rear view mirror
12V electric socket
Horn

Quinn Group

Quote 138966-01

Ergonomic contoured armrest
Control interlock dystem, when operator

Hand (dial) throttle, electronic

FRAMES

Lift linkage, vertical path
Chassis, one piece welded
Machine tie down points (6)

Belly pan cleanout
Support, lift arm
Rear bumper, welded

OTHER STANDARD EQUIPMENT

Engine enclosure - lockable
Extended life antifreeze (-37C, -34F)
Work tool coupler
Hydraulic oil level sight gauge
Radiator coolant level sight gauge
Radiator expansion bottle
Cat ToughGuard TM hose

Heavy duty flat faced quick disconnects
with integrated pressure release
Split D-ring to route work tool hoses
Along side of left lift arm
Hydraulic demand cooling fan
Per SAE J818-2007 and EN 474-3:2006 and
ISO 14397-1:2007

MACHINE SPECIFICATIONS

Description	Reference No	List Amount
289D3 COMPACT TRACK LOADER	512-4289	\$75,540.00
LANE 2 ORDER	0P-9002	
CAB PACKAGE, ULTRA INCLUDES: 512-4319 HYDRAULICS, PERFORMANCE, (H3) 512-4115 CONTROL, ISO, PROP, WT 495-1671 LIGHTS, LED 357-0240 RUBBER BELT, 2 SPD, TF IDLERS 512-4195 ROPS, ENCLOSED WITH A/C (C3) 416-9265 DISPLAY, ADVANCED, LCD, BACK UP CAMERA 486-6957 FAN, COOLING, DEMAND 512-3404 QUICK COUPLER, HYDRAULIC 536-9738 SEAT, SUSPENSION, CLOTH, HEAT 345-6180 RADIO, AM/FM, BLUETOOTH 568-4704 FILM, TWO SPEED, W/HIGH FLOW XPS	588-9134	\$15,290.00
TRACK, RUBBER, 450MM (17.7IN) BLCK	372-5790	\$675.00
RIDE CONTROL	556-5899	\$1,060.00
BATTERY, HD, DISCONNECT, 850 CCA	568-5602	\$127.00
REAR LIGHTS	356-6082	
DOOR, CAB, POLYCARBONATE	539-8061	\$217.00
SEAT BELT, 3"	542-6995	\$144.00
PRODUCT LINK, CELLULAR PL243	566-7115	
CERTIFICATION ARR, P65	563-1163	
INSTRUCTIONS, ANSI, USA	512-3745	
SERIALIZED TECHNICAL MEDIA KIT	421-8926	
COUNTERWEIGHT, MACHINE, EXTERNAL	345-5148	\$1,045.00
FILM, SELF LEVEL, ANSI	435-9238	
FILM, RIDE CONTROL, ANSI	422-3445	
PACK, DOMESTIC TRUCK	0P-0210	
KIT, WATER TANK, 42 US GAL, D	482-5132	\$1,844.00
BUCKET-MP, 80", BOT (Multi-Purpose)	426-6547	\$4,972.00
BUCKET-SK, PLATE, 86" (Skeleton)	563-1400	\$2,160.00
24" COLD PLANER, PC306 w/ Sprinkler KIT	529-5790	\$22,771.00
BROOM, UTILITY, BU118, BOCE w/ Sprinkler KIT	493-2259	\$5,610.00
HAMMER, B6 with SSL BRAKER & LINES	532-9106	\$9,972.00

Quinn Group

Quote 138966-01

Sell Price	\$141,427.00
SourceWell (21% Discount) 2020 Sourcewell Contract#032119-Cat	(\$29,699.67)
Freight, Prep Machine & Attachments Installations	\$4,850.50
Net Balance Due	\$116,577.83
CA SALES TAX (8.75%)	\$10,200.56
After Tax Balance	\$126,778.39

WARRANTY

Extended Warranty: 4 Years / 2,000 Hour's Full Machine Warranty

F.O.B/TERMS

Riverside Machine

FINANCING

Finance terms and conditions subject to credit approval by Caterpillar Financial Services Inc.(CFSC). Payment amounts, down payments, and terms are estimates only, final amounts must be determined by CFSC.

ADDITIONAL CONSIDERATIONS

- Delivery is 4-6 weeks

Accepted by _____ on _____

Signature



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Investment Proposal (Quote)

RDO Equipment Co.
 20 Iowa Avenue
 Riverside CA, 92507
 Phone: (951) 778-3700 - Fax: (951) 778-3746



Proposal for:
 CITY OF LA QUINTA
 78495 CALLE TAMPICO
 LA QUINTA, CA, 922532839
 RIVERSIDE

Investment Proposal Date: 4/30/2020
Pricing Valid Until: 5/30/2020
Deal Number: 1312131
Customer Account#: 2246006
Sales Professional: Steve Wren
Phone: (951) 778-3700
Fax: (909) 428-4800
Email: SWren@rdoequipment.com

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	5HZG16213KK002127 X878036	5	New 2019 VACTRON LP573SDT	\$73,542.00
			Customer Discount SOURCEWELL DISCOUNT	(\$4,560.00)
			Equipment Subtotal:	\$68,982.00

Purchase Order Totals

Balance:	\$68,982.00
Tax Rate 3: (CALQ 8.75%)	\$6,035.92
Sales Tax Total:	\$6,035.92
CA Tire Fee:	\$7.00
Sub Total:	\$75,024.92
Cash with Order:	\$0.00
Balance Due:	\$75,024.92

Equipment Options

Qty	Serial Number	Year / Make / Model	Description
1	5HZG16213KK002127	2019 VACTRON LP573SDT	1450 LP573SDT - 12000GVWR (2) 100GAL TANKS 17270 HYDRAULIC JACK 17180 STRONG ARM BOOM 17350 4" SUCTION HOSE & TOOLING UPGRADE 1499 TRAILER DE-RATE OPTION 9,995 GVWR

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: APPROVE CHANGE ORDER NO. 1 TO CONTRACT WITH VINTAGE ASSOCIATES, INC. FOR A ONE-YEAR EXTENSION FOR PARK LANDSCAPE MAINTENANCE SERVICES (PROJECT NO. 2018-32)

RECOMMENDATION

Approve Change Order No. 1 to Contract with Vintage Associates, Inc., for a one-year extension through June 30, 2021, in an amount not to exceed \$561,420, to provide Park Landscape Maintenance Services (Project No. 2018-32); and authorize the City Manager to execute the change order.

EXECUTIVE SUMMARY

- The City contracts landscape maintenance services for its parks, civic facilities, and retention areas.
- On May 21, 2019, City Council awarded the Parks Landscape Maintenance Services Contract to Vintage Associates, Inc. (Vintage).
- Change Order No. 1 (CCO#1) (Attachment 1) includes a one-year extension, additional area, a reduction of services and a 15% contract decrease.

FISCAL IMPACT

Total contract cost for Fiscal Year 2020/21 would be \$561,420 and includes a 15% decrease (\$99,000) from the 2019/20 contract, a reduction in services, and an additional service area at the Cove Restroom \$2,161. The annual cost is allocated between parks, Landscape and Lighting Assessment District 89-1, Library, and Museum funds. These costs are currently included with a 10% reduction in the draft 2020/21 City operating budget. If approved, additional savings would be recognized and incorporated in the proposed budget.

	2019/20	2020/21
Parks Fund (101-3005-60112)	\$ 502,680	\$ 429,177
L&L Fund (215-7004-60112)	\$ 142,380	\$ 121,023
Library Fund (202-3004-60112)	\$ 10,920	\$ 9,282
Museum Fund (202-3006-60112)	\$ 2,280	\$ 1,938
TOTAL	\$ 658,260	\$ 561,420

BACKGROUND/ANALYSIS

Park landscape maintenance service provides for daily cleaning and weekly maintenance of all landscaped areas located around civic facilities and within City parks, trails, natural areas, and retention basins.

In May 2019, Council awarded the Citywide Parks Maintenance Services Contract to Vintage. CCO#1 proposes a one-year contract extension and includes an additional service area at the Cove Trails Restroom. Due to budget restrictions, a 15% reduction was taken from the 2019/20 contract. This will result in reduced manpower and services such as tree trimming, over-seeding, elimination of power washing services, main line irrigation repairs, and maintenance of the drinking fountains.

City staff will maintain drinking fountains, perform pressure washing, and main line irrigation repairs.

ALTERNATIVES

Council may deny this request or direct staff to prepare new bid documents and specifications to re-advertise for Citywide park landscape services. However, that may cause a delay in services.

Prepared by: Dianne Hansen, Management Analyst, Parks/Landscape
Approved by: Bryan McKinney, Public Works Director/City Engineer

Attachment: 1. Change Order No. 1 to Contract with Vintage Associates, Inc.



AGREEMENT: CITYWIDE PARK LANDSCAPE MAINTENTANCE SERVICE

PROJECT NO. 2018-32

CONTRACTOR: VINTAGE ASSOCIATES, INC.

CHANGE ORDER NO. 1

Pursuant to the terms of the original Agreement for Contract Services, you are hereby directed to make the herein described changes or do the following described work not included in the plans and specifications for this Agreement. Unless otherwise stated all work shall conform to the terms, general conditions, and special provisions of the original Agreement.

DESCRIPTION OF CHANGE

1. As provided in Section 2000, 2.0, Contract Terms; the City and Contractor agree to extend the term of the contract for the first one-year extension, commencing on July 1, 2020 thru June 30, 2021.

2. Contract decrease (15%) reduced service levels (\$99,000)

Section 2000; 18.2 Supervision and Manpower Allocation, will see a reduction in staffing.

Section 3000; 3.2 Trash Collection, Cleaning, and Maintenance, D. Remove Pressure washing services.

Section 3000; 3.6 Vegetation Maintenance, strike A. and B. replace with Designated desert trees such as Mesquite, Palo Verde and Eucalyptus as needed but no less than annually. Other broadleaf trees will be completed according to priorities established with the City representative.

Section 3000;4.0 Sprinkler Maintenance Details, D. Operation/Repair, 1. Remove mainline repairs (up to valve) not to exceed one failure per controller per month

Section 3000; 7.0 Turfgrass, C. Winter Over-seeding, revised to Winter over-seeding will only occur at Civic Center Campus, Fritz Burns, La Quinta Park picnic area, three dog parks, and the YMCA.

Section 3000; Remove 8.0 Facility Maintenance, A. Specialty Sports Areas, 3. Hard Surface areas e. All areas to be pressure washed weekly; B. General Facility Operations, Maintenance of all drinking fountains from 1. A.; b.; c.; and d.

3. Additional service area:
 Cove Oasis Trails Restroom landscape: \$2,161

Previous Agreement Amount Through Change Order No. <u>1</u>	\$658,260
Remove This Change Order	\$(99,000)
Add This Change Order	\$ 2,160
Revised Agreement Total	\$561,420

By reason of this change order the time of completion is adjusted as follows: -365- days added/deleted to contract time. **The start date for these services shall be: 07/01 /2020**

Submitted By: _____ Date: _____

Approved By: _____ Date: _____

*We, the undersigned Contractor, **have given careful consideration to the change proposed and hereby agree**, if this proposal is approved, that we will provide all equipment, furnish all materials, perform all labor, except as may be noted above, and perform all services necessary to complete the above specified work, and hereby accept as full payment the amount shown above, which includes all direct and indirect overhead expenses for any delays.*

Accepted By: _____ Title: President

Print Name: Greg Gritters Print Company: VINTAGE ASSOCIATES, INC

City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: APPROVE CHANGE ORDER NO. 1 TO CONTRACT WITH CREATIVE LIGHTING INC. FOR A ONE-YEAR EXTENSION FOR LIGHTING MAINTENANCE SERVICES OF LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT 89-1 (PROJECT NO. 2018-31)

RECOMMENDATION

Approve Change Order No. 1 to Contract with Creative Lighting, Inc., for a one-year extension through June 30, 2021, in an amount not to exceed \$64,768, to provide Citywide Lighting Maintenance Services for Landscape and Lighting Assessment District 89-1 (Project No. 2018-31); and authorize the City Manager to execute the contract.

EXECUTIVE SUMMARY

- The Lighting Maintenance Services provides landscape lighting maintenance of medians and parkways throughout the City. This lighting is important for motorist safety and street aesthetics.
- On May 21, 2019, City Council awarded the Citywide Lighting Maintenance Services Contract to Creative Lighting, Inc. (Creative).
- Change Order No. 1 includes a one-year extension and a 15% contract decrease.

FISCAL IMPACT

The contract cost would be \$64,768 and includes a 15% decrease (\$11,430) from the 2019/20 Fiscal Year contract. These costs are currently included within the draft 2020/21 City operating budget.

	2013/20	2020/21
L&L Fund (215-7004-60104)	\$76,198	\$64,768

The Landscape and Lighting Assessment District 89-1 (L&L District) operates in a deficit and is annually subsidized by the General Fund. The current subsidy projected for the 2020/21 budget is \$786,000.

BACKGROUND/ANALYSIS

The L&L district provides landscape and lighting maintenance services Citywide, and includes all public medians, parkways, and retention areas. These services are necessary for roadway safety, water retention, and visual aesthetics.

On May 21, 2019, Council approved the contract with Creative for the Citywide Lighting Maintenance Services. The contract provides lighting maintenance of all City medians within the L&L District. Change Order No. 1 proposes a one-year contract extension, and a 15% percent decrease to the contract. This decrease will result in a reduced frequency of maintenance service areas.

ALTERNATIVES

Council may deny this request or direct staff to prepare new bid documents and specifications to re-advertise the Citywide Lighting Maintenance Contract for Fiscal Year 2020/21. However, that may cause a delay in services.

Prepared by: Dianne Hansen, Management Analyst, Parks/Landscape

Approved by: Bryan McKinney, Public Works Director/City Engineer

Attachment : 1. Contract Change Order No.1 to Contract with Creative Lighting, Inc



AGREEMENT: CITYWIDE LIGHTING MAINTENANCE SERVICES, LANDSCAPE AND LIGHTING DISTRICT 89-1

PROJECT NO. 2018-31

CONTRACTOR: CREATIVE LIGHTING & ELECTRICAL, INC.

CHANGE ORDER NO. 1

Pursuant to the terms of the original Agreement for Contract Services, you are hereby directed to make the herein described changes or do the following described work not included in the plans and specifications for this Agreement. Unless otherwise stated all work shall conform to the terms, general conditions, and special provisions of the original Agreement.

DESCRIPTION OF CHANGE

1. As provided in Section 2000, 2.0, contract terms; the City and Contractor agree to extend the term of the contract for the first (1) one-year extension, commencing on July 1, 2020 through June 30, 2021.
2. Contract decrease of (15%); reduced service levels (\$11,400)
3. As provided in Section 3000; 3.0 Services To Be Performed; 3.1 General; A. Bi-weekly inspection of all landscape lighting systems will be reduced.

Previous Agreement Amount Through Change Order No. <u>1</u>	\$76,198
Reduce This Change Order	(\$11,430)
Revised Agreement Total	\$64,768

By reason of this change order the time of completion is adjusted as follows: -365- days added/deleted to contract time. **The start date for these services shall be: 07/01/2020**

Submitted By: _____ **Date:** _____

Approved By: _____ **Date:** _____

We, the undersigned Contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, perform all labor, except as may be noted above, and perform all services necessary to complete the above specified work, and hereby accept as full payment the amount shown above, which includes all direct and indirect overhead expenses for any delays.

Accepted By:  _____ **Title:** President/CEO

Print Name: Anthony Spinuzzi **Print Company:** Creative Lighting & Electrical, Inc.
Anthony Spinuzzi

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: APPROVE CHANGE ORDER NO. 2 TO CONTRACT WITH PWLC II, INC. FOR A ONE-YEAR EXTENSION TO PROVIDE CITYWIDE LANDSCAPE MAINTENANCE SERVICES (PROJECT NO. 2018-30)

RECOMMENDATION

Approve Change Order No. 2 to Contract with PWLC II, Inc., for a one-year extension through June 30, 2021, in an amount not to exceed \$596,342, to provide Citywide Landscape Maintenance Services (Project No. 2018-30); and authorize the City Manager to execute the contract

EXECUTIVE SUMMARY

- The City contracts landscape maintenance services for all public medians, parkways and retention areas throughout the City.
- On May 21, 2019, City Council awarded the Citywide Landscape Maintenance Services Contract for the Landscape and Lighting Assessment District 89-1 (L&L) to PWLC II, Inc. (PWLC).
- Change Order No 2. (CCO#2) includes a one-year extension, and a 15% contract reduction.

FISCAL IMPACT

Total contract cost for Fiscal Year 2020/21 would be \$596,342, includes a 15% decrease (\$103,058) from the 2019/20 contract, and an increase for additional service area on Tampico \$12,960. The annual cost is allocated between L&L and Fire Station funds. A 10% contract reduction is currently included within the draft 2020/21 City operating budget. If approved, additional savings would be recognized and incorporated in the proposed budget.

	2019/20	2020/21
L&L 215-7004-60112	\$669,519	\$581,433
Fire Stations 101-2002-60112	\$17,540	\$14,909
Total:	\$687,059	\$596,342

The L&L operates in a deficit and is annually subsidized by the General Fund. The current subsidy projected for the 2020/21 budget is \$786,000.

BACKGROUND/ANALYSIS

The L&L provides landscape and lighting maintenance services citywide. This includes all public medians, parkways, and retention areas. These services are necessary for roadway safety, water retention, and visual aesthetics.

On May 21, 2019, City Council approved the Contract with PWLC, providing maintenance of all City medians in the L&L. On February 26, 2020, Change Order #1 was executed and included removal of the maintenance area on Dunes Palms and Avenue 47, and added medians on Monroe Street.

CCO#2 proposes a one-year contract extension and an additional landscape maintenance area on Calle Tampico from Phase I of the Complete Streets Project. Due to budget restrictions, a 15% reduction was taken from the 2019/20 contract, this will result in reduced frequency of maintenance areas and removal of select medians on Monroe Street.

ALTERNATIVES

Council may deny this request or direct staff to prepare new bid documents and specifications to re-advertise the Citywide Landscape Maintenance Service Contract for 2020/21. However, that may cause a delay in services.

Prepared by: Dianne Hansen, Management Analyst, Parks/Landscape
Approved by: Bryan McKinney, Public Work Director/City Engineer

Attachment 1: Contract Change Order No. 2 to Contract with PWLC II, Inc



AGREEMENT: CITYWIDE LANDSCAPE MAINTENTANCE SERVICES, LANDSCAPE AND LIGHTING DISTRICT 89-1

PROJECT NO. 2018-30

CONTRACTOR: PWLC II, INC.

CHANGE ORDER NO. 2

Pursuant to the terms of the original Agreement for Contract Services, you are hereby directed to make the herein described changes or do the following described work not included in the plans and specifications for this Agreement. Unless otherwise stated all work shall conform to the terms, general conditions, and special provisions of the original Agreement.

DESCRIPTION OF CHANGE

- 1. As provided in Section 2000, 2.0, contract terms; the City and Contractor agree to extend the term of the contract for the first (1) one-year extension, commencing on July 1, 2020 through June 30, 2021.
- 2. Contract decrease (15%) reduced service levels (\$103,058)
Section 2000; 18.2 Supervision and Manpower, there will be a reduction in staffing. This will result in reduced frequency of maintenance areas.
- 3. Remove Medians - Monroe (Ave 58 to Ave 62). (\$615)
- 4. Add Tampico Round-a-Bouts (2) and perimeter landscape. \$12,960

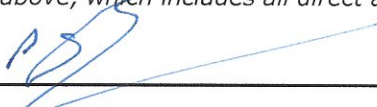
Previous Agreement Amount Through Change Order No. <u>2</u>	\$687,055
Reduce This Change Order	(\$103,673)
Add This Change Order	\$12,960
Revised Agreement Total	\$596,342

By reason of this change order the time of completion is adjusted as follows: -365- days added/deleted to contract time. **The start date for these services shall be: 07/01/20**

Submitted By: _____ Date: _____

Approved By: _____ Date: _____

*We, the undersigned Contractor, **have given careful consideration to the change proposed and hereby agree**, if this proposal is approved, that we will provide all equipment, furnish all materials, perform all labor, except as may be noted above, and perform all services necessary to complete the above specified work, and hereby accept as full payment the amount shown above, which includes all direct and indirect overhead expenses for any delays.*

Accepted By:  _____ Title: President

Print Name: Paul Rasmussen Print Company: PWLC II, INC

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: APPROVE AMENDMENT NO. 2 TO AGREEMENT FOR CONTRACT SERVICES WITH MERCHANTS BUILDING MAINTENANCE, LLC FOR CITYWIDE JANITORIAL SERVICES

RECOMMENDATION

Approve Amendment No. 2 to Agreement for Contract Services with Merchants Building Maintenance, LLC for janitorial services, in an amount not to exceed \$171,974; and authorize the City Manager to execute the amendment.

EXECUTIVE SUMMARY

- On June 5, 2018, Council approved a one-year Contract Services Agreement with four additional one-year extensions with Merchants Building Maintenance, LLC. (Merchants) for janitorial services.
- Amendment No. 2 (Attachment 1) includes additional services and State mandated minimum wage increases.

FISCAL IMPACT

The total cost for 2020/21 would not exceed \$171,974 a 2% decrease; the annual cost is allocated between the General Fund, Library, and Museum as follows:

	2018/19	2019/20	2020/21
General Fund (101-3008-60115)	\$ 121,816	\$ 135,607	\$ 133,314
Library (202-3004-60115)	\$ 29,646	\$ 31,733	\$ 30,459
Museum (202-3006-60115)	\$ 7,911	\$ 8,376	\$ 8,201
TOTAL	\$ 159,371	\$ 175,716	\$ 171,974

BACKGROUND / ANALYSIS

On June 5, 2018, Council awarded the citywide janitorial services contract to Merchants. The contract allows for four one-year extensions. Amendment No. 2 would include additional services for year-round maintenance at the Cove Restroom, and State mandated prevailing wage increases.

Based on Merchants performance, staff recommends extending the contract for 2020/21 along with Amendment No. 2 for a decrease in costs.

ALTERNATIVES

Council may elect not to approve the contract amendment and direct staff to re-advertise for citywide janitorial services.

Prepared by: Alfred Berumen, Management Analyst
Approved by: Tony Ulloa, Deputy Director

Attachment: 1. Amendment No. 2 to Agreement for Contract Services
with Merchants Building Maintenance, LLC

ATTACHMENT 1

**AMENDMENT NO. 2 TO CONTRACT SERVICES AGREEMENT
WITH MERCHANTS BUILDING MAINTENANCE, LLC**

This Amendment No. 2 ("Amendment No. 2") to Contract Services Agreement ("Agreement") is made and entered into as of the 1st day of July, 2020 ("Effective Date") by and between the CITY OF LA QUINTA ("City"), a California municipal corporation and Merchants Building Maintenance, a Janitorial Service ("Contracting Party").

RECITALS

WHEREAS, on or about July 1, 2018, the City and Contracting Party entered into an Agreement to provide janitorial services for City facilities, for a total not to exceed the amount of \$159,371. The term of the Agreement expires on June 30, 2019; and

WHEREAS, the City and Contracting Party executed Amendment No. 1 and mutually agreed to extend the term of the Agreement for one additional year, from July 1, 2019 to June 30, 2020 ("Extended Term"), and amend the scope of services to include year-round maintenance of the Fritz Burns Pool building and bi-weekly window cleaning of the Wellness Center, for additional annual compensation of \$175,716, which includes a State mandated prevailing wage increase of \$8,759 ($\$159,371 + \$7,586 + \$8,759 = \$175,716$); and

WHEREAS, the City and Contracting Party mutually agree to amend Section 1.1 – Scope of Services to include year-round maintenance of the Cove Restroom for additional annual compensation of \$4,602; and

WHEREAS, the City and Contracting Party mutually agree to extend the term of the Agreement for one additional year in accordance with Section 3.4 – Term, from July 1, 2020 to June 30, 2021 ("Extended Term") for additional annual compensation of \$171,974, which includes a State mandated prevailing wage increase of \$11,600 ($\$160,374 + \$11,600 = \$171,974$); and

WHEREAS, Section 2.1 – Contract Sum shall be amended by an additional \$171,974 to include compensation for the additional service listed above, for a total not to exceed amount of \$507,061:

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

AMENDMENT

In consideration of the foregoing Recitals and the covenants and promises hereinafter contained, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties hereto agree as follows:

1. Section 1.1; Scope of Services is amended pursuant to the attached "Exhibit A," incorporated herewith by this reference.

2. Section 2.1; Contract Sum is amended by an additional \$171,974 for a total not to exceed amount of \$507,061 as listed in revised "Exhibit B," attached hereto, and incorporated herewith by this reference.

Initial term (July 1, 2018 – June 30, 2019)	\$159,371
Extended Term (July 1, 2019 – June 30, 2020)	\$175,716
<u>Extended Term (July 1, 2020 – June 30, 2021)</u>	<u>\$171,974</u>
Total not to exceed amount:	\$507,061

3. Section 3.4; Term, is extended for one additional year from July 1, 2020 to June 30, 2021 ("Extended Term"), unless earlier terminated in accordance with Sections 8.8 or 8.9 of the Agreement.

In all other respects, the Original Agreement shall remain in effect.

IN WITNESS WHEREOF, the City and Consultant have executed this Amendment No. 2 to the Agreement on the respective dates set forth below.

CITY OF LA QUINTA a California municipal corporation

JON MCMILLEN, City Manager
City of La Quinta, California

Dated: _____

ATTEST:

MONIKA RADEVA, City Clerk
City of La Quinta, California

APPROVED AS TO FORM:

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

**CONSULTANT: Merchants Building Maintenance LLC
[Janitorial Services]**

By: _____

Name: _____

Title: _____

Exhibit A Scope of Services

Section 1.1 Scope of Services is amended to include additional services and to modify the nightly and weekly janitorial services as listed below:

Additional Services

- Cove Restroom – Year-round maintenance of restroom

Modified Janitorial Schedule

Nightly spot vacuum is hereby removed from the schedule, and dusting of desks, chairs, tables, and other office furniture and equipment is being amended to take place weekly. All other aspects of the janitorial services schedule remain the same.

Exhibit B Schedule of Compensation

With the exception of compensation, Additional Services provided for in Section 2.3 of this Agreement, the maximum total compensation to be paid to Contracting Party under this Amendment No. 2 in Fiscal Year 2020/2021 is One Hundred, Seventy-one Thousand, Nine Hundred and Seventy-Four Dollars (\$171,974) ("Contract Sum"). The Contract Sum shall be paid to Contracting Party in conformance with Section 2.2 of the Agreement.



ITEM NO.	LOCATION	SQUARE FOOTGAGE	TIMES PER WEEK	Monthly 2020	Monthly 2021	AVERAGE	Monthly 2020-201	Monthly 2020-2021	PER YEAR
1a	City Hall	48,400	5	\$ 4,985.77	\$ 5,172.88	\$ 10,158.65	\$ 5,079.33	\$ 5,079.33	\$ 60,951.96
1b	City Hall Patios		1	\$ 40.31	\$ 43.35	\$ 83.66	\$ 41.83	\$ 41.83	\$ 501.96
1c	City Hall Emergency Operations Center		1	\$ 165.58	\$ 174.18	\$ 339.76	\$ 169.88	\$ 169.88	\$ 2,038.56
2a	Library Book & Office Areas	16,000	7	\$ 2,217.17	\$ 2,359.63	\$ 4,576.80	\$ 2,288.40	\$ 2,288.40	\$ 27,460.80
2b	Library Classroom & Community Room with Kitchen		7	\$ 242.09	\$ 257.56	\$ 499.65	\$ 249.83	\$ 249.83	\$ 2,997.96
2c	Outside Library Restrooms as needed		N/A	\$ 39.23	\$ 42.00	\$ 81.23	\$ 40.62	\$ 40.62	Reimbursed by Renters
3a	Wellness Center	16,240	7	\$ 2,356.00	\$ 2,509.17	\$ 4,865.17	\$ 2,432.59	\$ 2,432.59	\$ 29,191.08
3b	Wellness Center/Multi-Purpose Area as needed after events		N/A	\$ 192.56	\$ 204.20	\$ 396.76	\$ 198.38	\$ 198.38	Reimbursed by Renters
3c	Wellness Center Patios		1	\$ 84.28	\$ 90.47	\$ 174.74	\$ 87.37	\$ 87.37	\$ 1,048.44
4a	Museum	8,800	5	\$ 664.66	\$ 702.02	\$ 1,366.68	\$ 683.34	\$ 683.34	\$ 8,200.08
4b	Museum Meeting Room/Special Cleaning as needed after events		N/A	\$ 93.84	\$ 100.93	\$ 194.77	\$ 97.38	\$ 97.38	Reimbursed by Renters
5	Public Works Yard (Offices & Restrooms)	1,900	5	\$ 345.80	\$ 368.17	\$ 713.98	\$ 356.99	\$ 356.99	\$ 4,283.88
6	Sports Complex	880	6	\$ 594.63	\$ 632.82	\$ 1,227.45	\$ 613.72	\$ 613.72	\$ 7,364.64
7	Fitz Burns Park Restrooms	400	7	\$ 372.90	\$ 397.04	\$ 769.94	\$ 384.97	\$ 384.97	\$ 4,619.64
8	Colonel Mitchell Paige Restrooms (Sept 1-June 1)	125	5	\$ 285.62	\$ 303.28	\$ 588.90	\$ 294.45	\$ 294.45	\$ 2,650.05
	Colonel Mitchell Paige Restrooms (Sept 1-November 30)	125	6	\$ 327.90	\$ 348.75	\$ 676.65	\$ 338.32	\$ 338.32	\$ 1,014.96
9	La Quinta Park Restrooms	380	7	\$ 388.80	\$ 412.93	\$ 801.73	\$ 400.86	\$ 400.86	\$ 4,810.32
10	La Quinta Park, New Restrooms	380	6	\$ 388.80	\$ 412.93	\$ 801.73	\$ 400.86	\$ 400.86	\$ 3,206.88
11	La Quinta Park Snack Bar	220	NA	\$ 292.10	\$ 292.10	\$ 584.20	\$ 292.10	\$ 292.10	\$ 292.10
12	Fritz Burns Pool Restroom & Offices	990	6	\$ 519.52	\$ 554.78	\$ 1,074.30	\$ 537.15	\$ 537.15	\$ 6,445.80
13	Spots Complex Snack Bar/Annual Super Cleaning-August		N/A	\$ 292.10	\$ 292.10	\$ 584.20	\$ 292.10	\$ 292.10	\$ 292.10
14	The Cove Restroom		7	\$ 371.59	\$ 395.39	\$ 766.98	\$ 383.49	\$ 383.49	\$ 4,601.88
	TOTAL:	94,840		\$ 14,889.67	\$ 15,671.28	\$ 30,560.95	\$ 15,280.48	\$ 15,663.96	\$ 171,973.09

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: APPROVE AMENDMENT NO. 1 TO AGREEMENT FOR CONTRACT SERVICES WITH SOUTHSTAR ENGINEERING AND CONSULTING, INC. TO PROVIDE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE LA QUINTA VILLAGE COMPLETE STREETS PROJECT NO. 2015-03/151603

RECOMMENDATION

Approve Amendment No. 1 to the Agreement for Contract Services with Southstar Engineering and Consulting, Inc., in an amount not to exceed \$58,988, to provide construction management and inspection services for the La Quinta Village Complete Streets Project No. 2015-03; and authorize the City Manager to execute the amendment.

