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## CITY COUNCIL AGENDA

CITY HALL COUNCIL CHAMBER  
78495 Calle Tampico, La Quinta

**REGULAR MEETING ON TUESDAY, FEBRUARY 21, 2023**  
**3:30 P.M. CLOSED SESSION | 4:00 P.M. OPEN SESSION**

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

### **CALL TO ORDER**

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

### **PUBLIC COMMENTS - INSTRUCTIONS**

Members of the public may address the City Council on any matter listed or not listed on the agenda as follows:

WRITTEN PUBLIC COMMENTS can be provided either in-person during the meeting by submitting 15 copies to the City Clerk, it is requested that this takes place prior to the beginning of the meeting; or can be emailed in advance to [CityClerkMail@LaQuintaCA.gov](mailto:CityClerkMail@LaQuintaCA.gov), no later than 12:00 p.m., on the day of the meeting. Written public comments will be distributed to Council, made public, and will be incorporated into the public record of the meeting, but will not be read during the meeting unless, upon the request of the Mayor, a brief summary of public comments is asked to be reported.

If written public comments are emailed, the email subject line must clearly state **“Written Comments”** and should include: **1) full name, 2) city of residence, and 3) subject matter.**

VERBAL PUBLIC COMMENTS can be provided in-person during the meeting by completing a “Request to Speak” form and submitting it to the City Clerk; it is requested that this takes place prior to the beginning of the meeting. Please limit your comments to three (3) minutes (or approximately 350 words). Members of the public shall be called upon to speak by the Mayor.

In accordance with City Council Resolution No. 2022-027, a one-time additional speaker time donation of three (3) minutes per individual is permitted; please note that the member of the public donating time must: 1) submit this in writing to the City Clerk by completing a "Request to Speak" form noting the name of the person to whom time is being donated to, and 2) be present at the time the speaker provides verbal comments.

Verbal public comments are defined as comments provided in the speakers' own voice and may not include video or sound recordings of the speaker or of other individuals or entities, unless permitted by the Mayor.

Public speakers may elect to use printed presentation materials to aid their comments; 15 copies of such printed materials shall be provided to the City Clerk to be disseminated to the City Council, made public, and incorporated into the public record of the meeting; it is requested that the printed materials are provided prior to the beginning of the meeting. There shall be no use of Chamber resources and technology to display visual or audible presentations during public comments, unless permitted by the Mayor.

All writings or documents, including but not limited to emails and attachments to emails, submitted to the City regarding any item(s) listed or not listed on this agenda are public records. All information in such writings and documents is subject to disclosure as being in the public domain and subject to search and review by electronic means, including but not limited to the City's Internet Web site and any other Internet Web-based platform or other Web-based form of communication. All information in such writings and documents similarly is subject to disclosure pursuant to the California Public Records Act [Government Code § 7920.000 et seq.].

### **TELECONFERENCE ACCESSIBILITY – INSTRUCTIONS**

*Teleconference accessibility may be triggered in accordance with AB 2449 (Stats. 2022, Ch. 285), codified in the Brown Act [Government Code § 54953], if a member of the City Council requests to attend and participate in this meeting remotely due to "just cause" or "emergency circumstances," as defined, and only if the request is approved. In such instances, remote public accessibility and participation will be facilitated via Zoom Webinar as detailed at the end of this Agenda.*

### **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 pursuant to the "Public Comments – Instructions" listed above. 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. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION; INITIATION OF LITIGATION PURSUANT TO PARAGRAPH (4) OF SUBDIVISION (d) OF GOVERNMENT CODE SECTION 54956.9 (NUMBER OF POTENTIAL CASES: 1)

*RECESS TO CLOSED SESSION*

RECONVENE AT 4:00 P.M.

**REPORT ON ACTION(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 pursuant to the “Public Comments – Instructions” listed above. 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**

1. TALUS – PROJECT STATUS UPDATE

**CONSENT CALENDAR**

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

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| 1. AUTHORIZE OVERNIGHT TRAVEL FOR THE CITY CLERK AND DEPUTY CITY CLERK TO ATTEND THE ANNUAL LASERFICHE EMPOWER 2023 CONFERENCE IN LONG BEACH, CALIFORNIA, MAY 30 – JUNE 1, 2023      | 7                  |
| 2. AUTHORIZE OVERNIGHT TRAVEL FOR FINANCIAL SERVICES ANALYST TO ATTEND THE CALIFORNIA MUNICIPAL TREASURERS ASSOCIATION ANNUAL CONFERENCE IN SAN MATEO, CALIFORNIA, APRIL 25-28, 2023 | 9                  |
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| 4. ADOPT RESOLUTION DESIGNATING SPEED LIMITS FOR JEFFERSON STREET FROM AVENUE 52 TO AVENUE 54 [RESOLUTION NO. 2023-002]  | 13                 |
| 5. ADOPT RESOLUTION PROCLAIMING THE TERMINATION OF THE LOCAL EMERGENCY FOR THE CITY DUE TO NOVEL CORONAVIRUS DISEASE 2019, EFFECTIVE FEBRUARY 28, 2023 [RESOLUTION NO. 2023-003]     | 23                 |

6. ADOPT RESOLUTION TO APPROVE TIME EXTENSION TO COMPLETE ON-SITE IMPROVEMENTS FOR THE POLO VILLAS RESIDENTIAL DEVELOPMENT (TRACT MAP NO. 33085) LOCATED WEST OF MADISON STREET BETWEEN AVENUES 50 AND 52 [RESOLUTION NO. 2023-004] 29
7. APPROVE ASSIGNMENT AND ASSUMPTION AGREEMENT AND AMENDMENT TO SUBDIVISION IMPROVEMENT AGREEMENT FOR TRACT MAP NO.33085, POLO VILLAS, A RESIDENTIAL DEVELOPMENT LOCATED WEST OF MADISON STREET BETWEEN AVENUES 50 AND 52 37
8. APPROVE DEMAND REGISTERS DATED FEBRUARY 3 AND FEBRUARY 10, 2023 45
9. RECEIVE AND FILE REVENUE AND EXPENDITURE REPORT DATED DECEMBER 31, 2022 61

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| 1. ADOPT RESOLUTION TO APPROVE THE CITY'S GENERAL FUND BALANCE AND RESERVES POLICY [RESOLUTION NO. 2023-005]  | 67                 |
| 2. RECEIVE AND FILE FISCAL YEAR 2022/23 MID-YEAR BUDGET REPORT, APPROVE THE RECOMMENDED BUDGET ADJUSTMENTS, DESIGNATE RESERVE FUNDING ALLOCATIONS AND APPROVE ADDITIONAL DISCRETIONARY PAYMENT TO PAY OUTSTANDING PENSION OBLIGATIONS | 95                 |

### **STUDY SESSION**

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| 1. DISCUSS SHORT-TERM VACATION RENTAL PROGRAM CHARACTERISTICS, COMPLIANCE, AND ENFORCEMENT OVERVIEW FOR 2022 AND A COMPARISON TO 2021 | 105                |

### **PUBLIC HEARINGS** – None

### **DEPARTMENTAL REPORTS**

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

### **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. IMPERIAL IRRIGATION DISTRICT – COACHELLA VALLEY ENERGY COMMISSION (Evans)
6. LEAGUE OF CALIFORNIA CITIES DELEGATE (Evans)
7. COACHELLA VALLEY WATER DISTRICT JOINT POLICY COMMITTEE (Evans)
8. SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS (Evans)
9. ECONOMIC DEVELOPMENT SUBCOMMITTEE (Evans & Fitzpatrick)
10. COACHELLA VALLEY MOUNTAINS CONSERVANCY (McGarrey)
11. DESERT RECREATION DISTRICT COMMITTEE (Fitzpatrick & McGarrey)
12. COACHELLA VALLEY UNIFIED SCHOOL DISTRICT COMMITTEE (Fitzpatrick & Peña)
13. GREATER CV CHAMBER OF COMMERCE INFORMATION EXCHANGE COMMITTEE (Fitzpatrick)
14. RIVERSIDE COUNTY TRANSPORTATION COMMISSION (Fitzpatrick)
15. CANNABIS AD HOC COMMITTEE (Peña & Sanchez)
16. CVAG PUBLIC SAFETY COMMITTEE (Peña)
17. CVAG VALLEY-WIDE HOMELESSNESS COMMITTEE (Peña)
18. LEAGUE OF CALIFORNIA CITIES – PUBLIC SAFETY POLICY COMMITTEE (Peña)
19. IMPERIAL IRRIGATION DISTRICT – ENERGY CONSUMERS ADVISORY COMMITTEE (McGarrey)
20. COACHELLA VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT (Peña)
21. CVAG TRANSPORTATION COMMITTEE (Fitzpatrick)
22. SUNLINE TRANSIT AGENCY (Peña)
23. DESERT SANDS UNIFIED SCHOOL DISTRICT COMMITTEE (Evans & Sanchez)
24. ANIMAL CAMPUS COMMISSION (Sanchez)
25. LEAGUE OF CALIFORNIA CITIES – PUBLIC SAFETY COMMITTEE (Sanchez & Peña)
26. RIVERSIDE LOCAL AGENCY FORMATION COMMISSION (Sanchez)
27. FINANCIAL ADVISORY COMMISSION MEETING MINUTES OF DECEMBER 14, 2022

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**ADJOURNMENT**

\*\*\*\*\*

The next regular meeting of the City Council will be held on March 7, 2023, at 4:00 p.m. at the City Hall Council Chamber, 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 Chamber at 78495 Calle Tampico, and the bulletin board at the La Quinta Cove Post Office at 51321 Avenida Bermudas, on February 16, 2023.

DATED: February 16, 2023



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) 777-7123, 24-hours in advance of the meeting and accommodations will be made.
- If background material is to be presented to the City Council during a City Council meeting, please be advised that 15 copies of all documents, exhibits, etc., must be supplied to the City Clerk for distribution. It is requested that this takes place prior to the beginning of the meeting.

**\*\*\* TELECONFERENCE PROCEDURES – PURSUANT TO AB 2449\*\*\*  
APPLICABLE ONLY WHEN TELECONFERENCE ACCESSIBILITY IS IN EFFECT**

**Verbal public comments via Teleconference – members of the public may attend and participate in this meeting by teleconference via Zoom** and use the “raise your hand” feature when public comments are prompted by the Mayor; the City will facilitate the ability for a member of the public to be audible to the City Council and general public and allow him/her/they to speak on the item(s) requested. **Please note – members of the public must unmute themselves when prompted upon being recognized by the Mayor, in order to become audible to the City Council and the public.**

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

**ZOOM LINK:** <https://us06web.zoom.us/j/82540879912>  
**Meeting ID:** 825 4087 9912  
**Or join by phone:** (253) 215 – 8782

**Written public comments** – can be provided in person during the meeting or emailed to the City Clerk's Office at [CityClerkMail@LaQuintaCA.gov](mailto:CityClerkMail@LaQuintaCA.gov) any time prior to the adjournment of the meeting, and will be distributed to the City Council, made public, incorporated into the 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.

# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

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**AGENDA TITLE:** AUTHORIZE OVERNIGHT TRAVEL FOR THE CITY CLERK AND DEPUTY CITY CLERK TO ATTEND THE ANNUAL LASERFICHE EMPOWER 2023 CONFERENCE IN LONG BEACH, CALIFORNIA, MAY 30 – JUNE 1, 2023

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### RECOMMENDATION

Authorize overnight travel for the City Clerk and Deputy City Clerk to attend the annual Laserfiche Empower 2023 Conference in Long Beach, California, May 30- June 1, 2023.

### EXECUTIVE SUMMARY

- The City Clerk and Deputy City Clerk seek additional knowledge in the City's Laserfiche content management software, enhanced business processes, and upcoming technological innovations.
- Annually, Laserfiche holds the Laserfiche Empower Conference (Conference) which provides two days of intense training, hands on labs, and networking with other municipal users.
- The Conference will instruct Staff, who are robust users and the administrators of the City's Laserfiche document archive, on expanded capacities of the software and peer-tested ways to utilize the system to benefit all City departments and operations.
- The City has received two free registrations.

### FISCAL IMPACT

Estimated expenses are \$1,700, which includes, travel, lodging, and meals for both attendees. The City received two free registrations (valued at \$299 each). Funds are available in the fiscal year 2022/23 Travel and Training budget (101-1005-60320).

### BACKGROUND/ANALYSIS

Laserfiche is a robust enterprise content management software used by the City since 2002 as the City's permanent electronic records repository, digital research library, and paperless archive.

The Conference is the premier educational and peer exchange event for the Laserfiche community and professionals who are interested in learning ways to improve efficiency and transform their organization. Each year 3,000+ Laserfiche customers, partners, and IT professionals attend this Conference, which offers more than 250 sessions and hands-on labs taught by industry experts, Laserfiche engineers, and experienced users. This two-day intensive annual Conference provides participants with the tools and resources they need to get the most out of their Laserfiche system.

The City received two free conference registrations valued at \$299 each; however, travel, lodging, and meal expenses are not included.

### ALTERNATIVES

Council may elect not to authorize this request; however, since this will provide information and training that is vital to successfully administering the Laserfiche system to its full potential, Staff does not recommend this alternative.

Prepared by: Laurie McGinley, Deputy City Clerk  
Approved by: Monika Radeva, City Clerk



# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

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**AGENDA TITLE:** AUTHORIZE OVERNIGHT TRAVEL FOR FINANCIAL SERVICES ANALYST TO ATTEND THE CALIFORNIA MUNICIPAL TREASURERS ASSOCIATION ANNUAL CONFERENCE IN SAN MATEO, CALIFORNIA, APRIL 25-28, 2023

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### RECOMMENDATION

Authorize overnight travel for Financial Services Analyst to attend the California Municipal Treasurers Association annual conference in San Mateo, California, April 25-28, 2023.

### EXECUTIVE SUMMARY

- The California Municipal Treasurers Association (CMTA) mission is to lead in promoting and enhancing the fiduciary responsibility and integrity of individuals responsible for public funds.
- The annual conference features breakout sessions covering the economic and financial markets, debt, investing, and treasury topics.
- The education credits earned during the conference are required for the Financial Services Analyst to maintain the Certified California Municipal Treasurer designation.

### FISCAL IMPACT

Estimated expenses are \$1,700, which includes air travel, transportation, lodging, and meals. Funds are budgeted in Finance - Travel and Training (101-1006-60320).

### BACKGROUND/ANALYSIS

CMTA is a statewide organization serving all California municipal treasurers. The organization promotes financial management, fiduciary responsibility, and education of its members to ensure public funds are invested in a prudent manner. The conference agenda includes sessions covering municipal debt issuance, the economy, payments fraud, credit risk, Government Accounting Standards Board updates, environmental and social governance investing, and best practices.

The Financial Services Analyst earned the Certified California Municipal Treasurer designation in 2020 and is required to earn 20 continuing professional education (CPE) credit hours per year to maintain certification. This ensures knowledge in the most up to date regulations and practices surrounding treasury functions.

### ALTERNATIVES

Council may elect not to authorize this request.

Prepared by: Rosemary Hallick, Financial Services Analyst  
Approved by: Claudia Martinez, Finance Director

# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

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**AGENDA TITLE:** EXCUSE ABSENCE OF COMMISSIONER TYERMAN FROM THE FEBRUARY 28, 2023, PLANNING COMMISSION MEETING

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### RECOMMENDATION

Excuse absence of Commissioner Dale Tyerman from the February 28, 2023, Planning Commission meeting.

### EXECUTIVE SUMMARY

- On January 29, 2023, Commissioner Tyerman requested to be excused from the February 28, 2023, Planning Commission meeting due to a scheduling conflict.
- Commissioner Tyerman has no excused or unexcused absences for fiscal year 2022/23.

### FISCAL IMPACT

No meeting attendance compensation is paid to absent members.

### BACKGROUND/ANALYSIS

The Municipal Code states: "If any member of a board, commission or committee absents him/herself from two consecutive regular meetings, or absents him/herself from a total of three regular meetings within any fiscal year, his/her office shall become vacant and shall be filled as any other vacancy. A board, commission or committee member may request advance permission from the city council to be absent at one or more regular meetings due to extenuating circumstances, and/or may request the city council to excuse an absence after-the-fact where such extenuating circumstances prevented the member from seeking advance permission to be absent. If such permission or excuse is granted by the city council, the absence shall not be counted toward the above-stated limitations on absences."

### ALTERNATIVES

Council may deny this request, which would result in the absence being counted toward the Commissioner's limitation on absences as noted above.

Prepared by: Lori Loret, Permit Technician  
Approved by: Monika Radeva, City Clerk

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# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

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**AGENDA TITLE:** ADOPT RESOLUTION DESIGNATING SPEED LIMITS FOR JEFFERSON STREET FROM AVENUE 52 TO AVENUE 54

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### RECOMMENDATION

Adopt a resolution approving legal speed limits on Jefferson Street from Avenue 52 to Avenue 54, as recommended in the 2023 Engineering and Traffic Survey.

### EXECUTIVE SUMMARY

- The City Traffic Engineer recommended a speed survey be conducted on Jefferson Street from Avenue 52 to Avenue 54 street segment due to recent changes which could affect the operating conditions.
- The engineering and speed survey accounts for prevailing speed, accident history, and roadway characteristics not apparent to the motorist.
- The survey designated this segment for a 5 miles per hour (mph) speed limit reduction (Attachment 1).

### FISCAL IMPACT

There is no fiscal impact as the speed limit signs are within the approved annual budget.

### BACKGROUND/ANALYSIS

In order to enforce speed limits using radar, speed limits must be set in accordance with the California Vehicle Code (CVC). Per the CVC, vehicle speeds are determined by the behavior of a majority of drivers during normal driving conditions. Jurisdictions may not establish arbitrary speed limits.

The City made changes to a portion of Jefferson Street in late 2022 by adding a new roundabout at SilverRock Way / Hideaway Club Drive which is approximately mid-way between Avenue 52 and Avenue 54 and changed the conditions for Jefferson Street by reducing the former 6 lane roadway to 4 lanes. As such, it was desirable to resurvey the prevailing speeds and determine if speed limit adjustments are necessary for the segment from Avenue 52 to Avenue 54. The street segment was re-surveyed in 2023.

The 2023 Engineering and Traffic Survey presents the following recommended speed limit for this street segment:

| <b>Street</b> | <b>Segment</b>         | <b>Posted</b> | <b>Proposed</b> |
|---------------|------------------------|---------------|-----------------|
| Jefferson St. | Avenue 52 to Avenue 54 | 50            | 45              |

Staff requests approval for the recommended speed limit. This speed limit reduction will help drivers maintain safe and consistent speed for this street segment.

### [ALTERNATIVES](#)

No alternative is recommended.

Prepared by: Julie Mignogna, Management Analyst  
Approved by: Bryan McKinney, Public Works Director/City Engineer

**RESOLUTION NO. 2023 - XXX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, DESIGNATING SPEED LIMIT**

**WHEREAS**, the California Vehicle Code authorizes cities to designate and regulate speed zones within their jurisdictions; and

**WHEREAS**, the City Council finds it appropriate to designate speed limits on the following local street to facilitate safe and orderly traffic flow; and

**WHEREAS**, said designation shall be made by resolution; and

**WHEREAS**, the City Council finds it appropriate to designate speed limits for 1 street segment; and

**WHEREAS**, in accordance with the provisions of Title 12.20.020 of the La Quinta Municipal Code, an engineering and traffic survey has been performed on the specified street; and

**WHEREAS**, the following designated prima facie speed limit is based on the results of the 2017 Engineering and Traffic Survey 2023 Amendment, included as Exhibit A, and incorporated herewith by this reference:

| Street           | Segment                | Speed Limit (mph) |
|------------------|------------------------|-------------------|
| Jefferson Street | Avenue 52 to Avenue 54 | 45                |

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of La Quinta, California that the aforementioned prima facie speed limit is most appropriate to facilitate the orderly movement of traffic and to be reasonably safe.

**PASSED, APPROVED, and ADOPTED** at a regular meeting of the La Quinta City Council held on this 21<sup>st</sup> day of February 2023, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

Resolution No. 2023 – XXX  
Designate Speed Limit on Jefferson Street  
Adopted: February 21, 2023  
Page 2 of 2

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LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

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MONIKA RADEVA, City Clerk  
City of La Quinta, California



**APPROVED AS TO FORM:**

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





February 6, 2023

Mr. Bryan McKinney, P.E.  
City Engineer  
Public Works Department  
City of La Quinta  
78-495 Calle Tampico  
La Quinta, CA 92253

Subject: 2017 Engineering and Traffic Survey 2023 Amendment

Dear Mr. McKinney:

As requested, Willdan has completed a review of the recommended speed zones on one segment of Jefferson Street in the City of La Quinta. The Engineering and Traffic Study dated January 5, 2017 is hereby amended to include the updated speed limit for the segment listed below that supersede the pervious speed limit recommendations.

19 — Jefferson Street — Avenue 52 to Avenue 54

We are pleased to submit the enclosed recommendation and supporting documentation for the above segment. The Engineering and Traffic Survey for the above segment was conducted in accordance with applicable provisions of the CVC, following procedures outlined in the California Manual on Uniform Traffic Control Devices (California MUTCD) dated November 2014, and as required by Section 627 of the California Vehicle Code. The Report is intended to satisfy the requirements of Section 40802 of the CVC to enable the continued use of radar for traffic speed enforcement.

We appreciate the opportunity to serve the City of La Quinta and the assistance and cooperation afforded to us during the course of this study.

Very truly yours,

WILLDAN

A blue ink signature of Jeffrey Lau, consisting of a stylized 'J' and 'L' followed by a horizontal line.

Jeffrey Lau, P.E., T.E.  
Traffic Engineer



Enclosure

| Table 1  |                  |           |           |                    |                        |                 |
|--|------------------|-----------|-----------|--------------------|------------------------|-----------------|
| Street Segments with Recommended Speed Changes |                  |           |           |                    |                        |                 |
| NO   | STREET           | FROM      | TO        | POSTED SPEED LIMIT | NEW POSTED SPEED LIMIT | CHANGE          |
| 19   | Jefferson Street | Avenue 52 | Avenue 54 | 50                 | 45                     | 5 mph reduction |

| Table 2                            |                  |                        |             |      |           |             |           |        |               |      |                    |                   |                   |
|------------------------------------|------------------|------------------------|-------------|------|-----------|-------------|-----------|--------|---------------|------|--------------------|-------------------|-------------------|
| Speed/Collision Data Summary Table |                  |                        |             |      |           |             |           |        |               |      |                    |                   |                   |
| ID                                 | Street           | Segment                | Dist. (Mi.) | Dir. | 85% Speed | 10 Mi. Pace | % in Pace | ADT    | Accident Rate |      | Posted Speed Limit | Prop. Speed Limit | Remarks           |
|                                    |                  |                        |             |      |           |             |           |        | Exp.          | Act. |                    |                   |                   |
| 19                                 | Jefferson Street | Avenue 52 to Avenue 54 | 1.00        | N/S  | 49        | 41-50       | 80%       | 14,496 | 1.13          | 0.28 | 50                 | 45                | CA MUTCD OPTION 2 |

Click Here to Return to Agenda  
**CITY OF LA QUINTA**  
**ENGINEERING & TRAFFIC SURVEY**

**STREET:** Jefferson Street **between** Avenue 52 **and** Avenue 54

**DATE:** 1/9/2023 **TIME:** 14:15 **OBSERVER:** Steve Libring **LOCATION:** 19

| <b>PART I: HIGHWAY &amp; ROADWAY CHARACTERISTICS</b>                           |  |  |   |
|--|--|--|---|
| <b>Sight Distance Obstructions?<br/>(yes or no)</b>                            | <b>S/B</b>   | <b>N/B</b>   | <b>Notes</b>  |
| 1. Horizontal  | No   | No   |   |
| 2. Vertical  | No   | No   |   |
| 3. Superelevation (%)  | None   | None   |   |
| 4. Shoulder Conditions (paved or unpaved)                                      | Paved  | Paved  |   |
| 5. Profile Conditions (grade,%)  |  |  |   |
| 6. Commercial Driveway Characteristics (at grade, dustpan, etc)                | At-Grade   | At-Grade   | Limited driveways on each side of roadway                                   |
| 7. Pedestrian Traffic in the Roadway without sidewalks (yes or no)             | No   | No   | Sidewalks on both sides   |
| 8. Adjacent Land Use (residential, commercial, office, etc)                    | Vacant Land  | Residential  |   |
| 9. Intersection Spacing and Offsets (spacing, feet-offsets, yes or no)         | No offsets   |  | Roundabouts at Avenue 52 and Hideaway Club Drive; all-way stop at Avenue 54 |
| 10. Pavement Condition (good, satisfactory, poor)                              | Good   | Good   |   |
| 11. Truck Traffic (heavy, moderate, light)                                     | Light  | Light  |   |
| 12. Channelization (# of lanes, divided, undivided, painted, or raised median) | 2 lanes with bike lane, divided with a raised median | 2 lanes with bike lane, divided with a raised median | 20' raised median   |
| 13. Street Width and Alignment (width, feet – straight or curved)              | 44'  | 44'  |   |
| 14. Street Length  |  |  | 1.0 mi  |
| 15. Average Daily Traffic  |  |  | 14,496 total collected in 2016  |
| 16. Traffic Flow Characteristics (heavy, moderate, light)                      | Moderate   | Moderate   |   |
| 17. Uniformity with the Community (yes or no)                                  | Yes  | Yes  |   |
| 18. Heavy On-Street Parking Turnover (yes or no)                               | No   | No   | No parking allowed on both sides  |
| 19. Street Lighting  |  |  | Only at roundabout locations  |

**CITY OF LA QUINTA  
ENGINEERING & TRAFFIC SURVEY**

**STREET:** Jefferson Street between Avenue 52 and Avenue 54

**LOCATION:** 19

|           |                |                                       |                                       |
|-----------|----------------|---------------------------------------|---------------------------------------|
| Direction | Bi-directional | <input type="checkbox"/> Northbound * | <input type="checkbox"/> Southbound * |
|           |                | <input type="checkbox"/> Eastbound *  | <input type="checkbox"/> Westbound *  |

**PART II: PREVAILING SPEED MEASUREMENT**

|                                     |                  |        |        |                    |  |  |
|-------------------------------------|------------------|--------|--------|--------------------|--|--|
| Location of Radar Measurement       |                  |        |        |                    |  |  |
| Date of Radar Measurement           |                  |        |        | 1/9/2023           |  |  |
| Time of Radar Measurement (24 hour) |                  |        |        | 2:15 PM TO 3:15 PM |  |  |
| 50%ile (mph)                        | 85%ile (mph)     | 47     | 49     |                    |  |  |
| 10 mph Pace (% of Vehicles)         |                  |        |        | 41-50 (80%)        |  |  |
| Posted Limit                        | Prevailing Limit | 50 mph | 45 mph |                    |  |  |

**PART III: ACCIDENT RECORDS**

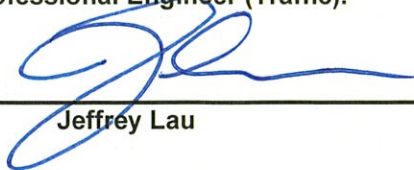
|                                  |                         |                        |  |  |  |
|----------------------------------|-------------------------|------------------------|--|--|--|
| Time Period Evaluated            |                         | 1/1/2019 TO 12/31/2022 |  |  |  |
| Number of Accidents              | Midblock                | 6                      |  |  |  |
| Midblock Accident Rate (Acc/MVM) | Expected-Statewide/Year | 1.13 per MVM           |  |  |  |
|                                  | Actual                  | 0.28 per MVM           |  |  |  |

**PART IV: ADDITIONAL REMARKS**

|                                |        |  |  |
|--------------------------------|--------|--|--|
| California MUTCD Option 2      |        |  |  |
| <i>RECOMMENDED SPEED LIMIT</i> | 45 mph |  |  |

\* May be used in cases where two or more separate roadways are provided.

**CERTIFICATION:** I, Jeffrey Lau, do hereby certify that this Engineering and Traffic Survey within the City of La Quinta was performed under my supervision and is accurate and complete. I am duly registered in the State of California as a Professional Engineer (Traffic).



Jeffrey Lau

2/6/2023  
Date

TE 2835  
State Registration Number

**CITY OF LA QUINTA**

DATE: 01/09/23 DAY: Monday TIME PERIOD: 2:15PM TO 3:15PM

**FOR ROADWAY: Jefferson Street**

| SPEED<br>(MPH) | TOTAL VEHICLES SURVEYED |   |   |   |   |   |   |   |   |   |   | TOTAL |           |           |            |
|----------------|-------------------------|---|---|---|---|---|---|---|---|---|---|-------|-----------|-----------|------------|
|                | NORTHBOUND+SOUTHBOUND   |   |   |   |   |   |   |   |   |   |   | NB    | SB        | VEHICLES  |            |
| 65             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 64             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 63             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 62             | X                       |   |   |   |   |   |   |   |   |   |   |       | 0         | 1         | 1          |
| 61             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 60             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 59             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 58             | X                       | X |   |   |   |   |   |   |   |   |   |       | 1         | 1         | 2          |
| 57             | X                       |   |   |   |   |   |   |   |   |   |   |       | 0         | 1         | 1          |
| 56             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 55             | X                       | X |   |   |   |   |   |   |   |   |   |       | 1         | 1         | 2          |
| 54             | X                       | X |   |   |   |   |   |   |   |   |   |       | 1         | 1         | 2          |
| 53             | X                       | X | X | X | X |   |   |   |   |   |   |       | 4         | 1         | 5          |
| 52             | X                       | X |   |   |   |   |   |   |   |   |   |       | 1         | 1         | 2          |
| 51             | X                       | X | X | X | X | X |   |   |   |   |   |       | 2         | 4         | 6          |
| 50             | X                       | X | X | X | X | X |   |   |   |   |   |       | 2         | 4         | 6          |
| 49             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 10        | 9         | 19         |
| 48             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 15        | 7         | 22         |
| 47             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 14        | 14        | 28         |
| 46             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 7         | 18        | 25         |
| 45             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 5         | 6         | 11         |
| 44             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 4         | 4         | 8          |
| 43             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 5         | 6         | 11         |
| 42             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 2         | 4         | 6          |
| 41             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 8         | 2         | 10         |
| 40             | X                       | X |   |   |   |   |   |   |   |   |   |       | 2         | 0         | 2          |
| 39             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 4         | 2         | 6          |
| 38             | X                       | X | X | X | X | X | X | X | X | X | X | X     | 1         | 4         | 5          |
| 37             | X                       |   |   |   |   |   |   |   |   |   |   |       | 0         | 1         | 1          |
| 36             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 35             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 34             | X                       |   |   |   |   |   |   |   |   |   |   |       | 0         | 1         | 1          |
| 33             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 32             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 31             | X                       |   |   |   |   |   |   |   |   |   |   |       | 1         | 0         | 1          |
| 30             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 29             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 28             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 27             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 26             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 25             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 24             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 23             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 22             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 21             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 20             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 19             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 18             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 17             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 16             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
| 15             |                         |   |   |   |   |   |   |   |   |   |   |       | 0         | 0         | 0          |
|                |                         |   |   |   |   |   |   |   |   |   |   |       | <b>90</b> | <b>93</b> | <b>183</b> |

**LIMITS (BTN): Avenue 52**

**OBSERVATION POINT:**

**POSTED SPEED LIMIT:** 50 MPH

**COMMENTS:** new roundabout mid-way at silverrock

**OBSERVER:** SL

**WEATHER:** SUNNY








**ROAD SURFACE:** DRY

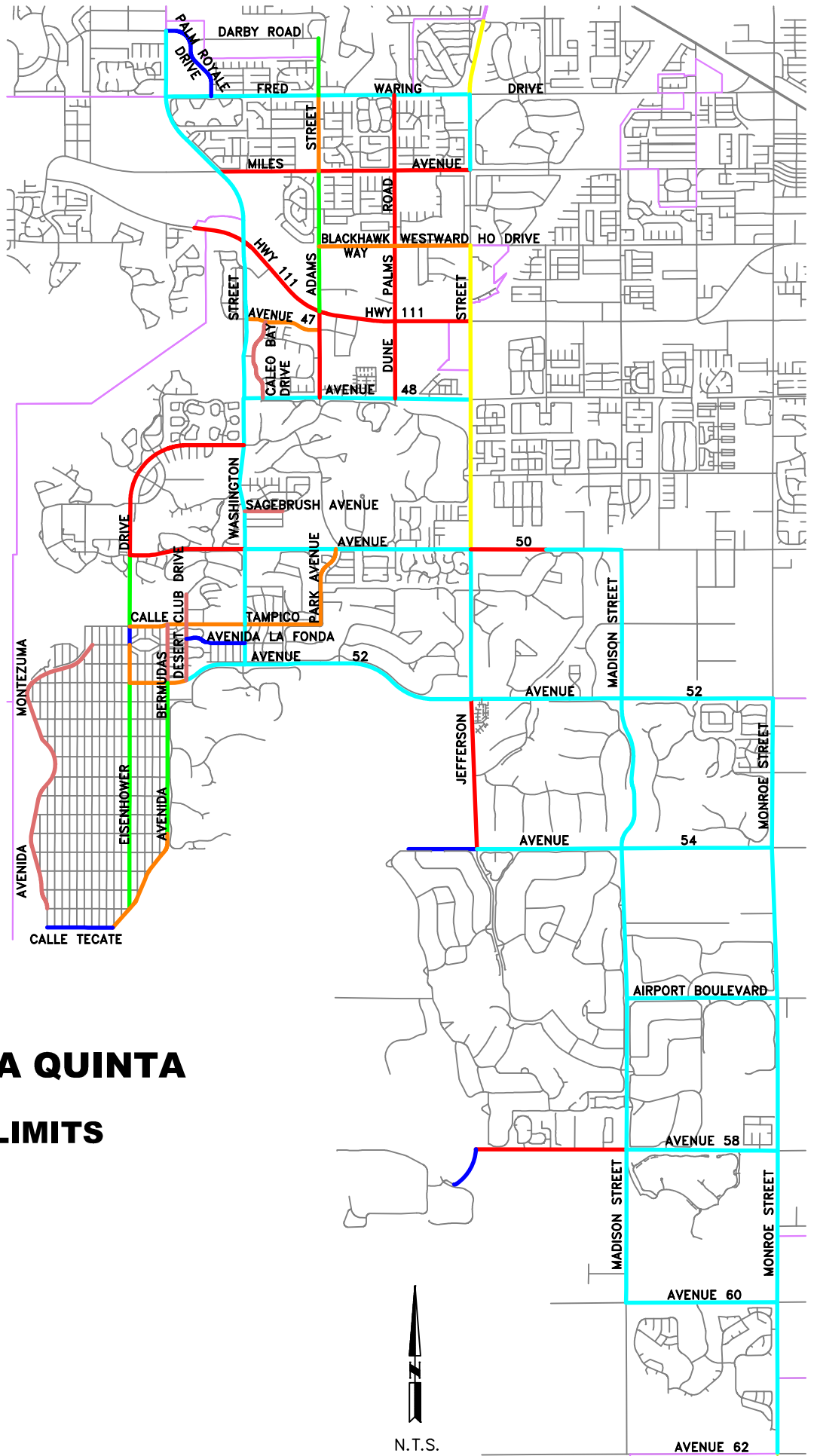
**ROAD CONDITION:** GOOD

**DATA COLLECTION METHOD:** RADAR

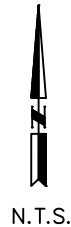
|                                | NORTHBOUND     | SOUTHBOUND     | NORTHBOUND+SOUTHBOUND |               |
|--------------------------------|----------------|----------------|-----------------------|---------------|
| <b>85TH %:</b>                 | <u>49</u>      | <u>50</u>      | <u>49</u>             | <b>M.P.H.</b> |
| <b>50TH %:</b>                 | <u>47</u>      | <u>46</u>      | <u>47</u>             | <b>M.P.H.</b> |
| <b>15TH %:</b>                 | <u>41</u>      | <u>42</u>      | <u>42</u>             | <b>M.P.H.</b> |
| <b>10 MPH PACE:</b>            | <u>41 - 50</u> | <u>42 - 51</u> | <u>41 - 50</u>        | <b>M.P.H.</b> |
| <b>% IN PACE:</b>              | <u>80%</u>     | <u>82%</u>     | <u>80%</u>            |               |
| <b>% OVER PACE:</b>            | <u>11%</u>     | <u>8%</u>      | <u>11%</u>            |               |
| <b>% UNDER PACE:</b>           | <u>9%</u>      | <u>11%</u>     | <u>9%</u>             |               |
| <b>ARITHMETIC MEAN:</b>        | <u>46</u>      | <u>46</u>      | <u>46</u>             | <b>M.P.H.</b> |
| <b>SAMPLE VARIANCE:</b>        | <u>18</u>      | <u>19</u>      | <u>19</u>             |               |
| <b>STANDARD DEVIATION:</b>     | <u>4</u>       | <u>4</u>       | <u>4</u>              | <b>M.P.H.</b> |
| <b>VARIANCE OF THE MEAN:</b>   | <u>0.20</u>    | <u>0.21</u>    | <u>0.10</u>           |               |
| <b>STD. ERROR OF THE MEAN:</b> | <u>0.45</u>    | <u>0.46</u>    | <u>0.32</u>           | <b>M.P.H.</b> |

**LEGEND:**

- SPEED LIMIT MPH
-  25
  -  30
  -  35
  -  40
  -  45
  -  50
  -  55
  -  = CITY LIMITS



**CITY OF LA QUINTA  
SPEED LIMITS**



# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

---

**AGENDA TITLE:** ADOPT RESOLUTION PROCLAIMING THE TERMINATION OF THE LOCAL EMERGENCY FOR THE CITY DUE TO NOVEL CORONAVIRUS DISEASE 2019, EFFECTIVE FEBRUARY 28, 2023

---

### RECOMMENDATION

Adopt a resolution proclaiming the termination of the local emergency in the City of La Quinta due to novel Coronavirus Disease (COVID-19), effective February 28, 2023, to coincide with the termination of the statewide emergency related to COVID-19.

### EXECUTIVE SUMMARY

- On March 17, 2020, Council adopted Emergency Resolution No. EM 2020-001, proclaiming a local emergency due to the threat of the existence and spread of COVID-19.
- On April 7, 2020, Council adopted Emergency Resolution No. EM 2020-003, waiving the 14-day time period to review the need for continuing the local emergency, for the duration of the statewide emergency related to COVID-19
- The California Governor has determined and publicized that the statewide emergency related to COVID-19 will end on February 28, 2023.

**FISCAL IMPACT** – None

### BACKGROUND/ANALYSIS

On March 17, 2020, Council adopted Emergency Resolution No. EM 2020-0001, proclaiming a local emergency due the threat of the existence and spread of COVID-19 in accordance with Government Code Section 8630 and La Quinta Municipal Code (LQMC) Section 2.20.080.

Thereafter, on March 20, 2020, at an emergency meeting, Council adopted Emergency Resolution No. EM 2020-002, directing and implementing the then statewide “Stay At Home” order issued by the California Governor pursuant to Executive Order N-33-20.

On April 7, 2020, at an emergency meeting, Council adopted Emergency Resolution No. EM 2020-003, waiving the 14-day time period, prescribed by LQMC Section 2.20.080, Subsection (B), within which to review the need for continuing the local

emergency, for the duration of the statewide emergency related to COVID-19.

The California Governor has determined and publicized that the statewide emergency related to COVID-19 will end on February 28, 2023.

Government Code Section 8630 and LQMC Section 2.20.80 authorize Council to proclaim the termination of a local emergency.

Staff recommends adopting a resolution proclaiming the termination of the local emergency due to COVID-19 effective February 28, 2023, to coincide with the termination of the statewide emergency.

### **ALTERNATIVES**

As the California Governor has determined and publicized that the statewide emergency related to COVID-19 will end on February 28, 2023, Staff does not recommend an alternative.

Prepared by: William H. Ihrke, City Attorney  
Monika Radeva, City Clerk  
Approved by: Jon McMillen, City Manager



**RESOLUTION NO. 2023 - XXX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, PROCLAIMING THE TERMINATION OF THE LOCAL EMERGENCY DUE TO NOVEL CORONAVIRUS DISEASE 2019 (COVID-19)**

**WHEREAS**, Government Code Section 8630 and La Quinta Municipal Code Section 2.20.080 authorize the La Quinta City Council to proclaim the existence of a local emergency; and

**WHEREAS**, on March 17, 2020, at its regular meeting, the City Council adopted Emergency Resolution No. EM 2020-001, proclaiming a local emergency as defined in La Quinta Municipal Code Section 2.20.020, due to the threat of the existence and spread of novel coronavirus disease 2019 (COVID-19); and

**WHEREAS**, thereafter, on March 20, 2020, at an emergency meeting, the City Council adopted Emergency Resolution No. EM 2020-002, directing the implementation of the then statewide “Stay At Home” order issued by the California Governor pursuant to Executive Order N-33-20, and on April 7, 2020, at an emergency meeting, the City Council adopted Emergency Resolution No. EM 2020-003, waiving the 14-day time period under Section 2.20.080, Subsection (B), of the La Quinta Municipal Code, within which to review the need for continuing the local emergency, for the duration of the statewide emergency related to COVID-19; and

**WHEREAS**, the Recitals in Emergency Resolution No. EM 2020-001, which were likewise incorporated by reference into Emergency Resolution Nos. EM 2020-002 and EM 2020-003, set forth facts and responses, guidelines, and orders of federal, state, and regional public health officials relating to limiting the spread of COVID-19, all of which Recitals are hereby incorporated by reference into this Resolution; and

**WHEREAS**, the California Governor has determined and publicized that the statewide emergency related to COVID-19 will end on February 28, 2023; and

**WHEREAS**, Government Code Section 8630 and La Quinta Municipal Code Section 2.20.080 authorize the La Quinta City Council to proclaim the termination of a local emergency.

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

**SECTION 1.** Based on the foregoing Recitals and other reports generally available to the public, presented before the City Council, it is hereby **PROCLAIMED** that the local emergency related to COVID-19 shall be terminated on February 28, 2023, to coincide with the termination of the statewide emergency related to COVID-19.

Resolution No. 2023 – xxx  
Termination of Local Emergency Related to COVID-19  
Adopted: February 21, 2023  
Page 2 of 3

**SECTION 2.** This Resolution is not intended to, and does not, create any rights or benefits, substantive or procedural, enforceable at law or in equity, against the City of La Quinta, or any of its boards, commissions, committees, departments, officers, officials, employees or any other person.

**SECTION 3.** If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Resolution is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council hereby declares that it would have adopted this Resolution and each and every section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more section, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared unconstitutional.

**SECTION 4.** This Resolution shall go into effect immediately upon its adoption, and the City Clerk shall certify to its adoption.

**PASSED, APPROVED, and ADOPTED** at a regular meeting of the La Quinta City Council held on this 21<sup>st</sup> day of February, 2023, by the following vote:

**AYES:**

**NOES:**

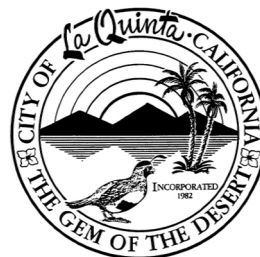
**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

\_\_\_\_\_  
MONIKA RADEVA, City Clerk  
City of La Quinta, California



Resolution No. 2023 – xxx  
Termination of Local Emergency Related to COVID-19  
Adopted: February 21, 2023  
Page 3 of 3

**APPROVED AS TO FORM:**

---

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

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# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

---

**AGENDA TITLE:** ADOPT RESOLUTION TO APPROVE TIME EXTENSION TO COMPLETE ON-SITE IMPROVEMENTS FOR THE POLO VILLAS RESIDENTIAL DEVELOPMENT (TRACT MAP NO. 33085) LOCATED WEST OF MADISON STREET BETWEEN AVENUES 50 AND 52

---

### RECOMMENDATION

Adopt a resolution to approve time extension to complete on-site improvements as specified in the Subdivision Improvement Agreement for Tract Map 33085, Polo Villas, to December 31, 2023.

### EXECUTIVE SUMMARY

- Polo Villas is a residential development located west of Madison Street between Avenues 50 and 52 (Attachment 1).
- ABTS Polo Villas, LLC (New Developer) has requested a time extension to the Subdivision Improvement Agreement to complete the on-site improvements.
- Sufficient security exists to ensure completion of the remaining on-site improvements.

### FISCAL IMPACT

There is no fiscal impact to the City. Sufficient security exists to ensure completion of the remaining on-site improvements.

### BACKGROUND/ANALYSIS

Polo Villas is a residential development located west of Madison Street between Avenues 50 and 52 (Attachment 1). The site is currently vacant. The on-site improvements include grading, street, storm drain, water, sewer improvements, dry utilities, basin landscaping, and monumentation.

In a letter dated February 7, 2023, the New Developer requested a time extension to December 31, 2023 to complete the on-site improvements (Attachment 2). No requests have been received to complete the on-site improvements; therefore, staff recommends approval of the time extension.

## ALTERNATIVES

Council may elect not to approve this time extension.

Prepared by: Amy Yu, Associate Engineer

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

Attachments: 1. Vicinity Map

2. Letter from Build to Stay, LLC dated February 7, 2023

**RESOLUTION NO. 2023 – XXX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA, CALIFORNIA, GRANTING EXTENSION OF TIME TO DECEMBER 31, 2023, FOR THE COMPLETION OF THE ON-SITE IMPROVEMENTS AS SPECIFIED IN THE SUBDIVISION IMPROVEMENT AGREEMENT FOR TRACT MAP NO. 33085, POLO VILLAS**

**WHEREAS**, the City Council approved the Subdivision Improvement Agreement (SIA) for Tract Map No. 33085, on December 19, 2017; and

**WHEREAS**, Section 6. Completion of Improvements, of the approved SIA requires that the developer begin construction of the improvements within ninety (90) days and complete the construction within twelve (12) months after the approval of the SIA; and

**WHEREAS**, Section 8. Time Extension, of the approved SIA allows for, at the City Council's sole and absolute discretion, an extension of time for completion of the improvements with additions or revisions to the terms and conditions of the SIA.

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

SECTION 1. The time for the completion of the on-site improvements as required by the approved SIA is extended to December 31, 2023.

SECTION 2. The time extension for completing the on-site improvements shall expire when City offices close for regular business on December 31, 2023 if the installation of the on-site improvements has not been completed.

SECTION 3. The provided security amount as required in the approved SIA is satisfactory. No additional securities are required.

SECTION 4. All other terms, responsibilities and conditions as listed in the approved SIA shall remain in full force and effect.

**PASSED, APPROVED, and ADOPTED** at a regular meeting of the La Quinta City Council held on this 21<sup>ST</sup> day of February 2023, by the following vote:

**AYES:**

**NOES:**

Resolution No. 2023 – xxx  
Tract Map No. 33085 – Polo Villas  
Adopted: February 21, 2023  
Page 2 of 2

**ABSENT:**

**ABSTAIN:**

---

LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

---

MONIKA RADEVA, City Clerk  
City of La Quinta, California



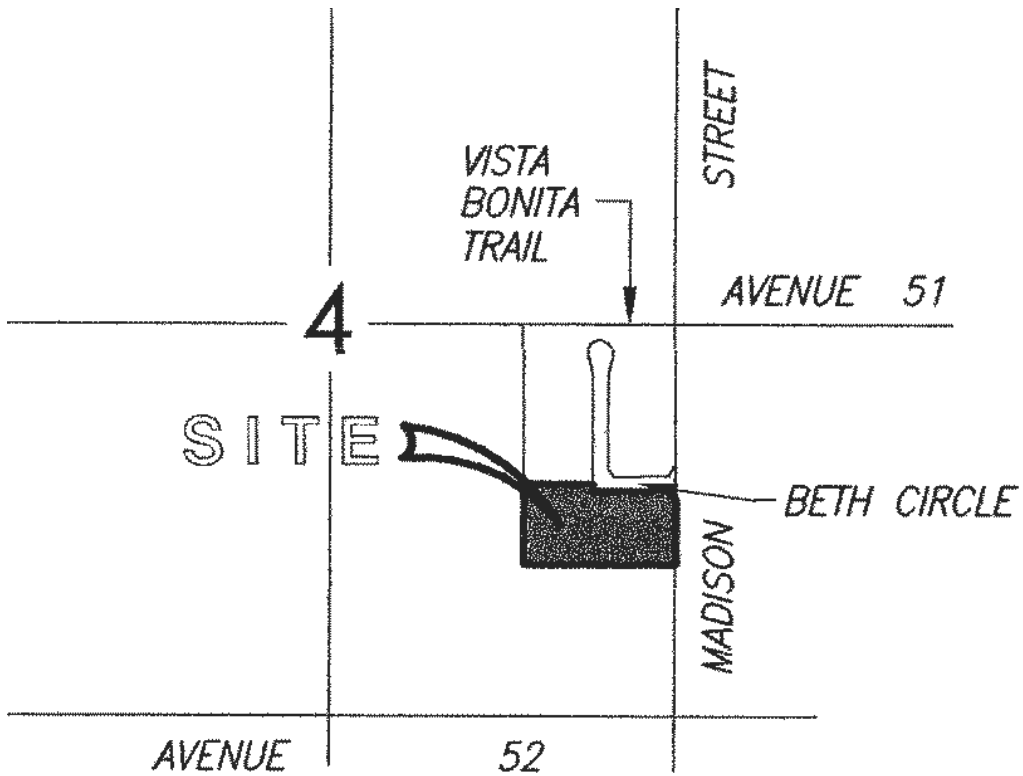
**APPROVED AS TO FORM:**

---

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



TRACT MAP NO. 33085



VICINITY MAP

NOT TO SCALE

[Click Here to Return to Agenda](#)



Amy Yu  
Associate Engineer  
City of La Quinta – Public Works  
78495 Calle Tampico  
La Quinta, CA 92253

February 7<sup>th</sup>, 2023

Amy,

Pursuant to the Subdivision Improvement Agreement for Tract Map Number 33085 ("SIA") dated December 19<sup>th</sup>, 2017, ABTS Polo Villas, LLC (the "Company"), which is an affiliated entity of Build To Stay, LLC, desires to enter into an Assignment and Assumption of the SIA which includes the following changes to the SIA:

- Under paragraph 6.1 of the SIA, the Company intends to begin construction of the improvements in March 2023 and complete construction by the end of Q4 2023.

This letter shall serve as a request for an extension to the original performance schedule set forth in paragraph 6.1 of the SIA.

Please let me know if you have any additional questions or concerns.

Warm Regards,



Ryan J. Nelson  
Vice President

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# City of La Quinta

**CITY COUNCIL MEETING:** February 21, 2023

## STAFF REPORT

---

**AGENDA TITLE:** APPROVE ASSIGNMENT AND ASSUMPTION AGREEMENT AND AMENDMENT TO SUBDIVISION IMPROVEMENT AGREEMENT FOR TRACT MAP NO. 33085, POLO VILLAS, A RESIDENTIAL DEVELOPMENT LOCATED WEST OF MADISON STREET BETWEEN AVENUES 50 AND 52

---

### RECOMMENDATION

Approve Assignment and Assumption Agreement and Amendment to Subdivision Improvement Agreement for Tract Map No. 33085, Polo Villas, and authorize the City Manager to execute said agreement upon receipt of a replacement security.

### EXECUTIVE SUMMARY

- Tract Map No. 33085 was approved by City Council on December 5, 2017, for seven (7) units.
- On January 17, 2023, City Council conditionally approved an Assignment and Assumption Agreement and Amendment to Subdivision Improvement Agreement (Agreement) for Tract Map No. 33085, assigning rights and obligations to Build to Stay – Polo Villas, LLC upon receipt of a replacement security.
- Build to Stay – Polo Villas, LLC and capital partner recently created ABTS Polo Villas, LLC (New Developer) and desires to assign the subdivision improvement obligations to the New Developer.
- New Developer requests approval of a second Assignment and Assumption Agreement and Amendment to Subdivision Improvement Agreement (Second Agreement) for Tract Map No. 33085, Polo Villas.

### FISCAL IMPACT

There is no fiscal impact to the City. New Developer will be submitting a replacement security to guarantee construction of the improvements.

### BACKGROUND/ANALYSIS

Polo Villas is a residential development located west of Madison Street between Avenues 50 and 52 (Attachment 1).

In December 2017, Desert Polo Land Company, LLC entered into a Subdivision Improvement Agreement for Polo Villas. On January 17, 2023, City Council conditionally approved the Agreement upon receipt of a replacement security. Build to Stay – Polo Villas, LLC has not yet submitted a replacement security. Build to Stay – Polo Villas, LLC and capital partner has recently created New Developer and is selling its interest in this tract to New Developer. The City will execute the Second Agreement (Attachment 2) and release Desert Polo Land Company’s security upon receipt of the replacement security for Polo Villas from New Developer.

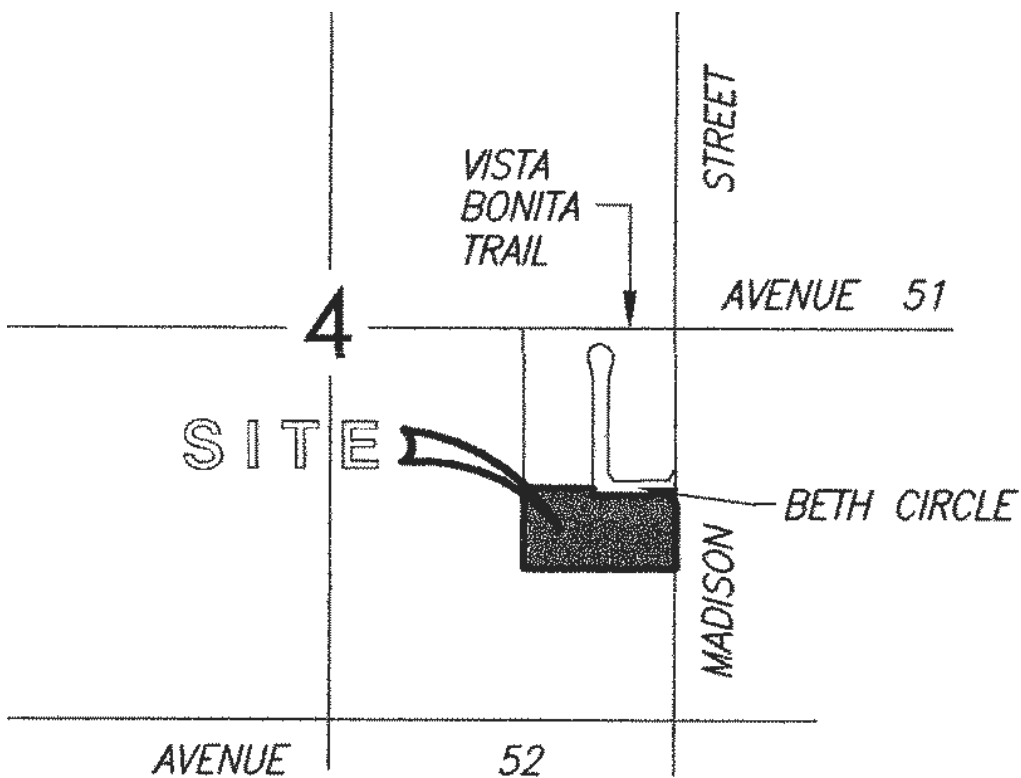
### ALTERNATIVES

Staff does not recommend an alternative.

Prepared by: Amy Yu, Associate Engineer  
Approved by: Bryan McKinney, P.E., Public Works Director / City Engineer

Attachments: 1. Vicinity Map  
2. Assignment and Assumption Agreement and Amendment to Subdivision Improvement Agreement

TRACT MAP NO. 33085



VICINITY MAP

NOT TO SCALE

[Click Here to Return to Agenda](#)



**ASSIGNMENT AND ASSUMPTION AGREEMENT**

**AND**

**AMENDMENT TO SUBDIVISION IMPROVEMENT AGREEMENT**

**TRACT MAP NO. 33085**

This ASSIGNMENT AND ASSUMPTION AGREEMENT AND AMENDMENT TO SUBDIVISION IMPROVEMENT AGREEMENT (“Assignment & Amendment”) is made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and among the CITY OF LA QUINTA, a municipal corporation of the State of California (“City”), Build to Stay – Polo Villas, LLC, a Delaware limited liability company (“Assignor”), and ABTS Polo Villas, LLC, a Delaware limited liability company (“Assignee”).

**RECITALS**

A. City, Assignor, and Desert Polo Land Company, LLC entered into that certain Assignment and Assumption Agreement and Amendment to Subdivision Improvement Agreement, dated \_\_\_\_\_, pursuant to which Assignor, as the “Subdivider” defined in the Subdivision Improvement Agreement for Tract No. 33085 (SIA), agreed to plan for, install, and construct certain public and/or private improvements on Tract No. 33085 (“Tract”), as more fully described in Exhibit “A” of the SIA (“Improvements”).

B. Assignor is selling its interest in the Tract to Assignee. In conjunction with such transfer, Assignor desires to assign the SIA, and all of Assignor’s rights and obligations thereunder, to Assignee and Assignee desire to assume Assignor’s position with respect to the SIA and all of Assignor’s rights and obligations under the SIA subject to the terms of this Assignment & Amendment.

C. In connection with the foregoing described assignment and assumption, the City and Assignee have agreed to certain modifications to the SIA as set forth herein to be effective upon full execution of this Assignment & Amendment by all the parties hereto.

**AGREEMENT**

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

1. Assignment and Assumption. Assignor hereby transfers and assigns to Assignee all of the Assignor’s rights, title, and interest in and to, and obligations under, the SIA, and Assignee hereby assumes all rights, title, and interest in and to, and obligations under, the SIA. By execution hereof, the City hereby consents to the foregoing assignment and assumption.

2. Replacement of Improvement Security. Pursuant to the SIA, Desert Polo Land Company, LLC has furnished the City security for the Improvements in the form of:

(a) Faithful Performance Security in the amount of \$434,481 for the following improvements:

| <b>On-Site Improvements Description</b> | <b>Performance Amount</b> |
|---|---------------------------|
| Mobilization                            | \$ 29,923                 |
| Rough Grading & Walls                   | \$ 112,520                |
| Street                                  | \$ 74,147                 |
| Storm Drain                             | \$ 47,062                 |
| Water                                   | \$ 16,300                 |
| Sewer                                   | \$ 15,200                 |
| Dry Utilities                           | \$ 15,000                 |
| Basin Landscaping                       | \$ 9,000                  |
| Monumentation                           | \$ 10,000                 |
| Totals                                  | \$ 329,152                |
| Standard 10% Contingency                | \$ 32,915                 |
| Total Construction Cost                 | \$ 362,067                |
| Professional Fees, Design 10%           | \$ 36,207                 |
| Professional Fees, Const 10%            | \$ 36,207                 |
| <b>Security Amount</b>                  | <b>\$ 434,481</b>         |

(b) Other (Specify type and amount): No other security is currently being furnished by Desert Polo Land Company, LLC to the City.

For purposes of this Assignment & Amendment, such security in the aggregate shall be hereinafter referred to as "Improvement Security." Assignee hereby warrants that within five (5) days of this executed Assignment & Amendment, it shall replace Desert Polo Land Company, LLC's Improvement Security with security of its own in an amount equal to the Improvement Security, unless the City otherwise determines at its discretion and in writing that such security can be issued at a lesser amount. Assignee's security shall be in full compliance with the terms and conditions stated in the SIA for such security. The City agrees that upon receipt of evidence that Assignee has obtained such new security in a form satisfactory to the City, the City shall release Desert Polo Land Company, LLC's Improvement Security.

3. Solvency. As a material inducement to the City to enter into the Assignment & Amendment, Assignee hereby represents and warrants to City, and City hereby relies on Assignee's representation and warranty, that Assignee is solvent and has the financial capability of fulfilling each and every obligation and duty it takes on by way of the Assignment & Amendment.