EXECUTIVE SUMMARY

- In 2016, the City was awarded a \$7.3M state Active Transportation Program (ATP) grant for the Village Complete Streets Project (Project), (Attachment 1).
- Due to the project's complexity, a construction management and inspection services firm was retained to supplement staff capabilities. Southstar Engineering and Consulting, Inc. (Southstar) was selected as the most qualified consultant to provide these services.
- The current Agreement for Contract Services (Agreement) with Southstar includes survey staking at 25' intervals, Amendment No. 1 provides additional funds for tighter survey staking at 15' intervals required in the field.

FISCAL IMPACT

Sufficient funds are available for this amendment in the project's construction budget (Project 201503/151603).

Base Contract Amount:	\$ 1,468,941.00
Amendment No. 1:	<u> \$58,988.00</u>
Revised Contract Total:	\$ 1,527,929.00

BACKGROUND/ANALYSIS

Due to the complexity and construction duration, a construction management company was best suited to provide the construction management, inspection, survey, biological resource review, and material testing services needed to implement the Project. The City circulated a Request for Proposals and entered into an Agreement with Southstar in June 2019. Survey staking is included in the scope of the current agreement. Amendment No. 1 includes funding for the tighter interval staking required due to the curves and complexity of the project. Survey staking was initially anticipated to be at 25’ intervals, but tighter survey staking in the field was necessary at 15’ intervals due to all of the curves for the roundabouts, which equates to a 40% increase in effort for staking services.

The following funding sources are being used for this project:

201503/151603 PROJECT BUDGET - FUNDING	
Funding Source Category	Total Appropriation
Art in Public Places (APP)	95,000
Measure G Sales Tax	1,000,388
SB 1 Road Maint / Rehab	1,322,530
Infrastructure Fund	22,618
DIF - Transportation	430,000
Measure A	1,341,890
Transfer from Drainage Enhancements Budget	971,770
Other: Utility Reimbursement - CVWD	49,900
Other: State Active Transportation Program Grant	7,313,100
TOTAL	12,547,196

ALTERNATIVES

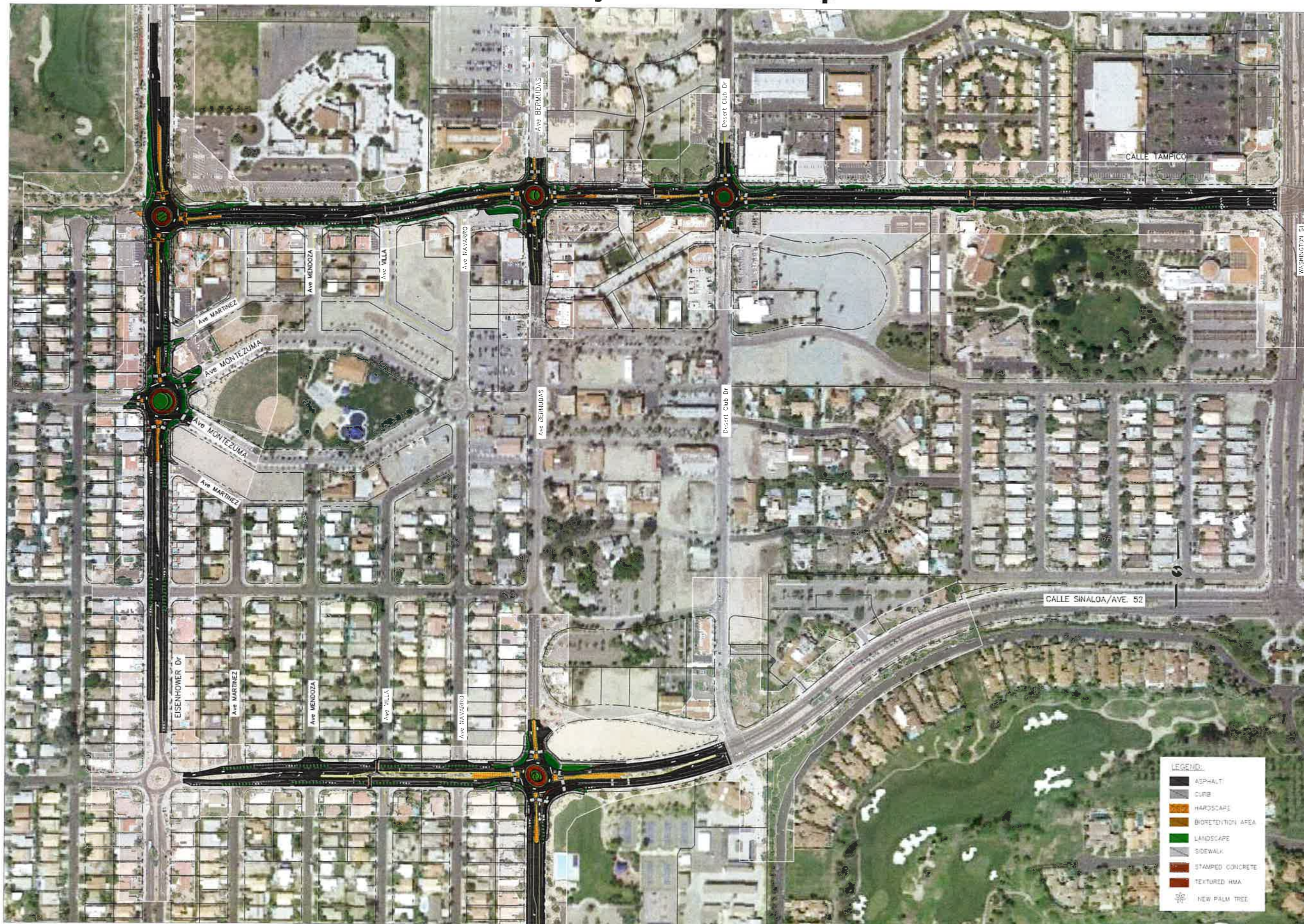
Staff does not recommend an alternative since the services are necessary and changing surveying firms mid project would add unnecessary time and expense.

Prepared by: Julie Mignogna, Management Analyst

Approved by: Bryan McKinney, Public Works Director/City Engineer

- Attachments: 1. Vicinity Map
 2. Amendment No. 1 to Southstar Agreement

Project Overview Map



LA QUINTA VILLAGE COMPLETE STREET - A ROAD DIET

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**AMENDMENT NO. 1 TO AGREEMENT FOR CONTRACT SERVICES
WITH SOUTHSTAR ENGINEERING AND CONSULTING, INC.**

This Amendment No. 1 to Agreement for Contract Services ("Agreement") with Southstar Engineering and Consulting, Inc. ("Amendment No. 1") is made and entered into as of the 20th day of May 2020 ("Effective Date") by and between the CITY OF LA QUINTA ("City"), a California municipal corporation and Southstar Engineering and Consulting, Inc. ("Contracting Party").

RECITALS

WHEREAS, on or about June 27, 2019, the City and Contracting Party entered into an Agreement to provide those services related to Construction Management, Inspection, Materials Testing, and Survey Services for the La Quinta Village Complete Streets Project No. 2015-03. The term of the Agreement expires on March 31, 2021; and

WHEREAS, Amendment 1 will amend section 2.1 Contract Sum by \$58,988 for increased survey staking services; and

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

AMENDMENT

In consideration of the foregoing Recitals and the covenants and promises hereinafter contained, and for good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the parties hereto agree as follows:

1. Section 2.1 – Contract Sum is amended to read as follows:

For the Services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with "Exhibit B" (the "Schedule of Compensation") in a total amount up to but shall not exceed One Million Five Hundred Twenty-Seven Thousand Nine Hundred and Twenty-Nine Dollars (\$1,527,929) (the "Contract Sum") for the life of the Agreement encompassing initial term and Amendment 1, except as provided in Section 1.6.

Exhibit B –Budget is amended as attached in "Exhibit B", attached hereto and made apart hereof.

Name: Jason Bennecke

In all other respects, the Original Agreement shall remain in effect.

IN WITNESS WHEREOF, the City and Consultant have executed this Amendment No. 1 to the Agreement for Contract Services on the respective dates set forth below.

CITY OF LA QUINTA a California municipal corporation

Jon McMillen, City Manager

Dated: _____

ATTEST:

Monika Radeva, City Clerk

APPROVED AS TO FORM:

William H. Ihrke, City Attorney

CONSULTANT: SOUTHSTAR ENGINEERING AND CONSULTING, INC.

By: _____

By: _____

Name: Amr Abuelhassan

Name: Jason Bennecke

Title: President

Title: Executive Vice President

Dated: _____

Dated: _____

Exhibit B
Budget

With the exception of compensation, Additional Services provided for in Section 2.3 of this Agreement, the maximum total compensation to be paid to Consultant under Amendment 1 to this Agreement is Fifty-Eight Thousand, Nine Hundred and Eighty-Eight Dollars (\$58,988.00) ("Contract Sum"). The Contract Sum shall be paid to Consultant in conformance with Section 2.4 of the Agreement.

The following represents the revised contract total of One Million Five Hundred Twenty-Seven Thousand Nine Hundred and Twenty-Nine Dollars (\$1,527,929) after the consideration of Amendment 1.

Base Contract Amount:	\$ 1,468,941.00
Amendment No. 1:	<u>\$58,988.00</u>
Revised Contract Total:	\$ 1,527,929.00

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: APPROPRIATE FUNDING AND APPROVE CHANGE ORDER NO. 6 TO CONTRACT WITH URBAN HABITAT FOR THE SILVERROCK PARK VENUE PROJECT (NO. 2016-08) FOR STORM DAMAGE REPAIR AND MISCELLANEOUS ADDITIONAL WORK REQUESTS

RECOMMENDATION

Appropriate funding in the amount of \$321,900 from Measure G Funds; approve Change Order No. 6 to Contract with Urban Habitat in the amount of \$321,900 for the SilverRock Park Venue project for storm damage repair and miscellaneous additional work requests; and authorize the City Manager to execute the change order.

EXECUTIVE SUMMARY

- On August 6, 2019, a contract was awarded to Urban Habitat (Contractor) for the construction of the La Quinta SilverRock Park Venue Project (Project) (Attachment 1) and construction began in September 2019.
- During the bid and award of the Project, a rain event occurred that eroded one of the retention basin slopes and damaged an outlet structure that was planned to be replaced. This damage was made worse by subsequent rain events.
- The Contractor requested five bids and received three responses from subcontractors to perform the work. The lowest price was selected in the amount of \$256,441.
- The additional miscellaneous extra work in the amount of \$65,459 includes irrigation main repairs for the SilverRock frontage, additional potholing costs, stage modifications, temporary retention basin repairs, and replacing gravel pave with grass pave for fire department access.

FISCAL IMPACT

Staff requests an appropriation of FY 2020/21 Measure G funds in the amount of \$321,900. The following table shows the original project budget and proposed project budget with revenue sources:

	Original Budget	Proposed Budget
Arts in Public Spaces	\$ 300,000	\$ 300,000
Measure G Funding	\$ 1,300,000	\$ 1,621,900
Park & Rec DIF Fund	\$ 2,400,000	\$ 2,400,000
Quimby Funding	\$ 2,000,000	\$ 2,000,000
Total Budget:	\$ 6,000,000	\$ 6,321,900

The following is a list of all change orders to date:

	Total Contract
Original Contract Amount:	\$ 4,218,880
Contract Change Order No. 1:	\$ 5,630
Contract Change Order No. 2:	\$ 8,759
Contract Change Order No. 3:	\$ 42,996
Contract Change Order No. 4:	\$ 35,195
Contract Change Order No. 5:	\$ 210,171
This Contract Change Order No. 6:	\$ 321,900
Final Contract Amount:	\$ 4,843,531

The full amount is requested for the change order to maintain the current remaining contingency in the amount of \$170,227 since this project is not near completion.

BACKGROUND/ANALYSIS

Proposed Change Order No. 6 is recommended for approval for the following:

- \$256,441 - To repair the severely damaged retention basin slope and damaged outlet structure. Staff recommends this work be performed now to ensure the repairs are made before the summer monsoon season.
- \$31,670 – To repair irrigation conduit in the parkway along Avenue 52 adjacent to the project site that was discovered to be non-functional.
- \$5,154 – Cost incurred for additional potholing needed to locate a well line.
- \$1,657 – Cost incurred to make modifications to the stage area to add a portion of retaining wall for functionality.

- \$14,699 – Cost incurred to place temporary protection measures on the eroded retention basin slope and cost incurred to pump water out of the damaged retention basin to place temporary measures.
- \$12,279 – To replace a proposed gravel pave surface with grass pave surface used for fire department access to the site for aesthetic purposes.

ALTERNATIVES

Council may elect to not appropriate funds or approve this this change order.

Prepared by: Ubaldo Ayón, Assistant Construction Manager
Approved by: Bryan McKinney, P.E., Public Works Director/City Engineer

Attachments: 1. Project Vicinity Map
2. Storm Damage Photos
3. Change Oder No. 6

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ATTACHMENT 1



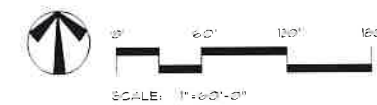
LEGEND

SYMBOL	QTY.	DESCRIPTION
	50	SHADE TREE
	10	DESERT ACCENT TREE
	36	PALM TREE
	28	LIGHT POLE LOCATION
	6	ELECTRICAL FULL BOX FOR FUTURE ART NODE

PARKING TABULATION

TYPE	LOCATION	QUANTITY
IMPROVED CLASS II BASE	PARK	210
DECOMPOSED GRANITE	PARK	330
MONTAGE CONFERENCE	CENTER	351
NATIVE SOIL OVERFLOW AREA	RETENTION BASIN	265
TOTAL		1156

**SILVER ROCK VENUE SITE
PHASE I ENHANCED
LA QUINTA, CALIFORNIA**



HDM
HERMANN DESIGN GROUP
77809 WOLF RD.
SUITE 102
PALM DESERT, CA
92211
LIC# 2756, EXP 04/30/18
PH (760) 777-9131
FAX (760) 777-9132
DATE 12/8/15

ATTACHMENT 1

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PHOTOS OF STORM DAMAGE







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CONTRACT: SilverRock Park Venue

PROJECT NO. 2016-08

CONTRACTOR: Urban Habitat
 PO Box 1177
 La Quinta, CA 92247

CONTRACT CHANGE ORDER NO. 6

Pursuant to the terms of the original Contract Agreement, you are hereby directed to make the herein described changes or do the following described work not included in the plans and specifications for this Contract. Unless otherwise stated all work shall conform to the terms, general conditions, and special provisions of the original Contract.

DESCRIPTION OF CHANGE

- This Contract Change Order allows for approval to repair the severely damaged retention basin slope and damaged outlet structure: Total \$ 256,441.00
- This Contract Change Order allows for approval to repair irrigation conduit in the parkway along Avenue 52 adjacent to the project site that was discovered to be non-functional: Total \$ 31,670.00
- This Contract Change Order allows for approval for costs incurred for additional potholing needed to locate a well line: Total \$ 5,154.00
- This Contract Change Order allows for approval for costs incurred to make modifications to the stage area to add a portion of retaining wall for functionality: Total \$ 1,657.00
- This Contract Change Order allows for approval for costs incurred to place temporary protection measures on the eroded retention basin slope and to pump water out of the damaged retention basin to place temporary measures: Total \$ 14,699.00
- This Contract Change Order allows for approval to replace a proposed gravel pave surface with grass pave surface used for fire department access to the site: Total \$ 12,279.00

Previous Contract Amount Through CCO #5	\$ 4,521,630.80
Add This Change Order No. 6	\$ 321,900.00
Revised Contract Total	\$ 4,843,530.80

By reason of this contract change order the time of completion is adjusted as follows: - 0 - days added to contract time.

The contract completion date shall be: 5/01/2020
(contract completion date and working days will be adjusted after City Council approval)

Submitted By: _____ **Date:** _____

Approved By: _____ **Date:** _____

*We, the undersigned Contractor, **have given careful consideration to the change proposed and hereby agree**, if this proposal is approved, that we will provide all equipment, furnish all materials, perform all labor, except as may be noted above, and perform all services necessary to complete the above specified work, and hereby accept as full payment the amount shown above, which includes all direct and indirect overhead expenses for any delays.*

Accepted By: _____ **Title:** _____

Contractor: _____ **Date:** _____

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: APPROVE DEMAND REGISTERS DATED MAY 1 AND 8, 2020

RECOMMENDATION

Approve demand registers dated May 1 and 8, 2020.

EXECUTIVE SUMMARY – None

FISCAL IMPACT

Demand of Cash:

City	\$	4,394,033.35
Successor Agency of RDA	\$	200.00
Housing Authority	\$	17,514.62
	\$	<u>4,411,747.97</u>

BACKGROUND/ANALYSIS

Routine bills and payroll must be paid between Council meetings. Attachment 1 details the weekly demand registers for May 1 and 8, 2020.

Warrants Issued:

201726-201766	\$	2,837,298.87
201767-201856	\$	1,020,579.19
Wire Transfers	\$	291,892.35
Payroll Tax Transfers	\$	46,653.02
Payroll Direct Deposit	\$	215,324.54
	\$	<u>4,411,747.97</u>

The most significant expenditures on the demand register are:

Vendor	Account Name	Amount	Purpose
Riverside County Sheriff Dept	Various	\$ 2,204,191.64	Feb - Mar 2020 Police Services
DBX, Inc	Various	\$ 311,863.82	Mar 2020 HSIP Interconnect Impr
Urban Habitat	Various	\$ 289,505.16	Mar 2020 SilverRock Park Venue
Ameron Pole Products, LLC	Construction	\$ 121,408.56	Feb 2020 Traffic Signal Pole Purchase
Southstar Eng & Construction	Construction	\$ 111,827.06	Mar 2020 LQ Village Complete Streets

Wire Transfers: Seven transfers totaled \$291,892. Of this amount, \$172,207 was for PERS and \$107,733 for Landmark. (See Attachment 2 for a full listing).

Investment Transactions: Full details of investment transactions as well as total holdings are reported quarterly in the Treasurer’s Report.

Transaction	Issuer	Type	Par Value	Settle Date	Coupon Rate
Purchase	FHLMC	Agency	\$ 1,000,000	4/28/20	0.700%
Purchase	First Freedom	CD	\$ 249,000	4/29/20	1.200%
Purchase	Flagstar	CD	\$ 248,000	4/30/20	1.250%
Maturity	US Treasury	Treasury	\$ 500,000	4/30/20	1.125%

ALTERNATIVES

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

Prepared by: Bernice Choo, Account Technician

Approved by: Rosemary Hallick, Financial Services Analyst

Attachments: 1. Demand Registers
2. Wire Transfers

Demand Register

Packet: APPKT02374 - BC 05/01/2020



City of La Quinta

Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
Fund: 101 - GENERAL FUND					
AMERICAN FORENSIC NURSES ...	201726	04/30/20 - BLOOD/ALCOHOL ANALYSIS	Blood/Alcohol Testing	101-2001-60174	240.00
ANDERSON COMMUNICATION...	201727	07/2020-04/2021 - EMERG MGMT RADIOS..	Prepaid Expense	101-0000-13600	540.00
ANDERSON COMMUNICATION...	201727	05/20-06/20 - EMERGENCY MGMT RADIOS	Mobile/Cell Phones/Satellites	101-2002-61304	108.00
ANSAFONE CONTACT CENTERS	201728	04/13-05/10/20 - PM10 ANSWERING SERV..	PM 10 - Dust Control	101-7006-60146	127.49
BIO-TOX LABORATORIES	201730	04/13/20 - BLOOD/ALCOHOL ANALYSIS	Blood/Alcohol Testing	101-2001-60174	1,288.00
BIO-TOX LABORATORIES	201730	04/13/20 - BLOOD/ALCOHOL ANALYSIS	Blood/Alcohol Testing	101-2001-60174	46.00
BURRTEC ENVIRONMENTAL	201732	01/31/20 - AMERICAN EXPRESS	Professional Services	101-1002-60103	3,108.86
BURRTEC ENVIRONMENTAL	201732	03/02-03/10/20 - LQ ART CELEBRATION	Professional Services	101-1002-60103	2,704.57
CALPERS LONG-TERM CARE P...	201733	LONG TERM CARE	LT Care Insurance Pay	101-0000-20949	196.05
COACHELLA VALLEY WATER DI...	201734	04/28/20 - WATER SERVICE	PM 10 - Dust Control	101-7006-60146	125.00
EISENHOWER MEDICAL CENTER	201737	02/06/20 - LA200370031	Sexual Assault Exam Fees	101-2001-60193	1,200.00
ESGIL CORPORATION	201739	02/29/20 ON-CALL PLAN REVIEW LQ-BCP...	Plan Checks	101-6003-60118	720.00
HANSEN, DIANNE	201741	04/30/20 - REIMB NECK GATORS/FACE M...	Coronavirus Expenses	101-1007-60195	173.92
HOME DEPOT CREDIT SERVICES	201742	03/25/20 - CAUTION & DUCT TAPE	Coronavirus Expenses	101-1007-60195	58.59
HOME DEPOT CREDIT SERVICES	201742	03/22/20 - MAT'LS/PLAYGROUND CLOSU...	Coronavirus Expenses	101-1007-60195	38.98
HOME DEPOT CREDIT SERVICES	201742	03/19/20 - MAT'LS/CLOSE PLAYGROUND	Coronavirus Expenses	101-1007-60195	564.27
HOME DEPOT CREDIT SERVICES	201742	03/19/20 - MAT'LS/CLOSE PLAYGROUND	Coronavirus Expenses	101-1007-60195	34.45
HOME DEPOT CREDIT SERVICES	201742	03/20/20 - MAT'LS/PARK CLOSURE	Coronavirus Expenses	101-1007-60195	520.80
HOME DEPOT CREDIT SERVICES	201742	03/18/20 - CLEAN PLAYGROUNDS	Coronavirus Expenses	101-1007-60195	87.88
HOME DEPOT CREDIT SERVICES	201742	03/18/20 - MAT'LS/CLOSE PLAYGROUNDS	Coronavirus Expenses	101-1007-60195	441.33
HOME DEPOT CREDIT SERVICES	201742	03/23/20 - MAT'LS/PLAYGROUND CLOSU...	Coronavirus Expenses	101-1007-60195	111.84
HOME DEPOT CREDIT SERVICES	201742	03/06/20 - FS #93 SUPPLIES	Fire Station	101-2002-60670	29.97
HOME DEPOT CREDIT SERVICES	201742	03/06/20 - FS #93 SUPPLIES	Fire Station	101-2002-60670	27.86
HOME DEPOT CREDIT SERVICES	201742	03/06/20 - FS #93 SUPPLIES	Fire Station	101-2002-60670	107.84
HOME DEPOT CREDIT SERVICES	201742	03/05/20 - FS #93 SUPPLIES	Fire Station	101-2002-60670	56.46
HOME DEPOT CREDIT SERVICES	201742	03/05/20 - FS #93 SUPPLIES	Fire Station	101-2002-60670	65.04
HOME DEPOT CREDIT SERVICES	201742	03/11/20 - BANNER STORAGE LQAC	LQ Art Event	101-3003-60512	123.86
HOME DEPOT CREDIT SERVICES	201742	03/05/20 - MATERIALS	Materials/Supplies	101-3005-60431	56.93
HOME DEPOT CREDIT SERVICES	201742	03/25/20 - MATERIALS	Materials/Supplies	101-3005-60431	104.10
HOME DEPOT CREDIT SERVICES	201742	03/16/20 - MATERIALS	Materials/Supplies	101-3005-60431	217.43
HOME DEPOT CREDIT SERVICES	201742	03/16/20 - MATERIALS	Materials/Supplies	101-3005-60431	307.51
HOME DEPOT CREDIT SERVICES	201742	03/05/20 - SMALL TOOLS	Tools/Equipment	101-3005-60432	27.12
HOME DEPOT CREDIT SERVICES	201742	03/11/20 - CITY HALL MAT'LS	Materials/Supplies	101-3008-60431	237.08
HOME DEPOT CREDIT SERVICES	201742	03/02/20 - CH KEYS	Materials/Supplies	101-3008-60431	27.85
HOME DEPOT CREDIT SERVICES	201742	03/03/20 - CH SPIRAL BULBS	Materials/Supplies	101-3008-60431	15.16
HOME DEPOT CREDIT SERVICES	201742	03/04/20 - CH HOSE	Materials/Supplies	101-3008-60431	18.76
HOME DEPOT CREDIT SERVICES	201742	03/18/20 - MATERIALS	Materials/Supplies	101-3008-60431	93.30
HOME DEPOT CREDIT SERVICES	201742	03/05/20 - CH MAT'LS	Materials/Supplies	101-3008-60431	34.71
HOME DEPOT CREDIT SERVICES	201742	03/11/20 - CITY HALL MAT'LS	Materials/Supplies	101-3008-60431	79.49
HOME DEPOT CREDIT SERVICES	201742	03/05/20 - WC APPLIANCE CORD	Materials/Supplies	101-3008-60431	9.75
HOME DEPOT CREDIT SERVICES	201742	03/13/20 - TOOLS	Tools/Equipment	101-3008-60432	620.29
HOME DEPOT CREDIT SERVICES	201742	02/28/20 - CH HAND TRUCK (2)	Tools/Equipment	101-3008-60432	173.96
HOME DEPOT CREDIT SERVICES	201742	03/11/20 - TOOLS	Tools/Equipment	101-3008-60432	114.66
HOME DEPOT CREDIT SERVICES	201742	03/24/20 - LOCKS & TRASH BAGS	Operating Supplies	101-7003-60420	92.52
HOME DEPOT CREDIT SERVICES	201742	03/11/20 - OPERATIONS	Operating Supplies	101-7003-60420	21.70
HR GREEN PACIFIC INC	201744	02/29/20 ON-CALL BUILDING PLAN REVIE...	Plan Checks	101-6003-60118	2,080.00
HR GREEN PACIFIC INC	201744	03/31/20 ON-CALL BUILDING PLAN REVIE...	Plan Checks	101-6003-60118	520.00
IIMC	201746	04/02/20 - MEMBERSHIP TO 06/30/21 N ...	Membership Dues	101-1005-60351	110.00
IMPERIAL IRRIGATION DIST	201747	04/29/20 - ELECTRICITY SERVICE	Electricity - Utilities	101-2002-61101	861.11
IMPERIAL IRRIGATION DIST	201747	04/29/20 - ELECTRICITY SERVICE	Electric - Sports Complex - Utili...	101-3005-61106	2,281.13
IMPERIAL IRRIGATION DIST	201747	04/29/20 - ELECTRICITY SERVICE	Electricity - Utilities	101-3008-61101	90.91
JOE A GONSALVES & SON	201748	05/2020 FY 19/20 LOBBYIST SERVICES	Contract Services - Administrat...	101-1002-60101	3,500.00
LOWE'S HOME IMPROVEMENT..	201749	01/15/20 - RECLASS TO 202-3004-60691	Materials/Supplies	101-3008-60431	-127.32

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LOWE'S HOME IMPROVEMENT..	201749	03/19/20 - MAT'LS/PLAYGROUND CLOSU...	Coronavirus Expenses	101-1007-60195	517.91
LOWE'S HOME IMPROVEMENT..	201749	03/11/20 - MASKS & WIPES	Coronavirus Expenses	101-1007-60195	272.17
LOWE'S HOME IMPROVEMENT..	201749	02/26/20 - FS #70 MAT'LS	Maintenance/Services	101-2002-60691	202.38
LOWE'S HOME IMPROVEMENT..	201749	03/04/20 - FS #70 WRAPAROUND LIGHT	Maintenance/Services	101-2002-60691	206.54
LOWE'S HOME IMPROVEMENT..	201749	03/09/20 - MATERIALS	Materials/Supplies	101-3005-60431	100.99
LOWE'S HOME IMPROVEMENT..	201749	03/16/20 - MATERIALS	Materials/Supplies	101-3005-60431	22.62
LOWE'S HOME IMPROVEMENT..	201749	03/10/20 - CITY HALL MAT'LS	Materials/Supplies	101-3008-60431	75.91
LOWE'S HOME IMPROVEMENT..	201749	03/11/20 - WELLNESS CENTER MAT'LS	Materials/Supplies	101-3008-60431	35.90
LOWE'S HOME IMPROVEMENT..	201749	03/12/20 - CITY HALL MAT'LS	Materials/Supplies	101-3008-60431	60.26
LOWE'S HOME IMPROVEMENT..	201749	03/16/20 - MATERIALS	Materials/Supplies	101-3008-60431	75.80
LOWE'S HOME IMPROVEMENT..	201749	03/04/20 - CITY HALL WELDER	Tools/Equipment	101-3008-60432	332.78
LOWE'S HOME IMPROVEMENT..	201749	03/13/20 - RJ45 TESTER	Tools/Equipment	101-7003-60432	30.98
LOWE'S HOME IMPROVEMENT..	201749	03/24/20 - CHISEL	Tools/Equipment	101-7003-60432	13.42
LOWE'S HOME IMPROVEMENT..	201749	03/06/20 - STAPLE GUN	Tools/Equipment	101-7003-60432	20.42
LOWE'S HOME IMPROVEMENT..	201749	02/26/20 - 48" LEVEL	Tools/Equipment	101-7003-60432	41.31
LOWE'S HOME IMPROVEMENT..	201749	03/11/20 - 10 FT LADDER	Tools/Equipment	101-7003-60432	205.59
MERCHANTS BUILDING MAINT...	201750	04/2020 JANITORIAL SERVICES CH WC PA...	Janitorial	101-3008-60115	11,091.38
NATIONAL CINEMEDIA LLC	201751	03/27-04/23/20 IN-THEATER ADVERTISING	Marketing & Tourism Promoti...	101-3007-60461	1,603.33
OFFICE TEAM	201753	03/13/20 - HUB TEMP SVCS E KOLTWEIT	Temporary Agency Services	101-6006-60125	1,019.20
OFFICE TEAM	201753	03/13/20 - HUB TEMP SVCS A O'MALLEY	Temporary Agency Services	101-1006-60125	1,108.40
OFFICE TEAM	201753	03/20/20 - HUB TEMP SVCS E KOLTWEIT	Temporary Agency Services	101-1006-60125	1,019.20
OFFICE TEAM	201753	03/20/20 - HUB TEMP SVCS A O'MALLEY	Temporary Agency Services	101-6006-60125	1,108.40
OFFICE TEAM	201753	03/27/20 - HUB TEMP SVCS E KOLTWEIT	Temporary Agency Services	101-6006-60125	1,019.20
OFFICE TEAM	201753	03/27/20 - HUB TEMP SVCS A O'MALLEY	Temporary Agency Services	101-6006-60125	1,108.40
OFFICE TEAM	201753	04/17/20 - HUB TEMP SVCS A O'MALLEY	Temporary Agency Services	101-6006-60125	1,108.40
RASA/ERIC NELSON	201755	04/13/20 REVIEW CVWD WATERLINE EAS...	Map/Plan Checking	101-7002-60183	580.00
RASA/ERIC NELSON	201755	04/24/20 REVIEW TRACT MAP NO 37730	Map/Plan Checking	101-7002-60183	651.00
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Sheriff Patrol	101-2001-60161	634,136.04
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Police Overtime	101-2001-60162	13,318.93
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Target Team	101-2001-60163	200,720.80
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Community Services Officer	101-2001-60164	48,672.79
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Gang Task Force	101-2001-60166	12,941.28
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Narcotics Task Force	101-2001-60167	13,622.40
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Motor Officer	101-2001-60169	44,150.72
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Dedicated Sargeants	101-2001-60170	37,444.04
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Dedicated Lieutenant	101-2001-60171	21,363.20
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Sheriff - Mileage	101-2001-60172	33,916.61
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	Special Enforcement Funds	101-2001-60175	923.02
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 CVNTF CREDIT	Narcotics Task Force	101-2001-60167	-35,027.68
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Sheriff Patrol	101-2001-60161	707,653.15
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Police Overtime	101-2001-60162	16,118.53
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Target Team	101-2001-60163	194,436.00
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Community Services Officer	101-2001-60164	56,766.40
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Gang Task Force	101-2001-60166	13,622.40
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Narcotics Task Force	101-2001-60167	13,622.40
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Motor Officer	101-2001-60169	53,813.60
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Dedicated Sargeants	101-2001-60170	37,798.40
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Dedicated Lieutenant	101-2001-60171	21,363.20
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Sheriff - Mileage	101-2001-60172	39,308.09
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	Special Enforcement Funds	101-2001-60175	65.93
ROBERT HALF TECHNOLOGY	201757	03/06/20 - HUB TEMP SVCS M GONZALEZ	Temporary Agency Services	101-6006-60125	1,185.64
ROBERT HALF TECHNOLOGY	201757	03/13/20 - HUB TEMP SVCS M GONZALEZ	Temporary Agency Services	101-6006-60125	1,144.36
ROBERT HALF TECHNOLOGY	201757	03/20/20 - HUB TEMP SVCS M GONZALEZ	Temporary Agency Services	101-6006-60125	122.61
STAPLES ADVANTAGE	201760	03/11/20 - NITRILE GLOVES SM	Coronavirus Expenses	101-1007-60195	71.48
STAPLES ADVANTAGE	201760	04/07/20 - NITRILE GLOVES LARGE	Coronavirus Expenses	101-1007-60195	46.26
STAPLES ADVANTAGE	201760	04/23/20 - LAMINATOR & POUCHES	Coronavirus Expenses	101-1007-60195	285.88
ULLOA, TONY	201761	04/30/20 - REIMB GATORADE & WATER FI...	Operating Supplies	101-7003-60420	52.76
UNITED WAY OF THE DESERT	201762	CONTRIBUTION	United Way Deductions	101-0000-20981	92.00
VALLEY LOCK & SAFE	201763	02/26/20 - CH CASH DRAWER LOCK	Materials/Supplies	101-3008-60431	12.00
WELLS FARGO BUSINESS CARD	201764	03/04/20 - PLUSH BUNNIES SALES TAX	Sales Taxes Payable	101-0000-20304	-14.60