4. Incorporation of SIA Provisions. The SIA, and each provision therein, unless otherwise modified in writing, is incorporated in this Assignment & Amendment in its entirety and Assignee agrees and warrants that it assumes and is bound by each obligation found in the SIA in the same manner as Assignor prior to this Assignment & Amendment.

5. Counterparts. This Agreement may be executed in one or more counterparts, which, taken together, shall constitute one complete and enforceable agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Assignment & Amendment on \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

CITY: City of La Quinta  
78-495 Calle Tampico  
La Quinta, CA 92253  
(760) 777-7075

\_\_\_\_\_  
JON MCMILLEN, CITY MANAGER  
City of La Quinta, California

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
MONIKA RADEVA, CITY CLERK  
City of La Quinta, California

APPROVED AS TO FORM:

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

ASSIGNOR: Build to Stay – Polo Villas, LLC, a Delaware limited liability company  
2425 S. Stearman Dr.  
Chandler, AZ 85286

\_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_  
Date

ASSIGNEE: ABTS Polo Villas, LLC, a Delaware limited liability company  
2425 S. Stearman Dr.  
Chandler, AZ 85286

\_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Its: \_\_\_\_\_

\_\_\_\_\_  
Date

# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

**AGENDA TITLE:** APPROVE DEMAND REGISTERS DATED FEBRUARY 3 AND FEBRUARY 10, 2023

### RECOMMENDATION

Approve demand registers dated February 3 and February 10, 2023.

**EXECUTIVE SUMMARY** – None

### FISCAL IMPACT

Demand of Cash:

|                         |    |                     |
|-------------------------|----|---------------------|
| City                    | \$ | 2,459,281.18        |
| Successor Agency of RDA | \$ | -                   |
| Housing Authority       | \$ | 54,497.35           |
|                         | \$ | <u>2,513,778.53</u> |

### BACKGROUND/ANALYSIS

Routine bills and payroll must be paid between Council meetings. Attachment 1 details the weekly demand registers for February 3 and February 10, 2023.

Warrants Issued:

|                        |    |                     |
|------------------------|----|---------------------|
| 210072-210121          | \$ | 301,555.13          |
| 210122-210179          | \$ | 1,416,290.93        |
| Wire Transfers         | \$ | 506,191.68          |
| Payroll Tax Transfers  | \$ | 59,709.64           |
| Payroll Direct Deposit | \$ | 230,031.15          |
|                        | \$ | <u>2,513,778.53</u> |

The most significant expenditures on the demand registers are:

| <b>Vendor</b>                               | <b>Account Name</b>            | <b>Amount</b>  | <b>Purpose</b>                                 |
|---|--------------------------------|----------------|--|
| Riverside County Sheriff Department         | Various                        | \$1,163,974.63 | Dec Police Service                             |
| Action Park Alliance, Inc                   | X-Park Programming             | \$71,347.00    | Jan-Mar X-Park Staffing                        |
| Imperial Irrigation District <sup>(1)</sup> | Various                        | \$52,227.13    | Electricity Service                            |
| Madden Media                                | Marketing & Tourism Promotions | \$45,030.81    | Jan Media Retainer                             |
| Willdan <sup>(1)</sup>                      | Contract Traffic Engineer      | \$44,690.00    | Nov & Dec On-Call Traffic Engineering Services |

(1) Payments were made on 2/3/23 & 2/10/23

**Wire Transfers:** Fourteen transfers totaled \$506,192. Of this amount, 245,185 was to Landmark, and \$178,766 was to CalPERS. (See Attachment 2 for a complete listing).

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

| <b>Transaction</b> | <b>Issuer</b>          | <b>Type</b> | <b>Par Value</b> | <b>Settle Date</b> | <b>Coupon Rate</b> | <b>YTM</b> |
|--------------------|------------------------|-------------|------------------|--------------------|--------------------|------------|
| Maturity           | Wells Fargo NB         | CD          | \$ 248,000       | 1/30/2023          | 1.900%             |            |
| Purchase           | Signature FCU          | CD          | \$ 248,000       | 1/31/2023          | 4.400%             | 4.400%     |
| Maturity           | United States Treasury | Treasury    | \$ 3,000,000     | 1/31/2023          | 2.375%             |            |
| Maturity           | Colgate-Palmolive      | Corporate   | \$ 500,000       | 2/1/2023           | 1.950%             |            |
| Purchase           | United States Treasury | Treasury    | \$ 1,000,000     | 2/2/2023           | 3.500%             | 3.580%     |
| Purchase           | San Francisco FCU      | CD          | \$ 248,000       | 2/3/2023           | 4.350%             | 4.350%     |
| Purchase           | United States Treasury | Treasury    | \$ 2,000,000     | 2/7/2023           | 0.000%             | 4.810%     |
| Purchase           | United States Treasury | Treasury    | \$ 1,000,000     | 2/7/2023           | 2.750%             | 4.786%     |

Prepared by: Jesse Batres, Account Technician  
 Approved by: Rosemary Hallick, Financial Services Analyst

Attachments: 1. Demand Registers  
 2. Wire Transfers

Demand Register

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City of La Quinta

| Vendor Name                     | Payment Number | Description (Item)                        | Account Name                           | Account Number | Amount    |
|---------------------------------|----------------|---|--|----------------|-----------|
| <b>Fund: 101 - GENERAL FUND</b> |                |   |  |                |           |
| DESERT SUN PUBLISHING, LLC      | 210086         | 12/2/22 - PC PHN TEMP CELL PGA WEST       | Advertising                            | 101-6002-60450 | 434.28    |
| WILLDAN                         | 210120         | 11/2022 - ONCALL TRAFFIC ENGINEERING ...  | Contract Traffic Engineer              | 101-7006-60144 | 16,240.00 |
| PALMS TO PINES PRINTING         | 210103         | 01/12/23 - BUSINESS CARDS (1,500)         | Printing                               | 101-3007-60410 | 294.88    |
| PALMS TO PINES PRINTING         | 210103         | 02/02/23 - CAPS FOR CLQ PROMO (25)        | Promotional Items                      | 101-3007-60134 | 582.69    |
| ALLIANT INSURANCE SERVICES ..   | 210074         | 10/10/22 - SPECIAL EVENT INSURANCE        | Rental Expense                         | 101-3003-60157 | 81.00     |
| GARDAWORLD                      | 210089         | 01/2023 - ARMORED SERVICES                | Professional Services                  | 101-1006-60103 | 299.58    |
| ALTEC                           | 210075         | 11/29/22 - 2022 W-2 FORMS (300)           | Printing                               | 101-1006-60410 | 102.39    |
| ALTEC                           | 210075         | 11/29/22 - 2022 1095C TAX FORMS (300)     | Printing                               | 101-1006-60410 | 323.36    |
| ALTEC                           | 210075         | 12/08/22 - 2022 1099 TAX FORMS (200)      | Printing                               | 101-1006-60410 | 123.07    |
| VALLEY LOCK & SAFE              | 210116         | 1/10/23 - PAD LOCKS (8)                   | Operating Supplies                     | 101-7003-60420 | 149.99    |
| VALLEY LOCK & SAFE              | 210116         | 1/17/23 - PADLOCK                         | Operating Supplies                     | 101-7003-60420 | 74.99     |
| MADDEN MEDIA                    | 210097         | 01/2023 - MEDIA RETAINER                  | Marketing & Tourism Promoti...         | 101-3007-60461 | 45,030.81 |
| SHIRY, TERESA                   | 210110         | 1/26/23 - BALLROOM BEGINNING CLASSES      | Instructors                            | 101-3002-60107 | 31.50     |
| RUDY, LORI A                    | 210109         | 01/26/23 - ESSENTIAL FITNESS CLASSES      | Instructors                            | 101-3002-60107 | 67.20     |
| VIELHARBER, KAREN               | 210117         | 1/26/23 - GENTLE YOGA CLASSES             | Instructors                            | 101-3002-60107 | 36.40     |
| VIELHARBER, KAREN               | 210117         | 1/26/23 - GENTLE YOGA CLASSES             | Instructors                            | 101-3002-60107 | 63.70     |
| GAMEZ, CHRISTINA                | 210088         | 01/27/23 - WELLNESS CENTER REFUND         | Wellness Center Memberships            | 101-0000-42218 | 75.00     |
| WELLNESS WORKS                  | 210119         | 01/2023 - EAP SERVICES                    | Consultants/Employee Services          | 101-1004-60104 | 409.20    |
| PARTY PALS                      | 210104         | 12/2/22 - RAILROAD TRAIN & SANTA CHAI...  | Community Experiences                  | 101-3003-60149 | 3,350.00  |
| QUALITY STREET SERVICE          | 210106         | 10/11/22 - EMERGENCY STREET CLEANING      | Professional Services                  | 101-7003-60103 | 1,490.00  |
| QUALITY STREET SERVICE          | 210106         | 10/27/22 - EMERGENCY STREET CLEANING      | Professional Services                  | 101-7003-60103 | 1,490.00  |
| VINTAGE ASSOCIATES              | 210118         | 1/24/23 - TREE REPLACEMENT AT SPORT ...   | Materials/Supplies                     | 101-3005-60431 | 370.00    |
| THE PRINTING PLACE              | 210113         | 1/26/23 - BUSINESS LICENSE DECALS (500)   | Operating Supplies                     | 101-6006-60420 | 629.04    |
| QUALITY STREET SERVICE          | 210106         | 1/18/23 - EMERGENCY STREET CLEANING       | Professional Services                  | 101-7003-60103 | 2,071.25  |
| QUALITY STREET SERVICE          | 210106         | 1/24/23 - EMERGENCY STREET CLEANING       | Professional Services                  | 101-7003-60103 | 1,380.00  |
| MOWERS PLUS INC                 | 210100         | 1/23/23 - CHAINSAW                        | Tools/Equipment                        | 101-7003-60432 | 307.07    |
| ODP BUSINESS SOLUTIONS, LLC     | 210102         | 01/10/23 - TISSUE BOXES FOR CODE          | Office Supplies                        | 101-6004-60400 | 19.77     |
| ODP BUSINESS SOLUTIONS, LLC     | 210102         | 01/17/23 - COFFEE FOR OFFICE              | Office Supplies                        | 101-6004-60400 | 94.44     |
| ODP BUSINESS SOLUTIONS, LLC     | 210102         | 01/10/23 - USB FLASH DRIVE FOR CODE       | Office Supplies                        | 101-6004-60400 | 26.20     |
| ODP BUSINESS SOLUTIONS, LLC     | 210102         | 01/12/23 - COFFEE FOR OFFICE              | Office Supplies                        | 101-6004-60400 | 32.91     |
| ODP BUSINESS SOLUTIONS, LLC     | 210102         | 01/19/23 - PLANNER FOR L.REYES            | Office Supplies                        | 101-1002-60400 | 31.73     |
| ODP BUSINESS SOLUTIONS, LLC     | 210102         | 01/23/23 - OFFICE SUPPLIES                | Office Supplies                        | 101-1005-60400 | 149.12    |
| KOOLFOG, INC                    | 210096         | 1/11/23 - REPAIRS TO FB POOL MIST SYST... | Fritz Burns Pool Maintenance           | 101-3005-60184 | 389.91    |
| DAIOHS FIRST CHOICE SERVICES    | 210083         | 01/25/23 - LOBBY COFFEE MACHINE SUPP...   | Citywide Supplies                      | 101-1007-60403 | 802.69    |
| HIGH TECH IRRIGATION INC        | 210092         | 01/25/23 - IRRIGATION PARTS FOR MOTIC...  | Materials/Supplies                     | 101-3005-60431 | 175.08    |
| AMERICAN FORENSIC NURSES ...    | 210076         | 1/26/23 - BLOOD/ALCOHOL ANALYSIS          | Blood/Alcohol Testing                  | 101-2001-60174 | 66.85     |
| FEDEX                           | 210087         | 01/13/23 - OVERNIGHT MAIL                 | Postage                                | 101-1007-60470 | 10.63     |
| TOP OF THE LINE SIGNS           | 210114         | 1/27/23 - SIGNAGE (2)                     | Materials/Supplies                     | 101-3005-60431 | 742.22    |
| ALARM MONITORING SERVICE...     | 210073         | 01/01-03/31/23 - XPARK ALARM MONITO...    | Security & Alarm                       | 101-3008-60123 | 162.00    |
| IMPERIAL IRRIGATION DIST        | 210094         | 1/30/23 - ELECTRCITY SERVICE              | Electricity - Utilities                | 101-2002-61101 | 561.51    |
| IMPERIAL IRRIGATION DIST        | 210094         | 1/30/23 - ELECTRCITY SERVICE              | Electric - Fritz Burns Park - Utili... | 101-3005-61105 | 1,285.72  |
| IMPERIAL IRRIGATION DIST        | 210094         | 1/30/23 - ELECTRCITY SERVICE              | Electric - Sports Complex - Utili...   | 101-3005-61106 | 4,256.93  |
| IMPERIAL IRRIGATION DIST        | 210094         | 1/30/23 - ELECTRCITY SERVICE              | Electric - Velasco Park - Utilities    | 101-3005-61111 | 13.71     |
| IMPERIAL IRRIGATION DIST        | 210094         | 1/30/23 - ELECTRCITY SERVICE              | Electric - Eisenhower Park - Util..    | 101-3005-61113 | 18.26     |
| IMPERIAL IRRIGATION DIST        | 210094         | 1/30/23 - ELECTRCITY SERVICE              | Electricity - Utilities                | 101-3008-61101 | 183.30    |
| COACHELLA VALLEY WATER DI...    | 210082         | 1/25/23 - WATER SERVICE                   | Water - Civic Center Park - Utili..    | 101-3005-61202 | 3,837.37  |
| COACHELLA VALLEY WATER DI...    | 210082         | 1/25/23 - WATER SERVICE                   | Water -Community Park - Utilit..       | 101-3005-61209 | 800.21    |
| COACHELLA VALLEY WATER DI...    | 210082         | 1/25/23 - WATER SERVICE                   | PM 10 - Dust Control                   | 101-7006-60146 | 924.54    |
| COACHELLA VALLEY WATER DI...    | 210082         | 1/30/23 - WATER SERVICE                   | Water -Pioneer Park - Utilities        | 101-3005-61207 | 253.76    |
| HOME DEPOT CREDIT SERVICES      | 210093         | 11/28/22 - NUTS & BOLTS FOR FS #70        | Fire Station                           | 101-2002-60670 | 152.94    |
| HOME DEPOT CREDIT SERVICES      | 210093         | 12/21/22 - DISHWASHER FOR FS #70          | Maintenance/Services                   | 101-2002-60691 | 775.66    |
| HOME DEPOT CREDIT SERVICES      | 210093         | 12/20/22 - LED RECESSED LIGHTS FOR FS ... | Maintenance/Services                   | 101-2002-60691 | 110.79    |
| HOME DEPOT CREDIT SERVICES      | 210093         | 11/30/22 - OUTDOOR TIMERS PHOTOCELL...    | Materials/Supplies                     | 101-3005-60431 | 104.31    |

**Demand Register**

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| Vendor Name  | Payment Number | Description (Item)                       | Account Name                          | Account Number | Amount            |
|--|----------------|--|---------------------------------------|----------------|-------------------|
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/05/22 - LUMBER & WOOD SCREWS          | Materials/Supplies                    | 101-3005-60431 | 172.33            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/19/22 - BUCKET, STEEL BRUSH & SPRAY.. | Materials/Supplies                    | 101-3005-60431 | 106.28            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 11/28/22 - FLAT STEEL STAKES (12)        | Materials/Supplies                    | 101-3005-60431 | 201.00            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/06/22 - SMALL TOOLS                   | Tools/Equipment                       | 101-3005-60432 | 20.73             |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/05/22 - POWER TOOL BATTERY            | Tools/Equipment                       | 101-3005-60432 | 270.79            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 11/28/22 - ENGINEER HAMMER & NAILS       | Tools/Equipment                       | 101-3005-60432 | 29.62             |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/20/22 - RETURN LED LIGHTS (6)         | Materials/Supplies                    | 101-3008-60431 | -92.40            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/12/22 - DOOR HANDLE FOR COVE RES...   | Materials/Supplies                    | 101-3008-60431 | 47.24             |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/01/22 - BATTERIES FOR CH              | Materials/Supplies                    | 101-3008-60431 | 110.07            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 11/30/22 - BATTERIES FOR CH LIGHTS       | Materials/Supplies                    | 101-3008-60431 | 411.35            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/20/22 - LED LIGHTS (6)                | Materials/Supplies                    | 101-3008-60431 | 92.40             |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/08/22 - PAINT & 5 GALLON BUCKETS      | Materials/Supplies                    | 101-3008-60431 | 639.75            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/06/22 - MATERIALS                     | Materials/Supplies                    | 101-3008-60431 | 50.45             |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/15/22 - SHOP TOOLS                    | Tools/Equipment                       | 101-3008-60432 | 626.62            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/01/22 - SUPPLIES FOR YARD             | Operating Supplies                    | 101-7003-60420 | 244.92            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/13/22 - SHOVEL & TAPE MEASURE         | Operating Supplies                    | 101-7003-60420 | 75.49             |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/27/22 - SHOVEL & BOW SHACKLE          | Operating Supplies                    | 101-7003-60420 | 111.90            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 11/30/22 - OSCILLATING FANS (2)          | Tools/Equipment                       | 101-7003-60432 | 130.46            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 11/29/22 - REPLACEMENT TEST LEAD SET     | Tools/Equipment                       | 101-7003-60432 | 21.72             |
| SUNLINE TRANSIT AGENCY                             | 210111         | 12/2022 - SUNLINE BUS PASSES             | Due to SunLine                        | 101-0000-20305 | 158.50            |
| SUNLINE TRANSIT AGENCY                             | 210111         | 12/2022 - SUNLINE BUS PASSES             | Miscellaneous Revenue                 | 101-0000-42301 | -9.50             |
| GOVOS, INC.  | 210090         | 02/2023 - STVR PERMITTING SOFTWARE       | Professional Services                 | 101-1005-60103 | 3,820.00          |
| MAGALLANEZ, LUIS                                   | 210098         | FY 22/23 ANNUAL WELLNESS DOLLARS RE...   | Annual Wellness Dollar Reimb...       | 101-1004-50252 | 200.00            |
| ACTION PARK ALLIANCE, INC.                         | 210072         | 01/1-3/31/23 - X PARK OPERATION SERVI... | X-Park Programming                    | 101-3003-60190 | 71,347.00         |
| RIVERSIDE ASSESSOR                                 | 210107         | 11/2022 RECORDING FEES CUP2022-0002...   | Due to County Recorder                | 101-0000-20325 | 100.00            |
| IMPERIAL IRRIGATION DIST                           | 210094         | 1/30/23 - ELECTRICITY SERVICE            | Electric - SilverRock Event Site -..  | 101-3005-61115 | 2,741.00          |
| COACHELLA VALLEY WATER DI...                       | 210082         | 1/25/23 - WATER SERVICE                  | Water - Utilities                     | 101-2002-61200 | 122.29            |
| COACHELLA VALLEY WATER DI...                       | 210082         | 1/25/23 - WATER SERVICE                  | Water - Eisenhower Park - Utiliti..   | 101-3005-61203 | 144.22            |
| COACHELLA VALLEY WATER DI...                       | 210082         | 1/25/23 - WATER SERVICE                  | Water - Fritz Burns Park - Utiliti... | 101-3005-61204 | 1,792.87          |
| COACHELLA VALLEY WATER DI...                       | 210082         | 1/25/23 - WATER SERVICE                  | Water - Velasco Park - Utilities      | 101-3005-61205 | 120.63            |
| COACHELLA VALLEY WATER DI...                       | 210082         | 1/25/23 - WATER SERVICE                  | Water - Utilities                     | 101-3008-61200 | 680.81            |
| ROADPOST USA INC.                                  | 210108         | 01/23-02/22/23 - EOC SATELLITE PHONES    | Mobile/Cell Phones/Satellites         | 101-2002-61304 | 200.85            |
| TERRA NOVA PLANNING & RE...                        | 210112         | 10/1-11/30/22 - TRAVERTINE PROJECT PL... | Developer Deposits                    | 101-0000-22810 | 6,825.00          |
| <b>Fund 101 - GENERAL FUND Total:</b>              |                |  |                                       |                | <b>183,004.35</b> |
| <b>Fund: 201 - GAS TAX FUND</b>                    |                |  |                                       |                |                   |
| MARTIN MARIETTA                                    | 210099         | 12/30/22 - COLD MIX ASPHALT              | Asphalt                               | 201-7003-60430 | 230.85            |
| IMPERIAL IRRIGATION DIST                           | 210094         | 1/30/23 - ELECTRICITY SERVICE            | Electricity - Utilities               | 201-7003-61101 | 68.43             |
| <b>Fund 201 - GAS TAX FUND Total:</b>              |                |  |                                       |                | <b>299.28</b>     |
| <b>Fund: 202 - LIBRARY &amp; MUSEUM FUND</b>       |                |  |                                       |                |                   |
| IMPERIAL IRRIGATION DIST                           | 210094         | 1/30/23 - ELECTRCITY SERVICE             | Electricity - Utilities               | 202-3004-61101 | 2,874.00          |
| IMPERIAL IRRIGATION DIST                           | 210094         | 1/30/23 - ELECTRCITY SERVICE             | Electricity - Utilities               | 202-3006-61101 | 739.99            |
| <b>Fund 202 - LIBRARY &amp; MUSEUM FUND Total:</b> |                |  |                                       |                | <b>3,613.99</b>   |
| <b>Fund: 215 - LIGHTING &amp; LANDSCAPING FUND</b> |                |  |                                       |                |                   |
| WILLDAN FINANCIAL SERVICES                         | 210121         | 10/2022-12/2022 - LANDSCAPE & LIGHTI...  | Administration                        | 215-7004-60102 | 3,700.01          |
| VINTAGE ASSOCIATES                                 | 210118         | 12/29/22 - PLANT REPLACEMENT ADAMS ...   | Maintenance/Services                  | 215-7004-60691 | 3,120.00          |
| DESERT GROWERS NURSERY                             | 210085         | 1/26/23 - PLANTS (10)                    | Materials/Supplies                    | 215-7004-60431 | 163.12            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/01/22 - VALVE ROCK BOX COVERS (2)     | Materials/Supplies                    | 215-7004-60431 | 108.68            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 11/28/22 - GRADE STAKES & MATERIALS      | Materials/Supplies                    | 215-7004-60431 | 141.35            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 12/05/22 - SMALL TOOLS                   | Tools/Equipment                       | 215-7004-60432 | 126.05            |
| HOME DEPOT CREDIT SERVICES                         | 210093         | 11/28/22 - POWER TOOL                    | Tools/Equipment                       | 215-7004-60432 | 499.16            |
| IMPERIAL IRRIGATION DIST                           | 210094         | 1/25/23 - ELECTRCITY SERVICE             | Electric - Utilities                  | 215-7004-61116 | 410.62            |
| IMPERIAL IRRIGATION DIST                           | 210094         | 1/25/23 - ELECTRCITY SERVICE             | Electric - Medians - Utilities        | 215-7004-61117 | 24.68             |
| IMPERIAL IRRIGATION DIST                           | 210094         | 1/30/23 - ELECTRICITY SERVICE            | Electric - Utilities                  | 215-7004-61116 | 893.20            |
| IMPERIAL IRRIGATION DIST                           | 210094         | 1/30/23 - ELECTRICITY SERVICE            | Electric - Medians - Utilities        | 215-7004-61117 | 1,130.38          |
| COACHELLA VALLEY WATER DI...                       | 210082         | 1/25/23 - WATER SERVICE                  | Water - Medians - Utilities           | 215-7004-61211 | 15,658.12         |
| COACHELLA VALLEY WATER DI...                       | 210082         | 1/30/23 - WATER SERVICE                  | Water - Medians - Utilities           | 215-7004-61211 | 144.77            |
| VINTAGE ASSOCIATES                                 | 210118         | 1/17/23 - PLANTS FOR MADISON MEDIAN      | Materials/Supplies                    | 215-7004-60431 | 1,562.38          |
| VINTAGE ASSOCIATES                                 | 210118         | 1/17/23 - PLANTS FOR MADISON MEDIAN      | Materials/Supplies                    | 215-7004-60431 | 1,346.88          |



**Demand Register**

Packet: APPKT03372 - 02/03/2023 JB

| Vendor Name  | Payment Number | Description (Item)                      | Account Name       | Account Number | Amount           |
|--|----------------|---|--------------------|----------------|------------------|
| DESERT ELECTRIC SUPPLY                                   | 210084         | 01/23/23 - DEFINITE PURPOSE CONTACTO... | Materials/Supplies | 215-7004-60431 | 1,870.18         |
| <b>Fund 215 - LIGHTING &amp; LANDSCAPING FUND Total:</b> |                |   |                    |                | <b>30,899.58</b> |

**Fund: 401 - CAPITAL IMPROVEMENT PROGRAMS**

|   |        |  |                       |                |                  |
|---|--------|--|-----------------------|----------------|------------------|
| DESERT SUN PUBLISHING, LLC                            | 210086 | 12/21-12/28/22 - CITYWIDE STRIPING BID...    | Construction          | 401-0000-60188 | 1,276.00         |
| ITERIS  | 210095 | VANTAGE NEXT DUAL VIDEO PROCESSOR            | Construction          | 401-0000-60188 | 7,700.00         |
| ITERIS  | 210095 | VANTAGE NEXT CCU UNIT                        | Construction          | 401-0000-60188 | 7,700.00         |
| ITERIS  | 210095 | Itersi Next Vector Rack Mount Processors ... | Construction          | 401-0000-60188 | 1,347.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - AVE 50 REHAB WASH ST TO EIS...     | Professional Services | 401-0000-60103 | 300.00           |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - 2019-05 HIGHWAY 111 CORRID...      | Professional Services | 401-0000-60103 | 3,312.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - BLACKHAWK WAY SCHOOL CRO...        | Professional Services | 401-0000-60103 | 2,912.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - CITYWIDE STRIPING REFRESH          | Professional Services | 401-0000-60103 | 2,537.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - MOON RIVER DRIVE PAVEMENT...       | Professional Services | 401-0000-60103 | 1,637.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - 2019-01 VILLAGE ART/CULTURA...     | Professional Services | 401-0000-60103 | 387.50           |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - AVE 50 BRIDGE SPANNING THE ...     | Professional Services | 401-0000-60103 | 2,047.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - 2011-05 DUNE PALMS BRIDGE          | Professional Services | 401-0000-60103 | 3,170.00         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - 201709 JEFFERSON & AVE 53 R...     | Professional Services | 401-0000-60103 | 3,482.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - LA QUINTA X PARK                   | Professional Services | 401-0000-60103 | 525.00           |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - 2021-08 SLURRY SEAL PROJECT        | Professional Services | 401-0000-60103 | 10,985.00        |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - AVE 50 WIDENING IMPROVEM...        | Professional Services | 401-0000-60103 | 175.00           |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - 2019-23 WASHINGTON & AVE 5...      | Professional Services | 401-0000-60103 | 1,212.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - CITY HALL CAPACITY IMPROVE...      | Professional Services | 401-0000-60103 | 75.00            |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - 2016-03 LANDSCAPE RENOVAT...       | Professional Services | 401-0000-60103 | 5,087.50         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - FRED WARING PAVEMENT REH...        | Professional Services | 401-0000-60103 | 1,275.00         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - JEFFERSON ST & HWY 111 IMP...      | Professional Services | 401-0000-60103 | 1,050.00         |
| NAI CONSULTING INC                                    | 210101 | 12/2022 - AVE 52 PAVEMENT REHAB MAD...       | Professional Services | 401-0000-60103 | 1,662.50         |
| HERMANN DESIGN GROUP INC                              | 210091 | 09/2022 - X-PARK LANDSCAPE ARCHITECT...      | Design                | 401-0000-60185 | 472.50           |
| HERMANN DESIGN GROUP INC                              | 210091 | 10/2022 - X-PARK LANDSCAPE ARCHITECT...      | Design                | 401-0000-60185 | 210.00           |
| BENGAL ENGINEERING INC                                | 210078 | 10/2022 - DUNE PALMS LOW WATER CRO...        | Design                | 401-0000-60185 | 898.77           |
| BENGAL ENGINEERING INC                                | 210078 | 11/2022 - DUNE PALMS LOW WATER CRO...        | Design                | 401-0000-60185 | 1,240.77         |
| <b>Fund 401 - CAPITAL IMPROVEMENT PROGRAMS Total:</b> |        |  |                       |                | <b>62,680.54</b> |

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

|   |        |   |                                |                |                 |
|---|--------|---|--------------------------------|----------------|-----------------|
| AUTOZONE  | 210077 | 1/10/23 - DEF FLUID & WINDSHIELD WIPE...  | Parts, Accessories, and Upfits | 501-0000-60675 | 29.82           |
| CARQUEST  | 210080 | 08/08/22 - VEHICLE PART                   | Parts, Accessories, and Upfits | 501-0000-60675 | 104.84          |
| CHEVROLET CADILLAC  | 210081 | 6/23/22 - 2018 SILVERADO TRANSMISSION..   | Vehicle Repair & Maintenance   | 501-0000-60676 | 185.32          |
| CHEVROLET CADILLAC  | 210081 | 12/07/22 - 2023 SILVERADO KEY VIN F119... | Vehicle Repair & Maintenance   | 501-0000-60676 | 160.00          |
| CHEVROLET CADILLAC  | 210081 | 12/20/22 - 2023 SILVERADO KEY VIN F115... | Vehicle Repair & Maintenance   | 501-0000-60676 | 235.40          |
| CHEVROLET CADILLAC  | 210081 | 12/20/22 - 2023 SILVERADO KEY VIN F119... | Vehicle Repair & Maintenance   | 501-0000-60676 | 235.40          |
| CHEVROLET CADILLAC  | 210081 | 12/21/22 - 2022 SILVERADO KEY VIN F253... | Vehicle Repair & Maintenance   | 501-0000-60676 | 160.00          |
| CHEVROLET CADILLAC  | 210081 | 1/4/23 - 2017 SILVERADO OIL CHANGE FO...  | Vehicle Repair & Maintenance   | 501-0000-60676 | 93.44           |
| CHEVROLET CADILLAC  | 210081 | 1/19/23 - 2017 SILVERADO BRAKE CHANG...   | Vehicle Repair & Maintenance   | 501-0000-60676 | 1,586.46        |
| <b>Fund 501 - FACILITY &amp; FLEET REPLACEMENT Total:</b> |        |   |                                |                | <b>2,790.68</b> |