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WELLS FARGO BUSINESS CARD	201764	03/04/20 - CH OFFICE CHAIR SALES TAX	Sales Taxes Payable	101-0000-20304	-21.88
WELLS FARGO BUSINESS CARD	201764	03/16/20 - BOOKS SALES TAX	Sales Taxes Payable	101-0000-20304	-4.79
WELLS FARGO BUSINESS CARD	201764	03/27/20 - WEBINAR	Travel & Training	101-1006-60320	35.00
WELLS FARGO BUSINESS CARD	201764	03/09/20 - CANCELLED TRAINING	Travel & Training	101-1006-60320	-69.00
WELLS FARGO BUSINESS CARD	201764	03/05/20 - CSMFO MEMBER C MARTINEZ	Membership Dues	101-1006-60351	110.00
WELLS FARGO BUSINESS CARD	201764	03/24/20 - CAFR 18/19 APPLICATION	Subscriptions & Publications	101-1006-60352	610.00
WELLS FARGO BUSINESS CARD	201764	03/27/20 - GLOVES	Coronavirus Expenses	101-1007-60195	84.78
WELLS FARGO BUSINESS CARD	201764	03/29/20 - PAPER LUNCH BAGS	Coronavirus Expenses	101-1007-60195	10.77
WELLS FARGO BUSINESS CARD	201764	03/16/20 - PROTECTIVE GOWNS	Coronavirus Expenses	101-1007-60195	282.60
WELLS FARGO BUSINESS CARD	201764	03/24/20 - PROTECTIVE TAPE	Coronavirus Expenses	101-1007-60195	779.92
WELLS FARGO BUSINESS CARD	201764	03/16/20 - ZOOM SUBSCRIPTION 3/16-4/...	Coronavirus Expenses	101-1007-60195	699.65
WELLS FARGO BUSINESS CARD	201764	04/01/20 - PROTECTIVE GEAR	Coronavirus Expenses	101-1007-60195	130.40
WELLS FARGO BUSINESS CARD	201764	03/10/20 - THERMOMETERS & SUPPLIES	Coronavirus Expenses	101-1007-60195	175.55
WELLS FARGO BUSINESS CARD	201764	03/18/20 - FS ISOLATION GOWNS	Coronavirus Expenses	101-1007-60195	71.76
WELLS FARGO BUSINESS CARD	201764	03/14/20 - PICTURE FRAMES	LQ Police Volunteers	101-2001-60109	82.80
WELLS FARGO BUSINESS CARD	201764	03/27/20 - SCREEN PROTECTOR RETURN	Non-Reimbursable Misc	101-2002-60445	-90.32
WELLS FARGO BUSINESS CARD	201764	03/03/20 - FS CARABINERS	Non-Reimbursable Misc	101-2002-60445	76.10
WELLS FARGO BUSINESS CARD	201764	03/05/20 - FS #93 ANIMAL CTRL POLES	Small Tools & Equipment	101-2002-60545	357.42
WELLS FARGO BUSINESS CARD	201764	03/25/20 - FS #93 LOCK PICK SUPPLIES	Fire Station	101-2002-60670	40.75
WELLS FARGO BUSINESS CARD	201764	03/26/20 - FS #93 SUPPLIES	Fire Station	101-2002-60670	43.49
WELLS FARGO BUSINESS CARD	201764	03/10/20 - HOTEL C DORAN	Travel & Training	101-3001-60320	169.00
WELLS FARGO BUSINESS CARD	201764	03/31/20 - WORLD AT WK MEMBER C ES...	Membership Dues	101-3001-60351	265.00
WELLS FARGO BUSINESS CARD	201764	03/12/20 - WC NINTENDO ACCESSORIES	Operating Supplies	101-3002-60420	513.17
WELLS FARGO BUSINESS CARD	201764	03/04/20 - PLUSH BUNNIES	Community Experiences	101-3003-60149	210.35
WELLS FARGO BUSINESS CARD	201764	03/11/20 - WATER	Community Experiences	101-3003-60149	49.56
WELLS FARGO BUSINESS CARD	201764	03/10/20 - ROCKET EVENT SUPPLIES	Community Experiences	101-3003-60149	9.18
WELLS FARGO BUSINESS CARD	201764	03/10/20 - DESERT YOUTH EVENT SUPPLIES	Community Experiences	101-3003-60149	13.02
WELLS FARGO BUSINESS CARD	201764	03/12/20 - PICKELBALL ITEMS	Operating Supplies	101-3003-60420	421.93
WELLS FARGO BUSINESS CARD	201764	03/05/20 - CANOPIES FOR EVENTS	Operating Supplies	101-3003-60420	434.81
WELLS FARGO BUSINESS CARD	201764	03/10/20 - APPLE MUSIC 03/20	Marketing & Tourism Promoti...	101-3007-60461	14.99
WELLS FARGO BUSINESS CARD	201764	03/10/20 - WATER FILTERS	Materials/Supplies	101-3008-60431	282.71
WELLS FARGO BUSINESS CARD	201764	03/16/20 - BOOKS	Subscriptions & Publications	101-6002-60352	357.13
WELLS FARGO BUSINESS CARD	201764	03/12/20 - PET ID TAGS	Supplies - Field	101-6004-60425	86.50
WELLS FARGO BUSINESS CARD	201764	03/31/20 - COMPTIA TRAINING J VILLALTA	Travel & Training	101-7006-60320	649.00
WELLS FARGO BUSINESS CARD	201764	04/01/20 - COMPTIA TRAINING T HANSEN	Travel & Training	101-7006-60320	649.00
WILLDAN	201766	02/29-04/03/20 ON-CALL TRAFFIC ENGIN...	Contract Traffic Engineer	101-7006-60144	19,600.00
Fund 101 - GENERAL FUND Total:					2,258,926.09
Fund: 201 - GAS TAX FUND					
LOWE'S HOME IMPROVEMENT..	201749	03/24/20 - GUTTER REPAIR	Materials/Supplies	201-7003-60431	46.46
SOUTHWEST BOULDER & STO...	201759	04/20/20 - CLASS II BASE	Materials/Supplies	201-7003-60431	143.93
Fund 201 - GAS TAX FUND Total:					190.39
Fund: 202 - LIBRARY & MUSEUM FUND					
H&G HOME IMPROVEMENTS I...	201740	02/11/20 - LIBRARY INSTALL LED LIGHTS	Maintenance/Services	202-3004-60691	1,875.00
HOME DEPOT CREDIT SERVICES	201742	03/03/20 - LIBRARY MAT'LS	Maintenance/Services	202-3004-60691	55.13
LOWE'S HOME IMPROVEMENT..	201749	01/15/20 - RECLASS FROM 101-3008-604...	Maintenance/Services	202-3004-60691	127.32
LOWE'S HOME IMPROVEMENT..	201749	03/02/20 - LIBRARY BATTERIES	Maintenance/Services	202-3004-60691	242.20
MERCHANTS BUILDING MAINT...	201750	04/2020 JANITORIAL SERVICES LIBRARY	Janitorial	202-3004-60115	2,644.42
MERCHANTS BUILDING MAINT...	201750	04/2020 JANITORIAL SERVICES MUSEUM	Janitorial	202-3006-60115	698.50
Fund 202 - LIBRARY & MUSEUM FUND Total:					5,642.57
Fund: 212 - SLESA (COPS) FUND					
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	COPS Robbery Prevention	212-0000-60178	2,101.29
RIVERSIDE COUNTY SHERIFF D...	201756	01/30-02/26/20 - BP9 POLICE SERVICE	COPS Burglary/Theft Preventi...	212-0000-60179	6,076.54
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	COPS Robbery Prevention	212-0000-60178	10,871.64
RIVERSIDE COUNTY SHERIFF D...	201756	02/27-03/25/20 - BP10 POLICE SERVICE	COPS Burglary/Theft Preventi...	212-0000-60179	4,391.92
Fund 212 - SLESA (COPS) FUND Total:					23,441.39
Fund: 215 - LIGHTING & LANDSCAPING FUND					
HOME DEPOT CREDIT SERVICES	201742	03/05/20 - GRAFFITI SUPPLIES	Supplies-Graffiti and Vandalism	215-7004-60423	33.11
HOME DEPOT CREDIT SERVICES	201742	03/26/20 - GRAFFITI OPERATIONS	Supplies-Graffiti and Vandalism	215-7004-60423	211.41
HOME DEPOT CREDIT SERVICES	201742	03/17/20 - GRAFFITI PAINT	Supplies-Graffiti and Vandalism	215-7004-60423	21.86

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HOME DEPOT CREDIT SERVICES	201742	03/13/20 - BOLTS	Materials/Supplies	215-7004-60431	8.48
IMPERIAL IRRIGATION DIST	201747	04/21/20 - ELECTRICITY SERVICE	Electric - Utilities	215-7004-61116	139.31
IMPERIAL IRRIGATION DIST	201747	04/21/20 - ELECTRICITY SERVICE	Electric - Medians - Utilities	215-7004-61117	24.92
IMPERIAL IRRIGATION DIST	201747	04/29/20 - ELECTRICITY SERVICE	Electric - Utilities	215-7004-61116	598.87
IMPERIAL IRRIGATION DIST	201747	04/29/20 - ELECTRICITY SERVICE	Electric - Medians - Utilities	215-7004-61117	687.35
LOWE'S HOME IMPROVEMENT..	201749	02/26/20 - GRAFFITI PAINT	Supplies-Graffiti and Vandalism	215-7004-60423	12.76
Fund 215 - LIGHTING & LANDSCAPING FUND Total:					1,738.07
Fund: 221 - AB 939 - CALRECYCLE FUND					
WELLS FARGO BUSINESS CARD	201764	03/02/20 - GC RECYCLE CONTEST WINNER	AB 939 Recycling Solutions	221-0000-60127	25.00
Fund 221 - AB 939 - CALRECYCLE FUND Total:					25.00
Fund: 241 - HOUSING AUTHORITY					
OVERLAND PACIFIC & CUTLER ...	201754	09/30/19 - APPRAISAL SERVICES	Professional Services	241-9101-60103	4,800.00
Fund 241 - HOUSING AUTHORITY Total:					4,800.00
Fund: 248 - SA 2004 LO/MOD BOND FUND (Refinanced in 2014)					
HUNTER, WILLIAM	201745	04/30/20 - WSA REIMB MISSING ITEMS	Relocation Benefits	248-9102-60159	200.00
Fund 248 - SA 2004 LO/MOD BOND FUND (Refinanced in 2014) Total:					200.00
Fund: 401 - CAPITAL IMPROVEMENT PROGRAMS					
BEST SIGNS INC	201729	PO RETENTION	Retention Payable	401-0000-20600	-4,495.73
BEST SIGNS INC	201729	PURCHASE AND INSTALLATION OF SIGNS ...	Construction	401-0000-60188	89,914.57
CONVERSE CONSULTANTS	201735	12/28/19-01/31/20 2018-01 MATERIALS T...	Technical	401-0000-60108	3,007.50
CONVERSE CONSULTANTS	201735	02/2020 2018-01 MATERIALS TESTING	Technical	401-0000-60108	1,647.50
DBX, INC.	201736	PO 1920-0101 RETENTION 4	Retention Payable	401-0000-20600	-16,413.87
DBX, INC.	201736	03/31/20 2016-02 HSIP INTERCONNECT I...	Construction	401-0000-60188	328,277.69
NV5	201752	01/26-02/22/20 SRR PARK VENUE CONST ...	Technical	401-0000-60108	6,975.00
RASA/ERIC NELSON	201755	04/24/20 REVIEW FIRE HYDRANT EASEME...	Technical	401-0000-60108	290.00
SOUTHSTAR ENGINEERING & ...	201758	03/2020 LQ VILLAGE COMPLETE STREET 2...	Construction	401-0000-60188	111,827.06
Fund 401 - CAPITAL IMPROVEMENT PROGRAMS Total:					521,029.72
Fund: 501 - FACILITY & FLEET REPLACEMENT					
BMW MOTORCYCLES OF RIVE...	201731	04/17/20 - FRONT TIRE & BRAKE PADS R1...	Motorcycle Repair & Mainten...	501-0000-60679	406.31
BMW MOTORCYCLES OF RIVE...	201731	04/24/20 - REAR TIRE REPAIR R1250RTP	Motorcycle Repair & Mainten...	501-0000-60679	290.76
ENTERPRISE FM TRUST	201738	04/2020 - FLEET LEASE	Vehicles, Rentals & Leases	501-0000-71030	18,657.01
WELLS FARGO BUSINESS CARD	201764	03/09/20 - BUCKET TRUCK MAINT	Vehicle Repair & Maintenance	501-0000-60676	158.60
WELLS FARGO BUSINESS CARD	201764	03/05/20 - CH OFFICE CHAIR	Furniture	501-0000-71020	340.84
WELLS FARGO BUSINESS CARD	201764	03/04/20 - CITY HALL OFFICE CHAIR	Furniture	501-0000-71020	271.88
Fund 501 - FACILITY & FLEET REPLACEMENT Total:					20,125.40
Fund: 502 - INFORMATION TECHNOLOGY					
WELLS FARGO BUSINESS CARD	201764	03/13/20 - BASECAMP 4/13-05/13/20	Software Licenses	502-0000-60301	50.00
WELLS FARGO BUSINESS CARD	201764	03/14/20 - APPLE ICLOUD 03/2020	Software Licenses	502-0000-60301	0.99
WELLS FARGO BUSINESS CARD	201764	04/01/20 - HDMI TO USB PORT	Machinery & Equipment	502-0000-80100	601.94
WELLS FARGO BUSINESS CARD	201764	03/17/20 - USB ADAPTER G VILLALPANDO	Machinery & Equipment	502-0000-80100	76.11
WELLS FARGO BUSINESS CARD	201764	03/15/20 - IT ITEMS	Machinery & Equipment	502-0000-80100	271.80
WELLS FARGO BUSINESS CARD	201764	03/11/20 - IPAD CASES BLDG INSP	Machinery & Equipment	502-0000-80100	104.36
WELLS FARGO BUSINESS CARD	201764	03/19/20 - USB ADAPTER G VILLALPANDO	Machinery & Equipment	502-0000-80100	75.04
Fund 502 - INFORMATION TECHNOLOGY Total:					1,180.24
Grand Total:					2,837,298.87

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	2,258,926.09
201 - GAS TAX FUND	190.39
202 - LIBRARY & MUSEUM FUND	5,642.57
212 - SLESA (COPS) FUND	23,441.39
215 - LIGHTING & LANDSCAPING FUND	1,738.07
221 - AB 939 - CALRECYCLE FUND	25.00
241 - HOUSING AUTHORITY	4,800.00
248 - SA 2004 LO/MOD BOND FUND (Refinanced in 2014)	200.00
401 - CAPITAL IMPROVEMENT PROGRAMS	521,029.72
501 - FACILITY & FLEET REPLACEMENT	20,125.40
502 - INFORMATION TECHNOLOGY	1,180.24
Grand Total:	2,837,298.87

Account Summary

Account Number	Account Name	Expense Amount
101-0000-13600	Prepaid Expense	540.00
101-0000-20304	Sales Taxes Payable	-41.27
101-0000-20949	LT Care Insurance Pay	196.05
101-0000-20981	United Way Deductions	92.00
101-1002-60101	Contract Services - Admini...	3,500.00
101-1002-60103	Professional Services	5,813.43
101-1005-60351	Membership Dues	110.00
101-1006-60125	Temporary Agency Servic...	2,127.60
101-1006-60320	Travel & Training	-34.00
101-1006-60351	Membership Dues	110.00
101-1006-60352	Subscriptions & Publicati...	610.00
101-1007-60195	Coronavirus Expenses	5,461.19
101-2001-60109	LQ Police Volunteers	82.80
101-2001-60161	Sheriff Patrol	1,341,789.19
101-2001-60162	Police Overtime	29,437.46
101-2001-60163	Target Team	395,156.80
101-2001-60164	Community Services Offic...	105,439.19
101-2001-60166	Gang Task Force	26,563.68
101-2001-60167	Narcotics Task Force	-7,782.88
101-2001-60169	Motor Officer	97,964.32
101-2001-60170	Dedicated Sargeants	75,242.44
101-2001-60171	Dedicated Lieutenant	42,726.40
101-2001-60172	Sheriff - Mileage	73,224.70
101-2001-60174	Blood/Alcohol Testing	1,574.00
101-2001-60175	Special Enforcement Funds	988.95
101-2001-60193	Sexual Assault Exam Fees	1,200.00
101-2002-60445	Non-Reimbursable Misc	-14.22
101-2002-60545	Small Tools & Equipment	357.42
101-2002-60670	Fire Station	371.41
101-2002-60691	Maintenance/Services	408.92
101-2002-61101	Electricity - Utilities	861.11
101-2002-61304	Mobile/Cell Phones/Satell...	108.00
101-3001-60320	Travel & Training	169.00
101-3001-60351	Membership Dues	265.00
101-3002-60420	Operating Supplies	513.17
101-3003-60149	Community Experiences	282.11
101-3003-60420	Operating Supplies	856.74
101-3003-60512	LQ Art Event	123.86
101-3005-60431	Materials/Supplies	809.58
101-3005-60432	Tools/Equipment	27.12
101-3005-61106	Electric - Sports Complex -...	2,281.13
101-3007-60461	Marketing & Tourism Pro...	1,618.32
101-3008-60115	Janitorial	11,091.38
101-3008-60431	Materials/Supplies	931.36

Account Summary

Account Number	Account Name	Expense Amount
101-3008-60432	Tools/Equipment	1,241.69
101-3008-61101	Electricity - Utilities	90.91
101-6002-60352	Subscriptions & Publicati...	357.13
101-6003-60118	Plan Checks	3,320.00
101-6004-60425	Supplies - Field	86.50
101-6006-60125	Temporary Agency Servic...	7,816.21
101-7002-60183	Map/Plan Checking	1,231.00
101-7003-60420	Operating Supplies	166.98
101-7003-60432	Tools/Equipment	311.72
101-7006-60144	Contract Traffic Engineer	19,600.00
101-7006-60146	PM 10 - Dust Control	252.49
101-7006-60320	Travel & Training	1,298.00
201-7003-60431	Materials/Supplies	190.39
202-3004-60115	Janitorial	2,644.42
202-3004-60691	Maintenance/Services	2,299.65
202-3006-60115	Janitorial	698.50
212-0000-60178	COPS Robbery Prevention	12,972.93
212-0000-60179	COPS Burglary/Theft Prev...	10,468.46
215-7004-60423	Supplies-Graffiti and Van...	279.14
215-7004-60431	Materials/Supplies	8.48
215-7004-61116	Electric - Utilities	738.18
215-7004-61117	Electric - Medians - Utiliti...	712.27
221-0000-60127	AB 939 Recycling Solutions	25.00
241-9101-60103	Professional Services	4,800.00
248-9102-60159	Relocation Benefits	200.00
401-0000-20600	Retention Payable	-20,909.60
401-0000-60108	Technical	11,920.00
401-0000-60188	Construction	530,019.32
501-0000-60676	Vehicle Repair & Mainte...	158.60
501-0000-60679	Motorcycle Repair & Main...	697.07
501-0000-71020	Furniture	612.72
501-0000-71030	Vehicles, Rentals & Leases	18,657.01
502-0000-60301	Software Licenses	50.99
502-0000-80100	Machinery & Equipment	1,129.25
	Grand Total:	2,837,298.87

Project Account Summary

Project Account Key	Project Account Name	Project Name	Expense Amount
None	**None**	**None**	2,303,986.62
141513T	Technical Expense	SilverRock Way Infra/Street Improv	290.00
151603CT	Construction Expense	La Quinta Village Complete St-ATP!	111,827.06
201602CT	Construction Expense	HSIP Traffic Signal Interconnect/HS	328,277.69
201602RP	Retention Payable	HSIP Traffic Signal Interconnect/HS	-16,413.87
201608T	Technical Expense	SilverRock Event Space	6,975.00
201801T	Technical Expense	Cove Public Restroom	4,655.00
201906CT	Construction Expense	Highway 111 Auto Dealerships Sigr	89,914.57
201906RP	Retention Payable	Highway 111 Auto Dealerships Sigr	-4,495.73
AMEXWASTE	Amex Golf Expense Waste Disposal	American Express Golf Tournamen	3,108.86
CORONAMS	Corona Materials & Supplies	Corona Virus Emergency Response	6,063.13
DYOE	Desert Youth Olympics Expense	Desert Youth Olympics	62.58
EGGE	La Quinta Egg Hunt Expense	La Quinta Egg Hunt	210.35
LQACE	La Quinta Art Celebration - Expense	La Quinta Art Celebration	2,828.43
ROKETE	Mission La Quinta Rocket Launch Ex...	Mission La Quinta Rocket Launch	9.18
	Grand Total:	2,837,298.87	

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Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
Fund: 101 - GENERAL FUND					
CIGNA HEALTH CARE	201777	03/2020 - DENTAL INSURANCE	Dental Insurance Pay	101-0000-20943	8,596.08
CIGNA HEALTH CARE	201777	05/2020 - DENTAL INSURANCE	Dental Insurance Pay	101-0000-20943	8,795.17
COACHELLA VALLEY WATER DI...	201779	05/06/20 - WATER SERVICE	Water -Pioneer Park - Utilities	101-3005-61207	451.47
DAOHS FIRST CHOICE SERVICES	201781	05/2020 - COFFEE EQPT	Citywide Conf Room Supplies	101-1007-60403	125.00
DATA TICKET, INC.	201782	03/2020 - CODE CITATION PROCESSING	Administrative Citation Services	101-6004-60111	262.00
DEPARTMENT OF CONSERVAT...	201784	01/01-03/31/20 - SEISMIC HAZARD MAPP...	SMIP Fees Payable	101-0000-20308	1,507.41
DEPARTMENT OF CONSERVAT...	201784	01/01-03/31/20 - SEISMIC HAZARD MAPP...	SMIP Fees	101-0000-42610	-75.37
DESERT SUN PUBLISHING, LLC	201787	04/27/20 - FEMA RFQ AD	Coronavirus Expenses	101-1007-60195	490.60
EISENHOWER MEDICAL CENTER	201789	03/04/20 - LA200640104	Sexual Assault Exam Fees	101-2001-60193	1,200.00
EISENHOWER MEDICAL CENTER	201789	03/25/20 - LA200840082	Sexual Assault Exam Fees	101-2001-60193	800.00
GARDAWORLD	201796	03/2020 - ARMORED SERVICES	Professional Services	101-1006-60103	17.92
GUARDIAN HR	201797	05/01-10/31/20 - HR CONSULTING	Subscriptions & Publications	101-1004-60352	600.00
HYDE'S AC	201801	04/28/20 - CITY HALL HVAC SVC	HVAC	101-3008-60667	979.00
HYDE'S AC	201801	04/29/20 - CITY HALL HVAC SVC	HVAC	101-3008-60667	2,036.00
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electric - Monticello Park - Utili...	101-3005-61102	13.16
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electric - Civic Center Park - Uti...	101-3005-61103	2,461.93
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electric - Fritz Burns Park - Utili...	101-3005-61105	357.39
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electric - Community Park - Util...	101-3005-61109	600.01
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electric - Desert Pride - Utilities	101-3005-61114	13.04
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electricity - Utilities	101-3008-61101	1,524.87
IMPERIAL IRRIGATION DIST	201802	05/06/20 - ELECTRICITY SERVICE	Electricity - Utilities	101-2002-61101	497.07
IMPERIAL IRRIGATION DIST	201802	05/06/20 - ELECTRICITY SERVICE	Electric - Colonel Paige - Utiliti...	101-3005-61108	12.34
IMPERIAL IRRIGATION DIST	201802	05/06/20 - ELECTRICITY SERVICE	Electric - Adams Park - Utilities	101-3005-61110	37.75
LA PRENSA HISPANA	201809	05/06/20 - FEMA AD SPANISH 4/27 & 5/8	Coronavirus Expenses	101-1007-60195	840.00
MOR FURNITURE FOR LESS, INC	201817	05/07/20 REPLACE MATTRESSES FS #32 (8)	Fire Station	101-2002-60670	3,890.24
MOR FURNITURE FOR LESS, INC	201817	05/07/20 REPLACE MATTRESSES FOR FS #...	Fire Station	101-2002-60670	2,673.00
NAI CONSULTING INC	201819	05/06/20 - FEMA RFP PREPARATION	Coronavirus Expenses	101-1007-60195	2,910.00
NI GOVERNMENT SERVICES INC	201822	04/2020 - SATELLITE PHONES	Mobile/Cell Phones/Satellites	101-2002-61304	77.37
OMEGA INDUSTRIAL SUPPLY, I...	201824	04/22/20 - HAND SANITIZER	Coronavirus Expenses	101-1007-60195	550.87
PACIFIC WEST AIR CONDITION...	201825	04/01/20 - CITY HALL HVAC	HVAC	101-3008-60667	250.00
POWERS AWARDS INC	201828	04/21/20 - PILLAR ENGRAVING FY 1920	Community Experiences	101-3003-60149	123.91
SHARK POOLS INC	201833	04/2020 FRITZ BURNS POOL MAINTENAN...	Fritz Burns Pool Maintenance	101-3005-60184	4,790.00
SHARK POOLS INC	201833	04/2020 LQ WATER FEATURE MAINTENA...	LQ Park Water Feature	101-3005-60554	2,580.00
SOUTHWEST AQUATICS INC	201835	04/30/20 - LAKE MAINT DIVE INSPECTION	Civic Center Lake Maintenance	101-3005-60117	562.50
SPARKLETTS	201836	04/17/20 - DRINKING WATER	Operating Supplies	101-7003-60420	289.98
SPARKLETTS	201836	04/17/20 - CITY WIDE DRINKING WATER	Citywide Conf Room Supplies	101-1007-60403	104.10
SPRINT	201837	04/01-04/03/20 - TRACKING DEVICE	Operating Supplies	101-2001-60420	100.00
STANDARD INSURANCE COMP...	201838	04/2020 - LIFE INSURANCE/DISABILITY	Life Insurance Pay	101-0000-20947	319.00
STANDARD INSURANCE COMP...	201838	04/2020 - LIFE INSURANCE/DISABILITY	Disability Insurance Pay	101-0000-20955	2,795.31
STANDARD INSURANCE COMP...	201838	03/2020 - LIFE INSURANCE/DISABILITY	Life Insurance Pay	101-0000-20947	319.00
STANDARD INSURANCE COMP...	201838	03/2020 - LIFE INSURANCE/DISABILITY	Disability Insurance Pay	101-0000-20955	2,830.25
STAPLES ADVANTAGE	201839	04/29/20 - THERMAL LAM POUCHES	Coronavirus Expenses	101-1007-60195	95.88
THE ECOHERO SHOW LLC	201841	04/27/20 - ZOOM ASSEMBLY BEN FRANKL...	Professional Services	101-1002-60103	650.00
THE GAS COMPANY	201842	03/20-04/20/20 - FS #32 GAS SERVICE	Gas - Utilities	101-2002-61100	31.37
THE GAS COMPANY	201842	03/20-04/20/20 - CITY HALL GAS SVC	Gas - Utilities	101-3008-61100	483.13
THE GAS COMPANY	201842	03/20-04/20/20 - FRITZ POOL GAS SVC	Gas-Utilities FB Pool	101-3005-61100	15.29
THE GAS COMPANY	201842	03/20-04/20/20 - WC GAS SERVICE	Gas - Utilities	101-3008-61100	123.54
THE LOCK SHOP, INC	201844	04/22/20 - WC CLEAN MORTISE LOCKCASE	Materials/Supplies	101-3008-60431	94.00
TIME WARNER CABLE	201847	04/16-05/15/20 - FS #32 CABLE (8152)	Cable - Utilities	101-2002-61400	86.96
TIME WARNER CABLE	201847	04/16-05/15/20 - FS #70 GAS SVC (1860)	Cable - Utilities	101-2002-61400	41.69
TRULY NOLEN INC	201851	03/13/20 - WC PEST CONTROL	Pest Control	101-3008-60116	70.00
TRULY NOLEN INC	201851	03/13/20 - WC RODENT MONTHLY	Pest Control	101-3008-60116	48.00
TRULY NOLEN INC	201851	04/03/20 - CITY HALL PEST CONTROL	Pest Control	101-3008-60116	78.00

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Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
TRULY NOLEN INC	201851	04/02/20 - BEE HIVE REMOVAL	Maintenance/Services	101-3005-60691	250.00
VACATION RENTAL COMPLIAN...	201853	04/2020 STVRP COMPLIANCE SERVICES	Professional Services	101-6006-60103	3,000.00
XPRESS GRAPHICS	201855	04/08/20 COVID-19 - RESIDENT POST CAR...	Coronavirus Expenses	101-1007-60195	5,387.10
XPRESS GRAPHICS	201855	04/22/20 - FY 20/21 BUDGET TABS & COV...	Printing	101-1006-60410	731.71
XPRESS GRAPHICS	201855	04/29/20 - POLE BANNERS LQ GRADUATI...	Advertising	101-3007-60450	2,515.74
Fund 101 - GENERAL FUND Total:					71,010.78

Fund: 201 - GAS TAX FUND

AUTOZONE	201771	04/28/20 - SPEED TRAILER	Traffic Control Signs	201-7003-60429	128.12
AUTOZONE	201771	04/28/20 - SPEED TRAILER CREDIT	Traffic Control Signs	201-7003-60429	-18.00
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electricity - Utilities	201-7003-61101	13.23
MOWERS PLUS INC	201818	04/03/20 - BOLTS	Materials/Supplies	201-7003-60431	6.85
TOPS' N BARRICADES INC	201848	04/28/20 - TRAFFIC CONTROL SIGNS	Traffic Control Signs	201-7003-60429	1,031.49
TOPS' N BARRICADES INC	201848	04/28/20 - TRAFFIC CONTROL SIGNS	Traffic Control Signs	201-7003-60429	51.22
Fund 201 - GAS TAX FUND Total:					1,212.91

Fund: 202 - LIBRARY & MUSEUM FUND

FRONTIER COMMUNICATIONS...	201794	04/13-05/12/20 - MUSEUM PHONE	Telephone - Utilities	202-3006-61300	123.17
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electricity - Utilities	202-3004-61101	2,621.45
JOHNSTONE SUPPLY	201806	04/23/20 - LIBRARY HVAC BELTS	HVAC	202-3004-60667	657.51
THE GAS COMPANY	201842	03/20-04/20/20 - LIBRARY GAS SVC	Gas - Utilities	202-3004-61100	104.25
TRULY NOLEN INC	201851	04/03/20 - LIBRARY PEST CONTROL	Pest Control	202-3004-60116	74.00
TRULY NOLEN INC	201851	04/03/20 - MUSEUM PEST CONTROL	Pest Control	202-3006-60116	49.00
Fund 202 - LIBRARY & MUSEUM FUND Total:					3,629.38

Fund: 215 - LIGHTING & LANDSCAPING FUND

COACHELLA VALLEY WATER DI...	201779	05/01/20 - WATER SERVICE	Water - Medians - Utilities	215-7004-61211	125.69
COACHELLA VALLEY WATER DI...	201779	05/06/20 - WATER SERVICE	Water - Medians - Utilities	215-7004-61211	86.55
FRONTIER COMMUNICATIONS...	201794	04/10-05/09/20 - PHONE SERVICE	Electric - Utilities	215-7004-61116	40.72
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electric - Utilities	215-7004-61116	1,976.19
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electric - Medians - Utilities	215-7004-61117	1,039.04
IMPERIAL IRRIGATION DIST	201802	05/06/20 - ELECTRICITY SERVICE	Electric - Utilities	215-7004-61116	717.24
IMPERIAL IRRIGATION DIST	201802	05/06/20 - ELECTRICITY SERVICE	Electric - Medians - Utilities	215-7004-61117	386.20
THE SHERWIN-WILLIAMS CO.	201845	05/04/20 - MATERIALS	Materials/Supplies	215-7004-60431	154.48
Fund 215 - LIGHTING & LANDSCAPING FUND Total:					4,526.11

Fund: 221 - AB 939 - CALRECYCLE FUND

ALPHA MEDIA LLC	201769	04/01-04/30/20 - 107.3 MOD FM NTR SP...	AB 939 Recycling Solutions	221-0000-60127	3,000.00
SHRED-IT USA - SAN BERNADI...	201834	04/15/20 - ONSITE SHRED FOR HR	AB 939 Recycling Solutions	221-0000-60127	888.96
Fund 221 - AB 939 - CALRECYCLE FUND Total:					3,888.96

Fund: 235 - SO COAST AIR QUALITY FUND

CREATIVE LIGHTING & ELECTR...	201780	03/31/20 2019-12 ELECTRIC VEHICLE CHA...	Machinery & Equipment	235-0000-80100	54,752.50
IMPERIAL IRRIGATION DIST	201802	05/01/20 - ELECTRICITY SERVICE	Electricity - Utilities	235-0000-61101	305.31
Fund 235 - SO COAST AIR QUALITY FUND Total:					55,057.81

Fund: 241 - HOUSING AUTHORITY

CAHA, BECKY	201774	04/2020 HOUSING COMPLIANCE AND M...	Professional Services	241-9101-60103	5,475.00
Fund 241 - HOUSING AUTHORITY Total:					5,475.00

Fund: 247 - ECONOMIC DEVELOPMENT FUND

AARON D ADAME OD	201767	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
ALPHA MEDIA LLC	201769	04/01-04/30/20 - MIX 100.5 CORONAVIR...	Marketing & Tourism Promoti...	247-0000-60461	157.50
BITTER, KIRK PHILLIP	201772	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
CELEBRATIONS OF JOY, INC	201775	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
CHULA CAFES LLC	201776	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	10,000.00
COACHELLA SALON SUITES, LLC	201778	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
DESERT EYE ASSOCIATES, A PR...	201785	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	10,000.00
DESERT FASHIONS INC	201786	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	10,000.00
DION & FALLDORF COMPANY	201788	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
ELIZABETH & PRINCE INC OR ...	201790	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	15,000.00
FOOTLOOSE REFLEXOLOGY LLC	201793	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	20,000.00
HARGETT	201799	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	15,000.00
INFINITY HAIR DESIGN	201803	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
INTERNATIONAL SALES ASSOC...	201804	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	20,000.00

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Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
IVAN'S BLINDS AND MORE	201805	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	10,000.00
KOUCHI, STEVE	201807	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
LA BRASSERIE LLC	201808	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	20,000.00
LA QUINTA JEWELERS INC	201810	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
LA QUINTA OLIVE OIL COMPA...	201811	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
LIVE WELL CLINIC OR SONJA F...	201812	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
M & Y ENTERPRISE INC DBA Y...	201813	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
MARVIN INVESTMENTS INC.	201814	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
MAXCYS GRILL	201815	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
MCARTHUR, HEIDI	201816	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
NASH SOURIAL, DDS, INC	201820	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	10,000.00
NGUYEN, JOSEPH P	201821	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
POKEHANA	201827	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	20,000.00
RITA C SOTO DDS, INC	201829	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
S2W, INC	201830	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
SALON MONTANA OLD TOWN	201831	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
SANDAA, INC DBA ALANKARA ...	201832	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	20,000.00
SUNG'S TAEKWONDO ACADE...	201840	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
THE GRILL ON MAIN	201843	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	20,000.00
THE UPS STORE 4781	201846	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	10,000.00
TOTALLY YOU SALON	201849	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
VU FAMILY INC.	201854	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	15,000.00
YOGA CENTRAL	201856	05/07/20 - COVID-19 EMERG ECON RELIEF...	Small Bus.Emer. Econ. Relief P...	247-0000-60510	5,000.00
Fund 247 - ECONOMIC DEVELOPMENT FUND Total:					330,157.50

Fund: 401 - CAPITAL IMPROVEMENT PROGRAMS

AMERON POLE PRODUCTS, LLC	201770	02/06/20 ANCHOR BOLT ASSEMBLY FOR ...	Construction	401-0000-60188	9,140.00
AMERON POLE PRODUCTS, LLC	201770	02/06/20 TAXES FOR MATERIALS ONLY	Construction	401-0000-60188	9,253.56
AMERON POLE PRODUCTS, LLC	201770	02/06/20 GALVANIZED CT 2018 RSP	Construction	401-0000-60188	62,340.00
AMERON POLE PRODUCTS, LLC	201770	02/06/20 GALVANIZED CT 2018 RSP	Construction	401-0000-60188	20,915.00
AMERON POLE PRODUCTS, LLC	201770	02/06/20 GALVANIZED CT 2018 RSP	Construction	401-0000-60188	11,920.00
AMERON POLE PRODUCTS, LLC	201770	02/06/20 ANCHOR BOLT ASSEMBLY FOR ...	Construction	401-0000-60188	1,440.00
AMERON POLE PRODUCTS, LLC	201770	02/06/20 LOT PRICE FOR FREIGHT	Construction	401-0000-60188	6,400.00
CREATIVE LIGHTING & ELECTR...	201780	PO 1920-0184 RETENTION	Retention Payable	401-0000-20600	-2,737.63
ENGINEERING RESOURCES	201791	03/31/20 WASHINGTON/WARING TRIPLE ...	Design	401-0000-60185	6,749.25
HERMANN DESIGN GROUP INC	201800	04/10/20 SRR EVENT SITE DESIGN SVCS P...	Design	401-0000-60185	3,693.75
PLANIT REPROGRAPHICS SYST...	201826	04/24/20 - 20014-13 BID SPECS	Construction	401-0000-60188	81.08
PLANIT REPROGRAPHICS SYST...	201826	04/24/20 - 2016-02 CONST SET	Construction	401-0000-60188	195.18
URBAN HABITAT	201852	PO 1920-0128 RETENTION #7	Retention Payable	401-0000-20600	-15,237.11
URBAN HABITAT	201852	03/01-03/31/20 2016-08 SILVERROCK PA...	Construction	401-0000-60188	304,742.27
Fund 401 - CAPITAL IMPROVEMENT PROGRAMS Total:					418,895.35

Fund: 501 - FACILITY & FLEET REPLACEMENT

BMW MOTORCYCLES OF RIVE...	201773	04/21/20 - CLUTCH & TIRE REP R1250RTP ...	Motorcycle Repair & Mainten...	501-0000-60679	1,772.64
FUELMAN	201795	04/2020 - FUEL CHARGES	Fuel & Oil	501-0000-60674	924.74
H&G HOME IMPROVEMENTS I...	201798	02/11/20 - WC REPAIRS INSTALL WASHER...	City Bldg Repl/Repair	501-0000-71103	4,885.00
TOWER ENERGY GROUP	201850	04/01-04/15/20 - VEHICLE FUEL	Fuel & Oil	501-0000-60674	2,312.65
Fund 501 - FACILITY & FLEET REPLACEMENT Total:					9,895.03

Fund: 502 - INFORMATION TECHNOLOGY

ACORN TECHNOLOGY SERVICES	201768	03/25/20 PROCURE LENOVO LAPTOPS (10)	Consultants	502-0000-60104	18,440.89
ACORN TECHNOLOGY SERVICES	201768	05/2020 IT SERVICES NETWORK ADMIN C...	Consultants	502-0000-60104	24,935.00
ACORN TECHNOLOGY SERVICES	201768	05/01/20 REPL HP PROLIANT DELL POWER...	Consultants	502-0000-60104	11,800.00
DELL MARKETING LP	201783	12/27/19 DELL EMC SWITCH & STORAGE ...	Machinery & Equipment	502-0000-80100	58,522.62
FRONTIER COMMUNICATIONS...	201794	04/10-05/09/20 - CITY HALL INTERNET	Cable - Utilities	502-0000-61400	95.98
TIME WARNER CABLE	201847	04/10-05/09/20 - CITY HALL FIBER (2546)	Cable - Utilities	502-0000-61400	2,079.00
TIME WARNER CABLE	201847	04/12-05/11/20 - CITY YARD CABLE (4080)	Cable - Utilities	502-0000-61400	82.14
Fund 502 - INFORMATION TECHNOLOGY Total:					115,955.63

Fund: 504 - INSURANCE FUND

OFFICE DEPOT	201823	04/22/20 - USB DRIVE	Office Supplies	504-1010-60400	43.49
OFFICE DEPOT	201823	04/22/20 - PRINTER INK	Office Supplies	504-1010-60400	51.74
Fund 504 - INSURANCE FUND Total:					95.23

Demand Register

Packet: APPKT02381 - BC 05/08/2020

Vendor Name	Payment Number	Description (Item)	Account Name	Account Number	Amount
Fund: 601 - SILVERROCK RESORT					
FIRST CHOICE A/C & HEATING ...	201792	04/23/20 - SILVERROCK ADD R22	Repair & Maintenance	601-0000-60660	772.00
GARDAWORLD	201796	03/2020 - SRR ARMORED SERVICES	Bank Fees	601-0000-60455	7.50
				Fund 601 - SILVERROCK RESORT Total:	779.50
Grand Total:					1,020,579.19

Fund Summary

Fund	Expense Amount
101 - GENERAL FUND	71,010.78
201 - GAS TAX FUND	1,212.91
202 - LIBRARY & MUSEUM FUND	3,629.38
215 - LIGHTING & LANDSCAPING FUND	4,526.11
221 - AB 939 - CALRECYCLE FUND	3,888.96
235 - SO COAST AIR QUALITY FUND	55,057.81
241 - HOUSING AUTHORITY	5,475.00
247 - ECONOMIC DEVELOPMENT FUND	330,157.50
401 - CAPITAL IMPROVEMENT PROGRAMS	418,895.35
501 - FACILITY & FLEET REPLACEMENT	9,895.03
502 - INFORMATION TECHNOLOGY	115,955.63
504 - INSURANCE FUND	95.23
601 - SILVERROCK RESORT	779.50
Grand Total:	1,020,579.19

Account Summary

Account Number	Account Name	Expense Amount
101-0000-20308	SMIP Fees Payable	1,507.41
101-0000-20943	Dental Insurance Pay	17,391.25
101-0000-20947	Life Insurance Pay	638.00
101-0000-20955	Disability Insurance Pay	5,625.56
101-0000-42610	SMIP Fees	-75.37
101-1002-60103	Professional Services	650.00
101-1004-60352	Subscriptions & Publicati...	600.00
101-1006-60103	Professional Services	17.92
101-1006-60410	Printing	731.71
101-1007-60195	Coronavirus Expenses	10,274.45
101-1007-60403	Citywide Conf Room Suppl..	229.10
101-2001-60193	Sexual Assault Exam Fees	2,000.00
101-2001-60420	Operating Supplies	100.00
101-2002-60670	Fire Station	6,563.24
101-2002-61100	Gas - Utilities	31.37
101-2002-61101	Electricity - Utilities	497.07
101-2002-61304	Mobile/Cell Phones/Satell...	77.37
101-2002-61400	Cable - Utilities	128.65
101-3003-60149	Community Experiences	123.91
101-3005-60117	Civic Center Lake Mainten...	562.50
101-3005-60184	Fritz Burns Pool Maintena...	4,790.00
101-3005-60554	LQ Park Water Feature	2,580.00
101-3005-60691	Maintenance/Services	250.00
101-3005-61100	Gas-Utilities FB Pool	15.29
101-3005-61102	Electric - Monticello Park -...	13.16
101-3005-61103	Electric - Civic Center Park...	2,461.93
101-3005-61105	Electric - Fritz Burns Park -...	357.39
101-3005-61108	Electric - Colonel Paige - U...	12.34
101-3005-61109	Electric - Community Park ...	600.01
101-3005-61110	Electric - Adams Park - Util...	37.75
101-3005-61114	Electric - Desert Pride - Uti...	13.04
101-3005-61207	Water -Pioneer Park - Utili...	451.47
101-3007-60450	Advertising	2,515.74
101-3008-60116	Pest Control	196.00
101-3008-60431	Materials/Supplies	94.00
101-3008-60667	HVAC	3,265.00
101-3008-61100	Gas - Utilities	606.67
101-3008-61101	Electricity - Utilities	1,524.87
101-6004-60111	Administrative Citation Se...	262.00
101-6006-60103	Professional Services	3,000.00
101-7003-60420	Operating Supplies	289.98
201-7003-60429	Traffic Control Signs	1,192.83

Account Summary

Account Number	Account Name	Expense Amount
201-7003-60431	Materials/Supplies	6.85
201-7003-61101	Electricity - Utilities	13.23
202-3004-60116	Pest Control	74.00
202-3004-60667	HVAC	657.51
202-3004-61100	Gas - Utilities	104.25
202-3004-61101	Electricity - Utilities	2,621.45
202-3006-60116	Pest Control	49.00
202-3006-61300	Telephone - Utilities	123.17
215-7004-60431	Materials/Supplies	154.48
215-7004-61116	Electric - Utilities	2,734.15
215-7004-61117	Electric - Medians - Utiliti...	1,425.24
215-7004-61211	Water - Medians - Utilities	212.24
221-0000-60127	AB 939 Recycling Solutions	3,888.96
235-0000-61101	Electricity - Utilities	305.31
235-0000-80100	Machinery & Equipment	54,752.50
241-9101-60103	Professional Services	5,475.00
247-0000-60461	Marketing & Tourism Pro...	157.50
247-0000-60510	Small Bus.Emer. Econ. Rel...	330,000.00
401-0000-20600	Retention Payable	-17,974.74
401-0000-60185	Design	10,443.00
401-0000-60188	Construction	426,427.09
501-0000-60674	Fuel & Oil	3,237.39
501-0000-60679	Motorcycle Repair & Main...	1,772.64
501-0000-71103	City Bldg Repl/Repair	4,885.00
502-0000-60104	Consultants	55,175.89
502-0000-61400	Cable - Utilities	2,257.12
502-0000-80100	Machinery & Equipment	58,522.62
504-1010-60400	Office Supplies	95.23
601-0000-60455	Bank Fees	7.50
601-0000-60660	Repair & Maintenance	772.00
	Grand Total:	1,020,579.19

Project Account Summary

Project Account Key	Project Account Name	Project Name	Expense Amount
None	**None**	**None**	536,499.39
141513CT	Construction Expense	SilverRock Way Infra/Street Impro	81.08
201602CT	Construction Expense	HSIP Traffic Signal Interconnect/HS	195.18
201608CT	Construction Expense	SilverRock Event Space	304,742.27
201608D	Design Expense	SilverRock Event Space	3,693.75
201608RP	Retention Payable	SilverRock Event Space	-15,237.11
201701CT	Construction Expense	Washington Street at Fred Waring	121,408.56
201701D	Design Expense	Washington Street at Fred Waring	6,749.25
201912E	Electric Vehicle Charging Station Hwy..	Electric Vehicle Charging Stations -	54,752.50
201912RP	Retention Payable	Electric Vehicle Charging Stations -	-2,737.63
CORONAMISC	Miscellaneous	Corona Virus Emergency Response	6,875.20
CORONAMS	Corona Materials & Supplies	Corona Virus Emergency Response	646.75
CORONAP	Contracts	Corona Virus Emergency Response	2,910.00
	Grand Total:	1,020,579.19	

City of La Quinta

Attachment 2

Bank Transactions 04/25 – 05/08/2020

Wire Transaction

Listed below are the wire transfers from 04/25 – 05/08/2020

Wire Transfers:

05/01/2020 - WIRE TRANSFER - ICMA	\$	5,165.29
05/01/2020 - WIRE TRANSFER - LQCEA	\$	450.00
05/01/2020 - WIRE TRANSFER - PERS	\$	43,964.33
05/07/2020 - WIRE TRANSFER - PERS	\$	128,242.38
05/07/2020 - WIRE TRANSFER - AF FSA	\$	4,974.56
05/08/2020 - WIRE TRANSFER - LANDMARK	\$	107,732.95
05/08/2020 - WIRE TRANSFER - AF FSA	\$	<u>1,362.84</u>
 TOTAL WIRE TRANSFERS OUT	 \$	 <u>291,892.35</u>

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: ADOPT RESOLUTION TO APPROVE SIDE LETTER AGREEMENT FOR FISCAL YEAR 2020/21 WITH LA QUINTA CITY EMPLOYEES ASSOCIATION IMPLEMENTING SALARY AND BENEFIT PLAN FREEZE FOR REPRESENTED EMPLOYEES

RECOMMENDATION

Adopt a Resolution to approve a Side Letter Agreement with La Quinta City Employees Association for fiscal year 2020/21 to implement a salary and benefit plan freeze; and authorize the City Manager to execute the agreement.

EXECUTIVE SUMMARY

- The preliminary 2020/21 General Fund budget projects a deficit of \$2,899,300.
- The City met and conferred with the La Quinta City Employees Association (LQCEA) and agreed upon a salary and benefit plan freeze to help reduce the budget deficit.
- The City and LQCEA wish to execute a Side Letter Agreement (Agreement) for fiscal year 2020/21 to effectuate the freeze.

FISCAL IMPACT

If approved, the Side Letter Agreement (Agreement) would apply to all City employees and result in total salary and benefits savings of \$185,000.

BACKGROUND/ANALYSIS

The City's mission is to be a high performing organization that provides optimal programs and services to residents and businesses of the City. With the projected financial deficit and unstable economic outlook, the City and LQCEA have agreed to cost saving measures. The Agreement would extend all current fiscal year 2019/20 employee salary steps through fiscal year 2020/2021. In addition, the monthly health benefit cap amount shall remain the same.

The City and LQCEA met and agreed to execute the Agreement to effectuate the salary and benefit plan for fiscal year 2020/21. Both parties have agreed to meet and confer on the items identified in the Agreement prior to its expiration on June 30, 2021.

ALTERNATIVES

As LQCEA has voted to approve the Agreement, Staff does not recommend an alternative.

Prepared by: Chris Escobedo, Community Resources Director

Approved by: Jon McMillen, City Manager

RESOLUTION NO. 2020 - XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, APPROVING A SIDE LETTER AGREEMENT FOR FISCAL YEAR 2020/21 WITH THE LA QUINTA CITY EMPLOYEES ASSOCIATION IMPLEMENTING A SALARY AND BENEFIT PLAN FREEZE

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" must meet and confer, in accordance with the City's Personnel Policies and Procedures, and agree upon salary and benefit plan; and

WHEREAS, the preliminary General Fund budget for fiscal year 2020/21 projects a deficit; and

WHEREAS, the City met and conferred with the Association and agreed upon a salary and benefit plan freeze for members represented by the Association; and

WHEREAS, The City and the Association wish to execute a Side Letter Agreement to memorialize the salary and benefit plan freeze, enclosed as "Exhibit A", and incorporated by this reference.

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

SECTION 1. The City Council does hereby find the recitals listed above to be true and correct.

SECTION 2. The City Council does hereby approve a Side Letter Agreement, enclosed as Exhibit A, effective July 1, 2020 through June 30, 2021, between the City and Association, to implement a salary and benefit plan freeze for members represented by the Association, establishing the following:

- (i) freezing merit salary increases for the 2020 Evaluation Process;
- (ii) freezing the health benefit cap at \$1,709 per month/per employee for fiscal year 2020/21; and
- (iii) suspending the World at Work adjustment for fiscal years 2019/20 and 2020/21.

Resolution No. 2020 – xxx
Side Letter Agreement for Fiscal Year 2020/21
Adopted: (date), 2020
Page 2 of 2

SECTION 2. The City Council does hereby authorize the City Manager to execute the Side Letter Agreement.

SECTION 3. All other terms and conditions of the Memorandum of Understanding between the City and Association, executed on or about June 19, 2018, remain in full force and effect.

PASSED, APPROVED, and ADOPTED at a regular meeting of the La Quinta City Council held on this _____ day of _____, _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

LINDA EVANS, Mayor
City of La Quinta, California

ATTEST:

MONIKA RADEVA, City Clerk
City of La Quinta, California

(CITY SEAL)

APPROVED AS TO FORM:

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

**LETTER OF AGREEMENT BETWEEN THE CITY OF LA
QUINTA AND THE LA QUINTA CITY EMPLOYEES
ASSOCIATION**

RE: WAGE & BENEFIT FREEZE

The City of La Quinta (the "City") and the La Quinta City Employees Association (the "Association") are currently parties to a Memorandum of Understanding ("MOU") for the period of July 1, 2018 and ending June 30, 2021. This letter confirms that, since the ratification of the MOU, the City and the Association have met and hereby agree as follows:

1. Employees will remain at their current pay step rate for Fiscal Year 2020/2021, which means no step increases will take place.
2. Evaluations of employees will continue to take place, but no performance pay will be issued for the 2020 Evaluation Process.
3. The City's medical health cap amount of \$1709 will remain as such for 2020/2021 fiscal year.
4. No work at works adjustments or market study shall take place in the 2019/2020 and 2020/2021 fiscal years.
5. The parties agree to meet and confer on these items no later than June 30, 2021.

The MOU shall continue in full force and effect as modified by this letter of agreement.

WE AGREE TO THE ABOVE:

CITY OF LA QUINTA

LA QUINTA CITY EMPLOYEE
ASSOCIATION

Jon McMillen, City Manager
President



Moises Rodarte, Association

Dated: _____

Dated: 5/12/20

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City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: ADOPT RESOLUTION TO APPROVE IMPLEMENTATION OF SALARY AND BENEFIT PLAN FREEZE FOR FISCAL YEAR 2020/21 FOR NON-REPRESENTED MANAGEMENT, CONTRACT AND CONFIDENTIAL EMPLOYEES

RECOMMENDATION

Adopt a Resolution approving the implementation of a salary and benefit plan freeze for fiscal year 2020/21 for non-represented management, contract and confidential employees.

EXECUTIVE SUMMARY

- The preliminary 2020/21 General Fund budget projects a deficit of \$2,899,300.
- The City met and conferred with the La Quinta City Employees Association (LQCEA) on matters relating to salary and benefit plan freeze and no additional increases in the next fiscal year.
- Salary and benefit plan freeze also affects non-represented management, contract and confidential employees.
- The resolution includes a freeze on the salaries and benefit plan for fiscal year 2020/21, which will help reduce the budget deficit.

FISCAL IMPACT

If approved, the resolutions regarding LQCEA, non-represented management, contract and confidential employees would apply to all City employees and result in total salary and benefits savings of \$185,000.

BACKGROUND/ANALYSIS

When the City agrees to change in the salaries and benefit plan for LQCEA, it also enacts non-represented management, contract, and confidential employees the same change. The resolution would extend and keep the same all current fiscal year 2019/20 employee pay rates through fiscal year 2020/21. In addition, the monthly medical health cap amount shall remain the same.

ALTERNATIVES

Staff does not recommend an alternative.

Prepared by: Chris Escobedo, Community Resources Director
Approved by: Jon McMillen, City Manager

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RESOLUTION NO. 2020 - xxx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, IMPLEMENTING A SALARY AND BENEFIT PLAN FREEZE FOR NON-REPRESENTED MANAGEMENT, CONTRACT AND CONFIDENTIAL EMPLOYEES COMMENCING ON JULY 1, 2020, AND ENDING JUNE 30, 2021

WHEREAS, the City of La Quinta, in accordance with the City's Personnel Policies and Procedures, must adopt the salary and benefit plan via resolution; and

WHEREAS, the preliminary General Fund budget for fiscal year 2020/21 projects a deficit; and

WHEREAS, the City met and conferred with the La Quinta City Employees Association and agreed upon a salary and benefit plan freeze for members represented by the La Quinta City Employee Association; and

WHEREAS, the agreed upon salary and benefit plan freeze affects non-represented management, contract and confidential employees; and

WHEREAS, the City wishes to implement a salary and benefit plan freeze for non-represented management, contract, and confidential employees.

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

SECTION 1. The City Council does hereby find the recitals listed above to be true and correct.

SECTION 2. The City Council does hereby approve for the implementation of a salary and benefit plan freeze for non-represented management, contract and confidential employees effectuating the following:

- (i) freezing merit salary increases for the 2020 Evaluation Process;
- (ii) freezing the health benefit cap at \$1,709 per month/per employee for fiscal year 2020/21; and
- (iii) suspending the World at Work adjustment for fiscal years 2019/20 and 2020/21.

Resolution No. 2020 – xxx
Salary & Benefit Plan Freeze for Non-represented Management, Contract, and Confidential Employees FY 2020/21
Adopted: (date), 2020
Page 2 of 2

SECTION 3. The City recognizes contract management positions as the City Manager, Community Resources Director, Design and Development Director, Finance Director, and Public Works Director/City Engineer.

PASSED, APPROVED, and ADOPTED at a regular meeting of the La Quinta City Council held on this _____ day of _____, _____, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

LINDA EVANS, Mayor
City of La Quinta, California

ATTEST:

MONIKA RADEVA, City Clerk
City of La Quinta, California

(CITY SEAL)

APPROVED AS TO FORM:

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

City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

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 2020 LOCAL AGENCY BIENNIAL NOTICE

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 2020 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 City’s positions, duties, and influence of public officials has resulted in the following recommended changes to Chapter 2.60 of the Municipal Code due to organizational changes over the last two years to better align positions with the City’s ability to provide high-level services to its community:

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

- Accounting Manager
- Assistant Construction Manager
- Associate Engineer
- Community Resources Analyst
- Deputy Director of Facilities
- Director of Public Works / City Engineer
- Marketing Manager
- Public Safety Analyst
- Senior Emergency Management Coordinator
- Traffic Operations Analyst

Delete the following titles from the “limited disclosure” designated positions:

- Building Superintendent
- Business Analyst
- City Engineer
- Director of Facilities
- Maintenance Manager
- Parks Superintendent
- Senior Accountant

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, City Clerk

Approved by: Jon McMillen, City Manager

Attachment: 1. 2020 Local Agency Biennial Notice

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ORDINANCE NO. XXX

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 6, 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. Chapter 2.60 Conflict of Interest of the La Quinta Municipal Code is amended to read as follows:

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

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 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. 575 § 1, 2019; Ord. 261 § 2, 1994)

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 Planning Commission

Members of the Successor Agency to the Dissolved Redevelopment Agency

Candidates for any of the positions above

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

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

Designated Positions

[Accounting Manager](#)

Animal Control/Code Compliance Supervisor

[Assistant Construction Manager](#)

Assistant to the City Manager

[Associate Engineer](#)

Building Official

~~[Building Superintendent](#)~~

~~[Business Analyst](#)~~

City Clerk

~~[City Engineer](#)~~

Community Resources Manager

[Community Resources Analyst](#)

Construction Manager/Inspections Supervisor

[Deputy Director of Facilities](#)

Director of Community Resources

Director of Design and Development

~~[Director of Facilities](#)~~

[Director of Public Works / City Engineer](#)

Financial Services Analyst

Hub Manager

Human Resources Analyst

Human Resources Manager

~~[Maintenance Manager](#)~~

Management Analyst

[Marketing Manager](#)

Members of the Community Services Commission

Members of the Financial Advisory Commission

Members of the Housing Commission

~~[Parks Superintendent](#)~~

Planning Manager

Ordinance No. XXX
Amending Section 2.60.020 of the La Quinta Municipal Code
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Adopted:
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[Public Safety Analyst](#)

Public Safety Manager

~~[Senior Accountant](#)~~

[Senior Emergency Management Coordinator](#)

Senior Planner

[Traffic Operations Analyst](#)

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 18700.3.