**Fund: 502 - INFORMATION TECHNOLOGY**

|   |        |  |                                |                |                  |
|---|--------|--|--------------------------------|----------------|------------------|
| TYLER TECHNOLOGIES                              | 210115 | 11/29-12/30/22 - SOFTWARE SERVICES       | Software Implementation/Enh... | 502-0000-71049 | 14,222.80        |
| PLACER LABS, INC.                               | 210105 | 12/16/22-5/31/23 - VENUE ANALYTICS SE... | Software Licenses              | 502-0000-60301 | 1,029.00         |
| CANON FINANCIAL SERVICES, ...                   | 210079 | 12/2022 CITY PRINTERS 11/2022 METER U... | Copiers                        | 502-0000-60662 | 2,982.15         |
| <b>Fund 502 - INFORMATION TECHNOLOGY Total:</b> |        |  |                                |                | <b>18,233.95</b> |

**Fund: 601 - SILVERROCK RESORT**

|  |        |                               |           |                |              |
|--|--------|-------------------------------|-----------|----------------|--------------|
| GARDAWORLD                                 | 210089 | 11/2022 - SRR ARMORED SERVICE | Bank Fees | 601-0000-60455 | 10.92        |
| GARDAWORLD                                 | 210089 | 12/2022 - SRR ARMORED SERVICE | Bank Fees | 601-0000-60455 | 21.84        |
| <b>Fund 601 - SILVERROCK RESORT Total:</b> |        |                               |           |                | <b>32.76</b> |

**Grand Total: 301,555.13**

**Fund Summary**

| Fund                               | Expense Amount    |
|------------------------------------|-------------------|
| 101 - GENERAL FUND                 | 183,004.35        |
| 201 - GAS TAX FUND                 | 299.28            |
| 202 - LIBRARY & MUSEUM FUND        | 3,613.99          |
| 215 - LIGHTING & LANDSCAPING FUND  | 30,899.58         |
| 401 - CAPITAL IMPROVEMENT PROGRAMS | 62,680.54         |
| 501 - FACILITY & FLEET REPLACEMENT | 2,790.68          |
| 502 - INFORMATION TECHNOLOGY       | 18,233.95         |
| 601 - SILVERROCK RESORT            | 32.76             |
| <b>Grand Total:</b>                | <b>301,555.13</b> |

**Account Summary**

| Account Number | Account Name                     | Expense Amount |
|----------------|----------------------------------|----------------|
| 101-0000-20305 | Due to SunLine                   | 158.50         |
| 101-0000-20325 | Due to County Recorder           | 100.00         |
| 101-0000-22810 | Developer Deposits               | 6,825.00       |
| 101-0000-42218 | Wellness Center Member...        | 75.00          |
| 101-0000-42301 | Miscellaneous Revenue            | -9.50          |
| 101-1002-60400 | Office Supplies                  | 31.73          |
| 101-1004-50252 | Annual Wellness Dollar Re...     | 200.00         |
| 101-1004-60104 | Consultants/Employee Se...       | 409.20         |
| 101-1005-60103 | Professional Services            | 3,820.00       |
| 101-1005-60400 | Office Supplies                  | 149.12         |
| 101-1006-60103 | Professional Services            | 299.58         |
| 101-1006-60410 | Printing                         | 548.82         |
| 101-1007-60403 | Citywide Supplies                | 802.69         |
| 101-1007-60470 | Postage                          | 10.63          |
| 101-2001-60174 | Blood/Alcohol Testing            | 66.85          |
| 101-2002-60670 | Fire Station                     | 152.94         |
| 101-2002-60691 | Maintenance/Services             | 886.45         |
| 101-2002-61101 | Electricity - Utilities          | 561.51         |
| 101-2002-61200 | Water - Utilities                | 122.29         |
| 101-2002-61304 | Mobile/Cell Phones/Satell...     | 200.85         |
| 101-3002-60107 | Instructors                      | 198.80         |
| 101-3003-60149 | Community Experiences            | 3,350.00       |
| 101-3003-60157 | Rental Expense                   | 81.00          |
| 101-3003-60190 | X-Park Programming               | 71,347.00      |
| 101-3005-60184 | Fritz Burns Pool Maintena...     | 389.91         |
| 101-3005-60431 | Materials/Supplies               | 1,871.22       |
| 101-3005-60432 | Tools/Equipment                  | 321.14         |
| 101-3005-61105 | Electric - Fritz Burns Park -... | 1,285.72       |
| 101-3005-61106 | Electric - Sports Complex -...   | 4,256.93       |
| 101-3005-61111 | Electric - Velasco Park - Uti..  | 13.71          |
| 101-3005-61113 | Electric - Eisenhower Park ..    | 18.26          |
| 101-3005-61115 | Electric - SilverRock Event...   | 2,741.00       |
| 101-3005-61202 | Water - Civic Center Park -...   | 3,837.37       |
| 101-3005-61203 | Water -Eisenhower Park -...      | 144.22         |
| 101-3005-61204 | Water -Fritz Burns Park - ...    | 1,792.87       |
| 101-3005-61205 | Water -Velasco Park - Utili...   | 120.63         |
| 101-3005-61207 | Water -Pioneer Park - Utili...   | 253.76         |
| 101-3005-61209 | Water -Community Park -...       | 800.21         |
| 101-3007-60134 | Promotional Items                | 582.69         |
| 101-3007-60410 | Printing                         | 294.88         |
| 101-3007-60461 | Marketing & Tourism Pro...       | 45,030.81      |
| 101-3008-60123 | Security & Alarm                 | 162.00         |
| 101-3008-60431 | Materials/Supplies               | 1,258.86       |
| 101-3008-60432 | Tools/Equipment                  | 626.62         |
| 101-3008-61101 | Electricity - Utilities          | 183.30         |
| 101-3008-61200 | Water - Utilities                | 680.81         |
| 101-6002-60450 | Advertising                      | 434.28         |

**Account Summary**

| Account Number      | Account Name                    | Expense Amount    |
|---------------------|---------------------------------|-------------------|
| 101-6004-60400      | Office Supplies                 | 173.32            |
| 101-6006-60420      | Operating Supplies              | 629.04            |
| 101-7003-60103      | Professional Services           | 6,431.25          |
| 101-7003-60420      | Operating Supplies              | 657.29            |
| 101-7003-60432      | Tools/Equipment                 | 459.25            |
| 101-7006-60144      | Contract Traffic Engineer       | 16,240.00         |
| 101-7006-60146      | PM 10 - Dust Control            | 924.54            |
| 201-7003-60430      | Asphalt                         | 230.85            |
| 201-7003-61101      | Electricity - Utilities         | 68.43             |
| 202-3004-61101      | Electricity - Utilities         | 2,874.00          |
| 202-3006-61101      | Electricity - Utilities         | 739.99            |
| 215-7004-60102      | Administration                  | 3,700.01          |
| 215-7004-60431      | Materials/Supplies              | 5,192.59          |
| 215-7004-60432      | Tools/Equipment                 | 625.21            |
| 215-7004-60691      | Maintenance/Services            | 3,120.00          |
| 215-7004-61116      | Electric - Utilities            | 1,303.82          |
| 215-7004-61117      | Electric - Medians - Utiliti... | 1,155.06          |
| 215-7004-61211      | Water - Medians - Utilities     | 15,802.89         |
| 401-0000-60103      | Professional Services           | 41,835.00         |
| 401-0000-60185      | Design                          | 2,822.04          |
| 401-0000-60188      | Construction                    | 18,023.50         |
| 501-0000-60675      | Parts, Accessories, and Up...   | 134.66            |
| 501-0000-60676      | Vehicle Repair & Mainte...      | 2,656.02          |
| 502-0000-60301      | Software Licenses               | 1,029.00          |
| 502-0000-60662      | Copiers                         | 2,982.15          |
| 502-0000-71049      | Software Implementation...      | 14,222.80         |
| 601-0000-60455      | Bank Fees                       | 32.76             |
| <b>Grand Total:</b> |                                 | <b>301,555.13</b> |

**Project Account Summary**

| Project Account Key | Project Account Name                   | Project Name                       | Expense Amount |
|---------------------|--|------------------------------------|----------------|
| **None**            | **None**                               | **None**                           | 215,377.08     |
| 111205D             | Design Expense                         | Dune Palms Bridge Imp/BRLKS-543    | 2,139.54       |
| 111205P             | Professional Expense                   | Dune Palms Bridge Imp/BRLKS-543    | 3,170.00       |
| 151609P             | Professional Expense                   | La Quinta X Park                   | 525.00         |
| 18-002E             | TRAVERTINE CORPORATION EXP             | TRAVERTINE CORPORATION             | 6,825.00       |
| 201603D             | Design Expense                         | La Quinta Landscape Renovation Ir  | 682.50         |
| 201603P             | Professional Expense                   | La Quinta Landscape Renovation Ir  | 5,087.50       |
| 201709P             | Professional Expense                   | Ave 53 Jefferson St.Roundabout     | 3,482.50       |
| 201804E             | Landscape & Lighting Median Island ... | Landscape & Lighting Median Islan  | 2,909.26       |
| 201901P             | Professional Expense                   | Village Art Plaza Promenade & Cult | 387.50         |
| 201902P             | Professional Expense                   | Avenue 50 Bridge Spanning the Ev:  | 2,047.50       |
| 201905P             | Professional Expense                   | Highway 111 Corridor Area Plan Irr | 3,312.50       |
| 201923P             | Professional Expense                   | Washington St at Ave 50/Calle Tarr | 1,212.50       |
| 202104CT            | Construction Expense                   | Citywide Striping Refresh          | 1,276.00       |
| 202104P             | Professional Expense                   | Citywide Striping Refresh          | 2,537.50       |
| 202108P             | Professional Expense                   | FY 21/22 PMP Slurry Seal Improver  | 10,985.00      |
| 202201P             | Professional Expense                   | Avenue 50 Pavement Rehab (Wash     | 300.00         |
| 202202P             | Professional Expense                   | City Hall Capacity Improvements    | 75.00          |
| 202203P             | Professional Expense                   | Fred Waring Drive Pavement Reha    | 1,275.00       |
| 202205P             | Professional Expense                   | Avenue 50 Widening Improvement     | 175.00         |
| 202207P             | Professional Expense                   | Highway 111 at Jefferson Street Re | 1,050.00       |
| 202210P             | Professional Expense                   | Moon River Drive Pavement Rehat    | 1,637.50       |
| 202214P             | Professional Expense                   | Avenue 52 Pavement Rehabilitatio   | 1,662.50       |
| 202222P             | Professional Expense                   | Blackhawk Way School Crossing      | 2,912.50       |
| 2223TMICT           | Construction Expense                   | FY22/23 Traffic Maintenance Impri  | 16,747.50      |
| CSA152E             | CSA 152 Expenses                       | CSA 152 Project Tracking           | 6,431.25       |
| STVRE               | Short Term Vacation Rental Expense     | Short Term Vacation Rental Trackir | 3,820.00       |

**Project Account Summary**

| <b>Project Account Key</b> | <b>Project Account Name</b>    | <b>Project Name</b>    | <b>Expense Amount</b> |
|----------------------------|--------------------------------|------------------------|-----------------------|
| TREEE                      | Tree Lighting Ceremony Expense | Tree Lighting Ceremony | 3,350.00              |
| XPARKE                     | X Park Expenses                | X Park                 | 162.00                |
|                            | <b>Grand Total:</b>            | <b>301,555.13</b>      |                       |

\*Project codes are generally used to track Capital Improvement Program (CIP) projects, other large public works projects, developer deposits, or city-wide events. Normal operational expenditures are not project coded and, therefore, will report as "none" in this section.

# Demand Register



City of La Quinta

Packet: APPKT03380 - 02/10/2023 JB

| Vendor Name                     | Payment Number | Description (Item)                       | Account Name                           | Account Number | Amount    |
|---------------------------------|----------------|--|--|----------------|-----------|
| <b>Fund: 101 - GENERAL FUND</b> |                |  |  |                |           |
| CENTRAL COMMUNICATIONS          | 210135         | 02/2023 - STVR HOTLINE                   | Professional Services                  | 101-6004-60103 | 594.00    |
| UNITED WAY OF THE DESERT        | 210175         | CONTRIBUTION                             | United Way Deductions                  | 101-0000-20981 | 37.00     |
| UNITED WAY OF THE DESERT        | 210175         | CONTRIBUTION                             | United Way Deductions                  | 101-0000-20981 | 37.00     |
| WILLDAN                         | 210178         | 12/2022 - ON-CALL TRAFFIC ENGINEERING... | Contract Traffic Engineer              | 101-7006-60144 | 28,450.00 |
| OLD TOWN LA QUINTA, LLC         | 210159         | FY22/23 ART ON MAIN STREET EVENTS S...   | Community Experiences                  | 101-3003-60149 | 10,000.00 |
| CHARTER COMMUNICATIONS ...      | 210136         | 01/24-02/23/23 - FS #93 CABLE (2415)     | Cable/Internet - Utilities             | 101-2002-61400 | 115.60    |
| CHARTER COMMUNICATIONS ...      | 210136         | 1/29-02/28/23 - FS #32 INTERNET (6491)   | Cable/Internet - Utilities             | 101-2002-61400 | 99.99     |
| TRI-STATE MATERIALS INC         | 210172         | 1/13/23 - LANDSCAPE ROCK FOR STOCK       | Materials/Supplies                     | 101-3005-60431 | 1,405.02  |
| TRI-STATE MATERIALS INC         | 210172         | 1/18/23 - LANDSCAPE ROCK FOR STOCK       | Materials/Supplies                     | 101-3005-60431 | 2,798.78  |
| TRI-STATE MATERIALS INC         | 210172         | 1/20/23 - LANDSCAPE ROCK FOR STOCK       | Materials/Supplies                     | 101-3005-60431 | 2,815.68  |
| TPX COMMUNICATIONS              | 210170         | 1/23-2/22/23 - EOC PHONE LINE SVC        | Telephone - Utilities                  | 101-2002-61300 | 2,881.34  |
| ANDERSON COMMUNICATION...       | 210128         | 02/01/23 - ANNUAL REPEATER SERVICE       | Mobile/Cell Phones/Satellites          | 101-2002-61304 | 1,134.00  |
| MCDOWELL AWARDS                 | 210155         | 1/26/23 - NAME PLATE FOR FAC LUETTJO...  | Printing                               | 101-1006-60410 | 18.57     |
| MCDOWELL AWARDS                 | 210155         | 1/26/23 - NAME PLATE FOR C.WOODS         | Office Supplies                        | 101-6004-60400 | 18.56     |
| DESERT CONCEPTS CONSTRUC...     | 210139         | 12/28/22 - FB PARK TRELIS REPAIR         | Maintenance/Services                   | 101-3005-60691 | 8,100.00  |
| BALANCING ACT                   | 210129         | 7/1/23-2/2/24 - COMMUNITY WORKSHOP...    | Prepaid Expense                        | 101-0000-13600 | 4,375.00  |
| BALANCING ACT                   | 210129         | 2/3/-6/30/23 - COMMUNITY WORKSHOP ...    | Community Engagement                   | 101-3007-60137 | 3,125.00  |
| WEST COAST LIGHTS & SIRENS,...  | 210177         | 12/20/22 - COP VEHICLE TRAVERSE UPFITS.. | Vehicles                               | 101-2001-71031 | 6,519.11  |
| MOWERS PLUS INC                 | 210157         | 1/23/23 - CHAIN SAW & PARTS              | Tools/Equipment                        | 101-7003-60432 | 303.79    |
| LINDE GAS & EQUIPMENT INC.      | 210151         | 12/20/22-1/20/23 - CYLINDER RENTAL       | Materials/Supplies                     | 101-3008-60431 | 42.31     |
| BIO-TOX LABORATORIES            | 210130         | 1/13/23 - BLOOD/ALCOHOL ANALYSIS         | Blood/Alcohol Testing                  | 101-2001-60174 | 383.43    |
| BIO-TOX LABORATORIES            | 210130         | 1/13/23 - BLOOD/ALCOHOL ANALYSIS         | Blood/Alcohol Testing                  | 101-2001-60174 | 2,199.16  |
| ROBERT HALF                     | 210163         | 11/4/22 - TEMP AGENCY SERVICES T.SUD...  | Temporary Agency Services              | 101-6006-60125 | 830.79    |
| ROBERT HALF                     | 210163         | 11/18/22 - TEMP AGENCY SERVICES G.HU     | Temporary Agency Services              | 101-6002-60125 | 1,355.40  |
| ROBERT HALF                     | 210163         | 11/25/22 - TEMP AGENCY SERVICES G.HU     | Temporary Agency Services              | 101-6002-60125 | 813.24    |
| ROBERT HALF                     | 210163         | 1/13/23 - TEMP AGENCY SERVICES T.SUD...  | Temporary Agency Services              | 101-6006-60125 | 1,095.64  |
| ROBERT HALF                     | 210163         | 1/20/23 - TEMP AGENCY SERVICES T.SUD...  | Temporary Agency Services              | 101-6006-60125 | 1,095.64  |
| ROBERT HALF                     | 210163         | 01/20/23 - TEMP AGENCY SERVICES C.HIC... | Temporary Agency Services              | 101-2002-60125 | 1,307.88  |
| ROBERT HALF                     | 210163         | 1/27/23 - TEMP AGENCY SERVICES C.HICKS   | Temporary Agency Services              | 101-2002-60125 | 1,328.64  |
| ROBERT HALF                     | 210163         | 1/27/23 - TEMP AGENCY SERVICES T.SUD...  | Temporary Agency Services              | 101-6006-60125 | 1,042.97  |
| THE SHERWIN-WILLIAMS CO.        | 210169         | 1/18/23 - PAINT FOR WELLNESS CENTER      | Materials/Supplies                     | 101-3008-60431 | 33.57     |
| THE SHERWIN-WILLIAMS CO.        | 210169         | 1/19/23 - PAINT FOR WELLNESS CENTER      | Materials/Supplies                     | 101-3008-60431 | 57.49     |
| MERCHANTS BUILDING MAINT...     | 210156         | 1/10/23 - LQ PARK RESTROOM CLEANING      | Janitorial                             | 101-3008-60115 | 300.00    |
| MERCHANTS BUILDING MAINT...     | 210156         | 1/3/23 - CH COVID 19 CLEANING            | Janitorial                             | 101-3008-60115 | 730.00    |
| AMERICAN FORENSIC NURSES ...    | 210127         | 1/12/23 - BLOOD/ALCOHOL ANALYSIS         | Blood/Alcohol Testing                  | 101-2001-60174 | 200.55    |
| AMERICAN FORENSIC NURSES ...    | 210127         | 01/25/23 - BLOOD/ALCOHOL ANALYSIS        | Blood/Alcohol Testing                  | 101-2001-60174 | 61.22     |
| AMERICAN FORENSIC NURSES ...    | 210127         | 1/25/23 - BLOOD/ALCOHOL ANALYSIS         | Blood/Alcohol Testing                  | 101-2001-60174 | 1,209.37  |
| STERICYCLE, INC                 | 210167         | 1/6/23 - POLICE SHRED                    | LQ Police Volunteers                   | 101-2001-60109 | 19.25     |
| FEDEX                           | 210144         | 1/13/23 - OVERNIGHT MAIL                 | Postage                                | 101-1007-60470 | 10.63     |
| FEDEX                           | 210144         | 1/24/23 - OVERNIGHT MAIL                 | Postage                                | 101-1007-60470 | 14.02     |
| FEDEX                           | 210144         | 1/26/23 - OVERNIGHT MAIL                 | Postage                                | 101-1007-60470 | 13.85     |
| CALIFORNIA DESERT NURSERY,...   | 210134         | 1/25/23 - PLANTS (15)                    | Materials/Supplies                     | 101-3005-60431 | 226.19    |
| MACIAS NURSERY, INC.            | 210154         | 1/30/23 - PLANTS                         | Materials/Supplies                     | 101-3005-60431 | 741.00    |
| DEPARTMENT OF ANIMAL SER...     | 210138         | 12/2022 - ANIMAL SERVICES                | Animal Shelter Contract Service        | 101-6004-60197 | 25,111.26 |
| IMPERIAL IRRIGATION DIST        | 210148         | 2/1/23 - ELECTRICITY SERVICE             | Electricity - Utilities                | 101-2002-61101 | 1,140.40  |
| IMPERIAL IRRIGATION DIST        | 210148         | 2/1/23 - ELECTRICITY SERVICE             | Electric - Civic Center Park - Uti...  | 101-3005-61103 | 2,595.77  |
| IMPERIAL IRRIGATION DIST        | 210148         | 2/1/23 - ELECTRICITY SERVICE             | Electric - Fritz Burns Park - Utili... | 101-3005-61105 | 339.79    |
| IMPERIAL IRRIGATION DIST        | 210148         | 2/1/23 - ELECTRICITY SERVICE             | Electric - Community Park - Util...    | 101-3005-61109 | 10,309.54 |
| IMPERIAL IRRIGATION DIST        | 210148         | 2/1/23 - ELECTRICITY SERVICE             | Electric - Desert Pride - Utilities    | 101-3005-61114 | 13.10     |
| IMPERIAL IRRIGATION DIST        | 210148         | 2/1/23 - ELECTRICITY SERVICE             | Electricity - Utilities                | 101-3008-61101 | 11,848.89 |
| IMPERIAL IRRIGATION DIST        | 210148         | 02/03/23 - ELECTRICITY SERVICE           | Electric - Monticello Park - Utili...  | 101-3005-61102 | 13.56     |
| IMPERIAL IRRIGATION DIST        | 210148         | 02/03/23 - ELECTRICITY SERVICE           | Electric - Colonel Paige - Utiliti...  | 101-3005-61108 | 421.64    |
| IMPERIAL IRRIGATION DIST        | 210148         | 02/03/23 - ELECTRICITY SERVICE           | Electric - Adams Park - Utilities      | 101-3005-61110 | 43.57     |

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| Vendor Name                    | Payment Number | Description (Item)                         | Account Name                    | Account Number | Amount   |
|--------------------------------|----------------|--|---------------------------------|----------------|----------|
| IMPERIAL IRRIGATION DIST       | 210148         | 02/03/23 - ELECTRICITY SERVICE             | Electricity - Utilities         | 101-3008-61101 | 31.19    |
| CLEARSOURCE FINANCIAL CO...    | 210137         | FY 22/23 ASSESSMENT CALC & TAX ROLL        | Consultants                     | 101-7002-60104 | 3,500.00 |
| FIRST CHOICE A/C & HEATING ... | 210145         | 1/23/23 - CH HVAC REPAIRS                  | HVAC                            | 101-3008-60667 | 1,200.00 |
| 111 NOTARY SERVICES            | 210123         | 01/2023 - PRE-EMPLOYMENT FINGERPRIN...     | Recruiting/Pre-Employment       | 101-1004-60129 | 60.00    |
| DISH NETWORK                   | 210140         | 1/22-2/21/23 - EOC CABLE                   | Cable/Internet - Utilities      | 101-2002-61400 | 102.02   |
| PACIFIC WEST AIR CONDITION...  | 210160         | 4/1/22 & 5/12/22 - CH HVAC REPAIRS         | HVAC                            | 101-3008-60667 | 393.79   |
| ALTA LANGUAGE SERVICES INC     | 210126         | 01/2023 - BILINGUAL TESTING (2)            | Consultants/Employee Services   | 101-1004-60104 | 110.00   |
| VIZCARRA, JORGE                | 210176         | FY 22/23 ANNUAL WELLNESS DOLLARS RE...     | Annual Wellness Dollar Reimb... | 101-1004-50252 | 200.00   |
| EISENHOWER MEDICAL CENTER      | 210142         | 12/2022 - SEXUAL ASSAULT EXAMS             | Sexual Assault Exam Fees        | 101-2001-60193 | 800.00   |
| INTERNATIONAL INSTITUTE OF...  | 210149         | 1/12/23 - IIMC ANNUAL MEMBERSHIP RE...     | Membership Dues                 | 101-6001-60351 | 125.00   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 11/28/22 - WET/DRY SHOP VACUUM             | Operating Supplies              | 101-3002-60420 | 56.80    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 11/28/22 - SAFTY VESTS & PACKING TAPE      | Operating Supplies              | 101-3002-60420 | 142.53   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 11/30/22 - STEEL REBAR PINS (16)           | Materials/Supplies              | 101-3005-60431 | 181.48   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 11/29/22 - CONCRETE FOR BEAR CREEK T...    | Materials/Supplies              | 101-3005-60431 | 246.26   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/09/22 - MATERIALS                       | Materials/Supplies              | 101-3005-60431 | 82.66    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/29/22 - HEX KEY SET                     | Tools/Equipment                 | 101-3005-60432 | 33.02    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/20/22 - DRIVE BIT SET & IMPACT BIT H... | Tools/Equipment                 | 101-3005-60432 | 108.47   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/09/22 - TOOLS                           | Tools/Equipment                 | 101-3005-60432 | 108.57   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 11/30/22 - SMALL TOOLS                     | Tools/Equipment                 | 101-3005-60432 | 150.14   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/20/23 - MATERIALS                       | Materials/Supplies              | 101-3008-60431 | 299.21   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 1/18/23 - WOOD BOARDS & GLOVES & S...      | Materials/Supplies              | 101-3008-60431 | 76.40    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/13/22 - DRIVE BIT SET & GLOVES          | Materials/Supplies              | 101-3008-60431 | 32.01    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/23/23 - STEEL WINCH                     | Materials/Supplies              | 101-3008-60431 | 51.72    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/23/23 - RETURN STEEL WINCH              | Materials/Supplies              | 101-3008-60431 | -51.71   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/24/23 - WINCH & SCREWS                  | Materials/Supplies              | 101-3008-60431 | 80.63    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/19/22 - WALL PRIMER & PAINT ROLLER...   | Materials/Supplies              | 101-3008-60431 | 113.11   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/14/22 - MICROFIBER CLOTHS               | Materials/Supplies              | 101-3008-60431 | 18.06    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/11/23 - WALL PRIMER                     | Materials/Supplies              | 101-3008-60431 | 330.17   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/02/22 - GARBAGE DISPOSAL INSTALL F...   | Materials/Supplies              | 101-3008-60431 | 28.33    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/01/22 - WOOD TIES & CEILING HOOKS       | Materials/Supplies              | 101-3008-60431 | 53.51    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 11/30/22 - CLEANING SUPPLIES FOR CH        | Materials/Supplies              | 101-3008-60431 | 100.79   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/29/22 - HITCH BALL MOUNT & TRASH ...    | Operating Supplies              | 101-7003-60420 | 91.39    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/16/22 - RETURN GARAGE OPENER RE...      | Operating Supplies              | 101-7003-60420 | -170.35  |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/16/22 - GARAGE OPENER REMOTE            | Operating Supplies              | 101-7003-60420 | 170.36   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/10/23 - SPRAY PAINT                     | Operating Supplies              | 101-7003-60420 | 46.97    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/05/23 - DUSTPAN & SPRAY PAINT           | Operating Supplies              | 101-7003-60420 | 55.69    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 1/04/23 - MATERIALS                        | Operating Supplies              | 101-7003-60420 | 119.53   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/03/23 - KNEEE PADS & TOWELS             | Operating Supplies              | 101-7003-60420 | 86.75    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/07/22 - GLOVES                          | Operating Supplies              | 101-7003-60420 | 29.95    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/01/22 - EXTENSION POLE & WASH BRU...    | Operating Supplies              | 101-7003-60420 | 43.23    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 11/29/22 - TRASH BAGS & GRAB REACHIN...    | Operating Supplies              | 101-7003-60420 | 95.96    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/12/22 - MATERIALS                       | Operating Supplies              | 101-7003-60420 | 60.84    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/24/23 - GLOVES                          | Operating Supplies              | 101-7003-60420 | 57.81    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/17/23 - HARDWARE                        | Operating Supplies              | 101-7003-60420 | 41.30    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/06/23 - RETURN OF GLOVES                | Operating Supplies              | 101-7003-60420 | -20.65   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/06/23 - GLOVES                          | Operating Supplies              | 101-7003-60420 | 34.06    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/04/23 - SCREWDRIVERS                    | Tools/Equipment                 | 101-7003-60432 | 11.33    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/03/23 - DRIVE SET & BREAKER BAR         | Tools/Equipment                 | 101-7003-60432 | 57.82    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 1/9/23 - TOOLS                             | Tools/Equipment                 | 101-7003-60432 | 260.16   |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 12/12/22 - TOOLS                           | Tools/Equipment                 | 101-7003-60432 | 83.62    |
| LOWE'S HOME IMPROVEMENT..      | 210152         | 01/09/23 - PAINT SPRAY TIPS PIPE WREN...   | Tools/Equipment                 | 101-7003-60432 | 144.56   |
| OCEAN SPRINGS TECH INC         | 210158         | 1/23/23 - FB POOL HEATER REPAOR            | Fritz Burns Pool Maintenance    | 101-3005-60184 | 1,600.00 |
| OCEAN SPRINGS TECH INC         | 210158         | 1/20/23 - FB POOL HEATER SERVICE CALL      | Fritz Burns Pool Maintenance    | 101-3005-60184 | 185.25   |
| OCEAN SPRINGS TECH INC         | 210158         | 02/2023 - FB POOL CAT 5000 COMPUTER...     | Fritz Burns Pool Maintenance    | 101-3005-60184 | 240.00   |
| OCEAN SPRINGS TECH INC         | 210158         | 02/2023 - FB POOL MONTHLY MAINTENA...      | Fritz Burns Pool Maintenance    | 101-3005-60184 | 5,460.00 |
| TRADER Joes COMPANY C/O ...    | 210171         | 1/31/23 - REFUND HAZARDOUS WASTE FE...     | NPDES Inspections               | 101-0000-43638 | 107.00   |
| RICE CONSTRUCTION              | 210161         | 1/24/23 - REFUND CONTRCTOR FEE             | Over Payments, AR Policy        | 101-0000-20330 | 36.00    |
| CALEO BAY ORTHODONTICS         | 210133         | 1/24/23 - REFUND BUSINESS LICENSE FEE ...  | Over Payments, AR Policy        | 101-0000-20330 | 60.80    |
| ROGERS, R. EDWARD              | 210164         | 1/31/23 REFUND HOME OCCUPATION FEE...      | Over Payments, AR Policy        | 101-0000-20330 | 105.00   |
| 09-AU ENERGY, LLC              | 210122         | 2/6/23 - REFUND BUSINESS LICENSE FEE L...  | Over Payments, AR Policy        | 101-0000-20330 | 43.00    |

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|--|----------------|---|---------------------------------|----------------|---------------------|
| EXECUTIVE LANDSCAPE INC                                  | 210143         | 2/2/23 - REFUND BUSINESS LICENSE FEE L... | Over Payments, AR Policy        | 101-0000-20330 | 50.00               |
| ALARM MONITORING SERVICE...                              | 210124         | 02/06/23 - BUSINESS LICENSE REFUND LIC... | Over Payments, AR Policy        | 101-0000-20330 | 150.00              |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Sheriff Patrol                  | 101-2001-60161 | 701,936.77          |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Police Overtime                 | 101-2001-60162 | 25,633.30           |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Target Team                     | 101-2001-60163 | 111,950.50          |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Community Services Officer      | 101-2001-60164 | 53,275.16           |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Gang Task Force                 | 101-2001-60166 | 16,132.80           |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Narcotics Task Force            | 101-2001-60167 | 16,132.80           |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Motor Officer                   | 101-2001-60169 | 130,638.30          |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Dedicated Sergeants             | 101-2001-60170 | 43,664.00           |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Dedicated Lieutenant            | 101-2001-60171 | 25,091.20           |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | Sheriff - Mileage               | 101-2001-60172 | 24,576.37           |
| <b>Fund 101 - GENERAL FUND Total:</b>                    |                |   |                                 |                | <b>1,306,910.94</b> |
| <b>Fund: 201 - GAS TAX FUND</b>                          |                |   |                                 |                |                     |
| UNDERGROUND SERVICE ALERT                                | 210174         | 2/1/23 - DIG ALERT SERVICES               | Materials/Supplies              | 201-7003-60431 | 59.00               |
| BRAD'S AIRLESS REPAIR                                    | 210131         | 1/19/23 - STREET LINE STRIPER REPAIR      | Paint/Legends                   | 201-7003-60433 | 571.89              |
| IMPERIAL IRRIGATION DIST                                 | 210148         | 2/1/23 - ELECTRICITY SERVICE              | Electricity - Utilities         | 201-7003-61101 | 705.48              |
| <b>Fund 201 - GAS TAX FUND Total:</b>                    |                |   |                                 |                | <b>1,336.37</b>     |
| <b>Fund: 202 - LIBRARY &amp; MUSEUM FUND</b>             |                |   |                                 |                |                     |
| FRONTIER COMMUNICATIONS...                               | 210146         | 01/13-2/12/23 - MUSEUM PHONE              | Telephone - Utilities           | 202-3006-61300 | 125.14              |
| <b>Fund 202 - LIBRARY &amp; MUSEUM FUND Total:</b>       |                |   |                                 |                | <b>125.14</b>       |
| <b>Fund: 212 - SLESA (COPS) FUND</b>                     |                |   |                                 |                |                     |
| RIVERSIDE COUNTY SHERIFF D...                            | 210162         | 11/17-12/14/22 - BP #6 POLICE SERVICE     | COPS Burglary/Theft Preventi... | 212-0000-60179 | 14,943.43           |
| <b>Fund 212 - SLESA (COPS) FUND Total:</b>               |                |   |                                 |                | <b>14,943.43</b>    |
| <b>Fund: 215 - LIGHTING &amp; LANDSCAPING FUND</b>       |                |   |                                 |                |                     |
| SPARKLETTES  | 210166         | 12/28/22 & 1/11/23 - DRINKING WATER       | Operating Supplies              | 215-7004-60420 | 173.24              |
| MACIAS NURSERY, INC.                                     | 210154         | 1/18/23 - PLANTS                          | Materials/Supplies              | 215-7004-60431 | 3,969.38            |
| MACIAS NURSERY, INC.                                     | 210154         | 1/30/23 - PLANTS                          | Materials/Supplies              | 215-7004-60431 | 4,000.50            |
| MACIAS NURSERY, INC.                                     | 210154         | 1/30/23 - CREDIT FOR PLANTS               | Materials/Supplies              | 215-7004-60431 | -543.75             |
| LOWE'S HOME IMPROVEMENT..                                | 210152         | 12/08/22 - SUPPLIES FOR GRAFFITI REMO...  | Supplies-Graffiti and Vandalism | 215-7004-60423 | 13.40               |
| LOWE'S HOME IMPROVEMENT..                                | 210152         | 1/19/23 - PAINT ROLLER COVER              | Materials/Supplies              | 215-7004-60431 | 30.42               |
| LOWE'S HOME IMPROVEMENT..                                | 210152         | 12/14/22 - CORD PROTECT & OUTDOOR ...     | Materials/Supplies              | 215-7004-60431 | 32.67               |
| LOWE'S HOME IMPROVEMENT..                                | 210152         | 01/05/23 - SPRAY PAINT & SANDPAPER        | Materials/Supplies              | 215-7004-60431 | 22.17               |
| LOWE'S HOME IMPROVEMENT..                                | 210152         | 12/09/22 - POWER TOOLS                    | Tools/Equipment                 | 215-7004-60432 | 822.37              |
| LOWE'S HOME IMPROVEMENT..                                | 210152         | 12/08/22 - 12 FT STEP LADDER              | Tools/Equipment                 | 215-7004-60432 | 319.24              |
| LOWE'S HOME IMPROVEMENT..                                | 210152         | 12/07/22 - SMALL TOOLS                    | Tools/Equipment                 | 215-7004-60432 | 39.69               |
| LOWE'S HOME IMPROVEMENT..                                | 210152         | 12/04/22 - CONCRETE BROOM & MASON...      | Tools/Equipment                 | 215-7004-60432 | 30.75               |
| IMPERIAL IRRIGATION DIST                                 | 210148         | 2/1/23 - ELECTRICITY SERVICE              | Electric - Utilities            | 215-7004-61116 | 5,539.97            |
| IMPERIAL IRRIGATION DIST                                 | 210148         | 2/1/23 - ELECTRICITY SERVICE              | Electric - Medians - Utilities  | 215-7004-61117 | 1,493.58            |
| IMPERIAL IRRIGATION DIST                                 | 210148         | 02/03/23 - ELECTRICITY SERVICE            | Electric - Utilities            | 215-7004-61116 | 761.65              |
| IMPERIAL IRRIGATION DIST                                 | 210148         | 02/03/23 - ELECTRICITY SERVICE            | Electric - Medians - Utilities  | 215-7004-61117 | 535.10              |
| <b>Fund 215 - LIGHTING &amp; LANDSCAPING FUND Total:</b> |                |   |                                 |                | <b>17,240.38</b>    |
| <b>Fund: 221 - AB 939 - CALRECYCLE FUND</b>              |                |   |                                 |                |                     |
| THE ECOHERO SHOW LLC                                     | 210168         | 1/26-1/27/23 EDUCATION RECYCLING SC...    | AB 939 Recycling Solutions      | 221-0000-60127 | 600.00              |
| ALPHA MEDIA LLC  | 210125         | 01/2023 - RECYCLE RADIO ADS 93.7 KCLB     | AB 939 Recycling Solutions      | 221-0000-60127 | 1,499.04            |
| ALPHA MEDIA LLC  | 210125         | 01/2023 - RECYCLE RADIO ADS MIX 100.5     | AB 939 Recycling Solutions      | 221-0000-60127 | 1,500.48            |
| <b>Fund 221 - AB 939 - CALRECYCLE FUND Total:</b>        |                |   |                                 |                | <b>3,599.52</b>     |
| <b>Fund: 235 - SO COAST AIR QUALITY FUND</b>             |                |   |                                 |                |                     |
| IMPERIAL IRRIGATION DIST                                 | 210148         | 2/1/23 - ELECTRICITY SERVICE              | Electricity - Utilities         | 235-0000-61101 | 1,232.17            |
| <b>Fund 235 - SO COAST AIR QUALITY FUND Total:</b>       |                |   |                                 |                | <b>1,232.17</b>     |
| <b>Fund: 241 - HOUSING AUTHORITY</b>                     |                |   |                                 |                |                     |
| CAHA, BECKY  | 210132         | 01/2023 - HOUSING CONSULTANT SERVIC...    | Professional Services           | 241-9101-60103 | 5,375.00            |
| OCEAN SPRINGS TECH INC                                   | 210158         | 2/7/23 DUNE PALMS MOBILE HOME PARK...     | Building/Site Improvements      | 241-9104-72110 | 34,900.00           |
| <b>Fund 241 - HOUSING AUTHORITY Total:</b>               |                |   |                                 |                | <b>40,275.00</b>    |
| <b>Fund: 401 - CAPITAL IMPROVEMENT PROGRAMS</b>          |                |   |                                 |                |                     |
| XPRESS GRAPHICS  | 210179         | 1/12/23 - DUNE PALMS BRIDGE PROJECT ...   | Construction                    | 401-0000-60188 | 7,982.28            |
| <b>Fund 401 - CAPITAL IMPROVEMENT PROGRAMS Total:</b>    |                |   |                                 |                | <b>7,982.28</b>     |

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|---|----------------|--|------------------------------|----------------|---------------------|
| <b>Fund: 501 - FACILITY &amp; FLEET REPLACEMENT</b>       |                |  |                              |                |                     |
| H&G HOME IMPROVEMENTS I...                                | 210147         | 02/02/23 - WELLNESS CENTER ROOF REPA...  | City Bldg Repl/Repair        | 501-0000-71103 | 4,580.00            |
| DUNN-EDWARDS CORPORATI...                                 | 210141         | 01/27/23 - PAINT FOR CH PARKING STRUC... | City Bldg Repl/Repair        | 501-0000-71103 | 1,424.95            |
| S&D CARWASH MANAGEMENT..                                  | 210165         | 01/2023 - CAR WASH MEMBERSHIP            | Vehicle Repair & Maintenance | 501-0000-60676 | 759.62              |
| <b>Fund 501 - FACILITY &amp; FLEET REPLACEMENT Total:</b> |                |  |                              |                | <b>6,764.57</b>     |
| <b>Fund: 502 - INFORMATION TECHNOLOGY</b>                 |                |  |                              |                |                     |
| CHARTER COMMUNICATIONS ...                                | 210136         | 1/20-02/19/23 - WC CABLE (1909)          | Cable/Internet - Utilities   | 502-0000-61400 | 10.53               |
| TPX COMMUNICATIONS  | 210170         | 1/23-2/22/23 - PHONE LINE SVC            | Telephone - Utilities        | 502-0000-61300 | 2,983.44            |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 11/15/22 - CREDIT POWER PACK & CONT...   | Machinery & Equipment        | 502-0000-80100 | -5,662.61           |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 11/28/22 - CHAMBER AV EQUIPMENT UP...    | Machinery & Equipment        | 502-0000-80100 | 3,346.23            |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 11/28/22 - CHAMBER AV EQUIPMENT UP...    | Machinery & Equipment        | 502-0000-80100 | 2,316.38            |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 12/7/22 - CREDIT FOR DISTRIBUTION AMP... | Machinery & Equipment        | 502-0000-80100 | -1,496.40           |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 12/28/22 - CREDIT LCD LASER PROJECTOR    | Machinery & Equipment        | 502-0000-80100 | -15,178.24          |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 1/31/23 - CHAMBER AV EQUIPMENT UPG...    | Machinery & Equipment        | 502-0000-80100 | 12,422.68           |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 11/28/22 - CHAMBER AV EQUIPMENT UP...    | Machinery & Equipment        | 502-0000-80100 | 4,300.00            |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 1/31/23 - CHAMBER AV EQUIPMENT UPG...    | Machinery & Equipment        | 502-0000-80100 | 1,500.00            |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 1/31/23 - CHAMBER AV EQUIPMENT UPG...    | Machinery & Equipment        | 502-0000-80100 | 688.18              |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 1/31/23 - CHAMBER AV EQUIPMENT UPG...    | Machinery & Equipment        | 502-0000-80100 | 389.80              |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 1/31/23 - CHAMBER AV EQUIPMENT UPG...    | Machinery & Equipment        | 502-0000-80100 | 1,700.00            |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 1/31/23 - CHAMBER AV EQUIPMENT UPG...    | Machinery & Equipment        | 502-0000-80100 | 4,650.00            |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 1/31/23 - CHAMBER AV EQUIPMENT UPG...    | Machinery & Equipment        | 502-0000-80100 | 560.11              |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 1/31/23 - CHAMBER AV EQUIPMENT UPG...    | Machinery & Equipment        | 502-0000-80100 | 920.00              |
| TRITON TECHNOLOGY SOLUTI...                               | 210173         | 01/31/23 - CHAMBER AV SYSTEM MAINT ...   | Maintenance Agreements       | 502-0000-60300 | 2,365.00            |
| <b>Fund 502 - INFORMATION TECHNOLOGY Total:</b>           |                |  |                              |                | <b>15,815.10</b>    |
| <b>Fund: 601 - SILVERROCK RESORT</b>                      |                |  |                              |                |                     |
| LOWE'S HOME IMPROVEMENT..                                 | 210152         | 12/28/22 - CIRCUIT BREAKER FOR SRR       | Repair & Maintenance         | 601-0000-60660 | 42.35               |
| JOHNSTONE SUPPLY  | 210150         | 1/23/23 - HVAC PARTS FOR SRR             | Repair & Maintenance         | 601-0000-60660 | 23.68               |
| <b>Fund 601 - SILVERROCK RESORT Total:</b>                |                |  |                              |                | <b>66.03</b>        |
| <b>Grand Total:</b>                                       |                |  |                              |                | <b>1,416,290.93</b> |



**Fund Summary**

| Fund                               | Expense Amount      |
|------------------------------------|---------------------|
| 101 - GENERAL FUND                 | 1,306,910.94        |
| 201 - GAS TAX FUND                 | 1,336.37            |
| 202 - LIBRARY & MUSEUM FUND        | 125.14              |
| 212 - SLESA (COPS) FUND            | 14,943.43           |
| 215 - LIGHTING & LANDSCAPING FUND  | 17,240.38           |
| 221 - AB 939 - CALRECYCLE FUND     | 3,599.52            |
| 235 - SO COAST AIR QUALITY FUND    | 1,232.17            |
| 241 - HOUSING AUTHORITY            | 40,275.00           |
| 401 - CAPITAL IMPROVEMENT PROGRAMS | 7,982.28            |
| 501 - FACILITY & FLEET REPLACEMENT | 6,764.57            |
| 502 - INFORMATION TECHNOLOGY       | 15,815.10           |
| 601 - SILVERROCK RESORT            | 66.03               |
| <b>Grand Total:</b>                | <b>1,416,290.93</b> |

**Account Summary**

| Account Number | Account Name                     | Expense Amount |
|----------------|----------------------------------|----------------|
| 101-0000-13600 | Prepaid Expense                  | 4,375.00       |
| 101-0000-20330 | Over Payments, AR Policy         | 444.80         |
| 101-0000-20981 | United Way Deductions            | 74.00          |
| 101-0000-43638 | NPDES Inspections                | 107.00         |
| 101-1004-50252 | Annual Wellness Dollar Re...     | 200.00         |
| 101-1004-60104 | Consultants/Employee Se...       | 110.00         |
| 101-1004-60129 | Recruiting/Pre-Employe...        | 60.00          |
| 101-1006-60410 | Printing                         | 18.57          |
| 101-1007-60470 | Postage                          | 38.50          |
| 101-2001-60109 | LQ Police Volunteers             | 19.25          |
| 101-2001-60161 | Sheriff Patrol                   | 701,936.77     |
| 101-2001-60162 | Police Overtime                  | 25,633.30      |
| 101-2001-60163 | Target Team                      | 111,950.50     |
| 101-2001-60164 | Community Services Offic...      | 53,275.16      |
| 101-2001-60166 | Gang Task Force                  | 16,132.80      |
| 101-2001-60167 | Narcotics Task Force             | 16,132.80      |
| 101-2001-60169 | Motor Officer                    | 130,638.30     |
| 101-2001-60170 | Dedicated Sargeants              | 43,664.00      |
| 101-2001-60171 | Dedicated Lieutenant             | 25,091.20      |
| 101-2001-60172 | Sheriff - Mileage                | 24,576.37      |
| 101-2001-60174 | Blood/Alcohol Testing            | 4,053.73       |
| 101-2001-60193 | Sexual Assault Exam Fees         | 800.00         |
| 101-2001-71031 | Vehicles                         | 6,519.11       |
| 101-2002-60125 | Temporary Agency Servic...       | 2,636.52       |
| 101-2002-61101 | Electricity - Utilities          | 1,140.40       |
| 101-2002-61300 | Telephone - Utilities            | 2,881.34       |
| 101-2002-61304 | Mobile/Cell Phones/Satell...     | 1,134.00       |
| 101-2002-61400 | Cable/Internet - Utilities       | 317.61         |
| 101-3002-60420 | Operating Supplies               | 199.33         |
| 101-3003-60149 | Community Experiences            | 10,000.00      |
| 101-3005-60184 | Fritz Burns Pool Maintena...     | 7,485.25       |
| 101-3005-60431 | Materials/Supplies               | 8,497.07       |
| 101-3005-60432 | Tools/Equipment                  | 400.20         |
| 101-3005-60691 | Maintenance/Services             | 8,100.00       |
| 101-3005-61102 | Electric - Monticello Park -...  | 13.56          |
| 101-3005-61103 | Electric - Civic Center Park...  | 2,595.77       |
| 101-3005-61105 | Electric - Fritz Burns Park -... | 339.79         |
| 101-3005-61108 | Electric - Colonel Paige - U...  | 421.64         |
| 101-3005-61109 | Electric - Community Park ...    | 10,309.54      |
| 101-3005-61110 | Electric - Adams Park - Util...  | 43.57          |
| 101-3005-61114 | Electric - Desert Pride - Uti... | 13.10          |
| 101-3007-60137 | Community Engagement             | 3,125.00       |
| 101-3008-60115 | Janitorial                       | 1,030.00       |

**Account Summary**

| Account Number | Account Name                    | Expense Amount      |
|----------------|---------------------------------|---------------------|
| 101-3008-60431 | Materials/Supplies              | 1,265.60            |
| 101-3008-60667 | HVAC                            | 1,593.79            |
| 101-3008-61101 | Electricity - Utilities         | 11,880.08           |
| 101-6001-60351 | Membership Dues                 | 125.00              |
| 101-6002-60125 | Temporary Agency Servic...      | 2,168.64            |
| 101-6004-60103 | Professional Services           | 594.00              |
| 101-6004-60197 | Animal Shelter Contract S...    | 25,111.26           |
| 101-6004-60400 | Office Supplies                 | 18.56               |
| 101-6006-60125 | Temporary Agency Servic...      | 4,065.04            |
| 101-7002-60104 | Consultants                     | 3,500.00            |
| 101-7003-60420 | Operating Supplies              | 742.84              |
| 101-7003-60432 | Tools/Equipment                 | 861.28              |
| 101-7006-60144 | Contract Traffic Engineer       | 28,450.00           |
| 201-7003-60431 | Materials/Supplies              | 59.00               |
| 201-7003-60433 | Paint/Legends                   | 571.89              |
| 201-7003-61101 | Electricity - Utilities         | 705.48              |
| 202-3006-61300 | Telephone - Utilities           | 125.14              |
| 212-0000-60179 | COPS Burglary/Theft Prev...     | 14,943.43           |
| 215-7004-60420 | Operating Supplies              | 173.24              |
| 215-7004-60423 | Supplies-Graffiti and Van...    | 13.40               |
| 215-7004-60431 | Materials/Supplies              | 7,511.39            |
| 215-7004-60432 | Tools/Equipment                 | 1,212.05            |
| 215-7004-61116 | Electric - Utilities            | 6,301.62            |
| 215-7004-61117 | Electric - Medians - Utiliti... | 2,028.68            |
| 221-0000-60127 | AB 939 Recycling Solutions      | 3,599.52            |
| 235-0000-61101 | Electricity - Utilities         | 1,232.17            |
| 241-9101-60103 | Professional Services           | 5,375.00            |
| 241-9104-72110 | Building/Site Improvemen...     | 34,900.00           |
| 401-0000-60188 | Construction                    | 7,982.28            |
| 501-0000-60676 | Vehicle Repair & Mainte...      | 759.62              |
| 501-0000-71103 | City Bldg Repl/Repair           | 6,004.95            |
| 502-0000-60300 | Maintenance Agreements          | 2,365.00            |
| 502-0000-61300 | Telephone - Utilities           | 2,983.44            |
| 502-0000-61400 | Cable/Internet - Utilities      | 10.53               |
| 502-0000-80100 | Machinery & Equipment           | 10,456.13           |
| 601-0000-60660 | Repair & Maintenance            | 66.03               |
|                | <b>Grand Total:</b>             | <b>1,416,290.93</b> |

**Project Account Summary**

| Project Account Key | Project Account Name                   | Project Name                       | Expense Amount |
|---------------------|--|------------------------------------|----------------|
| **None**            | **None**                               | **None**                           | 1,395,459.02   |
| 111205CT            | Construction Expense                   | Dune Palms Bridge Imp/BRLKS-543    | 7,982.28       |
| 201804E             | Landscape & Lighting Median Island ... | Landscape & Lighting Median Islan  | 3,425.63       |
| 202216E             | General PW Maint - Desert Concepts     | General PW Maintenance - Desert    | 8,100.00       |
| CORONANR            | Corona Non Reimbursable                | Corona Virus Emergency Response    | 730.00         |
| STVRE               | Short Term Vacation Rental Expense     | Short Term Vacation Rental Trackir | 594.00         |
|                     | <b>Grand Total:</b>                    | <b>1,416,290.93</b>                |                |

\*Project codes are generally used to track Capital Improvement Program (CIP) projects, other large public works projects, developer deposits, or city-wide events. Normal operational expenditures are not project coded and, therefore, will report as "none" in this section.

# City of La Quinta

Bank Transactions 1/30/2023 – 2/10/2023

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## Wire Transaction

Listed below are the wire transfers from 1/30/2023– 2/10/2023.

Wire Transfers:

|  |                     |
|--|---------------------|
| 02/03/2023 - WIRE TRANSFER - LQCEA                       | \$477.00            |
| 02/03/2023 - WIRE TRANSFER - MISSION SQUARE              | \$6,109.66          |
| 02/06/2023 - WIRE TRANSFER - CALPERS                     | \$522.64            |
| 02/06/2023 - WIRE TRANSFER - CALPERS                     | \$5,013.67          |
| 02/06/2023 - WIRE TRANSFER - CALPERS                     | \$14,327.63         |
| 02/06/2023 - WIRE TRANSFER - CALPERS                     | \$26,156.94         |
| 02/06/2023 - WIRE TRANSFER - STEWART TITLE OF CALIFORNIA | \$50,000.00         |
| 02/06/2023 - WIRE TRANSFER - STEWART TITLE OF CALIFORNIA | \$10,000.00         |
| 02/07/2023 - WIRE TRANSFER - LANDMARK                    | \$245,184.70        |
| 02/08/2023 - WIRE TRANSFER - AMERITAS                    | \$134.94            |
| 02/08/2023 - WIRE TRANSFER - CALPERS                     | \$132,744.99        |
| 02/09/2023 - WIRE TRANSFER - AMERITAS                    | \$622.44            |
| 02/09/2023 - WIRE TRANSFER - AMERITAS                    | \$1,985.97          |
| 02/09/2023 - WIRE TRANSFER - AMERITAS                    | \$12,911.10         |
| TOTAL WIRE TRANSFERS OUT                                 | <u>\$506,191.68</u> |

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# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

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**AGENDA TITLE:** RECEIVE AND FILE REVENUE AND EXPENDITURE REPORT DATED DECEMBER 31, 2022

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### RECOMMENDATION

Receive and file revenue and expenditure report dated December 31, 2022.

### EXECUTIVE SUMMARY

- Report summarizes the City's year-to-date (YTD) revenues and period expenditures for December 2022 (Attachment 1).
- Reports are also reviewed by the Financial Advisory Commission.

**FISCAL IMPACT** – None

### BACKGROUND/ANALYSIS

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

Original Total Budget – represents revenue and expenditure budgets the Council adopted in June 2022 for fiscal year 2022/23.

Current Total Budget – represents original adopted budgets plus any Council approved budget amendments from throughout the year, including carryovers from the prior fiscal year.

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

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

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

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

|                          | <u>December 2022 Revenues</u> |              |                          | <u>Comparison to LY</u> |                          |
|--------------------------|-------------------------------|--------------|--------------------------|-------------------------|--------------------------|
|                          | <u>MTD</u>                    | <u>YTD</u>   | <u>Percent of Budget</u> | <u>YTD</u>              | <u>Percent of Budget</u> |
| <b>General Fund (GF)</b> | \$7,156,521                   | \$19,909,227 | 29.14%                   | \$20,350,321            | 34.61%                   |
| <b>All Funds</b>         | \$9,408,695                   | \$33,907,681 | 19.06%                   | \$31,740,953            | 22.34%                   |

|                     | <u>December 2022 Expenditures</u> |              |                          | <u>Comparison to LY</u> |                          |
|---------------------|-----------------------------------|--------------|--------------------------|-------------------------|--------------------------|
|                     | <u>MTD</u>                        | <u>YTD</u>   | <u>Percent of Budget</u> | <u>YTD</u>              | <u>Percent of Budget</u> |
| <b>General Fund</b> | \$4,069,174                       | \$17,453,167 | 17.45%                   | \$14,306,236            | 20.49%                   |
| <b>Payroll (GF)</b> | \$1,005,507                       | \$6,855,961  | 49.68%                   | \$5,188,711             | 45.80%                   |
| <b>All Funds</b>    | \$6,201,897                       | \$44,565,946 | 21.00%                   | \$38,682,149            | 24.31%                   |

**Top Five Revenue/Income Sources for December**

| <b>General Fund</b>             |              | <b>Non-General Fund</b>                                 |            |
|---------------------------------|--------------|---|------------|
| Property Tax                    | \$ 2,278,889 | Technology Support Internal Service Fund <sup>(1)</sup> | \$ 556,677 |
| Measure G Sales Tax             | \$ 1,455,913 | Facility & Fleet Internal Service Fund <sup>(1)</sup>   | \$ 416,000 |
| Transient Occupancy (Hotel) Tax | \$ 1,436,154 | Insurance Internal Service Fund <sup>(1)</sup>          | \$ 255,000 |
| Sales Tax                       | \$ 1,228,968 | Developer Impact Fees- Transportation                   | \$ 200,727 |
| Fire Service Credit             | \$ 169,372   | County Sales Tax (Measure A)                            | \$ 178,016 |

**Top Five Expenditures/Outlays for December**

| <b>General Fund</b>                         |              | <b>Non-General Fund</b>                                     |            |
|---|--------------|---|------------|
| Sheriff Contract (October)                  | \$ 1,268,201 | Capital Improvement Program - Construction <sup>(3)</sup>   | \$ 596,340 |
| Liability Insurance & Claims <sup>(2)</sup> | \$ 132,250   | SilverRock Maintenance                                      | \$ 208,239 |
| Park Equipment Maintenance <sup>(2)</sup>   | \$ 112,500   | Facility & Fleet Maintenance                                | \$ 140,475 |
| Community Experiences                       | \$ 82,625    | Capital Improvement Program - Prof. Services <sup>(4)</sup> | \$ 85,945  |
| Contract Legal Services                     | \$ 66,608    | Information Technology Management Services                  | \$ 82,359  |

<sup>(1)</sup>Internal Service Funds are used to account for activities involved in rendering services to departments within the City; quarterly journal entries move revenue into these funds.

<sup>(2)</sup>These charges in the General Fund represent quarterly contributions to the Internal Service Funds.

<sup>(3)</sup>CIP Construction: Dune Palms Bridge and Jefferson/Avenue 53 roundabout

<sup>(4)</sup>CIP Professional Services: Consulting expenses associated with multiple ongoing capital improvement projects.

The revenue report includes revenues and transfers into funds from other funds (income items). Revenues are not received uniformly throughout the year, resulting in peaks and valleys. For example, large property tax payments are usually received in December and May. Similarly, Redevelopment Property Tax Trust Fund payments are typically received in January and June. Any timing imbalance of revenue receipts versus expenditures is funded from the City's cash flow reserve.

The expenditure report includes expenditures and transfers out to other funds. Unlike revenues, expenditures are more likely to be consistent from month to month. However, large debt service payments or CIP expenditures can cause swings.