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 twelve 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. (Ord. 575 § 2, 2019; Ord. 545 § 1, 2016; Ord. 519 § 1, 2014; Ord. 500 § 1, 2012; Ord. 484 § 1, 2010; Ord. 475 § 1, 2009; Ord. 463 § 1, 2008; Ord. 427 § 1, 2006; Ord. 416 § 1, 2005; Ord. 377 § 1, 2002; Ord. 346 § 1, 2000; Ord. 329 § 1, 1999; Ord. 321 § 1, 1998; Ord. 261 § 2 (Att. A), 1994)

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

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

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 _____ 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

LINDA EVANS, Mayor
City of La Quinta, California

ATTEST:

MONIKA RADEVA, City Clerk
City of La Quinta, California

(City Seal)

APPROVED AS TO FORM:

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

2020 Local Agency Biennial Notice

Name of Agency: CITY OF LA QUINTA

Mailing Address: 78495 CALLE TAMPICO

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

Email: MRADEVA@LAQUINTACA.GO 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, 2020**, 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: May 19, 2020

STAFF REPORT

AGENDA TITLE: DISCUSS NOVEL CORONAVIRUS DISEASE (COVID-19) OPERATIONAL IMPACTS, CONTINUITY OF CITY OPERATIONS, COMMUNITY AND BUSINESS RESOURCES

RECOMMENDATION

Discuss novel coronavirus disease (COVID-19) operational impacts, continuity of City operations, community and business resources for the City of La Quinta.

EXECUTIVE SUMMARY

- Numerous coronavirus cases have been confirmed in Riverside County.
- The City has focused on providing continuity of essential City services while prioritizing health and safety for the community.
- Staff will provide updates on City operations, community communications, continuity of services, and community and business resources.

FISCAL IMPACT

The City continues to anticipate a combined General Fund revenue losses of \$7,050,000 for fiscal year 2019/20.

BACKGROUND/ANALYSIS

The City continues to actively monitor updates provided by Riverside County and California Departments of Public Health regarding the coronavirus outbreak. Local impacts have increased with additional confirmed cases in Riverside County. The study session item serves as the City's fourth formal update on City operations, communications, and mitigation measures to prevent the spread of COVID-19.

A presentation by Staff will provide an update on the following City operations:

- Ongoing inter-agency and community communication and collaboration
- City Hall protective safety shield improvements
- Continuity of services
- Community and business resources.

The health and safety of La Quinta residents, businesses and visitors is top priority. The public is encouraged to visit the City's website for updates, www.laquintaca.gov/COVID19

Prepared by: Jon McMillen, City Manager

City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: DISCUSS FISCAL YEAR 2020/21 PRELIMINARY PROPOSED BUDGET

RECOMMENDATION

Discuss fiscal year 2020/21 preliminary proposed budget.

EXECUTIVE SUMMARY

- The May 5, 2020 budget study session focused on the General Fund, Internal Service Funds and Reserves.
- This study session focuses on Special Revenue Funds and Enterprise Funds.
- Total non-General Fund revenues are \$37,629,700 and total expenditures are \$37,574,650.

FISCAL IMPACT

Non-General Fund revenues total \$37,629,700 while expenditures total \$37,574,650. Funds with expenses greater than revenues utilize prior year savings.

BACKGROUND/ANALYSIS

The goal of the May 19 study session is to provide an overview and then allow time to meet with Council Members and other interested parties to address details that may not be easily conveyed in a study session format. Each department section contains notes to explain changes from 2018/19 actuals, changes in 2019/20, and projections for 2020/21. The budget format is similar to the prior fiscal year with additional comparison summary charts.

Line item details for Special Funds revenues and expenditures was provided during the first study session (May 5, 2020); no updates have been incorporated to initial projections. SilverRock Funds were not previously provided and are included as Exhibit B of the Attachment, which provides a narrative for Special Funds and the SilverRock Enterprise Fund.

The study session presentation will also include an overview of cost saving opportunities for police services. Based on developments, a comprehensive

update of all funds will be presented during the third study session on June 2, 2020.

The Financial Advisory Commission (FAC) in conjunction with Staff has completed comprehensive reviews of the following:

- 2020/21 Preliminary Proposed Budget
- 2020/21 through 2024/25 Capital Improvement Program
- Federal Emergency Management Agency (FEMA)

The FAC met on May 13, 2020. During this meeting, three task force committees presented their findings, which were unanimously supported by the FAC and are provided as Attachment 2.

ALTERNATIVES

The City Council may wish to request further information regarding specific items and then provide direction regarding the next steps in the overall budget process, which will include a third study session prior to budget adoption scheduled for June 16.

Prepared by: Karla Romero, Finance Director
Approved by: Jon McMillen, City Manager

Attachment: 1. Fiscal Year 2020/21 Budget Study Session Overview
2. Financial Advisory Commission Task Force Reports



FISCAL YEAR 2020/21 SECOND BUDGET STUDY SESSION OVERVIEW

The second budget study session focuses on Special Funds and the City's Enterprise Fund (SilverRock Golf Resort). Line item details for Special Funds revenues and expenditures was provided during the first study session (May 5, 2020); no updates have been incorporated to initial projections. SilverRock Funds were not previously provided and are included as Exhibit B. During this study session an update on contracted police services will also be provided. A third budget study session will be presented on June 2 with the final budget scheduled for adoption on June 19.

The 2020/21 budget continues to evolve. Updates are being incorporated as they are received for citywide contract negotiations and service evaluations. For increased transparency and comparison from the first study session, all projections and notes will be updated and presented for a second time during the third study session on June 2.

SPECIAL REVENUE FUNDS

Special Revenue Funds account for specific revenues and their related expenditures that are legally required to be held in separate funds. Revenues are derived from developer impact fees, property tax assessments, State and Federal programs, housing income, or operations. These restricted funds are for road repairs, recycling programs, art in public places, housing activities, police programs, and the administration of retiree benefits through trusts. A summary of proposed 2020/21 revenues and expenditures for these funds is provided as Exhibit A.

The **Library and Museum Fund** is under evaluation with the County of Riverside. This fund does not impact any other fund. Updated projections and an overview of services will be provided during the third study session.

Gas Tax Fund – In advance of the State providing revised revenue projections in late May, the City had reduced the State's initial revenue projections provided in January by 20%. Based on this initial reduction in revenues and proposed expenses, the General Fund is anticipated to transfer \$560,000 in to the Gas Tax Fund (a \$214,400 increase from the current 2019/20 contribution).

The **Lighting and Landscape District (LLD) Fund** is funded with \$996,000 from property tax assessments and \$886,000 from the General Fund (a decrease of \$108,700 from the current 2019/20 contribution or \$408,700 less

than the original 2019/20 budget). To reduce the impact on the General Fund, most expenses have been reduced resulting in preliminary reductions of \$246,100 or 11%. Material and supplies have been reduced by \$189,000 and contract services are reduced by \$83,000. These reductions will reduce the City's ability to continue updating median landscaping and frequency of maintenance may be impacted.

Housing Authority Funds were included in materials provided during the first budget study session. Projections remain the same and are fully presented under the Housing Authority agenda. The Authority's proposed budget was provided to the Housing Commission on May 6.

When compared to 2018/19, the **Finance Authority Fund** has a large revenue and expenditure variance because the 1996 Civic Center Bond was paid off in October 2018. Ongoing expenses are limited to the filing of an annual State Controller's Report.

OTHER SPECIAL REVENUE FUNDS

The **Public Safety Fund** has an expense of \$1,000,000 to fund the initial citywide public safety camera system as presented in the capital improvement program budget. The proposed budget does not include new contributions from Measure G sales tax and the current available balance is \$1,162,700. The City anticipates continuing to receive **public safety grant funds** totaling \$133,100 as presented within four special funds.

The **Cal Recycle Fund** incorporates \$100,000 of expenses to implement State mandated composting and recycling programs.

Measure A Fund county sales tax revenue is anticipated to decline because of COVID-19. As of November 2019, the City has paid off its liability to Coachella Valley Association of Governments, whereby 50% of revenues were being withheld from the City. Measure A resources are assigned to capital improvement projects.

Development Impact Fee (DIF) Funds are restricted to capital improvements program expenses. Funds with no expenses in 2020/21; such as the Quimby Fund, Civic Center DIF Fund, Street Facility DIF Fund, Park Facility DIF Fund, and Fire Protection DIF Fund, either have current ongoing project commitments or are saving revenues for future fiscal year capital projects.

The **Art in Public Places (APP) Fund** prior fiscal year transfers out are for multi-year capital improvement projects. For 2020/21, the proposed budget includes a maintenance contract services and reduced art purchases. The General Fund is anticipated to contribute \$50,000 to the APP Fund.

The City has two **Pension Trust Funds** and a **Other Post Employment Benefit Trust** for retiree healthcare. Expenses are limited to trust management fees and an annual required contribution for supplemental benefits.

CAPITAL IMPROVEMENT PROGRAM (CIP)

The preliminary **Capital Improvement Program Fund** budget includes revenues and expenditures for projects as presented to City Council on April 7, 2020. Developer reimbursements totaling \$400,000 for DIF eligible improvements are budgeted the Transportation DIF Fund and \$100,000 for LLD improvements is in the LLD Fund. The Financial Advisory Commission has an active committee reviewing the CIP plan with Staff; therefore, an update will be incorporated with the third study session.

SILVERROCK GOLF FUNDS

SilverRock Golf Resort operates under two funds, an operating fund and an equipment replacement reserve fund. For the second year no additional contributions or expenses are anticipated for the reserve fund, which has a current balance of \$432,500.

Landmark Golf Management LLC (Landmark) manages the SilverRock Resort golf course and is required to provide an annual operations plan for Council's review and approval. The SilverRock 2020/21 Annual Plan (Exhibit C) outlines assumed restrictions and assumptions due to COVID-19 protocols through December 30, 2020. It is anticipated that SilverRock operations and the budget will require continuous monitoring and adjustments during the 2020/21 fiscal year. The preliminary SilverRock operating budget has an anticipated deficit of \$523,929. The City will also fund \$80,000 for golf course and non-golf course management/oversight by City staff. Based on these assumptions the General Fund ~~is~~ would underwrite \$575,000 of the overall 2020/21 SilverRock expenses, which is an increase of \$75,000 from the proposed amount of \$500,000.

REVENUES - La Quinta resident rates and booking priority will remain unchanged. Non-residential green fees will continue to be based on dynamic pricing and course utilization levels will dictate rates, which shall remain consistent with the current fiscal year. Decreased revenue projections are also impacted from a limited food and beverage menu, decreased golf shop sales, and no group golf instruction.

EXPENSES - Expenses include a California state law minimum wage increase effective January 1, 2021. This mandatory wage increase is incorporated into several expense line items as described in the annual plan. Increases are anticipated for insurance premiums and leases, which were updated in November 2019, with decreases in merchandise purchases, marketing, and management fees.

GENERAL FUND

Since the last study session, the City and County of Riverside Sheriff's Department have been actively evaluating police services to configure cost saving opportunities for Council's consideration. An overview of these discussions will be presented during this study session. A comprehensive General Fund update will be presented during the third study session.

SUMMARY OF REVENUES AND EXPENDITURES BY FUND FOR 2020/21				
FUND #	FUND NAME	TOTAL REVENUES	TOTAL EXPENSES	SURPLUS / (DEFICIT)
201	GAS TAX FUND	2,050,900	2,010,200	40,700
202	LIBRARY & MUSEUM FUND	2,890,000	2,128,500	761,500
203	PUBLIC SAFETY FUND	15,000	1,000,000	(985,000)
210	FEDERAL ASSISTANCE FUND (CDBG)	141,900	141,900	-
212	SLESF (COPS)	101,000	100,000	1,000
215	LIGHTING & LANDSCAPING FUND	1,892,000	1,919,100	(27,100)
220	QUIMBY FUND	80,000	-	80,000
221	AB 939 - CALRECYCLE	76,000	100,000	(24,000)
223	MEASURE A FUND	1,319,000	1,044,000	275,000
225	INFRASTRUCTURE FUND	200	-	200
226	EMERGENCY MANAGEMENT PERFORMANCE FUND	12,100	12,000	100
227	STATE HOMELAND SECURITY PROGRAM	5,000	5,000	-
230	CASp FUND, AB 1379	18,200	4,400	13,800
235	SO COAST AIR QUALITY FUND	53,000	42,200	10,800
241	HOUSING AUTHORITY FUND	563,300	804,800	(241,500)
243	RDA LOW-MOD HOUSING FUND	40,000	250,000	(210,000)
247	ECONOMIC DEVELOPMENT FUND	40,000	10,000	30,000
249	SA 2011 LOW/MOD BOND	350,000	60,000	290,000
250	TRANSPORTATION DIF	380,000	1,293,000	(913,000)
251	PARKS & RECREATION DIF	304,000	-	304,000
252	CIVIC CENTER DIF	110,000	-	110,000
253*	LIBRARY DEVELOPMENT DIF	45,000	30,000	15,000
254	COMMUNITY CENTER DIF	16,500	-	16,500
255	STREET FACILITY DIF	17,000	-	17,000
256	PARK FACILITY DIF	7,100	-	7,100
257	FIRE PROTECTION DIF	55,500	-	55,500
270	ART IN PUBLIC PLACES FUND	111,000	110,000	1,000
275	LQ PUBLIC SAFETY OFFICER FUND	2,600	-	2,600
310	LQ FINANCE AUTHORITY FUND	1,100	1,100	-
401	CAPITAL IMPROVEMENT PROGRAMS	18,515,600	18,515,600	-
405	SA PA1 CAPITAL IMPROVEMENT BOND	100,000	-	100,000
501	FACILITY & FLEET REPLACEMENT FUND	931,000	902,500	28,500
502	INFORMATION TECHNOLOGY FUND	1,660,600	1,685,800	(25,200)
503	PARK EQUIP & FACILITY FUND	417,500	595,000	(177,500)
504	INSURANCE FUND	929,500	881,700	47,800
601	SILVERROCK RESORT FUND	3,807,100	3,881,500	(74,400)
602	SILVERROCK GOLF RESERVE FUND	4,500	-	4,500
760	SUPPLEMENTAL PENSION PLAN	6,500	12,850	(6,350)
761	CERBT OPEB TRUST (HEALTH BENEFITS)	60,000	1,500	58,500
762	PARS PENSION TRUST	500,000	32,000	468,000
GRAND TOTAL		37,629,700	37,574,650	55,050

* This funds has an outstanding inter-agency loan due to the Successor Agency.

	2018/19 Actuals	2019/20 Original Budget	2019/20 Current Budget	2019/20 YTD Activity*	2020/21 Proposed Budget	20/21 vs. Current 19/20	% Change in Budget
601 - SILVERROCK RESORT							
0000 - Undesignated							
340 - Charges for Services							
601-0000-44000 Green Fees	3,217,374	3,209,100	3,209,100	2,143,306	2,849,900	(359,200)	-11 %
601-0000-44001 Range Fees	131,167	134,800	134,800	68,348	97,000	(37,800)	-28 %
601-0000-44002 Merchandise	269,975	249,200	249,200	129,512	182,900	(66,300)	-27 %
601-0000-44003 Food & Beverage	0	12,000	12,000	0	12,000	0	0 %
601-0000-44004 Resident Card	154,880	165,300	165,300	92,025	165,300	0	0 %
340 - Charges for Services Totals:	3,773,395	3,770,400	3,770,400	2,433,192	3,307,100	(463,300)	-12 %
390 - Other Financing Sources							
601-0000-49500 Transfers In	555,200	335,200	635,200	635,200	500,000	(135,200)	-21 %
390 - Other Financing Sources Totals:	555,200	335,200	635,200	635,200	500,000	(135,200)	-21 %
0000 - Undesignated Totals:	4,328,595	4,105,600	4,405,600	3,068,392	3,807,100	(598,500)	-14 %
601 - SILVERROCK RESORT Totals:	4,328,595	4,105,600	4,405,600	3,068,392	3,807,100	(598,500)	-14 %
602 - SILVERROCK GOLF RESERVE							
0000 - Undesignated							
360 - Use of Money & Property							
602-0000-41900 Allocated Interest	14,958	5,500	5,500	7,238	4,500	(1,000)	-18 %
360 - Use of Money & Property Totals:	14,958	5,500	5,500	7,238	4,500	(1,000)	-18 %
390 - Other Financing Sources							
602-0000-49500 Transfers In	69,368	0	0	0	0	0	0 %
390 - Other Financing Sources Totals:	69,368	0	0	0	0	0	0 %
0000 - Undesignated Totals:	84,326	5,500	5,500	7,238	4,500	(1,000)	-18 %
602 - SILVERROCK GOLF RESERVE Totals:	84,326	5,500	5,500	7,238	4,500	(1,000)	-18 %

* As of 4/30/2020

	2018/19 Actuals	2019/20 Original Budget	2019/20 Current Budget	2019/20 YTD Activity*	2020/21 Proposed Budget	20/21 vs. Current 19/20	% Change in Budget
601 - SILVERROCK RESORT							
0000 - Undesignated							
50 - Salaries and Benefits							
601-0000-50101	Permanent Full Time	51,354	32,400	32,400	11,010	0	(32,400) -100 %
601-0000-50200	PERS-City Portion	3,468	3,800	3,800	58	0	(3,800) -100 %
601-0000-50221	Medical Insurance	3,610	4,200	4,200	109	0	(4,200) -100 %
601-0000-50223	Dental Insurance	336	0	0	10	0	0 0 %
601-0000-50224	Life Insurance	16	0	0	1	0	0 0 %
601-0000-50225	Long Term Disability	109	200	200	2	0	(200) -100 %
601-0000-50240	Social Security-Medicare	745	500	500	219	0	(500) -100 %
50 - Salaries and Benefits Totals:		59,639	41,100	41,100	11,409	0	(41,100) -100 %
60 - Contract Services							
601-0000-60159	Relocation	0	0	47,500	48,015	0	(47,500) -100 %
601-0000-60200	Cart Barn/Range	441,026	396,400	396,400	383,514	311,400	(85,000) -21 %
601-0000-60201	Golf Shop	429,793	347,900	347,900	282,744	198,600	(149,300) -43 %
601-0000-60203	Maintenance	1,923,024	2,033,500	2,033,500	1,507,844	2,067,000	33,500 2 %
601-0000-60205	General & Administrative	327,862	360,400	360,400	312,666	359,800	(600) 0 %
601-0000-60206	Marketing	218,313	222,200	222,200	165,768	208,000	(14,200) -6 %
601-0000-60207	Temporary Club House	129,735	125,300	125,300	107,542	127,500	2,200 2 %
601-0000-60208	Management Fee	113,499	118,600	118,600	106,652	112,600	(6,000) -5 %
601-0000-60209	Insurance	61,197	48,000	48,000	45,169	57,000	9,000 19 %
601-0000-60210	Property Tax	14,738	11,800	11,800	13,189	11,800	0 0 %
601-0000-60211	Rental Payment	311,989	313,300	313,300	259,116	347,800	34,500 11 %
60 - Contract Services Totals:		3,971,176	3,977,400	4,024,900	3,232,218	3,801,500	(223,400) -6 %
62 - Maintenance & Operations							
601-0000-60214	Equipment Repairs	45,391	20,000	20,000	0	20,000	0 0 %
601-0000-60320	Travel & Training	0	1,500	1,500	0	0	(1,500) -100 %
601-0000-60351	Membership Dues	400	700	700	0	0	(700) -100 %
601-0000-60455	Bank Fees	92,391	55,000	55,000	64,426	50,000	(5,000) -9 %
601-0000-60660	Repair & Maintenance	50,426	10,000	10,000	8,987	10,000	0 0 %
62 - Maintenance & Operations Totals:		188,609	87,200	87,200	73,413	80,000	(7,200) -8 %
64 - Other Expenses							
601-0000-83501	Advance Principal Expens	(5,134,061)	0	0	0	0	0 0 %
64 - Other Expenses Totals:		(5,134,061)	0	0	0	0	0 0 %
68 - Capital Expenses							
601-0000-71122	Depreciation Expense - C	219,032	0	0	0	0	0 0 %
601-0000-72011	Depreciation Expense	35,651	0	0	0	0	0 0 %
601-0000-83500	Advance Interest Expense	(334,687)	80,000	0	0	0	0 0 %
68 - Capital Expenses Totals:		(80,004)	80,000	0	0	0	0 0 %
99 - Transfers Out							
601-0000-99900	Transfers Out	69,368	0	0	0	0	0 0 %
99 - Transfers Out Totals:		69,368	0	0	0	0	0 0 %
0000 - Undesignated Totals:		(925,273)	4,185,700	4,153,200	3,317,040	3,881,500	(271,700) -7 %

* As of 4/30/2020

	2018/19 Actuals	2019/20 Original Budget	2019/20 Current Budget	2019/20 YTD Activity*	2020/21 Proposed Budget	20/21 vs. Current 19/20	% Change in Budget
602 - SILVERROCK GOLF RESERVE							
0000 - Undesignated							
99 - Transfers Out							
602-0000-99900 Transfers Out	105,200	0	0	0	0	0	0 %
99 - Transfers Out Totals:	105,200	0	0	0	0	0	0 %
0000 - Undesignated Totals:	105,200	0	0	0	0	0	0 %
602 - SILVERROCK GOLF RESERVE Totals:	105,200	0	0	0	0	0	0 %

* As of 4/30/2020



SilverRock Resort-Arnold Palmer Classic Course

2020-2021 ANNUAL PLAN

Prepared For:
City of La Quinta
SilverRock Resort

Prepared By:
Landmark Golf Management

Submitted:
May 11, 2020

SILVERROCK RESORT
Annual Plan
Fiscal Year 2020-2021

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PROJECT FACT SHEET

COURSE NAME SilverRock Resort-Arnold Palmer Classic Course

ADDRESS 79-179 Ahmanson Lane, La Quinta, Ca. 92253

TELEPHONE 1-888-600-7272
1-760-777-8884

WEBSITE WWW.SILVERROCK.ORG

MANAGEMENT Randy Duncan, PGA, Director of Golf / General Manager
Scott Werline, Golf Course Superintendent

COURSE YARDAGE

SILVER	7,239	PAR 72
GOLD	6,809	PAR 72
BLUE	6,313	PAR 72
WHITE	5,669	PAR 72
GREEN	5,089	PAR 72
RED	4,542	PAR 72

GRASS TYPES

GREENS:	TIF DWARF
FAIRWAY / TEES:	TIF SPORT / 419
ROUGHES:	TIF SPORT / 419

OWNER CITY OF LA QUINTA

MANAGED BY LANDMARK GOLF MANAGEMENT, LLC
74-947 HIGHWAY 111, SUITE 215
INDIAN WELLS, CA 92210
PHONE: (760) 776-6688

DATE COURSE OPENED February 14, 2005

SILVERROCK RESORT
Annual Plan
Fiscal Year 2020-2021

Mission Statement

“TO BE THE BEST”
“TO HAVE THE BEST GOLF FACILITIES”
“TO HAVE THE BEST GOLF COURSE CONDITIONS”
“TO PROVIDE THE BEST SERVICE”

SilverRock Resort is dedicated to providing the finest public golf experience. All Staff Members of the facility play an important role in our Mission. Staff is supported through training and resources to ensure success. SilverRock Resort aspires to represent ownership and management with the highest standard of service in the Golf/Resort Industry and produce superior golf course conditions to meet and exceed the goals.

Goals and Objectives: *To support our Mission Statement and to achieve the projected Annual Plan; SilverRock Resort will pursue the following goals and objectives:*

- **To hire and train staff members that will provide a high standard of guest services and maintain the highest level of course conditions**
- **To maintain and pursue an aggressive Marketing Plan that benefits/acknowledges the La Quinta Residents, local residents, avid tourist golfers and golfing public**
- **To have each Department operate within their annual budget allowing SilverRock Resort to reach the net operating goals**

SILVERROCK RESORT
Annual Plan
Fiscal Year 2020-2021

PHILOSOPHY STATEMENT

After fifteen and a half years of operations, an Annual Plan accommodated the operational start-up through and including grow-in, final construction of the Arnold Palmer Classic Course, a notable Grand Opening Celebration and four successful years as one of the home courses of the Bob Hope Classic. As the 2020-2021 Annual Plan is implemented, focus will continue to be on broadening the awareness, marketability and noteworthiness of SilverRock Resort's Arnold Palmer Classic Course, golf facilities and amenities.

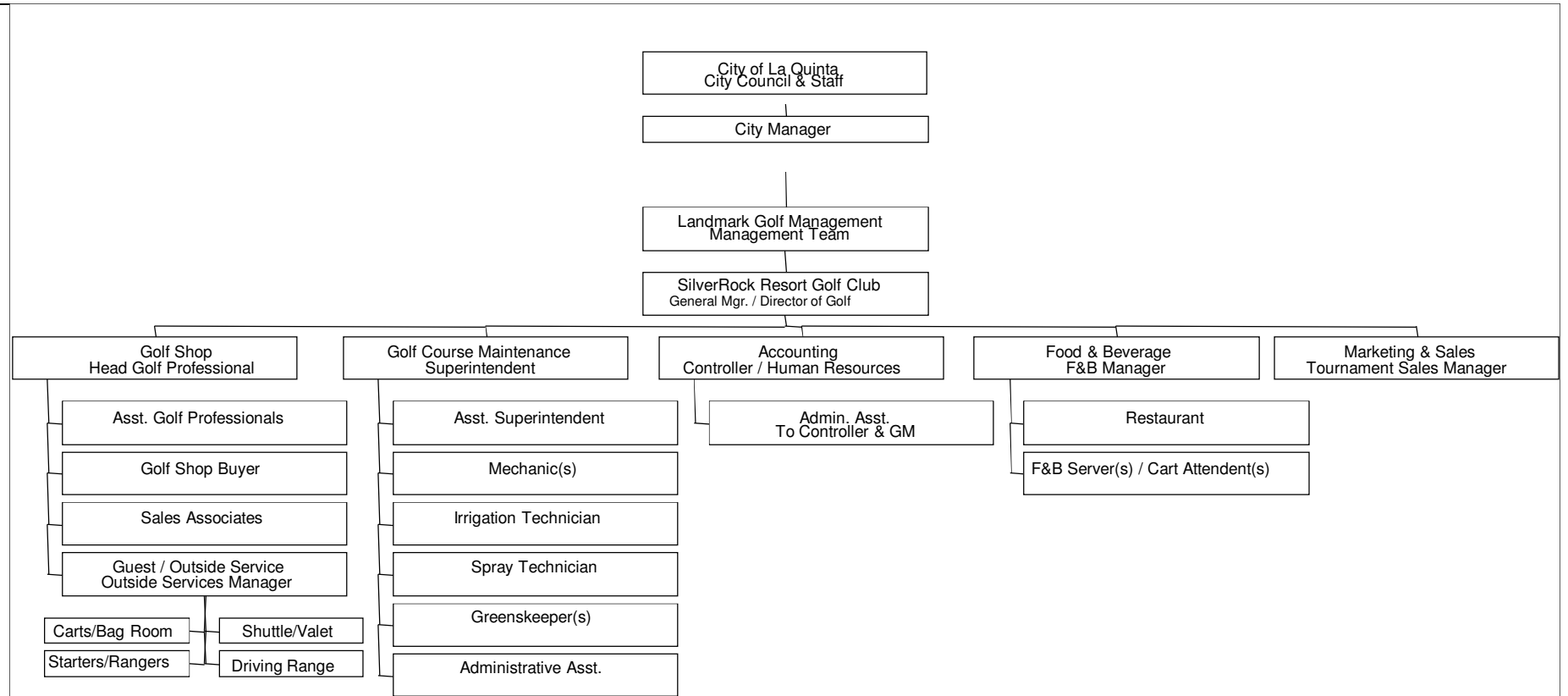
The philosophy that Landmark Golf Management perpetuates at SilverRock Resort is: an operation that allows management to utilize golf industry best-practices in accommodating market-driven demands as market shifts may occur. Each golf course facility has its own personality and characteristics; therefore, each golf operation is unique to some degree and should be managed with personality and characteristics taken into consideration. Golf operators that adjust procedures to short and long term market and industry fluctuations are better suited to maximize opportunities.

In this upcoming twelve months of operations, Landmark Golf Management will put forth every effort to best position SilverRock Resort as a place to frequent in the eyes and minds of the influential decision makers in the world of golf.

BRAND PROMISE

Discover the mystique of SilverRock Resort, the crown jewel of La Quinta and its golf legacy. Rich in both history and legend, the majestic Santa Rosa Mountains frame an unwavering commitment to an exceptional experience at SilverRock Resort.

Our Promise: Exceptional in All, For All, Always.