Prepared by: Rosemary Hallick, Financial Services Analyst  
 Approved by: Claudia Martinez, Finance Director

Attachment : 1. Revenue and Expenditure Report for December 31, 2022

## Revenue Summary

| Fund                              | Original<br>Total Budget | Current<br>Total Budget | Period<br>Activity | Fiscal<br>Activity | Variance<br>Favorable<br>(Unfavorable) | Percent<br>Used |
|-----------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|-----------------|
| 101 - GENERAL FUND                | 68,321,100               | 68,321,100              | 7,156,521          | 19,909,227         | -48,411,873                            | 29.14%          |
| 105 - DISASTER RECOVERY FUND      | 5,003,505                | 5,003,505               | 0                  | 4,990,403          | -13,102                                | 99.74%          |
| 201 - GAS TAX FUND                | 2,691,011                | 2,691,011               | 148,080            | 707,661            | -1,983,350                             | 26.30%          |
| 202 - LIBRARY & MUSEUM FUND       | 2,867,000                | 2,867,000               | 394                | -4,180             | -2,871,180                             | 0.15%           |
| 203 - PUBLIC SAFETY FUND (MEASU   | 2,000                    | 2,000                   | 0                  | -157               | -2,157                                 | 7.83%           |
| 210 - FEDERAL ASSISTANCE FUND     | 156,000                  | 156,000                 | 0                  | 169,545            | 13,545                                 | 108.68%         |
| 212 - SLESA (COPS) FUND           | 101,000                  | 101,000                 | 8,333              | 90,032             | -10,968                                | 89.14%          |
| 215 - LIGHTING & LANDSCAPING FU   | 2,483,300                | 2,483,300               | 0                  | 28,681             | -2,454,619                             | 1.15%           |
| 220 - QUIMBY FUND                 | 25,000                   | 25,000                  | 0                  | 0                  | -25,000                                | 0.00%           |
| 221 - AB 939 - CALRECYCLE FUND    | 64,000                   | 64,000                  | 3,568              | 17,357             | -46,643                                | 27.12%          |
| 223 - MEASURE A FUND              | 1,875,000                | 1,875,000               | 178,016            | 493,422            | -1,381,578                             | 26.32%          |
| 225 - INFRASTRUCTURE FUND         | 0                        | 0                       | 0                  | -12                | -12                                    | 0.00%           |
| 226 - EMERGENCY MANAGEMENT F      | 12,100                   | 12,100                  | 0                  | 0                  | -12,100                                | 0.00%           |
| 227 - STATE HOMELAND SECURITY F   | 5,000                    | 5,000                   | 0                  | 4,896              | -104                                   | 97.92%          |
| 230 - CASp FUND, AB 1379          | 20,200                   | 20,200                  | 1,605              | 9,364              | -10,836                                | 46.36%          |
| 231 - SUCCESSOR AGCY PA 1 RORF    | 0                        | 0                       | 0                  | 4,597              | 4,597                                  | 0.00%           |
| 235 - SO COAST AIR QUALITY FUND   | 54,400                   | 54,400                  | 12,708             | 12,681             | -41,720                                | 23.31%          |
| 237 - SUCCESSOR AGCY PA 1 ADMIN   | 0                        | 0                       | 0                  | -116               | -116                                   | 0.00%           |
| 241 - HOUSING AUTHORITY           | 1,451,500                | 1,451,500               | 0                  | 547,386            | -904,114                               | 37.71%          |
| 243 - RDA LOW-MOD HOUSING FUN     | 20,000                   | 20,000                  | 0                  | -2,155             | -22,155                                | 10.77%          |
| 247 - ECONOMIC DEVELOPMENT FL     | 15,000                   | 15,000                  | 6,006              | 20,966             | 5,966                                  | 139.78%         |
| 249 - SA 2011 LOW/MOD BOND FUI    | 25,000                   | 25,000                  | 0                  | 7,429              | -17,571                                | 29.71%          |
| 250 - TRANSPORTATION DIF FUND     | 1,020,000                | 1,020,000               | 200,727            | 729,962            | -290,038                               | 71.56%          |
| 251 - PARKS & REC DIF FUND        | 501,000                  | 501,000                 | 106,158            | 378,883            | -122,117                               | 75.63%          |
| 252 - CIVIC CENTER DIF FUND       | 301,000                  | 301,000                 | 62,270             | 222,296            | -78,704                                | 73.85%          |
| 253 - LIBRARY DEVELOPMENT DIF     | 75,000                   | 75,000                  | 20,011             | 71,503             | -3,497                                 | 95.34%          |
| 254 - COMMUNITY & CULTURAL CEI    | 152,000                  | 152,000                 | 48,188             | 171,779            | 19,779                                 | 113.01%         |
| 255 - STREET FACILITY DIF FUND    | 10,000                   | 10,000                  | 0                  | -48                | -10,048                                | 0.48%           |
| 256 - PARK FACILITY DIF FUND      | 0                        | 0                       | 0                  | -4                 | -4                                     | 0.00%           |
| 257 - FIRE PROTECTION DIF         | 101,000                  | 101,000                 | 18,683             | 66,622             | -34,378                                | 65.96%          |
| 259 - MAINTENANCE FACILITIES DIF  | 75,500                   | 75,500                  | 15,699             | 56,869             | -18,631                                | 75.32%          |
| 270 - ART IN PUBLIC PLACES FUND   | 153,000                  | 153,000                 | 17,496             | 33,883             | -119,117                               | 22.15%          |
| 275 - LQ PUBLIC SAFETY OFFICER    | 2,200                    | 2,200                   | 0                  | -32                | -2,232                                 | 1.45%           |
| 299 - INTEREST ALLOCATION FUND    | 0                        | 0                       | 0                  | 1,276,916          | 1,276,916                              | 0.00%           |
| 310 - LQ FINANCE AUTHORITY DEBT   | 1,100                    | 1,100                   | 0                  | 0                  | -1,100                                 | 0.00%           |
| 401 - CAPITAL IMPROVEMENT PROC    | 13,136,811               | 79,798,757              | 60,462             | 139,255            | -79,659,502                            | 0.17%           |
| 405 - SA PA 1 CAPITAL IMPRV FUND  | 1,000                    | 1,000                   | 0                  | -4                 | -1,004                                 | 0.38%           |
| 501 - FACILITY & FLEET REPLACEMEI | 1,685,000                | 1,685,000               | 416,480            | 830,256            | -854,744                               | 49.27%          |
| 502 - INFORMATION TECHNOLOGY      | 2,256,708                | 2,256,708               | 559,789            | 1,126,961          | -1,129,747                             | 49.94%          |
| 503 - PARK EQUIP & FACILITY FUND  | 470,000                  | 470,000                 | 112,500            | 222,615            | -247,385                               | 47.36%          |
| 504 - INSURANCE FUND              | 1,020,400                | 1,020,400               | 255,000            | 509,727            | -510,673                               | 49.95%          |
| 601 - SILVERROCK RESORT           | 4,865,453                | 4,865,453               | 0                  | 1,103,825          | -3,761,628                             | 22.69%          |
| 602 - SILVERROCK GOLF RESERVE     | 79,000                   | 79,000                  | 0                  | -344               | -79,344                                | 0.44%           |
| 760 - SUPPLEMENTAL PENSION PLA    | 5,500                    | 5,500                   | 0                  | -54                | -5,554                                 | 0.98%           |
| 761 - CERBT OPEB TRUST            | 10,000                   | 10,000                  | 0                  | -131,500           | -141,500                               | 1,315.00%       |
| 762 - PARS PENSION TRUST          | 100,000                  | 100,000                 | 0                  | 91,286             | -8,714                                 | 91.29%          |
| <b>Report Total:</b>              | <b>111,213,788</b>       | <b>177,875,734</b>      | <b>9,408,695</b>   | <b>33,907,681</b>  | <b>-143,968,054</b>                    | <b>19.06%</b>   |

## Expenditure Summary

| Fund                              | Original<br>Total Budget | Current<br>Total Budget | Period<br>Activity | Fiscal<br>Activity | Variance<br>Favorable<br>(Unfavorable) | Percent<br>Used |
|-----------------------------------|--------------------------|-------------------------|--------------------|--------------------|--|-----------------|
| 101 - GENERAL FUND                | 64,651,274               | 99,999,036              | 4,069,174          | 17,453,167         | 82,545,868                             | 17.45%          |
| 201 - GAS TAX FUND                | 2,687,351                | 3,703,799               | 222,713            | 618,488            | 3,085,311                              | 16.70%          |
| 202 - LIBRARY & MUSEUM FUND       | 1,909,146                | 4,725,851               | 56,762             | 217,001            | 4,508,851                              | 4.59%           |
| 210 - FEDERAL ASSISTANCE FUND     | 152,600                  | 339,977                 | 1,785              | 1,785              | 338,192                                | 0.53%           |
| 212 - SLESA (COPS) FUND           | 100,000                  | 100,000                 | 4,259              | 16,429             | 83,571                                 | 16.43%          |
| 215 - LIGHTING & LANDSCAPING FU   | 2,465,376                | 2,465,376               | 222,357            | 961,979            | 1,503,397                              | 39.02%          |
| 220 - QUIMBY FUND                 | 0                        | 466,967                 | 0                  | 0                  | 466,967                                | 0.00%           |
| 221 - AB 939 - CALRECYCLE FUND    | 150,000                  | 150,000                 | 10,463             | 70,690             | 79,310                                 | 47.13%          |
| 223 - MEASURE A FUND              | 3,882,000                | 5,843,145               | 0                  | 33,703             | 5,809,442                              | 0.58%           |
| 226 - EMERGENCY MANAGEMENT F      | 12,000                   | 12,000                  | 0                  | 9,750              | 2,250                                  | 81.25%          |
| 227 - STATE HOMELAND SECURITY F   | 5,000                    | 5,000                   | 0                  | 4,312              | 688                                    | 86.25%          |
| 230 - CASp FUND, AB 1379          | 5,500                    | 5,500                   | 0                  | 0                  | 5,500                                  | 0.00%           |
| 231 - SUCCESSOR AGCY PA 1 RORF    | 0                        | 0                       | 0                  | 14,973,153         | -14,973,153                            | 0.00%           |
| 235 - SO COAST AIR QUALITY FUND   | 46,500                   | 46,500                  | 1,179              | 4,302              | 42,198                                 | 9.25%           |
| 237 - SUCCESSOR AGCY PA 1 ADMIN   | 0                        | 0                       | 0                  | 1,600              | -1,600                                 | 0.00%           |
| 241 - HOUSING AUTHORITY           | 1,712,670                | 1,712,670               | 74,533             | 579,631            | 1,133,040                              | 33.84%          |
| 243 - RDA LOW-MOD HOUSING FUN     | 250,000                  | 250,000                 | 0                  | 255,000            | -5,000                                 | 102.00%         |
| 244 - HOUSING GRANTS (Multiple)   | 0                        | 0                       | 0                  | 97,052             | -97,052                                | 0.00%           |
| 247 - ECONOMIC DEVELOPMENT FL     | 21,500                   | 21,500                  | 0                  | 1,000              | 20,500                                 | 4.65%           |
| 249 - SA 2011 LOW/MOD BOND FUI    | 20,000                   | 20,000                  | 885                | 12,290             | 7,710                                  | 61.45%          |
| 250 - TRANSPORTATION DIF FUND     | 500,000                  | 1,916,757               | 0                  | 400,000            | 1,516,757                              | 20.87%          |
| 251 - PARKS & REC DIF FUND        | 500,000                  | 500,000                 | 0                  | 0                  | 500,000                                | 0.00%           |
| 252 - CIVIC CENTER DIF FUND       | 250,000                  | 250,000                 | 0                  | 0                  | 250,000                                | 0.00%           |
| 253 - LIBRARY DEVELOPMENT DIF     | 15,000                   | 15,000                  | 0                  | 0                  | 15,000                                 | 0.00%           |
| 254 - COMMUNITY & CULTURAL CEI    | 0                        | 125,000                 | 0                  | 0                  | 125,000                                | 0.00%           |
| 270 - ART IN PUBLIC PLACES FUND   | 177,000                  | 389,465                 | 15,527             | 41,358             | 348,107                                | 10.62%          |
| 310 - LQ FINANCE AUTHORITY DEBT   | 1,100                    | 1,100                   | 0                  | 0                  | 1,100                                  | 0.00%           |
| 401 - CAPITAL IMPROVEMENT PROC    | 13,136,811               | 78,738,632              | 748,464            | 3,833,005          | 74,905,627                             | 4.87%           |
| 501 - FACILITY & FLEET REPLACEMEI | 1,608,750                | 1,740,714               | 149,492            | 781,614            | 959,100                                | 44.90%          |
| 502 - INFORMATION TECHNOLOGY      | 2,258,054                | 2,258,054               | 140,802            | 845,733            | 1,412,321                              | 37.45%          |
| 503 - PARK EQUIP & FACILITY FUND  | 545,000                  | 545,000                 | 3,564              | 82,766             | 462,234                                | 15.19%          |
| 504 - INSURANCE FUND              | 984,100                  | 984,100                 | 0                  | 892,633            | 91,467                                 | 90.71%          |
| 601 - SILVERROCK RESORT           | 4,782,135                | 4,782,135               | 479,938            | 2,341,853          | 2,440,283                              | 48.97%          |
| 760 - SUPPLEMENTAL PENSION PLA    | 12,850                   | 12,850                  | 0                  | 12,833             | 17                                     | 99.87%          |
| 761 - CERBT OPEB TRUST            | 1,500                    | 1,500                   | 0                  | 390                | 1,110                                  | 25.98%          |
| 762 - PARS PENSION TRUST          | 55,000                   | 55,000                  | 0                  | 22,430             | 32,570                                 | 40.78%          |
| <b>Report Total:</b>              | <b>102,898,217</b>       | <b>212,182,628</b>      | <b>6,201,897</b>   | <b>44,565,946</b>  | <b>167,616,681</b>                     | <b>21.00%</b>   |



[Click Here to Return to Agenda](#)  
**Fund Descriptions**

| <b>Fund #</b> | <b>Name</b>                                | <b>Notes</b>  |
|---------------|--|---|
| 101           | General Fund                               | The primary fund of the City used to account for all revenue and expenditures of the City; a broad range of municipal activities are provided through this fund.  |
| 105           | Disaster Recovery Fund                     | Accounts for use of one-time federal funding designed to deliver relief to American workers and aid in the economic recovery in the wake of COVID-19. The American Rescue Plan Act (ARPA) was passed by Congress in 2021 to provide fiscal recovery funds to state and local governments. |
| 201           | Gas Tax Fund                               | Gasoline sales tax allocations received from the State which are restricted to street-related expenditures.   |
| 202           | Library and Museum Fund                    | Revenues from property taxes and related expenditures for library and museum services.  |
| 203           | Public Safety Fund                         | General Fund Measure G sales tax revenue set aside for public safety expenditures.  |
| 210           | Federal Assistance Fund                    | Community Development Block Grant (CDBG) received from the federal government and the expenditures of those resources.  |
| 212           | SLESF (COPS) Fund                          | Supplemental Law Enforcement Services Funds (SLESF) received from the State for law enforcement activities. Also known as Citizen's Option for Public Safety (COPS).  |
| 215           | Lighting & Landscaping Fund                | Special assessments levied on real property for city-wide lighting and landscape maintenance/improvements and the expenditures of those resources.  |
| 220           | Quimby Fund                                | Developer fees received under the provisions of the Quimby Act for park development and improvements.   |
| 221           | AB939 Fund/Cal Recycle                     | Franchise fees collected from the city waste hauler that are used to reduce waste sent to landfills through recycling efforts. Assembly Bill (AB) 939.  |
| 223           | Measure A Fund                             | County sales tax allocations which are restricted to street-related expenditures.   |
| 224           | TUMF Fund                                  | Developer-paid Transportation Uniform Mitigation Fees (TUMF) utilized for traffic projects in Riverside County.   |
| 225           | Infrastructure Fund                        | Developer fees for the acquisition, construction or improvement of the City's infrastructure as defined by Resolution   |
| 226           | Emergency Mgmt. Performance Grant (EMPG)   | Federal Emergency Management Agency (FEMA) grant for emergency preparedness.  |
| 227           | State Homeland Security Programs (SHSP)    | Federal Emergency Management Agency (FEMA) grant for emergency preparedness.  |
| 230           | CASP Fund, AB1379 / SB1186                 | Certified Access Specialist (CASP) program fees for ADA Accessibility Improvements; derived from Business License renewals. Assembly Bill (AB) 1379 and Senate Bill (SB) 1186.  |
| 231           | Successor Agency PA 1 RORF Fund            | Successor Agency (SA) Project Area (PA) 1 Redevelopment Obligation Retirement Fund (RORF) for Redevelopment Property Tax Trust Fund (RPTTF) taxes received for debt service payments on recognized obligations of the former Redevelopment Agency (RDA).                                  |
| 235           | SO Coast Air Quality Fund (AB2766, PM10)   | Contributions from the South Coast Air Quality Management District. Uses are limited to the reduction and control of airborne pollutants. Assembly Bill (AB) 2766.  |
| 237           | Successor Agency PA 1 Admin Fund           | Successor Agency (SA) Project Area (PA) 1 for administration of the Recognized Obligation Payment Schedule (ROPS) associated with the former Redevelopment Agency (RDA).  |
| 241           | Housing Authority                          | Activities of the Housing Authority which is to promote and provide quality affordable housing.   |
| 243           | RDA Low-Moderate Housing Fund              | Activities of the Housing Authority which is to promote and provide quality affordable housing. Accounts for RDA loan repayments (20% for Housing) and housing programs.  |
| 244           | Housing Grants                             | Activities related Local Early Action Planning (LEAP) and SB2 grants for housing planning and development.  |
| 247           | Economic Development Fund                  | Proceeds from sale of City-owned land and transfers from General Fund for future economic development.  |
| 249           | SA 2011 Low/Mod Bond Fund                  | Successor Agency (SA) low/moderate housing fund; 2011 bonds refinanced in 2016.   |
| 250           | Transportation DIF Fund                    | Developer impact fees collected for specific public improvements - transportation related.  |
| 251           | Parks & Rec. DIF Fund                      | Developer impact fees collected for specific public improvements - parks and recreation.  |
| 252           | Civic Center DIF Fund                      | Developer impact fees collected for specific public improvements - Civic Center.  |
| 253           | Library Development DIF Fund               | Developer impact fees collected for specific public improvements - library.   |
| 254           | Community Center DIF Fund                  | Developer impact fees collected for specific public improvements - community center.  |
| 255           | Street Facility DIF Fund                   | Developer impact fees collected for specific public improvements - streets.   |
| 256           | Park Facility DIF Fund                     | Developer impact fees collected for specific public improvements - parks.   |
| 257           | Fire Protection DIF Fund                   | Developer impact fees collected for specific public improvements - fire protection.   |
| 259           | Maintenance Facilities DIF Fund            | Developer impact fees collected for specific public improvements - maintenance facilities.  |
| 270           | Art In Public Places Fund                  | Developer fees collected in lieu of art placement; utilized for acquisition, installation and maintenance of public artworks.   |
| 275           | LQ Public Safety Officer Fund              | Annual transfer in from General Fund; distributed to public safety officers disabled or killed in the line of duty.   |
| 299           | Interest Allocation Fund                   | Interest earned on investments.   |
| 310           | LQ Finance Authority Debt Service Fund     | Accounted for the debt service the Financing Authority's outstanding debt and any related reporting requirements. This bond was fully paid in October 2018.   |
| 401           | Capital Improvement Program Fund           | Planning, design, and construction of various capital projects throughout the City.   |
| 405           | SA PA 1 Capital Improvement Fund           | Successor Agency (SA) Project Area (PA) 1 bond proceeds restricted by the bond indenture covenants. Used for SilverRock infrastructure improvements.  |
| 501           | Equipment Replacement Fund                 | Internal Service Fund for vehicles, heavy equipment, and related facilities.  |
| 502           | Information Technology Fund                | Internal Service Fund for computer hardware and software and phone systems.   |
| 503           | Park Equipment & Facility Fund             | Internal Service Fund for park equipment and facilities.  |
| 504           | Insurance Fund                             | Internal Service Fund for city-wide insurance coverages.  |
| 601           | SilverRock Resort Fund                     | Enterprise Fund for activities of the city-owned golf course.   |
| 602           | SilverRock Golf Reserve Fund               | Enterprise Fund for golf course reserves for capital improvements.  |
| 760           | Supplemental Pension Plan (PARS Account)   | Supplemental pension savings plan for excess retiree benefits to general employees of the City.   |
| 761           | Other Post Benefit Obligation Trust (OPEB) | For retiree medical benefits and unfunded liabilities.  |
| 762           | Pension Trust Benefit (PARS Account)       | For all pension-related benefits and unfunded liabilities.  |

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# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

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**AGENDA TITLE:** ADOPT RESOLUTION TO APPROVE THE CITY'S GENERAL FUND BALANCE AND RESERVES POLICY

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### RECOMMENDATION

Adopt a resolution to approve the City's General Fund Balance and Reserves Policy.

### EXECUTIVE SUMMARY

- Council adopted a General Fund Balance and Reserves Policy (Policy) (Attachment 1) in 2018 which calls for periodic review.
- A subcommittee (Subcommittee) of the Financial Advisory Commission (FAC) was established to work with staff to update the Reserve Policy Analysis Report (Report) (Attachment 2) and recommend edits to the Policy.
- The Report and draft Policy were presented to the FAC on December 14, 2022, as a Study Session, and on February 2, 2023, as a Business Session. The draft Policy incorporates the recommendations of the Subcommittee, which was approved by the FAC to be presented for Council consideration.

**FISCAL IMPACT** – None.

### BACKGROUND

During the 2017/18 budget process, Council requested an analysis of the City's reserves, and in May 2018 the Policy was adopted. As the Policy requires periodic updates, in October 2022 two members of the FAC were appointed to a Subcommittee tasked with updating the Report and recommending Policy revisions as needed. Along with Finance staff, an in-depth analysis was conducted, that included review of:

- Current reserve policy and funding;
- Reserve categories;
- Best practices recommended by accounting standards boards;
- Revenues, expenditure volatility, other funds dependency on the General Fund, growth projections, and unfunded capital projects;
- Risk mitigation - including a review of insurance policies; and
- City infrastructure and vulnerability to extreme events.

As a result of multiple meetings, the final Report has been written and the recommendations for revisions have been incorporated into the draft Policy. No changes were made to the categories of the reserves, however based on the findings, the funding targets are recommended to be changed as follows:

- Utilize a percentage of the then-current revenue budget to determine the cash flow reserve target, or a minimum of \$5 million;
- Increase the Natural Disaster Emergency Reserves target by \$5 million for a total of \$15 million;
- Increase the Economic Downturn Reserves target by \$2 million to \$13 million;
- Increase the Capital Improvement Reserves target by \$2 million to \$12 million;
- Utilize a portion of the Pension Trust to pay down pension liability and change target to reflect the then-current amount of unfunded liability as reported annually by the CalPERS actuarial reports, or a minimum of \$5 million; and
- Utilize a portion of the Unassigned Reserves to pay down pension liability and change target to reflect the then-current equivalent amount of two months of operating budget, or a minimum of \$8 million.

Funding targets and the calculations thereof, for cash flow, pension, and unassigned reserves were deliberately set with flexibility in mind. The policy is written in such a way that gives Council a better ability to fund categories to targets that reflect the prevailing economic and fiscal conditions at the time of each annual review. The City's reserves are reviewed annually during presentation of the mid-year budget report and any allocation of funds to the new targets requires Council approval.

### [ALTERNATIVES](#)

Council may approve as presented, incorporate changes, or request further review.

Prepared by: Rosemary Hallick, Financial Services Analyst  
Approved by: Claudia Martinez, Finance Director

Attachments: 1. Red-lined Policy  
2. Reserve Policy Analysis Report

**RESOLUTION NO. 2023 – XXX**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA QUINTA APPROVING AND ADOPTING THE GENERAL FUND BALANCE AND RESERVES POLICY**

**WHEREAS**, the general purpose of the General Fund Balance and Reserves Policy is to provide the objectives and guidelines for the administration of the General Fund balance of the City of La Quinta (City); and

**WHEREAS**, the Government Finance Officers Association (GFOA), a leading financial organization which provides best practice guidance to governmental organizations in the United States and Canada, recommends a Reserves policy be in place; and

**WHEREAS**, a comprehensive study as outlined by GFOA was undertaken by City staff and members of the Financial Advisory Commission to analyze risks and financial drivers to establish reserve level targets; and

**WHEREAS**, the Reserves Policy Analysis Report and subsequent Reserves Policy was formally recognized by the GFOA and awarded the Exceptionally Well-Implemented GFOA Best Practice recognition; and

**WHEREAS**, the Reserves policy provides multiple benefits to the City, including but not limited to planning for contingencies, ensuring cash availability, and maintaining good standing with credit agencies; and

**WHEREAS**, the Reserves policy establishes reserve categories, target amounts and conditions for utilization of reserves; and

**WHEREAS**, a Reserves policy reflects fiscal responsibility and the prudent values of the City.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of La Quinta to adopt the General Fund Balance and Reserves Policy enclosed as “Exhibit A,” and incorporated herewith by this reference.

**PASSED, APPROVED and ADOPTED** at a regular meeting of the La Quinta City Council, held on this 21<sup>st</sup> day of February, 2023 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

Resolution No. 2023 – xxx  
General Fund Balance and Reserves Policy  
Adopted: February 21, 2023  
Page 2 of 6

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LINDA EVANS, Mayor  
City of La Quinta, California

**ATTEST:**

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MONIKA RADEVA, City Clerk  
City of La Quinta, California



**APPROVED AS TO FORM:**

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



## **City of La Quinta General Fund Balance and Reserves Policy**

**Purpose.** This is the General Fund Balance and Reserves Policy (Policy) of the City of La Quinta (City); it defines the City's fund balance and reserve categories, identifies the need for reserves, and outlines the importance of maintaining the integrity of uses and funding amounts. The Policy also guides the City Council and staff when planning for contingencies, supports the City's credit rating, and ensures cash availability.

**Scope.** This Policy applies to the City's General Fund; all Committed, Assigned, and Unassigned funds available as reported annually on the balance sheet in the City's Annual Comprehensive Financial Report (ACFR).

**General Policy.** The Policy of the City is to maintain Reserves at an adequate level to address the community's needs through all contingencies. This Policy aligns with the organization's values of fiscal responsibility, maintaining a safe community, fostering a thriving economy, continuous transparency and accountability, and enhancing our Citizen's quality of life. The City's budgetary guiding principles state that one-time revenues should not be utilized for on-going expenditures; instead, they should be deposited into reserves or appropriated for one-time expenditures. Additionally, allocations for capital improvements, equipment replacement, and infrastructure investment should be part of the annual budget process through appropriations to Internal Service Funds.

**Definitions.** The Government Accounting Standards Board (GASB) Statement No. 54 defines fund balance as follows:

***Nonspendable Fund Balance:*** The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The criterion includes items that are not expected to be converted to cash, for example, inventories and prepaid amounts. It also includes the long-term amount of loans and notes receivable, as well as property acquired for resale.

***Restricted Fund Balance:*** Amounts that are restricted to specific purposes should be reported as restricted fund balance. Fund balance should be reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provisions or enabling legislation.

***Committed Fund Balance:*** Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority should be reported as committed fund balance. Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action (for example, legislation, resolution or ordinance) it employed to previously commit those amounts. Committed fund balance also should incorporate contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

***Assigned Fund Balance:*** Amounts that are constrained by the government's *intent* to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. Intent should be expressed by (a) the governing body itself or (b) a body or official to which the governing body has delegated the authority to assign amounts to be used for specific purposes. The nature of the actions necessary to remove or modify an assignment is not as prescriptive as it is with regard to the committed fund balance classification. Constraints imposed on the use of assigned amounts are more easily removed or modified than those imposed on amounts that are classified as committed.

***Unassigned Fund Balance:*** Unassigned fund balance is the residual classification for the General Fund. This classification represents the fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount.

**City's Reserve Categories and Targets** Committed, assigned, and unassigned fund balance categories combined make up the "unrestricted" fund balance, which is the total amount that is either unconstrained or the constraints are self-imposed and can be modified by Council. As such, the following reserve categories would be classified as committed or assigned (with the exception of the pension reserves, which once placed in trust would be reported as a Restricted Reserves), and the remaining unassigned fund balance would be available for appropriation. Targets have been established for each category and will be periodically reviewed to ensure adequate levels.



**Natural Disaster Emergency Reserves:** May be utilized for the preparation, recovery, and restoration of services before, during and/or after a natural disaster (such as flood, earthquake, etc.) as defined by La Quinta Municipal Code §2.20.020.

The target of \$15,000,000 was determined by conducting a risk analysis of all City assets, insurance levels, and potential federal/state contributions towards disaster recovery efforts.

**Economic Downturn Reserves:** May be used in such instances as a declared national, state, or regional recession; loss of a major (top 10) revenue-generating business; or a natural disaster resulting in a significant decline in revenues. These reserves may also be used if overall revenues decrease, or expenses increase, by more than 10% of the previous year's actual revenues or expenditures.

The target of \$13,000,000 was based on a long-term analysis of the revenue and expenditure flows (which included the financial impacts of the Great Recession, the loss of Redevelopment Agencies, and the COVID 19 pandemic) as well as the application of the Consumer Price Index (CPI) increases to the original base target.

**Cash Flow Reserves:** This reserve category is maintained to have adequate cash on hand to account for the uneven receipt of revenue. For example, property tax accounts for a large percentage of annual revenue, the bulk of which is not remitted until December and May of each year.

The target for the Cash Flow Reserves is 10% of each year's revenue budget, or a minimum of \$5,000,000.

**Capital Improvement Reserves:** This category will fund capital assets and infrastructure rehabilitation, improvement, and replacement.

The target of \$12,000,000 is based on annual depreciation of assets as well as a CPI increase as described above.

**Unfunded Pension Liability:** This reserve will be maintained in an irrevocable trust and may be used to fund future pension obligations such as annual pension fund payments, unfunded pension liability payments, and/or any additional contributions to pay down the unfunded liability.

The target is the amount of the unfunded liability on the most recent CalPERS actuarial reports, or a minimum of \$5,000,000, and was determined through a review of the City's unfunded pension liability and annual contributions.

**Unassigned Fund Balance.** The City may retain the equivalent of two months of general fund budgeted operating expenditures, or a minimum of \$8,000,000 in unassigned fund balance which could fund one-time expenditures or capital expenses at the City Council’s discretion.

**Measure G Reserves.** The City has a local district transactions tax of 1% known as Measure G. The City monitors Measure G activity and excess revenues over expenditures are recorded as Reserves on the City’s Balance Sheet. These funds can also be used for one-time expenditures or capital expenses at the City Council’s discretion and are subject to annual reporting and oversight by the Financial Advisory Commission (FAC).

**Authority Over Reserves.** At Council’s direction, reserves may be utilized for their intended purpose as defined herein. The Policy may be amended by Council resolution and requires a 4/5th approval (“supermajority”).

**Building to Target and Replenishments.** City Council adoption of this Policy will establish the funding targets. Going forward, the City Council shall annually review each reserve category and funding level during the mid-year budget process, once the ACFR is published and final fund balances are known. Funds will generally come from excess revenues over expenditures, one-time revenues, or specific departmental savings over budgeted expenditures, and may be allocated to each reserve category as directed by Council until the target level is reached. Once all targets are reached, funds remain in the unassigned fund balance. Likewise, upon use of any reserves, the categories will be replenished back to target in a similar manner.

**Policy Review.** This policy shall be reviewed every five (5) years to assess the City’s then current financial condition, risks, and the adequacy of current target levels.



**City of La Quinta General Fund Balance and Reserves Policy**

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**I. Purpose.** This is the General Fund Balance and Reserves Policy (Policy) of the City of La Quinta (City); it defines the City's fund balance and reserve categories, identifies the need for reserves, and outlines the importance of maintaining the integrity of uses and funding amounts. - The Policy also guides the City Council and staff when planning for contingencies, supports the City's credit rating, and ensures cash availability.

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~~I. This Policy aligns with the organization's values -fiscal responsibility, maintaining a safe community, fostering a thriving economy, continuous transparency and accountability, and enhancing our Citizen's quality of life. It also aligns with the City's budgetary guiding principles -one time revenues should not be utilized for on going expenditures; instead, they should be deposited into reserves or appropriated for one-time expenditures. Additionally, allocations for capital improvements, equipment replacement, and infrastructure investment should be part of the annual budget process through appropriations to Internal Service Funds.~~

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**II. Scope.** This policy applies to the City's General Fund; all Committed, Assigned, and Unassigned funds available as reported annually on the balance sheet in the City's Annual Comprehensive Financial Report (ACFR)

**III. General Policy.** The policy of the City is to maintain Reserves at an adequate level to address the community's needs through all contingencies. This Policy aligns with the organization's values -of fiscal responsibility, maintaining a safe community, fostering a thriving economy, continuous transparency and accountability, and enhancing our Citizen's quality of life. It also aligns with the City's budgetary guiding principles -state that one-time revenues should not be utilized for on-going expenditures; instead, they should be deposited into reserves or appropriated for one-time expenditures. Additionally, allocations for capital improvements, equipment replacement, and infrastructure investment should be part of the annual budget process through appropriations to Internal Service Funds.

~~This Policy was created after comprehensive research and analysis. The City's 10-year financial projection model was employed to identify annual funding levels, and the Government Finance Officer Association's (GFOA) structured assessment model was used to analyze the degree to which the City is vulnerable to specific risk factors such as extreme events, revenue and expenditure volatility, leverage, liquidity, and growth. These financial forecasting tools will continue to be utilized to monitor reserve levels and assess future reserve adjustment recommendations.~~

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**IV. Definitions.** The Government Accounting Standards Board (GASB) Statement No. 54 defines fund balance as follows:

**A. Nonspendable Fund Balance:** The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The criterion includes items that are not expected to be converted to cash, for example, inventories and prepaid amounts. It also includes the long-term amount of loans and notes receivable, as well as property acquired for resale.

**B. Restricted Fund Balance:** Amounts that are restricted to specific purposes should be reported as restricted fund balance. Fund balance should be reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or imposed by law through constitutional provisions or enabling legislation.

**C. Committed Fund Balance:** Amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority should be reported as committed fund balance. Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action (for example, legislation, resolution, ordinance) it employed to previously commit those amounts. Committed fund balance also should incorporate contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

**D. Assigned Fund Balance:** Amounts that are constrained by the government's *intent* to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. Intent should be expressed by (a) the governing body itself or (b) a body or official to which the governing body has delegated the authority to assign amounts to be used for specific purposes. The nature of the actions necessary to remove or modify an assignment is not as prescriptive as it is with regard to the committed fund balance classification. Constraints imposed on the use of assigned amounts are more easily removed or modified than those imposed on amounts that are classified as committed.

**E. Unassigned Fund Balance:** Unassigned fund balance is the residual classification for the General Fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific purposes within the General Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount.

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**V. IV. City’s Reserve Categories and Targets** Committed, assigned, and unassigned fund balance categories combined make up the “unrestricted” fund balance, which is the total amount that is either unconstrained or the constraints are self-imposed and can be modified by Council. As such, the following reserve categories would be classified as committed or assigned (with the exception of the pension reserves, which once placed in trust would be reported as a ~~Fiduciary Fund~~ **Restricted Reserves**), and the remaining unassigned fund balance would be available for appropriation. Targets have been established for each category and will be periodically reviewed to ensure adequate levels.

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**A. Natural Disaster Emergency Reserves:** May be utilized for the preparation, recovery, and restoration of services before, during and/or after a natural disaster (such as flood, earthquake, etc.) as defined by City-La Quinta Municipal Code §2.20.020.

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The target ~~is of \$4015,000,000 and will be reviewed every five (5) years by was determined by~~ conducting a risk analysis of all City assets, insurance levels, and potential federal/state contributions towards disaster recovery efforts.

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**B. Economic Downturn Reserves:** May be used in such instances as a declared national, state, or regional recession; loss of a major (top 10) revenue-generating business; or a natural disaster resulting in a significant decline in revenues. These reserves may also be used if overall revenues decrease or expenses increase by more than 10% of the previous year’s actual revenues or expenditures.

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The target ~~is of \$1413,000,000, was based on a 40-year long-term analysis of the revenue and expenditure flows (which included the financial impacts of the Great Recession, the loss of Redevelopment Agencies, and the COVID 19 pandemic) as well as the application of the Consumer Price Index (CPI) increases to the original base target. The target will be evaluated again in the event of another significant economic downturn.~~

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**C. Cash Flow Reserves:** This reserve category is maintained to have adequate cash on hand to account for the uneven receipt of revenue. For example, property tax accounts for a large percentage of annual revenue, the bulk of which is not remitted until December and May of each year.

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~~The target is \$5,000,000 and will be determined annually by analyzing the prior fiscal year by month and calculating the largest cumulative deficit between revenues and expenditures, with a minimum expectation of approximately 10% of operating expenditures reserved. The target for the Cash Flow Reserves is 10% of the each year’s revenue budget, or a minimum of \$5,000,000.~~

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**D. Capital Improvement Reserves:** This category will fund capital assets and infrastructure rehabilitation, improvement, and replacement.

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The target ~~is of \$1012,000,000 and~~ is based on annual depreciation of assets ~~as well as a CPI increase as described above.~~

**E. Unfunded Pension Liability:** This reserve will be maintained in an irrevocable trust and may be used to fund future pension obligations such as annual pension fund payments, unfunded pension liability payments, and/or any additional contributions to pay down the unfunded liability.

The target is ~~\$10,000,000~~ the amount of the unfunded liability on the most recent ~~CalPERS actuarial reports, or a minimum of \$5,000,000, and will be reviewed annually was determined through a review of the as CalPERS updates their actuarial reports, which outline the~~ City's unfunded pension liability and annual contributions.

**VI. V. Unassigned Fund Balance.** The City ~~will may maintain retain~~ a minimum of ~~the equivalent of two months of general fund budgeted operating expenditures, or a minimum of \$8,000,000~~ \$8,000,000 in unassigned fund balance which could fund one-time expenditures or capital expenses at the City Council's discretion.

**VII. Measure G Reserves.** The City has a local district transactions tax of 1% known as Measure G. The City monitors Measure G activity and ~~excess revenues over expenditures are recorded as Reserves on the City's Balance Sheet. These funds can also be used for one-time expenditures or capital expenses at the City Council's discretion and are subject to annual reporting and oversight by the Financial Advisory Commission (FAC).~~

**VIII. VI. Authority Over Reserves.** At Council's ~~s~~ direction, reserves may be utilized for their intended purpose as defined herein. The Policy may be amended by Council resolution and requires a 4/5th approval ("supermajority").

**IX. VII. Building to Target and Replenishments.** City Council adoption of this Policy will establish ~~these reserve categories and~~ the funding targets. Going forward, the City Council shall annually review each reserve category and funding level during the mid-year budget process, once the ~~annual financial statements are~~ ACFR is published and final fund balances are known. Funds will generally come from excess revenues over expenditures, one-time revenues, or specific departmental savings over budgeted expenditures, and may be allocated to each reserve category as directed by Council until the target level is reached. Once all targets are reached, funds ~~would~~ remain in the unassigned fund balance. Likewise, upon use of any reserves, the categories will be replenished back to target in a similar manner.

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X. Policy Review. This policy shall be reviewed every five (5) years to assess the City's then current financial condition, risks, and the adequacy of current target levels.

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*La Quinta*

— CALIFORNIA —

**Reserve Policy Analysis  
Report**

**Financial Advisory Commission  
Reserve Policy Subcommittee**

**February 2023**

[Click Here to Return to Agenda](#)

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# City of La Quinta Financial Advisory Commission Reserve Policy Sub-Committee *Draft Report*

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## Executive Summary

In 2017, at the direction of City Council, the Financial Advisory Commission (FAC) conducted an analysis and developed a General Fund Balance and Reserves Policy (the Policy) which was adopted in May 2018.

The Policy was created after comprehensive research and analysis. The City's long-term financial projection model was employed to identify annual funding levels, and the Government Finance Officer Association's (GFOA) structured assessment model was used to analyze the degree to which the City is vulnerable to specific risk factors such as extreme events, revenue and expenditure volatility, leverage, liquidity, and growth. These financial forecasting tools will continue to be utilized to monitor reserve levels and assess future reserve adjustment recommendations.

At a special meeting of the FAC on October 5, 2022 the FAC appointed Commissioners Brian Anderson, Keith Dorsey, and Ellen Way to serve on a subcommittee to analyze and recommend updates to the City's Policy.

The Reserves Policy Subcommittee (Subcommittee) met with City Finance Staff on multiple occasions. The Subcommittee focused on utilizing the previously established methodology and other governmental best practices to determine the appropriate reserve levels based on the past several years' actual events and financial results, as well as the current and projected economic conditions.

The draft recommendations were reviewed by the FAC on December 14, 2022. Updates were incorporated into this report, and these final recommendations were presented to the FAC on February 2, 2023, and approved to be presented to City Council for their consideration.

## Recommendations

The following is a summary of the recommendations for the Reserve Policy update:

1. Continue to utilize **Long-Term Financial Projections** to evaluate the City's financial condition and update it annually.
  2. **Natural Disaster Emergency Reserves:**
    - a. Utilize a comprehensive Asset/Risk/Insurance/Government Funding Study to set this reserve level.
    - b. Increase target by \$5 million to \$15 million.
  3. **Economic Downturn Reserves:** Increase target by \$2 million to \$13 million.
-

4. **Cash Flow Reserves:** Cash flow reserve target to remain at a minimum of \$5 million or 10% of the current operating budgeted revenues.
5. **Capital Improvement Reserves** Increase target by \$2 million to \$12 million based on CPI increases since last study.
6. **Pension Trust.** Keep an appropriate level of funding in the pension trust to cover any unfunded liability as reported on the annual CalPERS Actuarial Valuation. At a minimum, the pension trust target should be set at \$5 million.
7. **Unassigned Reserves.** Utilized to fund the recommended reserve and pension trust targets, as well as one-time operating expenses or projects at the discretion of the Council. Current target is to maintain at a minimum of \$8 million with the option to set the target based on the Government Finance Officers Association (GFOA) guideline of two months of operating (expense) budget, which would increase this to approximately \$11 million.

## 1.0 Background

### 1.0 Financial Advisory Commission & Reserve Analysis Subcommittee

The principal functions of the FAC are: (1) review at least annually the City's investment policy and recommend appropriate changes; (2) review monthly treasury reports and note compliance with the investment policy and adequacy of cash and investments for anticipated obligations; (3) receive and consider other reports provided by the City Treasurer; (4) meet with the independent auditor after completion of the annual audit of the city's financial statements, and receive and consider the auditor's comments on auditing procedures, internal controls, and findings for cash and investment activities; (5) review annually the revenue derived from the one percent (1%) transactions and use tax (Measure G) instituted by voters in November 2016 to ensure these funds are used to provide services, programs and capital projects in the City, and (6) serve as a resource for the City treasurer on matters such as proposed investments, internal controls, use of financial institutions, custodians, brokers and dealers.

The current FAC members include: Richard (Dick) Mills (Chairman), Keith Dorsey (Vice-Chairman), George Batavick, Ellen Way, Brian Anderson, Justin Luettjohann, and Shelley Mast.

### 1.1 Reserve Policy Subcommittee

At a special FAC meeting on October 5, 2022, the FAC appointed Brian Anderson, Keith Dorsey, and Ellen Way to serve on a sub-committee to analyze and recommend updates to the City's Reserve Policy.

## 2.0 Reserve Policy

### 2.1 Background

The Governmental Accounting Standards Board (GASB) is the organization that establishes standards for accounting and financial reporting for state and local governments. GASB provides that it is common practice for governments to put aside resources to be used in a financial emergency or for cash flow purposes. Reserve funds are crucial to the financial viability and stability of a municipality.

Strong reserve funds serve to:

- manage cash flows and volatility in revenue and expenditures
- address unexpected economic fluctuations with long-term solutions
- provide needed money if a municipality should find itself facing unexpected financial difficulties
- reduce the cost of borrowing money.

There is no guidance for a “maximum” reserve limit, but rather each organization should evaluate reserves depending upon their unique circumstances. There will always be more needs and unanticipated events than there are resources; therefore, governments must balance the need to be fiscally responsible with what are reasonable reserves. The amount of reserves a municipality maintains is determined by the community’s risk tolerance; a low-risk tolerance will result in higher reserves while a high-risk tolerance will result in lower reserves.

Financial reserves provide the City with financial flexibility and strength to deal with planned and unplanned expenditures. Reserve levels must balance realistic financial need and risk. The Reserve Policy should strive to establish reserve levels that are not over or under-funded, specify the intended use of reserves, and the replenishment of underfunded reserves.

## 2.2 Current Reserve Policy

The current Reserve Policy includes the following Fund Balance Descriptions:

- **Non-spendable**: not available to fund operating expenditures of the organization because they are in the form of land and receivables.
- **Restricted**: limited to special purpose funds such as Measure A (transportation), Gas Tax Fund (streets) and Quimby Funds (parks). Restricted funds are subject to external constraints imposed by covenants or laws which cannot be changed by the City.
- **Committed**: cash flow (currently working capital), emergency, and operating carryovers. Committed funds are subject to constraints imposed by formal government action (such as a resolution or ordinance)
- **Assigned**: constrained by the City’s intent to use funds for public safety or capital projects. Constraints on assigned funds can be more easily removed or modified than those imposed on committed reserves.
- **Unassigned (Unappropriated)**: net reserves available after satisfying the other reserve categories which may be appropriated at the will of the governing body.

Figure 1 depicts the Current General Fund Reserve/Fund Balances.

**Figure 1**

| <b>As of 6/30/2022</b>    |               |                   |                      |
|---------------------------|---------------|-------------------|----------------------|
| <b>Category</b>           | <b>Target</b> |                   | <b>Funding</b>       |
| <b>Committed Reserves</b> |               |                   |                      |
| Natural Disaster          | \$            | 10,000,000        | \$ 10,000,000        |
| Economic Downturn         | \$            | 11,000,000        | \$ 11,000,000        |
| Cash Flow                 | \$            | 5,000,000         | \$ 5,000,000         |
| Capital Replacement       | \$            | 10,000,000        | \$ 10,000,000        |
| Sub Total                 | \$            | 36,000,000        | \$ 36,000,000        |
| <b>Restricted</b>         |               |                   |                      |
| Pension Trust             | \$            | 10,000,000        | \$ 10,137,888        |
| Unassigned                | \$            | 8,000,000         | \$ 33,893,325        |
| Measure G Unassigned      | \$            | -                 | \$ 15,355,043        |
| <b>Grand Total</b>        | <b>\$</b>     | <b>54,000,000</b> | <b>\$ 95,386,256</b> |

- Unassigned fund balance based on unaudited financial statements.

### 2.3 Guiding Principles, City of La Quinta Reserves

The City follows these budgetary and cash management principles:

- One-time revenues should not be utilized for on-going expenditures. One-time revenues should be put into reserves or appropriated for one-time expenditures.
- Expenditure planning for facility improvements, equipment replacement, and information technology should be part of the on-going budget process utilizing internal service funds.
- When authorizing the use of reserves, developing a plan to replenish those reserves should also be considered.
- The Reserve Policy can be amended by resolution and requires a 4/5<sup>th</sup> approval of the Council.

### 2.4 Long-Term Financial Projections

Long-term financial projections are essential to aid in determining the fiscal health of the City. Since 2016, the City has presented financial projections to the Council and our citizens. The projections are updated annually by City staff along with a separate subcommittee of FAC members.

The long-term projections provide a method for the City to periodically analyze its financial condition as new information becomes available. Assumptions and methodology used can vary year over year based on current economic conditions, future impacts that are reasonably known, and best practices recommended by municipal finance organizations.

***Recommendation: Continue to utilize the long-term projections to evaluate the City's financial outlook. The long-term projections should be updated as needed to adapt to changing financial conditions.***

## 3.0 General Fund Reserves

The subcommittee worked within the already established methodology to determine the appropriate reserve levels, but also explored utilizing a percentage-based methodology as recommended by the GFOA. The processes establish a rationale and protocol that allows for a review of reserves based on actual economic conditions as needed.

### 3.1 Emergency Reserves

As defined in the City's municipal code (§ 2.20.020 A), the terms emergency or disaster mean:

*“ The actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this City caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, earthquake or other conditions, including conditions resulting from war or imminent threat of war but other than conditions resulting from a labor controversy, which conditions are or are likely to be beyond the control of the services, regular personnel, equipment and facilities of the City and which may require the combined forces of other political jurisdictions to combat.”*

In 2018, it was determined that the City should have an emergency reserve with two subcomponents, since fiscal emergencies can be caused by natural disasters or swings in the economy.

#### 3.1.1 Natural Disasters

The Natural Disaster Emergency Reserves will provide funding for damage caused by floods, earthquakes, and other natural disasters. The determination of the level of this reserve component required the following analysis:

1. **Capital Asset Inventory & Valuation:** What do we have and what is it worth?
2. **Capital Asset Risk Assessment:** Which assets are more critical in a disaster?
3. **Insurance Coverage:** How do we evaluate risk versus premium?
4. **Government Disaster Funding:** How much will federal, state and/or county government contribute to a disaster?

City staff maintains an asset list for the purposes of analyzing risk and determining insurance coverage. In an emergency, individual assets with insurance coverage do not qualify for federal or state reimbursement. Furthermore, federal reimbursement is limited to 75% and state reimbursement is limited to 18.75% of total expenditures. Based on current insurance coverage and these reimbursement limits, the potential city liability could be almost \$27 million if a major disaster were to occur.

Critical assets that are not covered by insurance or government natural disaster funding should be considered for 100% reserve funding. Other assets may be considered for 50% reserve funding, for a total recommended reserve of \$15 million.

Figure 2 summarizes the City's assets and estimated funding sources for replacement.



**Figure 2**

| Asset                                | Estimated Replacement Value | Earthquake or Flood - Per Occurrence Limit | Estimated Replacement Costs Funding Sources |                                   |                     | Reserves to Cover Remaining Cost        |                                 |
|--------------------------------------|-----------------------------|--|---|-----------------------------------|---------------------|---|---------------------------------|
|                                      |                             | Current Coverage                           | FEMA  | State- CA Disaster Assistance Act | City Responsibility | Percent of City Responsibility to Cover | Natural Disaster Reserve Amount |
| Parks                                | 29,482,004                  | -  | 22,111,503<br>75.00%                        | 5,527,876<br>18.75%               | 1,842,625<br>6.25%  | 50%                                     | 921,313                         |
| City Buildings                       | 45,849,593                  | 10,000,000<br>22%                          | 26,887,195<br>58.64%                        | 6,721,799<br>14.66%               | 2,240,600<br>4.89%  | 100%                                    | 2,240,600                       |
| SilverRock                           | 7,247,125                   | -  | 5,435,344<br>75.00%                         | 1,358,836<br>18.75%               | 452,945<br>6.25%    | 50%                                     | 226,473                         |
| Streets, Signals, Signs, Landscaping | 346,580,659                 | -  | 259,935,494<br>75.00%                       | 64,983,874<br>18.75%              | 21,661,291<br>6.25% | 50%                                     | 10,830,646                      |
| Fleet Vehicles                       | 2,929,381                   | -  | 2,197,036<br>75.00%                         | 549,259<br>18.75%                 | 183,086<br>6.25%    | 100%                                    | 183,086                         |
| Housing Assets                       | 6,960,483                   | -  | 5,220,362<br>75.00%                         | 1,305,091<br>18.75%               | 435,030<br>6.25%    | 100%                                    | 435,030                         |
| <b>TOTALS</b>                        | <b>439,049,245</b>          |  | <b>321,786,934</b>                          | <b>80,446,733</b>                 | <b>26,815,578</b>   |   | <b>14,837,147</b>               |

Currently, the per occurrence flood and earthquake coverage limit is \$10 million. The committee feels this warrants a review and City staff is currently working on a full insurance review including obtaining quotes for potential changes.

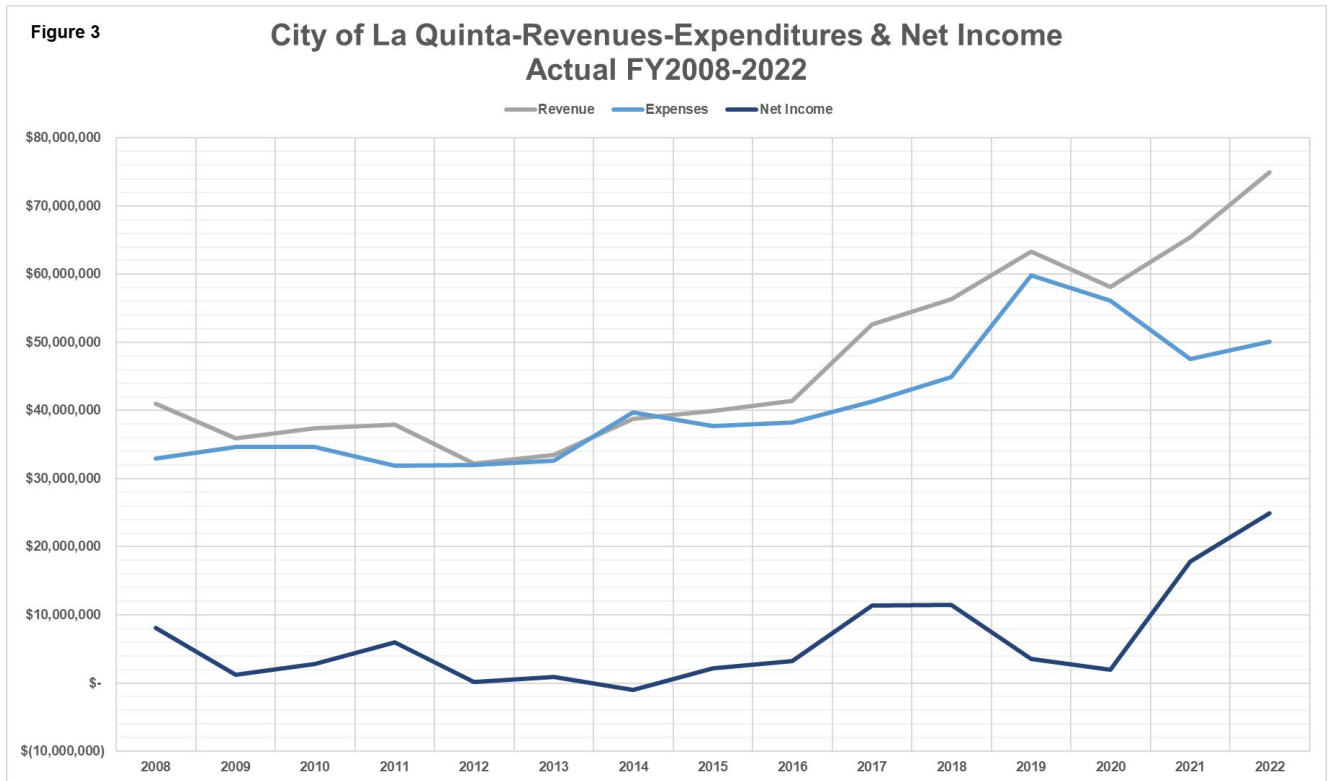
**Recommendation: Increase the Natural Disaster Emergency Reserves by \$5.0 million to \$15.0 million.**

### 3.1.2 Economic Downturns

The Economic Downturn Reserves will provide funding to respond to a downturn in the economy.

To establish this reserve level, the City’s financial data was analyzed from 2008 to 2022 as this period included the Great Recession (generally 2007-2009), the loss of Redevelopment Agencies (2011-2012), and the economic downturn as a result of the COVID-19 pandemic initial lockdowns (2020). Figure 3 plots revenue, expenditures, and net income during this period.

In each of the economic dips, the City’s revenue declined between \$5.0 and \$6.0 million. In each case, the City was able to mitigate the losses due to healthy budget surpluses in prior years (unassigned reserves) or through expense reductions. However, there is no guarantee in future years that this would be possible. Since inflationary pressures have increased the pricing for capital improvement as well as for operational expenditures, losses will be more difficult to mitigate. Rather than only looking at past years, the committee recommends that the current reserve level be increased by \$2.0 million to adjust for the Consumer Price Index (CPI). The CPI computes and publishes index values, which are normalized to equal 100 in a chosen base period, which for the All Urban Consumers (CPI-U) in area Riverside-San Bernardino-Ontario was December 2017. Index values can be interpreted as representing an estimate of the price level relative to the base period. Percent change in the index is an estimate of the percent change in the price level over the period in question. Figure 4 shows the increase in the CPI-U for the period covering January-June of each of the past 5 fiscal years since policy adoption as applied to the original target of \$11 million.



**Figure 4**

| Year | Jan-June | Fiscal Year | Percent change | Applied to Economic Downturn Reserves |
|------|----------|-------------|----------------|---------------------------------------|
| 2017 |          |             |                | \$ 11,000,000                         |
| 2018 | 102.023  | 17-18       | Adopted        |                                       |
| 2019 | 104.998  | 18-19       | 2.92%          | \$ 11,321,200                         |
| 2020 | 107.068  | 19-20       | 1.97%          | \$ 11,544,228                         |
| 2021 | 111.588  | 20-21       | 4.22%          | \$ 12,031,394                         |
| 2022 | 122.018  | 21-22       | 9.35%          | \$ 13,156,329                         |

Source: <https://data.bls.gov/timeseries/CUURS49CSA0>

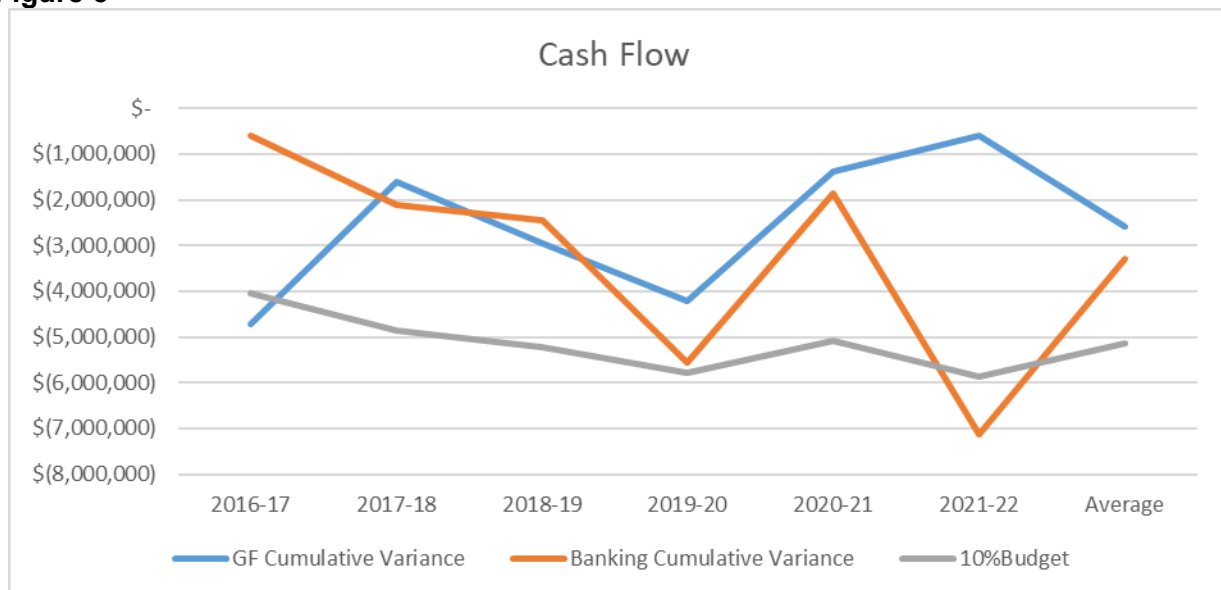
Access to this reserve should be granted for economic stabilization as a direct result of volatile economic conditions such as during periods of unanticipated economic downturns or spikes in operating costs. Use of emergency reserves due to economic pressures should be limited to maintaining essential day-to-day services, such as public safety or responding to adverse circumstances, while the City formulates a longer-term strategy.