Key Employee Staffing

RUN DATE: 05-May-20
 PREPARED BY: Landmark Golf Management

2020-2021 ANNUAL PLAN DEPARTMENT SUMMARY	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>GOLF OPERATION OUTSIDE SERVICES</u>												
OUTSIDE SERVICES MANAGER (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
OUTSIDE SERVICES SUPERVISORS (FULL-TIME)	1	1	1	1	1	1	1	1	1	1	1	1
DRIVING RANGE (PART-TIME)	1	1	1	1	1	1	2	2	2	2	1	1
CART/BAG/VALET/BAG DROP (FULL-TIME)	4	4	4	4	4	4	4	4	4	4	4	4
CART/BAG/VALET/BAG DROP (PART-TIME)	0	0	0	2	2	2	2	2	2	2	1	1
SHUTTLE DRIVER (PART-TIME)	0	0	0	0	2	2	2	2	2	2	0	0
	7	7	7	9	11	11	12	12	12	12	8	8
<u>GOLF SHOP</u>												
HEAD GOLF PROFESSIONAL (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
1ST ASSISTANT PROFESSIONAL (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
MERCHANDISER (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
ASSISTANT PROFESSIONAL (FULL TIME)	0	0	0	0	2	2	2	2	2	2	2	2
SALES CLERKS (FULL TIME)	0	0	1	1	2	2	2	2	2	2	2	2
SALES CLERKS (PART TIME)	0	0	1	1	1	1	1	1	1	1	1	0
	3	3	5	5	8	8	8	8	8	8	8	7
<u>COURSE SERVICES</u>												
STARTERS (PART TIME)	3	3	3	3	3	3	3	3	3	3	3	3
RANGER/MARSHALS (PART TIME)	0	0	0	0	2	4	4	4	4	4	0	0
	3	3	3	3	5	7	7	7	7	7	3	3
<u>GOLF COURSE MAINTENANCE</u>												
SUPERINTENDENT (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
ASST SUPERINTENDENT (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
FOREMAN/SPRAY TECHNICIAN (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
HEAD MECHANIC / FACILITY MANAGER (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
ASST MECHANIC (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
HEAD IRRIGATOR (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
ASST IRRIGATOR (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
GREENKEEPERS (FULL TIME)	4	4	8	10	12	12	12	12	12	12	12	12
ADMINISTRATIVE ASSISTANT (PART TIME)	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL TURF & ADMIN STAFF	11	11	15	17	19	19	19	19	19	19	19	19
<u>LANDSCAPE MAINTENANCE</u>												
FOREMAN (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
IRRIGATOR (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
LANDSCAPERS (FULL TIME)	1	1	1	2	4	4	4	4	4	4	4	4
TOTAL LANDSCAPE CREW	3	3	3	4	6	6	6	6	6	6	6	6
TOTAL COURSE MAINTENANCE STAFF	14	14	18	21	25	25	25	25	25	25	25	25
<u>FOOD & BEVERAGE</u>												
F & B MANAGER / SUPERVISOR (FULL TIME)	0	0	0	0	0	0	0	0	0	0	0	0
CHEF (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
COOK (FULL TIME)	1	1	1	1	1	1	3	3	3	3	3	3
PREP COOK (FULL TIME)	0	0	0	0	1	1	1	1	1	1	1	1
LEAD SERVER (FULL-TIME)	0	0	0	0	1	1	1	1	1	1	1	1
F & B WAIT/BEVERAGE CART/HALF(FULL TIME)	1	1	0	0	1	1	1	1	1	1	1	1
F & B WAIT/BEVERAGE CART/HALF(PART TIME)	1	1	1	1	3	3	5	5	5	5	3	2
BUSER / DISHWASHER (PART TIME)	0	0	1	1	1	1	1	1	1	1	1	1
	4	4	4	4	9	9	13	13	13	13	11	10
<u>G & A</u>												
DIRECTOR OF GOLF/GM (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
CLUB CONTROLLER (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
ADMINISTRATIVE ASSISTANT (FULL TIME)	1	1	1	1	1	1	1	1	1	1	1	1
	3	3	3	3	3	3	3	3	3	3	3	3
<u>MARKETING/TOURNAMENT</u>												
TOURNAMENT SALES / GROUP COORDINATOR (FULL TIME)	0	0	0	0	0	1	1	1	1	1	1	1
TOTAL EMPLOYEES	34	34	40	45	61	64	69	69	69	69	59	57

SILVERROCK RESORT
2020-2021 ANNUAL PLAN

2020-2021 Assumptions

Revenue

Operations

It is assumed Golf & Food & Beverage Operations will be limited & scaled back over and above what was projected in the 2019-2020 Annual Plan due to Covid-19 restrictions and protocols through December 2020. The Covid-19 restrictions will also have a negative impact on rounds of golf and overall revenue. Following are the restrictions and assumptions to be used to ascertain the 2020-2021 Annual Plan.

Golf

- Limited Rounds of Golf Played Daily - Max of 110 per day through December 2020.
- One Car per Person (unless family members) through December 2020.
- Prepayment of Green Fees to Limit Golf Shop Interaction through December 2020.
- Driving range closed for practice through December 2020 (Shuttling of guests will be required to open the range).
- No Rental Club Income is assumed due to Covid-19 Restrictions through December 2020.

Merchandise

- Reduced traffic in golf shop will have a negative impact on merchandise sales through December 2020. 50% reduction in merchandise sales is assumed through December 2020.

Food & Beverage

- 50% reduction in Food & Beverage Sales is assumed through December 2020.
 - Take-out Food Only
 - No Indoor Seating. There will be limited outdoor seating with tables spread out to ensure Social Distancing.
 - Limited Paper Menu and Hours
- Resume normal food & beverage operations beginning January 1, 2021.

It is assumed, restrictions will be lifted and regular operations will resume beginning January 1, 2021 for both Golf and F&B Operations.

It will also be assumed Golf Operations will continue to operate out of a temporary Clubhouse located in the “dog bone” area adjacent to hole #2 tee boxes. The SilverRock Grill will remain open at the existing Ahmanson Clubhouse in its current location.

SILVERROCK RESORT
2020-2021 ANNUAL PLAN

Hotel Construction

It is assumed, there will be site construction beginning or occurring during the 2020-2021 Annual Plan. The exact impact of construction is unknown; however, it is assumed there will be a 5% reduction in rounds of golf from prior year's average actual (January 2021 through June 2021).

Green Fees:

A green fee includes golf cart and warm-up range balls. A combination of the various green fee rates and green fee mix of Regular, Twilight, and Resident play is anticipated to yield an average rate of \$74.81 per round based on 38,096 annual rounds. The non-resident green fee rates for the 2020-2021 fiscal year are projected to remain consistent with the prior year. Green fee rates will continue to be based on dynamic pricing and course utilization levels will dictate green fee rates.

La Quinta Resident rates will be \$60 (high season), \$49 (shoulder seasons) and \$33 (summer season). Accompanied La Quinta Resident Guests will continue to receive 30% off prevailing posted rates (not including twilight or any discounted rates) and will follow similar booking procedures as extended to a La Quinta Resident Card Holder; booking three (3) days in advance.

It is assumed the overseeding dates will be October 5 through November 2, 2020. Annually overseeding reduces revenues during these dates which is taken into consideration in these projections with the course being closed these dates. It is also projected that aerification will occur in August 2020 and June of 2021 which reduces revenue for 3-5 days with each of these two (2) aerification cycles.

Greens Fee Mix: Through proper marketing, yield management, and limited advanced Resident bookings the projected mix of green fees is: 30% Resident, 25% Public, 10% Public Twilight, & 35% Other (tournaments, wholesalers, juniors, resident guests, replays and discounts).

Miscellaneous and Other Revenue: Is based on \$2.54 per round. This consists of golf club rentals, golf club repairs, handicap fees, driving range fees, rider fees, and Independent Contractor's Fees (Teaching Professionals). Golf Made Simple (Group Instruction) will not be operating during the 2020-2021 season at SilverRock due to unknown teaching facility space. This amounts to a loss of revenue of approximately \$50,000 between instructor fees and Food & Beverage loss of revenues.

Golf Shop Merchandise: Is based on retail sales of \$4.80 per round.

Resident Card Fees: Annual Revenues of \$165,300 are based on selling 1,102 La Quinta Resident Cards during the 2020-2021 Fiscal Year. This is consistent with prior year sales.

SILVERROCK RESORT
2020-2021 ANNUAL PLAN

Cost of Goods Sold

Merchandise	55 %
Food & Beverage	33 %

Expenses

Golf Carts, Bag Room, and Driving Range: Includes outside service, bag room, and driving range staff plus supplies and operating expense for this department. Additional shuttle shifts have been included in this year's Annual Plan to shuttle customers down and back from the restaurant (January 1, 2021 through June 30, 2021). This is a result of the change in location of the temporary golf clubhouse to the existing restaurant at the Ahmanson Ranch House. Per California State Law, another minimum wage increase to \$14 per hour is scheduled for January 1, 2021. This increase was factored into this 2020-2021 Annual Plan.

Golf Shop: Includes golf professionals, merchandising sales staff, receiving staff and golf shop operational expenses. Another minimum wage increase to \$14 per hour is scheduled for January 1, 2021. This increase has been factored into the 2020-2021 Annual Plan.

Course Services: Includes course service staff consisting of course rangers/starters and related department supplies and materials. A minimum wage increase to \$14 per hour is scheduled for January 1, 2021. This increase has been factored into the 2020-2021 Annual Plan.

Golf Course Maintenance: Includes compensation and payroll related costs for the Golf Course Maintenance Superintendent, grounds maintenance staff, supplies, and materials. Overseeding dates are projected to be October 5 through November 2, 2020, which results in projected higher labor cost and supply costs during the annual overseeding process. Golf Course Superintendent Education, training and travel expense are included in the 2020-2021 Annual Plan. In addition, Front Entry and Perimeter Landscape Maintenance are accounted for in this department's operating budget. A minimum wage increase to \$14 per hour is scheduled for January 1, 2021. This increase has been factored into the 2020-2021 Annual Plan.

Water & Electrical: The 2020-2021 Annual Plan includes water and electrical costs to irrigate the golf course and properly maintain the lake system. This is accounted for in the Golf Course Maintenance budget.

Projected Annual Electric costs of \$179,791 will cover 100% of the facilities electric costs including; front entry waterfall, well pump, golf course pump station, north village lake

**SilverRock Resort
CONSOLIDATED INCOME STATEMENT
FOR FISCAL YEAR - JULY 2020 - JUNE 2021**

DEPARTMENT	2020-2021 BUDGET	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>ROUNDS</u>													
ROUNDS	38,096	1,900	1,900	2,500	450	3,100	2,900	4,350	4,900	4,600	4,896	4,300	2,300
<u>REVENUE</u>													
GREEN FEES	2,849,898	65,175	68,222	109,329	27,196	249,744	228,635	371,812	497,776	469,343	370,409	258,439	133,819
MISC. REV/RANGE/CARTS/RENTALS	96,930	500	0	0	500	1,000	1,000	22,100	22,050	20,900	13,340	10,395	5,145
GOLF SHOP MERCHANDISE	182,876	950	950	4,250	1,125	10,075	8,700	26,100	31,850	29,900	29,376	25,800	13,800
RESIDENT CARD FEES	165,300	500	500	500	7,500	25,000	22,800	22,000	24,000	15,625	15,625	15,625	15,625
FOOD & BEVERAGE	498,740	7,600	7,600	10,000	4,800	28,575	23,200	65,250	79,625	98,900	76,440	68,575	28,175
TOTAL REVENUE	3,793,744	74,725	77,272	124,079	41,121	314,394	284,335	507,262	655,301	634,668	505,190	378,834	196,564
<u>COST OF SALES</u>													
PRO SHOP	102,356	532	532	2,379	630	5,639	4,869	14,608	17,826	16,735	16,442	14,440	7,724
FOOD & BEVERAGE	175,241	4,290	4,290	5,045	3,576	10,328	8,557	23,026	27,554	32,239	23,898	22,222	10,217
TOTAL COST OF SALES	277,597	4,822	4,822	7,424	4,206	15,967	13,426	37,634	45,380	48,974	40,339	36,662	17,941
GROSS PROFIT	3,618,503	70,435	72,982	119,034	37,545	304,066	275,778	484,236	627,747	602,428	481,293	356,612	186,347
<u>OPERATING EXPENSES</u>													
GOLF CARTS/BAGS/RANGE	311,413	14,815	14,815	14,465	16,360	45,195	30,049	31,956	31,956	31,581	32,381	25,196	22,642
GOLF SHOP	198,574	9,120	9,120	10,367	10,069	19,565	19,565	21,221	19,706	19,706	18,978	22,653	18,501
COURSE SERVICES	92,653	3,192	3,192	3,725	2,885	8,778	12,354	13,095	13,045	13,045	10,822	4,261	4,261
GOLF COURSE MAINTENANCE	1,724,474	113,562	96,728	130,804	281,707	151,906	137,075	131,330	125,227	135,065	144,518	131,207	145,345
WATER & ELECTRIC COST	249,838	23,415	22,810	22,747	18,240	15,369	16,775	17,713	17,148	17,252	21,664	25,736	30,969
GENERAL & ADMINISTRATIVE	359,801	27,299	28,223	27,699	28,398	31,645	34,120	30,220	30,470	30,220	30,220	30,770	30,520
MARKETING	207,939	4,414	4,414	11,763	18,464	27,067	20,350	25,497	22,582	20,375	22,205	17,832	12,977
CLUBHOUSE	127,492	10,301	10,301	10,301	10,801	10,301	10,301	11,131	10,631	11,131	10,631	10,631	11,031
MANAGEMENT FEE	112,632	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386
CAPITAL RESERVES	0	0	0	0	0	0	0	0	0	0	0	0	0
INSURANCE	57,000	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750
PERSONAL PROPERTY LEASE TAXES	11,800	5,200	0	4,000	2,600	0	0	0	0	0	0	0	0
LEASES	347,800	28,450	28,450	28,450	28,450	29,250	29,250	29,250	29,250	29,250	29,250	29,250	29,250
FOOD & BEVERAGE	341,015	15,723	16,573	15,750	11,858	27,724	28,484	41,124	40,078	39,978	39,428	33,589	30,706
TOTAL OPERATING EXPENSES	4,142,431	253,904	232,188	278,457	432,111	353,212	323,975	325,550	314,151	321,761	334,805	311,671	319,631
NET INCOME	(523,929)	(183,469)	(159,206)	(159,424)	(394,566)	(49,146)	(48,197)	158,686	313,596	280,667	146,488	44,941	(133,284)
NET INCOME %	-13.8%	-245.5%	-206.0%	-128.5%	-959.5%	-15.6%	-17.0%	31.3%	47.9%	44.2%	29.0%	11.9%	-67.8%
Average Green Fee	\$74.81	\$34.30	\$35.91	\$43.73	\$60.44	\$80.56	\$78.84	\$85.47	\$101.59	\$102.03	\$75.66	\$60.10	\$58.18
Average \$ Misc. Income per Rd	\$2.54	\$0.26	\$0.00	\$0.00	\$1.11	\$0.32	\$0.34	\$5.08	\$4.50	\$4.54	\$2.72	\$2.42	\$2.24
Average \$ Merchandise per Rd	\$4.80	\$0.50	\$0.50	\$1.70	\$2.50	\$3.25	\$3.00	\$6.00	\$6.50	\$6.50	\$6.00	\$6.00	\$6.00
Total Average Revenue per Round	\$82.15	\$39.33	\$40.67	\$49.63	\$91.38	\$101.42	\$98.05	\$116.61	\$133.73	\$137.97	\$103.18	\$88.10	\$85.46

2020-2021 ANNUAL PLAN

SilverRock Resort
Projections - July 2020 to June 2021

RUN DATE: 05-May-20 10:14 AM
PREPARED BY: Landmark Golf Management

Golf Rounds	Total	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
Resident Rnds (Weekday)	5,143	257	257	338	61	419	392	587	662	621	661	581	311
Resident Rnds (Weekend)	6,286	314	314	413	74	512	479	718	809	759	808	710	380
<i>Sub-Total Resident Rnds</i>	<i>11,429</i>	<i>570</i>	<i>570</i>	<i>750</i>	<i>135</i>	<i>930</i>	<i>870</i>	<i>1305</i>	<i>1470</i>	<i>1380</i>	<i>1469</i>	<i>1290</i>	<i>690</i>
<i>% of Total</i>	<i>0.30</i>												
Public Rnds (Weekday)	4,286	214	214	281	51	349	326	489	551	518	551	484	259
Public Rnds (Weekend)	5,238	261	261	344	62	426	399	598	674	633	673	591	316
<i>Sub-Total Public Rnds</i>	<i>9,524</i>	<i>475</i>	<i>475</i>	<i>625</i>	<i>113</i>	<i>775</i>	<i>725</i>	<i>1088</i>	<i>1225</i>	<i>1150</i>	<i>1224</i>	<i>1075</i>	<i>575</i>
<i>% of Total</i>	<i>0.25</i>												
Public Twi (Weekday)	1,714	86	86	113	20	140	131	196	221	207	220	194	104
Public Twi (Weekend)	2,095	105	105	138	25	171	160	239	270	253	269	237	127
<i>Sub-Total Twilight Rnds</i>	<i>3,810</i>	<i>190</i>	<i>190</i>	<i>250</i>	<i>45</i>	<i>310</i>	<i>290</i>	<i>435</i>	<i>490</i>	<i>460</i>	<i>490</i>	<i>430</i>	<i>230</i>
<i>% of Total</i>	<i>0.10</i>												
Other (Weekday)	6,000	299	299	394	71	488	457	685	772	725	771	677	362
Other (Weekend)	7,333	366	366	481	87	597	558	837	943	886	942	828	443
Total Rounds	38,096	1,900	1,900	2,500	450	3100	2900	4350	4900	4600	4896	4300	2300
Golf Revenue													
Resident Rnds (Weekday)	246,789	\$ 6,413	\$ 7,695	\$ 13,500	\$ 3,645	\$ 18,833	\$ 17,618	\$ 32,299	\$ 39,690	\$ 37,260	\$ 29,743	\$ 26,123	\$ 13,973
Resident Rnds (Weekend)	311,277	\$ 9,405	\$ 9,405	\$ 16,500	\$ 4,455	\$ 23,018	\$ 21,533	\$ 39,476	\$ 48,510	\$ 45,540	\$ 44,431	\$ 31,928	\$ 17,078
Public Rnds (Weekday)	345,503	\$ 5,344	\$ 6,413	\$ 11,250	\$ 2,531	\$ 27,900	\$ 26,100	\$ 44,044	\$ 71,663	\$ 67,275	\$ 49,572	\$ 21,769	\$ 11,644
Public Rnds (Weekend)	444,935	\$ 7,838	\$ 7,838	\$ 13,750	\$ 3,713	\$ 36,231	\$ 33,894	\$ 56,822	\$ 87,588	\$ 82,225	\$ 60,588	\$ 35,475	\$ 18,975
Public Twi (Weekday)	114,556	\$ 3,420	\$ 3,420	\$ 4,500	\$ 1,013	\$ 10,463	\$ 9,788	\$ 15,660	\$ 18,743	\$ 16,560	\$ 17,626	\$ 8,708	\$ 4,658
Public Twi (Weekend)	147,437	\$ 3,135	\$ 3,135	\$ 6,188	\$ 1,609	\$ 12,788	\$ 11,165	\$ 20,336	\$ 24,255	\$ 21,505	\$ 21,542	\$ 14,190	\$ 7,590
Other (Weekday)	408,753	\$ 11,970	\$ 11,970	\$ 17,719	\$ 3,544	\$ 36,619	\$ 34,256	\$ 54,810	\$ 69,458	\$ 65,205	\$ 46,267	\$ 40,635	\$ 16,301
Other (Weekend)	524,228	\$ 14,630	\$ 14,630	\$ 21,656	\$ 5,198	\$ 47,740	\$ 44,660	\$ 66,990	\$ 89,609	\$ 84,123	\$ 56,549	\$ 49,665	\$ 28,779
Total Revenue	2,849,898	\$ 65,175	\$ 68,222	\$ 109,329	\$ 27,196	\$ 249,744	\$ 228,635	\$ 371,812	\$ 497,776	\$ 469,343	\$ 370,409	\$ 258,439	\$ 133,819
<i>Avg. Rate</i>	\$ 74.81	\$ 34.30	\$ 35.91	\$ 43.73	\$ 60.44	\$ 80.56	\$ 78.84	\$ 85.47	\$ 101.59	\$ 102.03	\$ 75.66	\$ 60.10	\$ 58.18
Misc Revenue													
Club Rental	14,650	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,750	\$ 3,000	\$ 2,700	\$ 2,475	\$ 1,225
Driving Range Balls	65,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 16,500	\$ 15,000	\$ 8,100	\$ 7,425	\$ 3,675
Rider Fees	5,580	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400	\$ 1,400	\$ 1,500	\$ 540	\$ 495	\$ 245
Handicap Fees	2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700	\$ 400	\$ 400	\$ -	\$ -	\$ -
Independent Instructor Fees	6,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -
Ball Retrieval	2,500	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 1,000	\$ -	\$ -
Total	96,930	\$ 500	\$ -	\$ -	\$ 500	\$ 1,000	\$ 1,000	\$ 22,100	\$ 22,050	\$ 20,900	\$ 13,340	\$ 10,395	\$ 5,145

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GOLF SHOP - 61	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>GOLF SHOP MERCHANDISE SALES</u>													
TOTAL # OF ROUNDS	38,096	1,900	1,900	2,500	450	3,100	2,900	4,350	4,900	4,600	4,896	4,300	2,300
AVERAGE REVENUE / ROUND	\$4.80	\$0.50	\$0.50	\$1.70	\$2.50	\$3.25	\$3.00	\$6.00	\$6.50	\$6.50	\$6.00	\$6.00	\$6.00
TOTAL MERCHANDISE SALES	\$182,876	950	950	4,250	1,125	10,075	8,700	26,100	31,850	29,900	29,376	25,800	13,800
<u>MERCHANDISE REVENUE</u>													
Soft Goods Sales	137,157	713	713	3,188	844	7,556	6,525	19,575	23,888	22,425	22,032	19,350	10,350
Hard Goods Sales	45,719	238	238	1,063	281	2,519	2,175	6,525	7,963	7,475	7,344	6,450	3,450
Misc. Golf Shop Sales	0	0	0	0	0	0	0	0	0	0	0	0	0
Sales Discounts -	0	0	0	0	0	0	0	0	0	0	0	0	0
Sales Discounts - Hit the Green (1%)	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL MERCHANDISE REVENUE	182,876	950	950	4,250	1,125	10,075	8,700	26,100	31,850	29,900	29,376	25,800	13,800
<u>COST OF SALES</u>													
	55.97%	55.97%	55.97%	55.97%	55.97%	55.97%	55.97%	55.97%	55.97%	55.97%	55.97%	55.97%	55.97%
COS - Merchandise (58%)	106,068	551	551	2,465	653	5,844	5,046	15,138	18,473	17,342	17,038	14,964	8,004
Purchase Disc Taken - (5%)	(5,303)	(28)	(28)	(123)	(33)	(292)	(252)	(757)	(924)	(867)	(852)	(748)	(400)
Freight - Merchandise	1,591	8	8	37	10	88	76	227	277	260	256	224	120
TOTAL COST OF SALES	102,356	532	532	2,379	630	5,639	4,869	14,608	17,826	16,735	16,442	14,440	7,724
GROSS PROFIT	80,520	418	418	1,871	495	4,436	3,831	11,492	14,024	13,165	12,934	11,360	6,076
<u>SALARIES AND BENEFITS</u>													
Salaries and Wages	152,808	6,611	6,611	7,708	7,116	15,728	15,728	15,918	15,918	15,918	15,278	15,418	14,858
Payroll Taxes	15,281	661	661	771	712	1,573	1,573	1,592	1,592	1,592	1,528	1,542	1,486
Workers' Compensation	5,730	248	248	289	267	590	590	597	597	597	573	578	557
Health Insurance/Benefits	5,880	490	490	490	490	490	490	490	490	490	490	490	490
TOTAL SALARIES AND BENEFITS	179,699	8,010	8,010	9,257	8,584	18,380	18,380	18,596	18,596	18,596	17,868	18,028	17,391
<u>SUPPLIES AND MATERIALS</u>													
<u>OTHER EXPENSES</u>													
Office Supplies	3,000	250	250	250	250	250	250	250	250	250	250	250	250
Dues and Subscriptions	2,300	0	0	0	0	0	0	0	0	0	0	2,300	0
Freight / Delivery	75	0	0	0	25	25	25	0	0	0	0	0	0
Travel	90	0	0	0	0	0	0	15	15	15	15	15	15
Uniforms	2,400	100	100	100	100	300	200	500	200	200	200	200	200
Telephone	1,320	110	110	110	110	110	110	110	110	110	110	110	110
Seminars / Training	3,690	150	150	150	500	0	100	1,250	35	35	35	1,250	35
Miscellaneous	6,000	500	500	500	500	500	500	500	500	500	500	500	500
TOTAL OTHER EXPENSES	18,875	1,110	1,110	1,110	1,485	1,185	1,185	2,625	1,110	1,110	1,110	4,625	1,110
TOTAL EXPENSES	198,574	9,120	9,120	10,367	10,069	19,565	19,565	21,221	19,706	19,706	18,978	22,653	18,501

Seminars/Training - Reimbursement for eligible golf shop employees (Director of Golf, Head Professional & 1st Assistant Golf Professional) for PGA Training, Education and Travel Expenses.

Office Supplies are made up of: Golf Cart Rental Agreements, Golf Club Rental Agreements, Gift Certificates & Merchandise Bags

Uniforms- Each Full-Time Emp receives (1) shirt per month

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CARTS, BAGROOM & RANGE - 641	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>SALARIES AND BENEFITS</u>													
Salaries and Wages	188,513	7,735	7,735	7,735	8,398	15,730	21,060	22,680	22,680	22,680	22,680	15,120	14,280
Incentives \ Bonus	0												
Payroll Taxes	23,470	963	963	963	1,046	1,958	2,622	2,824	2,824	2,824	2,824	1,882	1,778
Workers' Compensation	7,069	290	290	290	315	590	790	851	851	851	851	567	536
Health Insurance/Benefits	3,648	304	304	304	304	304	304	304	304	304	304	304	304
TOTAL SALARIES AND BENEFITS	222,700	9,292	9,292	9,292	10,062	18,582	24,776	26,658	26,658	26,658	26,658	17,873	16,897
<u>SUPPLIES AND MATERIALS</u>													
Range Expendable Supplies	6,750	600	600	150	150	1,800	150	1,000	1,000	150	150	500	500
Towel Replacement	2,182	120	120	120	120	185	195	250	250	250	250	250	72
Bottled Water	19,900	1,500	1,500	1,500	100	10,000	200	200	200	200	1,500	1,500	1,500
Cart Supplies	1,850	0	0	0	500	500	500	75	75	50	50	50	50
Range Balls	10,000	0	0	0	0	10,000	0	0	0	0	0	0	0
TOTAL SUPPLIES AND MATERIALS	40,682	2,220	2,220	1,770	870	22,485	1,045	1,525	1,525	650	1,950	2,300	2,122
<u>REPAIRS AND MAINTENANCE</u>													
Equipment Repair - Golf	3,600	300	300	300	300	300	300	300	300	300	300	300	300
TOTAL REPAIRS AND MAINTENANCE	3,600	300	300	300	300	300	300	300	300	300	300	300	300
<u>OTHER EXPENSES</u>													
Expendable Supplies	525	25	25	25	50	50	50	50	50	50	50	50	50
Printing / Stationary	420	0	0	0	0	0	0	70	70	70	70	70	70
Cart Maintenance & Repairs	18,036	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503	1,503
Freight / Delivery	450	75	75	75	75	75	75	0	0	0	0	0	0
Uniforms	5,200	0	0	0	2,000	500	500	0	0	500	0	1,500	200
Fuel (Shuttles & Range Picker)	3,000	0	0	100	100	300	400	450	450	450	450	200	100
Laundry and Linen	9,600	800	800	800	800	800	800	800	800	800	800	800	800
Miscellaneous	7,200	600	600	600	600	600	600	600	600	600	600	600	600
TOTAL OTHER EXPENSES	44,431	3,003	3,003	3,103	5,128	3,828	3,928	3,473	3,473	3,973	3,473	4,723	3,323
TOTAL EXPENSES	311,413	14,815	14,815	14,465	16,360	45,195	30,049	31,956	31,956	31,581	32,381	25,196	22,642

Expendable Supplies are made up of: - Scorecards, Tees, Pencils, Trash Bags, Cups & First Aid Supplies.

Uniforms- Each employee receives 4 shirts, 1 hat per season

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COURSE SERVICES - 643	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>SALARIES AND BENEFITS</u>													
Salaries and Wages	77,959	2,652	2,652	3,077	1,658	7,475	10,465	11,270	11,270	11,270	9,030	3,570	3,570
Incentives \ Bonus	0	0	0	0	0	0	0	0	0	0	0	0	0
Incentives \ Commission	0	0	0	0	0	0	0	0	0	0	0	0	0
Payroll Taxes	7,796	265	265	308	166	748	1,047	1,127	1,127	1,127	903	357	357
Workers' Compensation	2,923	99	99	115	62	280	392	423	423	423	339	134	134
TOTAL SALARIES AND BENEFITS	88,678	3,017	3,017	3,500	1,885	8,503	11,904	12,820	12,820	12,820	10,272	4,061	4,061
<u>SUPPLIES AND MATERIALS</u>													
Expendable Supplies	1,050	50	50	100	100	100	100	100	100	100	100	75	75
TOTAL SUPPLIES AND MATERIALS	1,050	50	50	100	100	100	100	100	100	100	100	75	75
<u>OTHER EXPENSES</u>													
Uniforms	2,125	75	75	75	800	75	250	75	75	75	400	75	75
Safety Equipment	600	50	50	50	50	50	50	50	50	50	50	50	50
Miscellaneous	200	0	0	0	50	50	50	50	0	0	0	0	0
TOTAL OTHER EXPENSES	2,926	125	125	125	900	175	350	176	125	125	450	125	125
TOTAL COURSE SERVICES EXPENSES	92,653	3,192	3,192	3,725	2,885	8,778	12,354	13,095	13,045	13,045	10,822	4,261	4,261

Expendable Supplies are made up of: Clipboards, Paper (starter sheets, ranger sheets), Towels, Trash Bags

Uniforms- Each employee receives 4 shirts, 1 hat per season

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MAINTENANCE DEPARTMENT - 63	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>SALARIES AND BENEFITS</u>													
Salaries and Wages	725,901	33,645	33,645	43,179	51,311	67,093	68,988	72,040	71,990	71,996	71,996	68,972	71,046
Overtime Hourly Wages	18,500	0	0	0	16,000	0	0	0	0	2,500	0	0	0
Incentives \ Bonus	0	0	0	0	0	0	0	0	0	0	0	0	0
Payroll Taxes	74,440	3,364	3,364	4,318	6,731	6,709	6,899	7,204	7,199	7,450	7,200	6,897	7,105
Workers' Compensation	27,684	1,262	1,262	1,619	2,324	2,516	2,587	2,702	2,700	2,762	2,700	2,586	2,664
Health Insurance/Benefits	117,720	9,810	9,810	9,810	9,810	9,810	9,810	9,810	9,810	9,810	9,810	9,810	9,810
TOTAL SALARIES AND BENEFITS	964,245	48,081	48,081	58,926	86,176	86,128	88,284	91,756	91,699	94,518	91,706	88,265	90,625
<u>SUPPLIES AND MATERIALS</u>													
Fertilizer	93,670	5,870	4,100	9,880	22,500	8,500	8,950	5,000	3,020	3,370	8,500	3,350	10,630
Flowers/Plants	3,050	0	0	1,000	250	0	750	750	100	100	100	0	0
Gas & Oils	46,860	3,200	3,450	3,850	4,750	4,850	4,150	3,570	3,880	3,880	3,850	3,850	3,580
Golf Course Accessories	13,140	0	0	0	12,300	0	0	0	160	0	680	0	0
Chemicals & Pesticides	50,060	13,754	190	7,820	9,359	2,100	0	3,033	190	1,806	3,100	2,200	6,508
POA Control	9,900	0	0	2,400	0	0	7,500	0	0	0	0	0	0
Sand/Mulch/Bunker	13,460	390	390	5,000	2,000	4,000	800	380	100	100	100	100	100
Seed	106,900	0	0	0	95,000	11,900	0	0	0	0	0	0	0
Small Tools	5,000	100	100	2,000	2,000	100	100	100	100	100	100	100	100
Sod	15,500	5,300	4,500	1,000	0	0	0	0	0	0	0	1,250	3,450
Topdressing	10,000	2,000	2,200	0	2,200	600	0	0	0	0	0	1,500	1,500
TOTAL SUPPLIES AND MATERIALS	367,540	30,614	14,930	32,950	150,359	32,050	22,250	12,833	7,550	9,356	16,430	12,350	25,868
<u>REPAIRS AND MAINTENANCE</u>													
Buildings & Bridges	5,550	1,250	750	550	500	500	500	250	250	250	250	250	250
Equipment	38,500	2,000	2,500	3,000	10,000	5,000	2,000	2,500	2,500	2,000	2,000	2,500	2,500
Irrigation System	19,050	4,400	3,500	1,500	2,000	900	550	1,200	1,000	1,000	1,000	1,000	1,000
Pumps	10,500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	500	0
Lake Maint Contract	30,800	3,850	3,850	3,850	3,850	3,850	0	0	0	0	3,850	3,850	3,850
Trees	12,050	0	0	5,500	550	0	0	0	0	2,000	4,000	0	0
TOTAL REPAIRS AND MAINTENANCE	116,450	12,500	11,600	15,400	17,900	11,250	4,050	4,950	4,750	6,250	12,100	8,100	7,600

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MAINTENANCE DEPARTMENT - 63	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
OTHER EXPENSES													
Contract Services Soil/Tissue Tests	2,000	0	0	1,000	0	0	0	0	0	0	0	1,000	0
Dues and Subscriptions	680	0	0	0	0	0	0	0	200	0	380	0	100
Employee Education	3,900	50	50	50	50	50	50	50	1,000	2,400	50	50	50
Equipment Rental	3,400	200	150	150	1,000	600	200	200	200	200	200	200	100
Auto Expense	4,800	400	400	400	400	400	400	400	400	400	400	400	400
Licenses and Permits	4,300	100	0	0	250	0	50	0	0	1,000	2,900	0	0
Miscellaneous	1,200	100	100	100	100	100	100	100	100	100	100	100	100
Supplies	4,350	750	750	750	500	500	500	100	100	100	100	100	100
Propane/Natural Gas	180	15	15	15	15	15	15	15	15	15	15	15	15
Safety Equipment & Training	3,850	200	100	750	800	500	400	400	200	200	100	100	100
Telephone/DSL	10,200	850	850	850	850	850	850	850	850	850	850	850	850
Waste/Trash Removal	6,288	524	524	524	524	524	524	524	524	524	524	524	524
Uniforms & Linen/Towels	11,040	920	920	920	920	920	920	920	920	920	920	920	920
TOTAL OTHER EXPENSES	56,188	4,109	3,859	5,509	5,409	4,459	4,009	3,559	4,509	6,709	6,539	4,259	3,259
TOTAL MAINTENANCE EXP. (EXCL Landscaping)	1,504,423	95,304	78,470	112,785	259,844	133,887	118,593	113,098	108,508	116,833	126,775	112,974	127,352
4,500													
LANDSCAPE													
Wages	156,528	13,334	13,334	12,904	12,904	12,904	13,334	13,334	12,004	13,334	12,904	13,334	12,904
Overtime Hourly Wages	3,418	0	0	0	3,418	0	0	0	0	0	0	0	0
Payroll Taxes	15,995	1,333	1,333	1,290	1,632	1,290	1,333	1,333	1,200	1,333	1,290	1,333	1,290
Workers' Compensation	5,955	500	500	484	569	484	500	500	450	500	484	500	484
Health Insurance/Benefits	29,400	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450
Landscape Wages & Benefits	211,296	17,617	17,617	17,128	20,973	17,128	17,617	17,617	16,104	17,617	17,128	17,617	17,128
Small Tools	1,025	100	100	100	100	100	75	75	75	75	75	75	75
Repairs & Maintenance - Drip Irrigation	4,250	250	250	500	500	500	500	250	250	250	250	250	500
Uniforms	3,480	290	290	290	290	290	290	290	290	290	290	290	290
TOTAL LANDSCAPE MAINTENANCE	220,051	18,257	18,257	18,018	21,863	18,018	18,482	18,232	16,719	18,232	17,743	18,232	17,993
COURSE & LANDSCAPE MAINTENANCE TOTAL (EXCL UTILITIES)	1,724,474	113,562	96,728	130,804	281,707	151,906	137,075	131,330	125,227	135,065	144,518	131,207	145,345
WATER & ELECTRICITY COSTS													
Water Cost	70,047	10,150	8,990	8,932	6,090	4,719	7,685	2,697	2,132	2,247	2,247	4,719	9,439
Maint. Shop / So Village Lakes	35,600	3,200	2,300	2,300	2,300	2,500	2,000	5,000	3,000	3,000	4,000	3,000	3,000
Main Meter (FE, PH, CB, CH, NV Lakes)	143,100	10,000	11,500	11,500	9,200	8,000	7,000	10,000	12,000	12,000	15,400	18,000	18,500
Well	1,091	65	20	15	650	150	90	16	16	5	17	17	30
TOTAL WATER AND ELECTRIC COST	249,838	23,415	22,810	22,747	18,240	15,369	16,775	17,713	17,148	17,252	21,664	25,736	30,969
TOTAL COURSE MAINTENANCE EXPENSES	1,974,312	136,977	119,538	153,551	299,947	167,275	153,850	149,043	142,375	152,317	166,182	156,943	176,314

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PREPARED BY: Landmark Golf Management

G & A DEPARTMENT - 67	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>SALARIES AND BENEFITS</u>													
Salaries and Wages	236,836	18,263	18,943	18,263	18,943	20,303	20,303	20,303	20,303	20,303	20,303	20,303	20,303
Payroll Taxes	23,684	1,826	1,894	1,826	1,894	2,030	2,030	2,030	2,030	2,030	2,030	2,030	2,030
Workers' Compensation	8,881	685	710	685	710	761	761	761	761	761	761	761	761
Health Insurance/Benefits	26,160	2,180	2,180	2,180	2,180	2,180	2,180	2,180	2,180	2,180	2,180	2,180	2,180
TOTAL SALARIES AND BENEFITS	295,561	22,954	23,728	22,954	23,728	25,275	25,275	25,275	25,275	25,275	25,275	25,275	25,275
<u>REPAIRS AND MAINTENANCE</u>													
Equipment Repair	1,900	0	100	100	100	900	100	100	100	100	100	100	100
TOTAL REPAIRS AND MAINTENANCE	1,900	0	100	100	100	900	100	100	100	100	100	100	100
<u>OTHER EXPENSES</u>													
Office Supplies	1,260	105	105	105	105	105	105	105	105	105	105	105	105
Printing / Stationary	3,300	100	100	100	100	100	400	400	400	400	400	400	400
Postage	900	75	75	75	75	75	75	75	75	75	75	75	75
Recruiting / Relocation	1,200	0	0	150	150	150	200	150	200	200	0	0	0
Dues and Subscriptions	1,150	50	0	200	50	50	50	100	200	50	50	300	50
Freight / Delivery	600	50	50	50	50	50	50	50	50	50	50	50	50
Travel	1,100	0	100	0	0	0	0	0	100	0	200	500	200
Promotion	1,200	100	100	100	100	100	100	100	100	100	100	100	100
Auto Expense	6,000	500	500	500	500	500	500	500	500	500	500	500	500
Equipment Rental (Copier/Storage)	6,600	550	550	550	550	550	550	550	550	550	550	550	550
Uniforms	1,050	75	75	75	150	150	75	75	75	75	75	75	75
Professional Fees (I.T. & Safety Fees)	10,200	850	850	850	850	850	850	850	850	850	850	850	850
Seminars / Training	2,400	200	200	200	200	200	200	200	200	200	200	200	200
Payroll Processing	12,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Computer Supplies (POS Support Fees)	6,300	500	500	500	500	500	500	500	500	500	500	500	800
Bank & ADP Fees	1,080	90	90	90	90	90	90	90	90	90	90	90	90
Miscellaneous	6,000	100	100	100	100	1,000	4,000	100	100	100	100	100	100
TOTAL OTHER EXPENSES	62,340	4,345	4,395	4,645	4,570	5,470	8,745	4,845	5,095	4,845	4,845	5,395	5,145
TOTAL G & A EXPENSES	359,801	27,299	28,223	27,699	28,398	31,645	34,120	30,220	30,470	30,220	30,220	30,770	30,520

Uniforms- Benefit to be shared between GM & Controller

Entertainment & Promotion - GM promoting property for potential clients

2020-2021 ANNUAL PLAN

SilverRock Resort
Projections - July 2020 to June 2021

MARKETING 05-May-20 09:43 AM

PREPARED BY: Landmark Golf Management

MARKETING DEPARTMENT - 66	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>SALARIES AND BENEFITS</u>													
Salaries and Wages	17,556	0	0	0	0	0	2,508	2,508	2,508	2,508	2,508	2,508	2,508
Payroll Taxes	1,756	0	0	0	0	0	251	251	251	251	251	251	251
Workers' Compensation	658	0	0	0	0	0	94	94	94	94	94	94	94
Health Insurance/Benefits	4,176	348	348	348	348	348	348	348	348	348	348	348	348
TOTAL SALARIES AND BENEFITS	24,146	348	348	348	348	348	3,201	3,201	3,201	3,201	3,201	3,201	3,201
<u>OTHER EXPENSES</u>													
Office Supplies	1,200	100	100	100	100	100	100	100	100	100	100	100	100
Printing / Stationary	4,425	0	0	200	3,000	200	200	200	125	125	125	125	125
Postage	600	50	50	50	50	50	50	50	50	50	50	50	50
Contract Services Web Page	1,800	150	150	150	150	150	150	150	150	150	150	150	150
Dues and Subscriptions	735	0	0	0	0	0	0	35	400	300	0	0	0
Uniforms	600	0	0	0	300	50	50	50	50	50	50	0	0
Telephone	1,200	100	100	100	100	100	100	100	100	100	100	100	100
Civic, Community and Trade Show	2,250	75	75	75	75	750	750	75	75	75	75	75	75
Public Relations	1,000	0	0	0	0	0	0	500	500	0	0	0	0
Promotions / Meals	300	25	25	25	25	25	25	25	25	25	25	25	25
Promotion - (Media, Vendor Days, etc)	700	0	0	0	50	50	50	300	50	50	50	50	50
Advertising (Ad Purchases)	163,133	3,566	3,566	10,715	13,766	24,194	15,624	20,161	17,206	15,599	17,729	12,906	8,101
Collateral Material - (Yrd Bks, Rack Cds, Statn, Brochures)	5,500	0	0	0	500	1,000	0	500	500	500	500	1,000	1,000
Miscellaneous	350	0	0	0	0	50	50	50	50	50	50	50	50
TOTAL OTHER EXPENSES	183,793	4,066	4,066	11,415	18,116	26,719	17,149	22,296	19,381	17,174	19,004	14,631	9,776
TOTAL MARKETING EXPENSES	207,939	4,414	4,414	11,763	18,464	27,067	20,350	25,497	22,582	20,375	22,205	17,832	12,977

Promotion/Meals - Off property events (Chamber Mixers, Rotaries and entertaining potential clients)

Promotion/Media/Vendor Days - Radio/TV Onsite Broadcasting.
Vendor Days - Show casing property in exchange for positive publicity

2020-2021 ANNUAL PLAN

SilverRock Resort
Projections - July 2020 to June 2021

MARKETING 05-May-20 09:43 AM

PREPARED BY: Landmark Golf Management

TEMPORARY CLUBHOUSE - 800	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>SUPPLIES AND MATERIALS</u>													
Expendable Supplies	2,400	200	200	200	200	200	200	200	200	200	200	200	200
Laundry Supplies	2,400	200	200	200	200	200	200	200	200	200	200	200	200
TOTAL SUPPLIES AND MATERIALS	4,800	400	400	400	400	400	400	400	400	400	400	400	400
<u>REPAIRS AND MAINTENANCE</u>													
Building Structures	3,600	300	300	300	300	300	300	300	300	300	300	300	300
Restaurant Repairs	8,400	700	700	700	700	700	700	700	700	700	700	700	700
Equipment Repair	8,400	700	700	700	700	700	700	700	700	700	700	700	700
TOTAL REPAIRS AND MAINTENANCE	20,400	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700
<u>OTHER EXPENSES</u>													
Contract Services Cleaning	4,800	400	400	400	400	400	400	400	400	400	400	400	400
Telephone	13,800	1,150	1,150	1,150	1,150	1,150	1,150	1,150	1,150	1,150	1,150	1,150	1,150
Cable-Roadrunner	4,560	380	380	380	380	380	380	380	380	380	380	380	380
Water	3,852	321	321	321	321	321	321	321	321	321	321	321	321
Safety Equipment	1,200	100	100	100	100	100	100	100	100	100	100	100	100
Natural Gas	12,180	850	850	850	850	850	850	1,180	1,180	1,180	1,180	1,180	1,180
Flowers and Decorations	1,900	0	0	0	500	0	0	500	0	500	0	0	400
Building Security (Roving Patrol)	60,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Miscellaneous	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL OTHER EXPENSES	102,292	8,201	8,201	8,201	8,701	8,201	8,201	9,031	8,531	9,031	8,531	8,531	8,931
TOTAL CLUBHOUSE EXPENSES	127,492	10,301	10,301	10,301	10,801	10,301	10,301	11,131	10,631	11,131	10,631	10,631	11,031

Expendable Supplies made up of: Locksmith, Trashbags, Lightbulbs, Mats, Items related to Maintenance of Clubhouse

2020-2021 ANNUAL PLAN

SilverRock Resort
Projections - July 2020 to June 2021

RUN DATE: 05-May-20 09:43 AM

PREPARED BY: Landmark Golf Management

MISC. DEPARTMENT - 980 & 990	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>MISC OTHER EXPENSES</u>													
Management Fee - Fixed	112,632	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386	9,386
FF&E Reserve (2.0%)	0												
General Liability Insurance	57,000	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750	4,750
Personal Property Taxes	11,800	5,200	0	4,000	2,600	0	0	0	0	0	0	0	0
	181,432	19,336	14,136	18,136	16,736	14,136	14,136	14,136	14,136	14,136	14,136	14,136	14,136
<u>LEASE EXPENSES</u>													
Golf Cart Leases	144,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Trailer Leases	0	0	0	0	0	0	0	0	0	0	0	0	0
Golf Course Maintenance Lease	148,800	12,400	12,400	12,400	12,400	12,400	12,400	12,400	12,400	12,400	12,400	12,400	12,400
GPS Lease (Up-Link)	34,800	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900	2,900
Equipment Rental Other	20,200	1,150	1,150	1,150	1,150	1,950	1,950	1,950	1,950	1,950	1,950	1,950	1,950
	347,800	28,450	28,450	28,450	28,450	29,250	29,250	29,250	29,250	29,250	29,250	29,250	29,250

2019-2020 Annual Budget

2019-2020 Annual Budget

RUN DATE: 05-May-20 09:48 AM

PREPARED BY: Landmark Golf Management

FOOD & BEVERAGE DEPT - 62	TOTAL	JUL.	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY	JUN.
<u>FOOD REVENUE</u>													
Snack Shop/Terrace Food	\$ 171,509	\$ 1,900	\$ 1,900	\$ 2,500	\$ 450	\$ 3,100	\$ 2,900	\$ 32,625	\$ 39,200	\$ 36,800	\$ 19,584	\$ 23,650	\$ 6,900
Beverage Cart Food	\$ 46,157	\$ 1,900	\$ 1,900	\$ 2,500	\$ 450	\$ 3,100	\$ 2,900	\$ 5,438	\$ 6,125	\$ 5,750	\$ 7,344	\$ 6,450	\$ 2,300
Other Food Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Taxable Tournament Site Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Special Events	\$ 12,000	\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000	\$ -
TOTAL FOOD REVENUE	\$ 229,666	\$ 3,800	\$ 3,800	\$ 5,000	\$ 3,900	\$ 9,200	\$ 5,800	\$ 38,063	\$ 45,325	\$ 42,550	\$ 29,928	\$ 33,100	\$ 9,200
<u>BEVERAGE REVENUE</u>													
Snack Shop/Terrace Beer & Wine	\$ 82,276	\$ 1,140	\$ 1,140	\$ 1,500	\$ 270	\$ 4,185	\$ 3,915	\$ 7,830	\$ 10,290	\$ 16,560	\$ 17,626	\$ 11,610	\$ 6,210
Snack Shop/Terrace Sodas	\$ 54,850	\$ 760	\$ 760	\$ 1,000	\$ 180	\$ 2,790	\$ 2,610	\$ 5,220	\$ 6,860	\$ 11,040	\$ 11,750	\$ 7,740	\$ 4,140
Beverage Cart Beer & Wine	\$ 65,974	\$ 950	\$ 950	\$ 1,250	\$ 225	\$ 6,200	\$ 5,438	\$ 7,069	\$ 8,575	\$ 14,375	\$ 8,568	\$ 8,063	\$ 4,313
Beverage Cart Sodas	\$ 65,974	\$ 950	\$ 950	\$ 1,250	\$ 225	\$ 6,200	\$ 5,438	\$ 7,069	\$ 8,575	\$ 14,375	\$ 8,568	\$ 8,063	\$ 4,313
TOTAL BEVERAGE REVENUE	\$ 269,075	\$ 3,800	\$ 3,800	\$ 5,000	\$ 900	\$ 19,375	\$ 17,400	\$ 27,188	\$ 34,300	\$ 56,350	\$ 46,512	\$ 35,475	\$ 18,975
TOTAL FOOD & BEVERAGE REVENUE	\$ 498,740	\$ 7,600	\$ 7,600	\$ 10,000	\$ 4,800	\$ 28,575	\$ 23,200	\$ 65,250	\$ 79,625	\$ 98,900	\$ 76,440	\$ 68,575	\$ 28,175
<u>LESS COST OF SALES</u>													
COS - Food (37%)	\$ 82,756	\$ 1,406	\$ 1,406	\$ 1,850	\$ 1,443	\$ 3,404	\$ 2,146	\$ 14,083	\$ 16,770	\$ 15,744	\$ 9,963	\$ 11,137	\$ 3,404
COS - Beer & Wine (25%)	\$ 37,062	\$ 523	\$ 523	\$ 688	\$ 124	\$ 2,596	\$ 2,338	\$ 3,725	\$ 4,716	\$ 7,734	\$ 6,548	\$ 4,918	\$ 2,631
COS - Sodas (27%)	\$ 32,623	\$ 462	\$ 462	\$ 608	\$ 109	\$ 2,427	\$ 2,173	\$ 3,318	\$ 4,167	\$ 6,862	\$ 5,486	\$ 4,267	\$ 2,282
COS- Employee Meals	\$ 22,800	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900
TOTAL COST OF SALES	\$ 175,241	\$ 4,290	\$ 4,290	\$ 5,045	\$ 3,576	\$ 10,328	\$ 8,557	\$ 23,026	\$ 27,554	\$ 32,239	\$ 23,898	\$ 22,222	\$ 10,217
GROSS PROFIT	\$ 323,499	\$ 3,310	\$ 3,310	\$ 4,955	\$ 1,224	\$ 18,247	\$ 14,643	\$ 42,224	\$ 52,071	\$ 66,661	\$ 52,542	\$ 46,353	\$ 17,958
<u>SALARIES AND BENEFITS</u>													
Salaries and Wages	\$ 215,798	\$ 9,367	\$ 9,367	\$ 9,433	\$ 4,169	\$ 17,151	\$ 17,441	\$ 26,500	\$ 26,500	\$ 26,500	\$ 26,500	\$ 22,540	\$ 20,332
Payroll Taxes	\$ 24,709	\$ 1,073	\$ 1,073	\$ 1,080	\$ 477	\$ 1,964	\$ 1,997	\$ 3,034	\$ 3,034	\$ 3,034	\$ 3,034	\$ 2,581	\$ 2,328
Workers' Compensation	\$ 8,891	\$ 386	\$ 386	\$ 389	\$ 172	\$ 707	\$ 719	\$ 1,092	\$ 1,092	\$ 1,092	\$ 1,092	\$ 929	\$ 838
Health Insurance	\$ 35,417	\$ 1,324	\$ 1,324	\$ 1,324	\$ 1,324	\$ 2,979	\$ 2,979	\$ 4,303	\$ 4,303	\$ 4,303	\$ 4,303	\$ 3,641	\$ 3,310
TOTAL SALARIES AND BENEFITS	\$ 284,814	\$ 12,149	\$ 12,149	\$ 12,226	\$ 6,142	\$ 22,800	\$ 23,135	\$ 34,929	\$ 34,929	\$ 34,929	\$ 34,929	\$ 29,690	\$ 26,807
<u>SUPPLIES AND MATERIALS</u>													
Expendable Supplies	\$ 4,000	\$ 300	\$ 300	\$ 300	\$ 300	\$ 200	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 300	\$ 300
Bar Utensils	\$ 1,250	\$ 150	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Menus, Napkins and Placemats	\$ 3,825	\$ 175	\$ 175	\$ 175	\$ 500	\$ 250	\$ 250	\$ 550	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350
TOTAL SUPPLIES AND MATERIALS	\$ 9,075	\$ 625	\$ 575	\$ 575	\$ 900	\$ 550	\$ 750	\$ 1,050	\$ 850	\$ 850	\$ 850	\$ 750	\$ 750
<u>REPAIRS AND MAINTENANCE</u>													
Equipment Repair	\$ 3,000	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
TOTAL REPAIRS AND MAINTENANCE	\$ 3,000	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
<u>OTHER EXPENSES</u>													
Office Supplies	\$ 1,500	\$ 100	\$ 100	\$ 100	\$ 250	\$ 250	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Phone	\$ 840	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70	\$ 70
Equipment Rental	\$ 1,294	\$ 109	\$ 109	\$ 109	\$ 95	\$ 109	\$ 109	\$ 109	\$ 109	\$ 109	\$ 109	\$ 109	\$ 109
Non-Capital Equipment	\$ 600	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Uniforms	\$ 3,400	\$ 150	\$ 150	\$ 150	\$ 1,000	\$ 150	\$ 500	\$ 150	\$ 150	\$ 150	\$ 550	\$ 150	\$ 150
Laundry and Linen	\$ 5,975	\$ 525	\$ 525	\$ 525	\$ 200	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525	\$ 525
Lease Payment	\$ 12,000	\$ 500	\$ 500	\$ 500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 500	\$ 500	\$ 500
Bank Fees	\$ 6,240	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520	\$ 520
Seminars / Training	\$ 275	\$ 25	\$ 25	\$ 25	\$ 25	\$ -	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25
Cleaning Supplies	\$ 3,596	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 346	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350
Flowers and Decorations	\$ 2,606	\$ 100	\$ 100	\$ 100	\$ 206	\$ 300	\$ 300	\$ 300	\$ 250	\$ 250	\$ 300	\$ 200	\$ 200
Licenses and Permits	\$ 1,800	\$ -	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 4,000	\$ 300	\$ 300	\$ 300	\$ 400	\$ 400	\$ 400	\$ 300	\$ 400	\$ 300	\$ 300	\$ 300	\$ 300
TOTAL OTHER EXPENSES	\$ 44,126	\$ 2,699	\$ 3,599	\$ 2,699	\$ 4,566	\$ 4,124	\$ 4,349	\$ 4,895	\$ 4,049	\$ 3,949	\$ 3,399	\$ 2,899	\$ 2,899
TOTAL EXPENSES	\$ 341,015	\$ 15,723	\$ 16,573	\$ 15,750	\$ 11,858	\$ 27,724	\$ 28,484	\$ 41,124	\$ 40,078	\$ 39,978	\$ 39,428	\$ 33,589	\$ 30,706
TOTAL FOOD & BEVERAGE PROFIT (Loss)	\$ (17,517)	\$ (12,414)	\$ (13,264)	\$ (10,795)	\$ (10,634)	\$ (9,477)	\$ (13,841)	\$ 1,100	\$ 11,993	\$ 26,683	\$ 13,115	\$ 12,764	\$ (12,748)

Supplies Expendable is made up of: Smallwares, Papergoods, First-aid

Uniforms- Each employee receives 4 shirts, 1 hat per season

##

SilverRock Resort

2020-2021 Marketing Plan Narrative

OBJECTIVE: *Continue to expand brand awareness for SilverRock Resort, promote the Arnold Palmer Classic Course as a premier golf course in the Coachella Valley and increase golf and golf-related revenues. In light of Covid-19, a concerted effort will be needed to market and promote SilverRock during this unprecedented pandemic. It will be important to promote SilverRock as a safe golf facility that is practicing the guidelines set forth by the County of Riverside. In addition to expanding this awareness, it will also be imperative to continually market SilverRock in a positive light during future construction phases of the Montage and Pendry Luxury Hotels.*

The 2020-2021 Marketing Plan is built around an annual Marketing Budget of \$207,939. The total Marketing Plan includes: print advertising, TV & radio, digital marketing, social media, collateral materials, civic and community networking, tournament coordinator salary, public relations, golf/consumer trade shows, supplies, internet websites and e-mail marketing. Actual advertising budget will total \$163,133 annually.

PRINT ADVERTISING

Print advertising is targeted for Coachella Valley Residents and tourist/resort golfers in local, regional and Southern California golf and travel publications. Print advertising consists of local newspaper, golf and travel magazines and regional directories. All print advertising now includes a digital component that is included in each buy.

Newspaper advertising is placed in The Desert Sun with primary emphasis on “digital ads” appearing on the Desert Sun website, mobile and App. Special promotions are designed, as needed by season, and placed in various digital arenas.

Magazines consist of local and regional magazines such as Palm Springs Life, Golf News Magazine, Desert Golf & Tennis, Locale Magazine, Southland Golf Magazine, Alaska Airlines, Golfing Palm Springs, and Desert Golfing Digest. These ads vary from full page to quarter page ads and are full color.

TV & RADIO

Television commercials (30 seconds) are placed on all three (3) local network affiliates (CBS2, KESQ3-ABC, KMIR6-NBC) and Time Warner cable stations. Local radio is used for 30-second spots and specific promotions and is primarily aired during summer months to attract local patrons.

IN ROOM MEDIA

In conjunction with the Travelers Channel, currently the SilverRock commercial is showcased in 18 local hotels representing over 3,500 hotel rooms throughout the Coachella Valley.

The Travelers Channel operates in each hotel, and becomes the hotels local in room concierge. The Travelers Channel primary goal is to visually promote the local area, points of interest, history, services, restaurants, shopping, and to help visitors enjoy their stay.

DIGITAL MARKETING

SilverRock will continue to partner with JNS Media and Madden Media with digital marketing. The marketing plan includes website display banners through the geo target

channels like ESPN LA, GolfChannel.com, PGA.com, SCGA.com, and anyone searching keywords such as Golf, Best Golf Courses, Tee Times in Greater Palm Springs/La Quinta producing 10 million impressions. Included in this 2020-2021 Marketing Plan is an ongoing partnership to continue a strong presence in the digital marketing sector.

SOCIAL MEDIA, APPS, & MOBILE WEBSITES

Social media has proven to be a very successful, powerful and cost effective method of promoting SilverRock. There will be a continued effort and focus on social media including enhancing SilverRock's Facebook "fan base" which has generated over 20,000 likes and has been very effective way of communicating SilverRock's news and information. Increased presence will continue this year on Facebook, Twitter, Yelp, Golf Advisor, Google, Greenskeeper.org and YouTube. All online reviews are acknowledged and responded to within 48 hours of a post. These methods of advertising and promotion are truly cost effective as they have minimal costs or no cost at all associated with these marketing avenues.

Currently, the majority of all tee times are now booked online; a continued emphasis on the mobile website booking interface that allows visitors to navigate SilverRock's website more efficiently and effectively will again be a priority for 2020-2021. SilverRock's website is a responsive website which allows any user with a PC, tablet or mobile phone to navigate the SilverRock website.

SilverRock's free App is available on both Droid and iPhones and will continue to be promoted and updated.

JUNIOR GOLF

SilverRock will continue to support local Junior Golf by offering Junior Lessons, Junior Rates and being a host course for the La Quinta High School Boys and Girls Golf Teams. SilverRock will also continue to participate in SCGA's Youth on Course program which will provide juniors in Southern California another avenue to get access to golf courses at affordable green fees.

COLLATERAL MATERIALS

Rack cards, scorecards, and information packets presenting SilverRock Resort are used as marketing tools for SilverRock Resort. Printed material will be produced, as needed, to promote SilverRock Resort as a former Home Course of the Bob Hope Classic 2008-2011.

CIVIC AND COMMUNITY NETWORKING AND TRADESHOWS

SilverRock Resort is positioned as a community-friendly golf facility and is committed to developing strong relationships with community organizations such as the Greater Coachella Valley Chamber of Commerce and various local service organizations.

At various venues locally and around Southern California, trade shows and expos are held that provide an opportunity to promote SilverRock Resort. These trade shows and expos are focused on tourism, golf and golf equipment/apparel, recreation, weddings and other related industries and businesses. SilverRock will continue to partner with regional and local magazines in these trade shows.

TOURNAMENTS & GROUP OUTINGS

A continued concentrated effort to attract corporate and group outings will be positioned through various networking opportunities. Tournament business represents a large portion of outside play and is an important component of SilverRock's success.

FINANCIAL ADVISORY COMMISSION TASK FORCE REPORTS

FINANCIAL ADVISORY COMMISSION BUDGET TASK FORCE REPORT TO THE COMMISSION

MAY 7, 2020

MEMBERS: W. RICHARD MILLS AND STEVEN ROSEN

The Financial Advisory Commission Budget Task Force was formed to provide the entire Commission with detailed insight respecting the Proposed 2019/2020 Budget Adjustments and the 2020/2021 Budget Proposal prepared by the City of La Quinta Finance Department under the leadership of Karla Romero.

The Task Force understood that the Mission Statement was to meet with the Finance Department Staff and obtain a thorough understanding of the assumptions utilized in the budget recommendations by challenging and then validating their proposals and protocols.

The Task Force accomplished this by meeting, by Zoom, with Karla Romero and Claudia Martinez on three separate occasions. The meetings focused upon revenue projections, expense reductions and increases, Internal Service Fund allocations, payroll projections and variances and Measure G. The data discussed and analyzed was contained in a 95-page document.

There was a consensus that short term revenue projections should be conservative and supported by outside and independent forecasts, that short term expenses should be reduced to the extent possible without jeopardizing the level of service to the community and that short and long term CIP Projects should be deferred unless there is a compelling reason not to. The foregoing consensus was founded upon the difficulty and uncertainty of assessing the fragile nature of the future economy.

It is also recommended that the ongoing process of budget development should be closely monitored in conjunction with the Financial Advisory Commission as an added resource to the already competent City Financial Department.

Accordingly, the Task Force has concluded that the presentation by the Finance Department to the City Council on May 5, 2020 under Study Session I entitled "Discuss Fiscal Year 2020/2021 Preliminary Proposed Budget" precisely accomplished the foregoing and thus has the full support of the Task force as presented.

FINANCIAL ADVISORY COMMISSION TASK FORCE REPORT ON THE PROPOSED 2020/21 THROUGH 2024/25 CAPITAL IMPROVEMENT PROGRAM TO THE COMMISSION

MAY 8, 2020

MEMBERS: DANIEL TWOHEY, JOHN HOFFNER, AND GEORGE BATVICK

FAC Committee Budget Review Methodology

1. Independently reviewed all staff work performed on CIP budget analysis and recommendations covering fiscal years 20/21 - 24/25. Primary review emphasis was placed on CIP budget revisions made during the first two fiscal years.
2. Requested and reviewed summarized "before/after" CIP comparisons by project by dollar amount by fiscal year to evaluate the magnitude and timing of revisions which staff recommended to CIP appropriations.
3. Requested and reviewed CIP outside funding sources by project by fiscal year to assess the likelihood of receiving such funds to support projects being planned.
4. Requested and reviewed the project prioritization methodology used by staff to formulate their conclusions and make recommendations on revisions to CIP appropriations by fiscal year.
5. Held three full-team conference calls to discuss materials provided, staff's project prioritization methodology, and staff's conclusions and recommendations on revisions to CIP appropriations by fiscal year.
6. Held three FAC-only conference calls to discuss these same topics and formulate our independent conclusions and recommendations.
7. Performed an independent review of each CIP project over the first two fiscal years to determine if the FAC had any additional dollar and timing revisions to recommend.

FAC Committee Conclusions

1. Noted that the revisions recommended in CIP appropriations by fiscal year were as follows: -\$7.2 mm in 20/21, -\$2.7 mm in 21/22, +\$6.8 mm in 22/23, -\$.5 mm in 23/24, and +\$.2 mm in 24/25.
2. Noted that the cumulative total revisions in CIP appropriations over the five fiscal years were -\$3.4 mm, a net reduction of 6%.
3. Noted that in the first two fiscal years, CIP appropriations were reduced by \$9.9 mm, approximately 25%.

4. Noted that in the third fiscal year, CIP appropriations were increased by \$6.8 mm, indicating that a majority of the savings achieved in the first two fiscal years was deferred to year three.
5. Concluded that the project prioritization methodology used by staff to form conclusions and make recommendations on revisions to CIP appropriations was objective, reasonable, and effective. Concluded that the methodology preserved the City's most critical capital projects, while reducing and deferring projects of a more discretionary nature.
6. Concluded that amounts expected to be received from outside funding sources were reasonable but need to be closely monitored.
7. Concluded that the FAC had no additional recommendations on staff-proposed revisions to the dollar amounts and timing of CIP appropriations by project in the first two fiscal years.
8. Final conclusion was that the revisions to CIP appropriations recommended by staff for FY 20/21 and FY 21/22 (-\$9.9 mm at -25%), were reasonable and appropriate, and were fully responsive to the City's needs and guidance.

FAC Committee Recommendations

1. That the Financial Advisory Commission and the City Council should approve as recommended by staff the revisions to CIP appropriations over FY 20/21-FY 24/25.
2. That, while the staff carefully monitors the CIP budget and outside funding sources on a regular basis, this formal CIP appropriations review process should be conducted again in 3-6 months to stay current with any updates to City revenue forecasts and spending priorities made in response to the severe and evolving impacts of the COVID-19 crisis.
3. That as part of that formal CIP review process, it would be helpful if Finance and Council would provide at the front-end some clear dollar and timing guidelines on desired changes needed to CIP appropriations based on any updates made to revenue forecasts and spending priorities.
4. That if Council and staff will want FAC input and guidance in any further CIP reviews, it would be more helpful to involve the FAC earlier in the review process so it can offer judgment, experience, and assistance before work has been done and conclusions formed.

FINANCIAL ADVISORY COMMISSION TASK FORCE REPORT ON FEMA (FEDERAL EMERGENCY MANAGEMENT AGENCY) TO THE COMMISSION MAY 8, 2020

MEMBERS: CORRY HUNTER AND DANIEL TWOHEY

The Robert T. Stafford Disaster Relief and Emergency Assistance Act, as Amended (Stafford Act), authorizes the President to provide federal assistance when the magnitude of an incident exceeds local government capabilities to respond or recover. Such is the case with the COVID-19 impact on the City of La Quinta.

Karla Romero on March 7 briefed the City Council on FEMA and its requirements.

FEMA is extremely bureaucratic with a myriad of restrictions, orders and regulations. Reimbursement is only allowed for local jurisdictions and can't be combined with a state or regional submission. Every single agency must adhere to their own jurisdiction's regulations, meaning each city will have its own unique submission.

FEMA will reimburse up to 75% of covered expenses. The City estimates up to \$500,000 in expenses would be eligible for FEMA reimbursement. These expenses must be clearly identified, not covered in the City budget and only performed to combat the impact of the COVID-19 virus. All expenses must be reasonable and necessary by FEMA standards not the local jurisdiction.

Some of the City expenses covered include losses not covered by insurance, material purchased to combat the COVID-19 virus, EOC costs, expenses for FIND, the local food bank, training for this specific event, disinfecting of public parks, incremental technical assistance used for communications that address the COVID-19 virus, protective equipment, enhanced law enforcement in addition to routine effort, and employee overtime cost. Some items not reimbursable include revenue losses and property tax losses.

Funds are distributed by FEMA to the state and the state pays the local agency. FEMA pays on orders or regulations the City has issued as well as policies already in place. The agency receiving the funding must comply with all federal regulations. Due to heavy demand from other organizations, funds likely will be delayed and not be received until FY 2020/2021.

FEMA documentation requirements are extensive. Their forms require submission of all effort in fighting the virus, including every staff report, every meeting, every email, meeting minutes, or executive order. Completing these forms is an extremely time consuming activity. The Finance department does not have the resources to dedicate for this extensive process.

Consequently, the City has decided to hire a consulting firm to process the FEMA reimbursement. Consultant costs are estimated at \$200,000. Consulting services would also qualify for the 75% reimbursement through FEMA. With an estimated reimbursement of approximately \$500,000, La Quinta could see a net reimbursement of approximately \$375,000.

FAC Task Force members feel contracting this service is a wise use of resources.

City of La Quinta

CITY COUNCIL MEETING: May 19, 2020

STAFF REPORT

AGENDA TITLE: ADOPT RESOLUTION TO APPROVE THE ISSUANCE OF TAX-EXEMPT REVENUE BONDS BY THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY, FOR THE BENEFIT OF A LIMITED PARTNERSHIP TO BE CREATED BY LINC HOUSING CORPORATION, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$15 MILLION, TO FINANCE AND REFINANCE A 118-UNIT RENTAL HOUSING FACILITY FOR LOW-INCOME SENIORS; PROJECT: SEASONS AT MIRAFLORES; LOCATION: NORTHWEST CORNER OF AVENUE 48 AND JEFFERSON STREET

RECOMMENDATION

Adopt a resolution to approve the issuance of tax-exempt revenue bonds by the California Municipal Finance Authority for the benefit of LINC Housing Corporation, on behalf of a limited partnership or another entity to be created by LINC Housing Corporation, or an affiliate thereof, in an aggregate principal amount not to exceed \$15 million dollars, to provide for the financing of the Seasons at Miraflores low-income senior housing facility consisting of 118 rental unit, and certain other matters relating thereto; and authorize the City Manager to execute all documents deemed necessary to carry out the financing transaction.

EXECUTIVE SUMMARY

- LINC Housing Corporation (LINC), on behalf of a limited partnership or another entity to be created, requested the California Municipal Finance Authority (CMFA) issue tax-exempt revenue bonds, in an amount not to exceed \$15 million (Bonds), for the acquisition, rehabilitation, improvement, and equipment of a 118-unit rental housing facility for low-income seniors, known as Seasons at Miraflores.
- In order to qualify as tax-exempt revenue bonds, the City must hold a public hearing and approve the issuance of the bonds.

FISCAL IMPACT

None. The bonds to be issued by CMFA will be the sole responsibility of the borrower, and the City will have no financial or legal obligation or responsibility

with regards to the repayment of the debt. All financing documents will carry disclaimers that the loan is not an obligation of the City. The City will bear no costs in the issuance of the proposed debt, as this is a private loan with the borrower and their bank.

BACKGROUND/ANALYSIS

The CMFA is a joint powers authority, formed to assist local governments, non-profit organizations, and businesses with the issuance of both taxable and tax-exempt bonds aimed to improve the standard of living in California.

LINC requested that the CMFA serve as the municipal issuer of the Bonds, in an aggregate principal amount not to exceed \$15 million of tax-exempt revenue bonds. The proceeds of the bonds will be for the acquisition, rehabilitation, improvement, and equipment of a 118-unit rental housing facility for low-income seniors, known as Seasons at Miraflores, and located at the southwest corner of Avenue 48 and Jefferson Street, more specifically:

47665 through 47783 Gertrude Way,
79925 through 79975 Anna Rosa Street,
47650 through 47725 Sumac Street,
79810 through 79898 Miraflores Boulevard, and
79788 through 79904 Desert Willow Street.

The Tax Equity and Fiscal Responsibility Act (TEFRA) requires the governing body of the jurisdiction in which the project to be financed with tax-exempt financing is located, hold a duly noticed public hearing and approve the proposed financing.

Public Notice

The public hearing notice was advertised in *The Desert Sun* newspaper on May 8, 2020.

ALTERNATIVES

The City Council may elect not to approve the issuance of the Bonds.

Prepared by: Gil Villalpando, Assistant to the City Manager
Approved by: Jon McMillen, City Manager

RESOLUTION NO. 2020 – xxx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, APPROVING THE ISSUANCE OF REVENUE BONDS BY THE CALIFORNIA MUNICIPAL FINANCE AUTHORITY FOR THE BENEFIT OF A LIMITED PARTNERSHIP TO BE CREATED BY LINC HOUSING CORPORATION, OR AN AFFILIATE THEREOF, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$15 MILLION DOLLARS, TO FINANCE AND REFINANCE A 118-UNIT RENTAL HOUSING FACILITY FOR LOW-INCOME SENIORS, AND CERTAIN OTHER MATTERS RELATING THERETO

PROJECT: SEASONS AT MIRAFLORES

LOCATION: SOUTHWEST CORNER OF AVENUE 48 AND JEFFERSON STREET

WHEREAS, LINC Housing Corporation (“Sponsor”), on behalf of a limited partnership or another entity to be created by the Sponsor, or an affiliate of the Sponsor (such limited partnership or other entity, as the case may be, being referred to herein as the “Borrower”), has requested that the California Municipal Finance Authority (“CMFA”) issue one or more series of revenue bonds, in an aggregate principal amount not to exceed \$15,000,000, including but not limited to revenue bonds issued as part of a plan to finance or refinance the facilities described herein (“Bonds”), for the acquisition, rehabilitation, improvement, and equipment of a 118-unit rental housing facility for low-income seniors (“Project”), located at:

- 47665 through 47783 Gertrude Way,
- 79925 through 79975 Anna Rosa Street,
- 47650 through 47725 Sumac Street,
- 79810 through 79898 Miraflores Boulevard, and
- 79788 through 79904 Desert Willow Street,

in the City of La Quinta (“City”), California, known as Seasons at Miraflores, and to be owned and/or operated by the Borrower; and

WHEREAS, pursuant to United States Code, Title 26 Internal Revenue Code, Section 147(f), the “applicable elected representative” of the jurisdiction in which the Project is located is required to approve the Bonds; and

WHEREAS, the City Council of the City is the “applicable elected representative” for purposes of Section 147(f) of the Code, as the elected legislative body of the City; and

Resolution No. 2020 – XXX
Seasons at Miraflores – Issuance of Tax-Exempt Revenue Bonds to LINC Housing Corporation by CMFA
Adopted: _____, 2020
Page 2 of 3

WHEREAS, the CMFA has requested that the City Council approve the issuance of the Bonds by CMFA in order to satisfy the public approval requirement of Section 147(f) of the Code, and the requirements of Section 4 of the Joint Exercise of Powers Agreement Relating to the California Municipal Finance Authority, dated January 1, 2004 (“Agreement”), among certain local agencies, including the City; and

WHEREAS, pursuant to Section 147(f) of the Code, the City Council, did on the 19th day of May, 2020, hold a duly noticed public hearing, which was advertised in The Desert Sun newspaper on May 8, 2020.

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

SECTION 1. The City Council finds the foregoing recitals to be true and correct.

SECTION 2. The City Council hereby approves the issuance of the Bonds by CMFA, including but not limited to Bonds issued as part of a plan to finance and refinance the facilities described herein. It is the purpose and intent of the City Council that this resolution constitutes approval of the issuance of the Bonds by CMFA for the Project, in accordance with:

- (a) Section 147(f) of the Code by the applicable elected representative of the governmental unit having jurisdiction over the area in which the Project is located, and
- (b) Section 4 of the CMFA Agreement.

SECTION 3. The City Council hereby authorizes and directs the City Manager, jointly and severally, to do any and all things and to execute and deliver any and all documents, which they deem necessary or advisable in order to carry out, give effect to and comply with the terms and intent of this resolution and the financing transaction approved hereby.

SECTION 4. The City shall have no financial or legal obligations or responsibilities with regards to the repayment the debt. The debt to be issued by the CMFA will be the sole responsibility of the Borrower. All financing documents will carry disclaimers that the loan is not an obligation of the City, and the City will bear no costs in the issuance of the proposed debt, as this is a private loan with the Borrower and their bank.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this Resolution, enter it into the permanent record of resolutions.

Resolution No. 2020 – XXX
Seasons at Miraflores – Issuance of Tax-Exempt Revenue Bonds to LINC Housing Corporation by CMFA
Adopted: _____, 2020
Page 3 of 3

SECTION 4. That the City Clerk shall forward a certified copy of this Resolution to CMFA in care of its counsel:

Ronald E. Lee, Esq.
Jones Hall, ALPC
475 Sansome Street, Suite 1700
San Francisco, California 94111

SECTION 5. This resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED at a regular meeting of the La Quinta City Council held on this ____ day of _____, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

LINDA EVANS, Mayor
City of La Quinta, California

ATTEST:

MONIKA RADEVA, City Clerk
City of La Quinta

(AGENCY SEAL)

APPROVED AS TO FORM:

WILLIAM H. IHRKE, City Attorney
City of La Quinta

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**COMMUNITY SERVICES COMMISSION
MINUTES
MONDAY, MARCH 9, 2020**

CALL TO ORDER

A regular meeting of the La Quinta Community Services Commission was called to order at 5:30 p.m. by Chair Wyler.

ROLL CALL

PRESENT: Commissioners Biondi, Blakeley, La Greca, and Chair Wyler

ABSENT: Commissioner Marley (Excused)

PLEDGE OF ALLEGIANCE

Commissioner Biondi led the Commission in the Pledge of Allegiance.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA – None.

CONFIRMATION OF AGENDA – Confirmed.

CONSENT CALENDAR

1. APPROVE MINUTES OF FEBRUARY 10, 2020

MOTION - A motion was made and seconded by Commissioners Blakeley/La Greca to approve the Consent Calendar as submitted. Motion: ayes 4, absent 1 (Marley).

BUSINESS SESSION

1. RECOMMEND PILLARS OF THE COMMUNITY NOMINATIONS TO COUNCIL
Presented by Michael Calderon, Management Assistant

MOTION - A motion was made and seconded by Commissioners La Greca/Wyler to recommend to Council, nominees Alan Woodruff and Jeff Smith for the Pillar of the Community award. Motion: ayes 4, absent 1 (Marley).

DEPARTMENT REPORTS

1. VILLAGE ART PEDESTALS UPDATE
Presented by Jaime Torres, Community Resources Analyst

Chris Escobedo, Community Resources Director, provided a brief update regarding the City's efforts in response to Novel Coronavirus and the cancellation of the BNP event. In anticipation of the County of Riverside declaring a local emergency, City staff is considering the following measures to mitigate exposure: rescheduling events, holding only essential meetings, providing hand sanitizer throughout City facilities, follow the recommended CDC practices, and holding meetings via teleconferencing/telephonic. Mr. Escobedo will continue to update Commission.

COMMISSIONER'S ITEMS

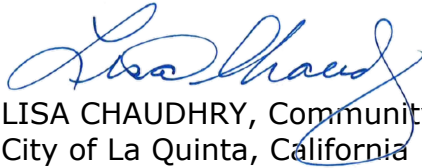
EVENTS ATTENDED

- LA QUINTA ART CELEBRATION, MARCH 5 – 8 – Commissioners Blakeley, Biondi and Chair Wyler

ADJOURNMENT

There being no further business, it was moved and seconded by Commissioners Blakeley/Biondi to adjourn the meeting at 6:02 p.m. Motion: ayes 4, absent 1 (Marley).

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Lisa Chaudhry", is written over the typed name and title.

LISA CHAUDHRY, Community Services Commission Secretary
City of La Quinta, California



**HOUSING COMMISSION
MINUTES
WEDNESDAY, MARCH 11, 2020**

A special meeting of the La Quinta Housing Commission (Commission) was called to order at 4:00 p.m. by Chairperson Gaeta-Mejia.

PRESENT: Commissioners: Casto, Davidson, McDonough, Pacheco, and Chairperson Gaeta-Mejia

PLEDGE OF ALLEGIANCE

Chairperson Gaeta-Mejia led the audience in the Pledge of Allegiance.

PUBLIC COMMENT ON MATTERS NOT ON AGENDA – None

CONFIRMATION OF AGENDA – Confirmed

ANNOUNCEMENTS, PRESENTATIONS, AND WRITTEN COMMUNICATIONS - None

CONSENT CALENDAR

1. APPROVE HOUSING COMMISSION MINUTES DATED JANUARY 29, 2020

Motion – A motion was made and seconded by Commissioners McDonough/Davidson to approve the Consent Calendar as submitted. Motion passed: Unanimously

BUSINESS SESSION –

1. RECOMMEND REVISED FUNDING OPTION FOR AREA HOMELESS PREVENTION PROGRAMS

Management Specialist Kinley presented the funding changes and options for the Homeless Prevention Program; provided a brief summary of the budget allocation changes for 2019 and requested Commission's input.

Staff and Commission discussed the revisions made regarding the 2020 Homeless Program Funding between Coachella Valley Rescue Mission (CVRM), Martha's Village and Kitchen (MVK) and Coachella Valley Association of Government (CVAG); Linc Housing trial program being put on hold, Desert Healthcare District no longer matching funding provided by local cities and the 2 revision options. Option 1 to provide \$83,333 to CVRM, \$83,333 to MVK and \$83,333 to CVAG. Option 2 with amendment that funds stay in the City of La Quinta. to provide \$83,333 to CVRM, \$83,333 to MVK and \$100,000 to CVAG. Commission agreed to recommend option 1.

Motion – A motion was made and seconded by Commissioners Gaeta-Mejia/Davidson to approve the recommendation as submitted. Motion passed: ayes 4, noes 1.

1. RECOMMEND FUNDING FOR HABITAT FOR HUMANITY OF THE COACHELLA VALLEY

Management Specialist Kinley presented the staff report, which is on file in the City Manager's Department.

Staff communicated the proposal of internal funding for up to \$20,000 to Habit for Humanity of Coachella Valley which would be geared towards helping local senior residents. Funding would be accompanied by a memorandum of understanding with reporting requirements defined for all expenditures.

Motion – A motion was made and seconded by Commissioners Casto/McDonough to approve the recommendation as submitted. Motion passed: unanimously.

STUDY SESSION - None

DEPARTMENTAL REPORTS

1. LOCAL EARLY ACTION PLANNING (LEAP) GRANTS PROGRAM APPLICATION

Management Specialist Kinley presented departmental report, which is on file in the City Manager's Department.

Staff informed Commission of the \$150,000 funds coming from Local Early Action Planning Grant Program (LEAP); this grant is a one-time non-competitive program that the city has participated in to assist with items such as regional housing needs and affordable housing.

2. BROWN ACT INFORMATION

Assistant to City Manager Villalpando and Commission discussed the Brown Act; meetings must be open to the public; regular meetings being posted 72 hours in advance; special meetings and joint meetings must be posted 24 hours in advance; teleconference meeting details; agenda packets and the Housing Commission scope of purview.

REPORTS AND INFORMATIONAL ITEMS - NONE

COMMISSIONERS' ITEMS - None

ADJOURNMENT

There being no further business, it was moved and seconded by Commissioners McDonough/Davidson to adjourn this meeting at 5:03 p.m. Motion passed: unanimously.

Respectfully submitted


Reyna Camarena, Management Assistant
City of La Quinta, California



**PLANNING COMMISSION
MINUTES
TUESDAY, FEBRUARY 25, 2020**

CALL TO ORDER

A regular meeting of the La Quinta Planning Commission was called to order at 5:00 p.m. by Chairperson Caldwell.

PRESENT: Commissioners Bettencourt, Currie, Libolt Varner, McCune, Nieto, Proctor and Chairperson Caldwell

ABSENT: None

STAFF PRESENT: Design & Development Director Danny Castro, Planning Manager Cheri L. Flores, Senior Planner Carlos Flores, Public Works Director/City Engineer Bryan McKinney and Commission Secretary Wanda Wise-Latta

PLEDGE OF ALLEGIANCE

Commissioner Nieto led the Planning Commission in the Pledge of Allegiance.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA - None

CONFIRMATION OF AGENDA - Confirmed

ANNOUNCEMENTS, PRESENTATIONS AND WRITTEN COMMUNICATION - None

CONSENT CALENDAR

1. APPROVAL OF MINUTES DATED FEBRUARY 11, 2020

MOTION - A motion was made and seconded by Commissioners Proctor/Bettencourt to approve the Consent Calendar as submitted.

AYES: Commissioners Bettencourt, Currie, Libolt Varner, McCune, Nieto, Proctor and Chairperson Caldwell. NOES: None. ABSENT: None. ABSTAIN: None. Motion passed unanimously.

BUSINESS SESSION

1. GENERAL PLAN AND HOUSING ELEMENT ANNUAL PROGRESS REPORTS FOR CALENDAR YEAR 2019

Planning Manager Cheri L. Flores and Senior Planner Carlos Flores presented the staff report which is on file in the Design and Development Department.

Staff responded to Commission inquiries and comments regarding Regional Housing Needs Allocations (RHNA); strategies to meet RHNA; SB2 funding award and how funds will be used; preparation and submittal of Housing Element Annual Progress Report; special needs housing; RHNA final unit allocation distribution for 2021/2029; General Plan land uses; upcoming Housing Element Update; zoning code incentives related to development; homeless population in the Coachella Valley and related assistance programs; form-based codes and how the process might be implemented in La Quinta and more specifically the Highway 111 commercial area; higher density, mixed-use areas near commercial development; and staff clarified that the Public Works Department updates the Golf Cart Use Map.

Commissioners shared thoughts regarding Planning Commission review of any fiscal impact analysis when considering important or larger land use issues.

Director Castro commented that fiscal impact analysis is typically not within the realm of Planning Commission review when considering the merits of a project in terms of zoning and appropriateness; would not be part of the Commission's findings and should not be a basis for approval of a project.

MOTION: A motion was made and seconded by Commissioners Bettencourt/Currie recommending to the City Council that they authorize submittal of the General Plan Status and the Housing Element Annual Progress Reports to the Office of Planning and Research and State Department of Housing and Community Development. AYES: Commissioners Bettencourt, Currie, Libolt Varner, McCune, Nieto, Proctor and Chairperson Caldwell. NOES: None. ABSENT: None. ABSTAIN: None. Motion passed unanimously.

STUDY SESSION - None

PUBLIC HEARINGS - None

REPORTS AND INFORMATIONAL ITEMS - None

COMMISSIONERS' ITEMS

Commissioner Proctor commented that he was pleased to see the start of the installation of the auto dealer signs along Highway 111.

Commissioner Bettencourt extended a happy birthday to Commissioner Libolt Varner and the Commission concurred.

STAFF ITEMS - None

ADJOURNMENT

There being no further business, it was moved and seconded by Commissioners Bettencourt/Currie to adjourn this meeting at 5:54 p.m. Motion passed unanimously.

Respectfully submitted,



WANDA WISE-LATTA, Commission Secretary
City of La Quinta, California

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**FINANCIAL ADVISORY COMMISSION
MINUTES
WEDNESDAY, FEBRUARY 12, 2020**

CALL TO ORDER

A regular quarterly meeting of the Financial Advisory Commission (Commission) was called to order at 4:00 p.m. by Chairperson Mills.

PRESENT: Commissioners Batavick, Hoffner, Hunter, Rosen, Twohey and Chairperson Mills

ABSENT: None

VACANCY: One

PLEDGE OF ALLEGIANCE

Commissioner Hoffner led the audience in the Pledge of Allegiance.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA – None

CONFIRMATION OF AGENDA

Finance Director Romero requested that Partnership Specialist Doug Hassett, from the Department of Commerce with the U.S. Census Bureau, give a presentation on the 2020 Census under Announcements Presentations, and Written Communications.

The Commission concurred.

ANNOUNCEMENTS, PRESENTATIONS, AND WRITTEN COMMUNICATIONS

Partnership Specialist Hassett, from the Department of Commerce with the U.S. Census Bureau, Los Angeles Regional Census Center, gave a presentation on the history of the US Census Bureau; explained the purpose and use of data collection; gave a brief overview on how to participate in the 2020 Census and why it is important.

CONSENT CALENDAR ITEMS

- 1. APPROVE MINUTES DATED NOVEMBER 13, 2019**
- 2. RECEIVE AND FILE REVENUE AND EXPENDITURE REPORT DATED SEPTEMBER 30, 2019**
- 3. RECEIVE AND FILE REVENUE AND EXPENDITURE REPORT DATED OCTOBER 31, 2019**
- 4. RECEIVE AND FILE REVENUE AND EXPENDITURE REPORT DATED NOVEMBER 30, 2019**

5. RECEIVE AND FILE THE SECOND QUARTER 2019/20 TREASURY REPORTS FOR OCTOBER, NOVEMBER, AND DECEMBER 2019

Financial Services Analyst Hallick explained the cashflow cycles pertaining to the City's revenue and expenditures.

General discussion followed regarding the approximate 2% investment portfolio rate of return and specific returns by investment type; the decrease in market values for investments; and how the numbers shown for revenues and expenditures are a total budget and not a year-to-date. Staff explained the yield to maturity to equivalent found on the front page of the investment portfolio, standard delays that occur when receiving revenues, payment cycle for expenditures, and the potential mid-year adjustments that relate to investments.

Motion – A motion was made and seconded by Commissioners Rosen/Hoffner to approve the Consent Calendar, as submitted. Motion passed: ayes 6, noes 0, vacancy 1.

BUSINESS SESSION

1. RECEIVE AND FILE FISCAL YEAR 2019/20 MID-YEAR BUDGET REPORT

Finance Director Romero presented the staff report, which is on file in the Finance Department.

The Commission and Staff discussed the causes for short-term vacation rental transient occupant tax adjustments after the annual budget is adopted; the pension trust liability in the General Fund reserves and its current deficit. Staff explained that the performance portfolio for the pension trust is passively managed by Public Agency Retirement Services (PARs), which was the investment strategy recommended by an FAC subcommittee.

General discussion followed regarding the process for budget adjustments within a fiscal year; project consultant grant reimbursements; and the City's reorganization, newly formed Public Works Division, and its efficiencies.

Motion – A motion was made and seconded by Commissioners Batavick/Hunter to receive and file Fiscal Year 2019/20 Mid-year Budget Report, as submitted. Motion passed: ayes 6, noes 0, vacancy 1.

STUDY SESSION

1. HIGHWAY 111 CORRIDOR AREA PLAN (Plan)

Planning Manager Flores and Design and Development Director Castro presented the staff report, which is on file in the Finance Department.

General discussion followed regarding the possibility of creating golf cart lanes on the North side to connect the Highway 111 Corridor with the proposed cultural trail; process of funding mechanisms and allocating funding for business improvement districts; City design and implementation guidelines; process for allocating the budgeted yearly Measure G funds for the Plan; other possible funding sources such as partnerships with local businesses to share the costs, CV link, and exploring grant opportunities; status of

the dealerships' sign program and the City's contribution for the signs; and the cost and concept of the vision for the Highway 111 Corridor.

The Commission requested Staff provide a quarterly update on the Plan implementation and how Measure G funds are being used. Staff agreed and mentioned that the Commission can recommend some parameters or priorities for the allocation of Measure G funds within this Plan.

2. COMMUNITY WORKSHOP RECAP

Finance Director Romero presented the staff report, which is on file in the Finance Department.

The Commission and Staff discussed the City's general plan and the relevance to the identified priorities from the 2020 Community Workshop. Staff provided the Commission with the updated 10-year General Fund revenue and expense projections.

Commissioner's that attended the workshop provided thoughts and commented how the workshop was well organized. The Commission commented that having a workshop provides testimony to the City's great civic engagement and thanked staff for continuously providing the Commission with updates on the 10-year General Fund projections.

DEPARTMENTAL REPORTS

Staff provided an update on all departmental report items, which are on file in the Finance Department.

1. THIRD QUARTER 2019 (JULY – SEPTEMBER) SALES TAX UPDATE FOR THE CITY OF LA QUINTA

General discussion took place on the top 25 businesses contributing to Bradley Burns and Measure G sales taxes.

The Commission suggested having a 3-year comparison for the sales tax update. Staff said it is done internally and explained that what is provided to the Commission are actual numbers, which are more relevant in the financial statements.

Further discussion followed on how actual revenues are tracked by Finance; a comparison of different sales tax quarters; and how property tax designations have recently changed.

COMMISSIONER HOFFNER LEFT THE MEETING AT 6:00 P.M.

2. UPDATE ON THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR YEAR ENDING JUNE 30, 2019

Staff announced that the Comprehensive Annual Financial Report (CAFR) for year ending June 30, 2019 is scheduled to be presented to Council on February 18, 2020 and the City's contracted auditing firm and Staff will present the CAFR to the Commission at a special meeting on March 18, 2020.

The Commission and Staff discussed the causes for an extension to file the CAFR; requirements for obtaining an extension; the steps staff is taking to prevent filing extensions in the future; and the most significant items included in the CAFR.

3. UPDATE ON THE ADOPTED DEVELOPMENT IMPACT FEES PURSUANT TO THE 2019 DEVELOPMENT IMPACT FEE (DIF) STUDY

Staff said Council approved the Development Impact Fees (Fees) to the 2019 DIF Study during the February 4, 2020 Council meeting implementing a 2-year phased in approach with no discount of any of those fees after the 2-years.

Further discussion followed regarding the adopted Fees.

4. FINANCE DEPARTMENT CURRENT AND FUTURE INITIATIVES

Staff provided an update on the implementation for new banking services.

General discussion followed on the activities listed on the staff report that are performed by the City's Finance Department in addition to their daily required operational responsibilities.

COMMISSIONERS' ITEMS

The Commission inquired about topics that would be discussed during the Commission's special meeting scheduled on March 18, 2020. Staff said the major items would be the CAFR, preliminary proposed Capital improvement Project budget, and the preliminary General Fund budget projections. Staff mentioned that an update on the private Silver Rock Development project would be requested for City Council with a discussion to follow at a future Commission meeting and the progress of the SilverRock event space can be found on the City's website at <https://www.laquintaca.gov/about-us/news-press-releases> under Items of Interest for the City.

ADJOURNMENT

There being no further business, it was moved and seconded by Commissioners Twohey/Rosen to adjourn this meeting at 6:34 p.m. Motion passed: ayes 5, noes 0, absent 1 (Hoffner), vacancy 1.

Respectfully submitted,



Jessica Delgado, Management Assistant
City of La Quinta, California