**Recommendation: Increase the Economic Downturn Reserves by \$2.0 million to \$13 million.**

### 3.2 Cash Flow Reserves

The cash flow reserves cover the inherent mismatch of revenues versus expenditures due primarily to tax revenue receipts. Figure 5 depicts the cash flow imbalances over a period of 6 years from 2017-2022 whereby revenues are not received uniformly throughout the year, which results in peaks and valleys in the total revenue receipts. For example, large property tax payments are usually received in December and May. Similarly, transient occupancy tax payments increase during months with large festivals and events. It was formerly recommended that the Cash Flow Reserve be updated annually by calculating the prior fiscal year monthly surplus/(deficit) of revenues versus expenditures; with the largest cumulative deficit becoming the updated Cash Flow Reserve. However, as the chart shows, whether looking at the General Fund (GF) general ledger revenue and expenditure totals by month, or at the banking total debits and credits, the cash flow imbalances vary widely from year to year. For FY 2021/22 this analysis yielded a \$7.1 million cash flow imbalance, while the average imbalance over the past 6 years has only been \$3.2 million

Figure 5



A more straightforward approach would be to utilize the GFOA recommendations of a percentage of operating revenues being reserved for cash flow needs. Under this approach, the reserve target would be 10% of budgeted revenues, which would produce a much more stable reserve target, currently averaging \$5.1 million (see grey line in Figure 5).

**Recommendation: Utilize the GFOA recommendation of 10% of budgeted revenue as the target, with a minimum of \$5.0 million.**

### 3.3 Capital Improvement Reserves

Pages 51-52 from the FY 2021/22 Annual Comprehensive Financial Report (ACFR) describes the City’s capital assets. Figure 6 below summarizes the Depreciable Assets from this information.

**Figure 6**

| Depreciable Assets            | Balance as of 6/30/2022<br>(\$ Millions) |
|-------------------------------|--|
| Total Assets                  | 339.6                                    |
| Less Accumulated Depreciation | 192.2                                    |
| Net Capital Assets            | 147.4                                    |
| Annual Depreciation           | 9.3                                      |

The total ten-year Capital Improvement Program (CIP) budget includes minimum funding to secure Measure A and Gas Tax revenue for road improvements (\$1.5 million annually). Capital expenses are typically supplemented with restricted funds such as those for road improvements, Quimby Funds for parks, developer impact fees (DIF), and grant funds. In addition to the General Fund, the City also maintains revenue and expenditure projections on these additional CIP funding sources.

When adopted, the initial recommendation was to match annual depreciation with capital spending and establish a Capital Replacement Reserve to set aside funds to supplement any funding gaps, particularly in Special Revenue Fund revenues as these can vary significantly from year to year. As costs have increased over the years since adoption, the committee recommends increasing this reserve by \$2M to adjust for the CPI index (previously described in the Economic Downturn section of the report) as shown in Figure 7.

**Figure 7**

| Year        | Jan-June | Fiscal Year | Percent change | Applied to Capital Improvement Reserves |
|-------------|----------|-------------|----------------|---|
| <b>2017</b> |          |             |                | \$ 10,000,000                           |
| <b>2018</b> | 102.023  | 17-18       | Adopted        |   |
| <b>2019</b> | 104.998  | 18-19       | 2.92%          | \$ 10,292,000                           |
| <b>2020</b> | 107.068  | 19-20       | 1.97%          | \$ 10,494,752                           |
| <b>2021</b> | 111.588  | 20-21       | 4.22%          | \$ 10,937,631                           |
| <b>2022</b> | 122.018  | 21-22       | 9.35%          | \$ 11,960,299                           |

Source: <https://data.bls.gov/timeseries/CUURS49CSA0>

**Recommendation: Increase Capital Replacement Reserve by \$2.0 million to \$12 million.**

### 3.4 Unfunded Pension Liability

As of June 30, 2021, the CalPERS Unfunded Liability was \$10.2 million (calculated with a 6.8% discount rate), however, the CalPERS Net Pension Liability is a moving target and is dependent on the CalPERS discount rate and actual market returns.

City staff and a separate FAC subcommittee have studied the pension liability based on the 2021 actuarial reports and have recommended that the City pay down the unfunded liability with a mix of pension trust funds and unassigned reserves.

Eliminating or reducing the CalPERS Net Pension Liability is prudent as it will improve the financial condition of the City and send a message that the City is addressing this issue in a fiscally responsible manner. By continuing to fund a pension trust, the City could retain funds that would be available to pay future unfunded pension liability payments that may arise due to market conditions or changes to the discount rate.

In general, paying earlier reduces long-term pension costs because additional contributions have more time to compound investment returns, reducing the need for future contributions. The extent to which any additional contributions would lower future payments would depend largely on realized investment returns.

***Recommendation: Retain the established Pension Trust with a flexible target balance being the unfunded liability as it appears on each year's CalPER's actuarial reports, with a minimum of \$5.0 million regardless of unfunded liability balance.***

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# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

**AGENDA TITLE:** RECEIVE AND FILE FISCAL YEAR 2022/23 MID-YEAR BUDGET REPORT, APPROVE THE RECOMMENDED BUDGET ADJUSTMENTS, DESIGNATE RESERVE FUNDING ALLOCATIONS AND APPROVE ADDITIONAL DISCRETIONARY PAYMENT TO PAY OUTSTANDING PENSION OBLIGATIONS

### RECOMMENDATION

- A. Receive and file fiscal year 2022/23 Mid-Year Budget Report; approve the recommended budget adjustments.
- B. Designate Reserve funding allocations.
- C. Approve Additional Discretionary Payment to pay down outstanding pension obligations.

### EXECUTIVE SUMMARY

- The 2022/23 Mid-Year Budget Report (Attachment 1) provides an update of the City’s fiscal activities from July to December 2022.
- The Mid-Year Budget Report includes revenue and expenditure adjustments in 4 funds.
- Staff recommends allocating \$9,000,000 of General Fund Unassigned Fund Balance to Committed Reserves.
- Staff recommends allocating \$10,200,000 from General Fund Unassigned Fund Balance and the Pension Trust to make an additional discretionary payment to pay down the City’s unfunded pension obligations.

### FISCAL IMPACT

Staff recommended adjustments are:

| Fund #                             | Fund Name                         | Revenues            | Expenses          |
|------------------------------------|-----------------------------------|---------------------|-------------------|
| 101                                | General Fund                      | \$ 5,223,000        | \$ 430,000        |
| 501                                | Facility & Fleet Replacement Fund | -                   | 130,000           |
| 503                                | Park Equipment & Facility Fund    | -                   | 240,000           |
| 202                                | Library and Museum Fund           | -                   | 40,000            |
| <b>TOTAL ADJUSTMENTS ALL FUNDS</b> |                                   | <b>\$ 5,223,000</b> | <b>\$ 840,000</b> |

## **BACKGROUND/ANALYSIS**

Throughout the fiscal year, each Department monitors their budget and proposes adjustments to reflect current conditions and ongoing operational needs. Requests are reviewed and discussed by the City Manager and Directors before recommendations are presented in the Budget Report (Attachment 1). Funds with no adjustments have been excluded.

## **ALTERNATIVES**

Council could delay, modify, or reject the requested budget amendments.

Prepared by: Claudia Martinez, Finance Director

Approved by: Jon McMillen, City Manager

Attachment: 1. 2022/23 Mid-Year Budget Report





## Fiscal Year 2022/23 Mid-Year Budget Report

### SUMMARY

The annual budget is a living document, which allows for flexibility and adjustments to accommodate current business needs and updated projections. Budget reports are presented to provide ongoing oversight of public funds, relate current and upcoming activities, and request funding adjustments. All funds are continuously monitored; this report discusses funds with budgetary adjustments. Funds with no adjustments have been excluded.

The 2022/23 budget was adopted with a conservative outlook, assuming the pandemic’s continuing ripple effect on consumer spending, financial markets, and availability and cost of materials and fuel. The City of La Quinta has persevered through the unpredictable effects of the economy and will continue to monitor its revenues and expenditures so that it can proactively respond to unanticipated changes or emerging trends.

Due to ongoing economic volatility, the 2022/23 Mid-Year Budget Report has several adjustments, which are detailed in Exhibits 1 and 2. The recommended adjustments are largely derived from year-to-date revenues collected and expenses incurred, program activities, and operational needs.

### GENERAL FUND REVENUES

General Fund revenue adjustments summarized below total \$5,223,000. Adjustments reflect updated projections based on last fiscal year actuals and year-to-date activity.

| Revenue Description                   | Adjustment          |
|---------------------------------------|---------------------|
| Property Taxes, RPTTF Pass Through    | \$ 750,000          |
| State Sales Taxes                     | 1,250,000           |
| Measure G Sales Taxes                 | 2,000,000           |
| Building Permits/Public Works Permits | 578,000             |
| CSA 152 Assessments                   | 25,000              |
| Building/Public Works Plan Check Fees | 260,000             |
| Administrative Citations              | 60,000              |
| Zoning Change Mitigation Fees         | 300,000             |
| <b>TOTAL REVENUE ADJUSTMENTS</b>      | <b>\$ 5,223,000</b> |

The largest of the revenue adjustments are focused on two of our top General Fund revenue sources, which are property taxes and sales taxes.

**Property Taxes** – An increase of \$225,000 in Property Taxes is requested due to growth in property sales and increases in sales prices in 2021, the year used for growth in assessment roll for 2022-23. An increase of \$525,000 in Redevelopment Property Tax Trust Fund (RPTTF) payments is requested due to current year-to-date activity. These

property tax payments reflect distribution of residual amounts after recognized obligations of the former RDAs have been paid and are coming in higher than original estimates due to increases in assessed valuations.

**Sales Taxes** - Sales tax revenues have been stronger than anticipated, mostly due to continued spending on taxable goods. The City’s fiscal year 2022/23 budget was conservatively forecasted based on known information as of Spring 2022, but staff will continue to monitor the local economic impacts of inflation and unemployment rates, and will bring additional budget adjustments as needed.

Notwithstanding unanticipated economic impacts, revised projections estimate the City could receive an additional \$3,250,000 in sales tax revenue by year-end; of this amount \$1,250,000 is derived from the State sales tax rate and \$2,000,000 is derived from local Measure G sales taxes.

**Licenses and Permits** – A combined increase of \$578,000 in building permits and public works permits is recommended based on increased current year-to-date building activity in private residential tract developments and commercial projects.

**Intergovernmental** – An increase of \$25,000 for CSA 152 Assessments to account for qualified expenditures incurred that have been reimbursed by the County.

**Charges for Services** – A combined increase of \$260,000 for building and public works development plan check fees is requested as the building-construction industry continues to rebound after COVID-19 and reflects vigorous growth.

**Fines and Other Taxes/Miscellaneous** – Due to continued monitoring and compliance of the STVR program, revenue from administrative citations has been higher than anticipated, therefore an increase of \$60,000 is recommended.

All revenue projections will continue to be monitored during the Spring of 2023 and an additional update shall be provided during the 2022/23 Third Quarter Budget Report.

## **EXPENDITURE ADJUSTMENTS**

Expenditure adjustments are recommended for unanticipated expenses, the replacement of equipment, and to avoid budget overruns based on updated operational needs. A summary by fund is provided below and itemized in Exhibits 1 and 2.

| <b>Fund</b>                                  | <b>Expense Adjustment</b> |
|--|---------------------------|
| General Fund                                 | \$ 430,000                |
| Facility & Fleet Replacement Fund (Fund 501) | 130,000                   |
| Park Equipment and Facility Fund (503)       | 240,000                   |
| Library and Museum Fund (Fund 202)           | 40,000                    |
| <b>TOTAL ADJUSTMENTS ALL FUNDS</b>           | <b>\$ 840,000</b>         |

**Community Resources** – The Human Resources division is requesting an adjustment of \$20,000 for an enhanced employee wellness program that aligns with the City’s sacred values wellness initiatives to improve the health and wellness of our employees. In addition, a request of \$20,000 is requested for employee events that are being resumed in-person.

The X Park programming account is requesting a budget increase of \$56,000 to reflect the contract amount and full year of operations.

The Code Compliance Division is requesting an additional \$4,000 for required California Association of Code Officers (CACEO) training for the newly appointed Code officers.

**Marketing** – The Marketing division is requesting additional funding for unanticipated promotional items and printing materials due to the increased demand in events and sponsorships that had not been held due to COVID-19, for a combined total of \$45,000.

An additional \$60,000 is requested for the PlayInLaQuinta.com website update, which is needed due to outdated technology. The upgrade will enhance the user’s experience with the website and ensure content is accurate and up-to-date.

**Design and Development** – Based on the continued increase of building activity resulting in an overall increase of permits issued and inspection requests, the Building division is requesting an additional \$150,000 in Plan Check review consulting services to assist with increased demand while vacant positions are being filled.

**Public Works** – The Parks Maintenance division is requesting \$35,000 to account for year-round pool operations and unanticipated repairs and maintenance.

The Buildings division is requesting an additional \$10,000 for emergency repairs at City Hall along with \$30,000 for HVAC replacement, maintenance, and repairs in anticipation of the upcoming summer months.

## **INTERNAL SERVICE FUNDS (ISF)**

ISF are used to account for activities involved in rendering services to departments within the City. Adjustments are recommended for two of the four ISF. Expense adjustments would be funded from available fund balances in each Fund.

**Facility and Fleet Replacement Fund** – An increase of \$40,000 is requested for fuel to account for the highest gas prices on record, averaging \$1.15 per gallon higher than the prior year. In addition, an increase of \$90,000 is requested to cover the costs associated with retrofitting the recently purchased vehicles.

**Park Equipment and Facility Fund** – An increase of \$240,000 is requested to continue park improvements throughout the City and will include shade structures and pickleball court conversions at Fritz Burns Park.

### **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. Expense adjustments without matching revenue adjustments would be funded from available fund balances in each Fund.

**Library and Museum Fund** – In the efforts of being proactive considering the upcoming summer months, an increase of \$30,000 for the Library and \$10,000 for the Museum are requested for HVAC replacement, maintenance, and repairs.

### **GENERAL FUND RESERVES**

General Fund reserve balances were discussed during the 2021/22 General Fund Fiscal Year-End Budget Report and will be confirmed in the 2021/22 Annual Comprehensive Financial Report (ACFR). The Reserve Policy requires an annual review of reserves and funding levels during the mid-year budget process. Reserve funding generally comes from excess revenues over expenditures, including one-time revenue, and may be allocated to reserves as directed by Council until target levels are reached. Once all targets are funded, funds will remain in unassigned fund balance.

The City's General Fund Balance and Reserve Policy shall be reviewed every five (5) years to assess the City's then-current financial condition, risks, and the adequacy of current target levels. The Financial Advisory Commission (FAC) appointed three members to serve on a subcommittee (Commissioners Ellen Way, Keith Dorsey, and Brian Anderson) to complete this review, and their findings and recommendations were presented to Council immediately preceding this report.

At this time, all four of the City's reserve categories (Natural Disaster, Economic Disaster, Cash Flow and Capital Replacement) are fully funded to original policy targets. The chart below reflects current balances, revised targets (with the assumption that the policy was approved as presented), and potential options for funding to the new targets.

Staff has prepared two reserve funding options for Council discussion and consideration. Option 1 increases reserve categories to 50% of the recommended target levels. Option 2 increases the reserve categories to 100% of the recommended target levels. It additionally accounts for uses of reserves already allocated in this current FY and the current Measure G Unassigned amount of approximately \$15 million.

| Category                  | Currently Funded     | Proposed Target                             | Proposed Target % Funded | Option 1 50% Funded  | Option 1 %    | Option 2 100% Funded        | Option 2 %           |
|---------------------------|----------------------|---|--------------------------|----------------------|---------------|-----------------------------|----------------------|
| <b>Committed Reserves</b> |                      |   |                          |                      |               |                             |                      |
| Natural Disaster          | \$ 10,000,000        | \$ 15,000,000                               | 66.67%                   | \$ 12,500,000        | 83.33%        | \$ 15,000,000               | 100.00%              |
| Economic Downturn         | \$ 11,000,000        | \$ 13,000,000                               | 84.62%                   | \$ 12,000,000        | 92.31%        | \$ 13,000,000               | 100.00%              |
| Cash Flow                 | \$ 5,000,000         | \$ 5,000,000                                | 100.00%                  | \$ 5,000,000         | 100.00%       | \$ 5,000,000                | 100.00%              |
| Capital Replacement       | \$ 10,000,000        | \$ 12,000,000                               | 83.33%                   | \$ 11,000,000        | 91.67%        | \$ 12,000,000               | 100.00%              |
| <b>Sub Total</b>          | <b>\$ 36,000,000</b> | <b>\$ 45,000,000</b>                        | <b>80.00%</b>            | <b>\$ 40,500,000</b> | <b>90.00%</b> | <b>\$ 45,000,000</b>        | <b>100.00%</b>       |
| Unassigned                | \$ 33,893,325        | \$ 11,000,000                               | 308.12%                  | \$ 29,393,325        | 267.21%       | \$ 24,893,325               | 226.30%              |
|                           |                      | Appropriated from Unassigned in 2022/23*    |                          |                      |               | \$ 6,348,812                |                      |
|                           |                      | Additional Discretionary Payment to CalPERS |                          |                      |               | \$ 5,200,000                |                      |
|                           |                      |   |                          |                      |               | <b>Remaining Unassigned</b> | <b>\$ 13,344,513</b> |
|                           |                      |   |                          |                      |               | <b>Measure G Unassigned</b> | <b>\$ 15,128,658</b> |

\*Unassigned reserves in 2022/23 have been appropriated for property acquisitions. Additional funds appropriated from Unassigned Reserves and Measure G reserves for Dune Palms Bridge project advanced construction funding are anticipated to be reimbursed totaling about \$20M.

## OUTSTANDING PENSION OBLIGATION

In 2020, Financial Advisory Commission (FAC) formed a subcommittee to review the City’s outstanding pension obligations and provide recommendations for City Council’s consideration on an annual basis. The City has made Additional Discretionary Payments (ADPs) toward the unfunded liability of just over \$1.0 million in fiscal 2020/21, \$2.5 million in fiscal 2021/22, and \$1.0 million in fiscal 2022/23.

In 2022, the FAC appointed Commissioners Anderson and Dorsey to complete an updated study of the pension obligations. The subcommittee met twice to review and discuss the CalPERS system overall, current market value and plan funded status, benefit tiers available at the City, PARS Pension Trust balance and fund performance, and options to pay down the pension unfunded liability. After a detailed analysis of the City’s pension unfunded liability and Reserve Policy, the FAC agreed to pay down the full \$10.2 million liability as of the June 30, 2021 actuarial valuation, given the City’s current financial solvency.

Staff recommends the following:

- Send an ADP to CalPERS utilizing unassigned reserves in the amount of \$5.2 million.
- Send an ADP to CalPERS utilizing pension trust funds in the amount of \$5.0 million.
- Consider ongoing ADPs as fiscal conditions allow and based on market conditions, changes to demographics, and future actuarial reports’ unfunded liability balances.

Council may choose the recommendations presented, alter the amount allocated, request additional alternatives, or not allocate additional funds at this time.

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|                                     |  | General Fund (101) |                |
|-------------------------------------|--|--------------------|----------------|
| Account No.                         | Description                              | Revenues           | Expenses       |
| <b>FINANCE</b>                      |  |                    |                |
| <i><b>Tax Revenues</b></i>          |  |                    |                |
| 101-0000-40310                      | Property Tax Revenue                     | 125,000            |                |
| 101-0000-40311                      | No-Low City Property Tax                 | 100,000            |                |
| 101-0000-40315                      | RPTTF Pass Through                       | 525,000            |                |
| 101-0000-41320                      | State Sales Taxes                        | 1,250,000          |                |
| 101-0000-41326                      | Measure G Sales Taxes                    | 2,000,000          |                |
| <i><b>Licenses and Permits</b></i>  |  |                    |                |
| 101-0000-42400                      | Building Permits                         | 200,000            |                |
| 101-0000-42401                      | Plumbing Permits                         | 50,000             |                |
| 101-0000-42402                      | Mechanical Permits                       | 40,000             |                |
| 101-0000-42403                      | Electrical Permits                       | 50,000             |                |
| 101-0000-42404                      | Miscellaneous Permits                    | 100,000            |                |
| 101-0000-42408                      | Grading Permits                          | 15,000             |                |
| 101-0000-42421                      | Fire Inspection Fee                      | 50,000             |                |
| 101-0000-42431                      | Conditional Use Permits                  | 60,000             |                |
| 101-0000-42434                      | Sign Permit                              | 13,000             |                |
| <i><b>Intergovernmental</b></i>     |  |                    |                |
| 101-0000-43633                      | CSA 152 Assessments                      | 25,000             |                |
| <i><b>Charges for Services</b></i>  |  |                    |                |
| 101-0000-42600                      | Building Plan Check Fees                 | 200,000            |                |
| 101-0000-42810                      | Public Works Development Plan Check Fees | 60,000             |                |
| <i><b>Fines and Other Taxes</b></i> |  |                    |                |
| 101-0000-42700                      | Administrative Citations                 | 60,000             |                |
| <i><b>Miscellaneous</b></i>         |  |                    |                |
| 101-0000-41410                      | Zoning Change Mitigation Fees            | 300,000            |                |
| <b>COMMUNITY RESOURCES</b>          |  |                    |                |
| 101-1004-60104                      | Consultants/Employee Services            |                    | 20,000         |
| 101-1004-60340                      | Employee Recognition Events              |                    | 20,000         |
| 101-3003-60190                      | X Park Programming                       |                    | 56,000         |
| 101-6004-60320                      | Travel & Training                        |                    | 4,000          |
| <b>MARKETING</b>                    |  |                    |                |
| 101-3007-60134                      | Promotional Items                        |                    | 20,000         |
| 101-3007-60410                      | Printing                                 |                    | 10,000         |
| 101-3007-60450                      | Sponsorships/Advertising                 |                    | 15,000         |
| 101-3007-60461                      | Marketing & Tourism Promotions           |                    | 60,000         |
| <b>DESIGN AND DEVELOPMENT</b>       |  |                    |                |
| 101-6003-60118                      | Plan Checks                              |                    | 150,000        |
| <b>PUBLIC WORKS</b>                 |  |                    |                |
| 101-3005-60184                      | Fritz Burns Pool Maintenance             |                    | 35,000         |
| 101-3008-60691                      | Maintenance/Services                     |                    | 10,000         |
| 101-3008-60667                      | HVAC                                     |                    | 30,000         |
| <b>TOTAL GENERAL FUND</b>           |  | <b>5,223,000</b>   | <b>430,000</b> |

| <b>INTERNAL SERVICE FUNDS</b>                      |                             |          |          |                |
|--|-----------------------------|----------|----------|----------------|
| <b>Facility &amp; Fleet Replacement Fund (501)</b> |                             |          |          |                |
| Account No.  | Description                 | Revenues | Expenses |                |
| 501-0000-60674                                     | Fuel & Oil                  |          |          | 40,000         |
| 501-0000-60675                                     | Parts, Accessories, Uplifts |          |          | 90,000         |
| <b>Park Equipment and Facility Fund (503)</b>      |                             |          |          |                |
| Account No.  | Description                 | Revenues | Expenses |                |
| 503-0000-71060                                     | Parks                       | -        |          | 240,000        |
| <b>SPECIAL REVENUE FUNDS</b>                       |                             |          |          |                |
| <b>Library and Museum Fund (202)</b>               |                             |          |          |                |
| Account No.  | Description                 | Revenues | Expenses |                |
| 202-3004-60667                                     | Library, HVAC               |          |          | 30,000         |
| 202-3006-60667                                     | Museum, HVAC                |          |          | 10,000         |
| <b>TOTAL ALL FUNDS</b>                             |                             | <b>-</b> |          | <b>410,000</b> |



# City of La Quinta

CITY COUNCIL MEETING: February 21, 2023

## STAFF REPORT

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**AGENDA TITLE:** DISCUSS SHORT-TERM VACATION RENTAL PROGRAM CHARACTERISTICS, COMPLIANCE, AND ENFORCEMENT OVERVIEW FOR 2022 AND A COMPARISON TO 2021

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### RECOMMENDATION

Discuss the Short-Term Vacation Rental program characteristics, compliance, and enforcement overview for 2022 and a comparison to 2021.

### EXECUTIVE SUMMARY

- On May 20, 2021, Section 3.25.055 of the La Quinta Municipal Code (LQMC) established a permanent ban on the issuance of new short-term vacation rental (STVR) permits in residential areas (Permit Ban), unless the property is located within an “exempt” area depicted on the map in Attachment 1.
- New permits have not been issued outside of exempt areas since August 4, 2020; existing permit-holders in Permit Ban areas may renew permits but permits cannot be transferred.
- Included are metrics to provide an overview of the STVR program including characteristics, compliance and enforcement for 2022 and a comparison to 2021.

**FISCAL IMPACT** – None.

### BACKGROUND AND ANALYSIS

The City imposed a moratorium on the issuance of new STVR permits on August 4, 2020, via Executive Order No. 10, and extended it in succeeding amendments.

Section 3.25.055 of the LQMC established a permanent Permit Ban on the issuance of new STVR permits in residential areas (Permit Ban areas) effective May 20, 2021. Permit-holders may renew existing permits but permits cannot be transferred.

The issuance of new STVR permits is banned in Permit Ban areas, and no new permits have been issued since August 4, 2020. New permits continue to be issued in a few select “Exempt Areas” zoned for tourist commercial, village commercial, and communities expressly developed to allow STVRs, as depicted on the map in Attachment 1.

The metrics below provide quarterly overview of the STVR program for 2022 and a comparison to 2021 calendar year, including characteristics, compliance, and enforcement.

The City's STVR program consisted of 1,178 active permits as of December 31, 2022. There are a total of 65 Estate Permits (3 in the Primary Residence category, and 62 in the General Permits category).

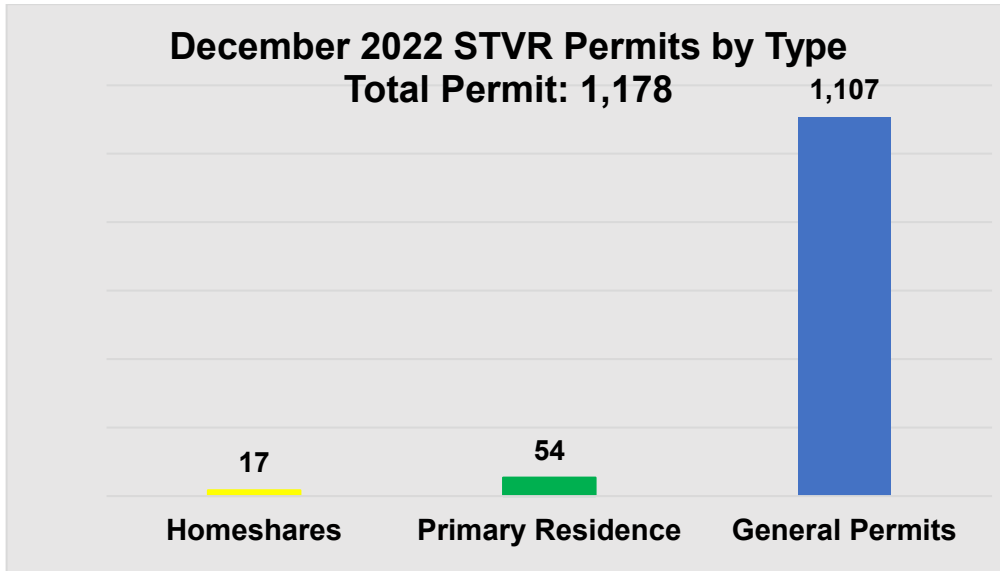


Figure 1

Table 1 below lists the number of STVR permits for each area along with the total number of approved parcels as of January 2021 and through the end of 2022, and shows a decline of 282 STVR permits in Permit Ban areas due to permit attrition related to home sales and non-renewals, and an increase of 148 STVR permits in Exempt Areas since January 2021.

| 2022 STVR PERMITS BY AREA CITYWIDE |              |              |              |              |              |              |               |
|------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|
|                                    | JAN-21       | JAN-22       | MAR-22       | JUN-22       | SEP-22       | DEC-22       | 2021 PARCELS  |
| North La Quinta                    | 137          | 112          | 110          | 110          | 109          | 107          | 2,572         |
| Mid La Quinta                      | 140          | 118          | 109          | 97           | 95           | 91           | 1,023         |
| The Cove                           | 292          | 252          | 246          | 245          | 242          | 237          | 4,711         |
| South La Quinta (PGA West)         | 468          | 354          | 348          | 340          | 333          | 320          | 3,040         |
| Permit Ban Area Totals             | 1,037        | 836          | 813          | 792          | 779          | 755          | 11,346        |
| STVR Exempt Areas                  | 269          | 330          | 340          | 367          | 381          | 417          | 946           |
| HOA Restricted Legacy Permits      | 14           | 8            | 8            | 8            | 8            | 6            | 9,618         |
| <b>Citywide Totals</b>             | <b>1,320</b> | <b>1,174</b> | <b>1,161</b> | <b>1,167</b> | <b>1,168</b> | <b>1,178</b> | <b>21,910</b> |

Table 1

Within the residential **Permit Ban areas**, as of December 2022, active STVR permits have collectively declined as follows:

- 2021 – declined by 201 permits or 19.38% (from 1,037 to 836 – January to December)
- 2022 – declined by 81 permits or 9.69% (from 836 to 755 – January to December)

| <u>Permit Ban Area</u>     | <u>Permits</u><br><u>December 2022</u> | <u>% Change</u><br><u>2021</u> | <u>% Change</u><br><u>2022</u> |
|----------------------------|--|--------------------------------|--------------------------------|
| North La Quinta            | 107                                    | - 18.25%                       | - 4.46%                        |
| Mid La Quinta              | 91                                     | - 15.71%                       | - 22.88%                       |
| The Cove                   | 237                                    | - 13.70%                       | - 5.95%                        |
| South La Quinta (PGA West) | 320                                    | - 24.36%                       | - 9.60%                        |

Within the **Exempt Areas**, as of December 2022, active STVR permits have collectively increased as depicted in Table 1 above and detailed below:

- 2021 – increased by 61 permits or 22.67% (from 269 to 330 – January to December)
- 2022 – increased by 87 permits or 26.36% (from 330 to 417 – January to December)

STVR density is calculated as a percentage by dividing the number of STVR permits by the number of developed parcels within each area, as listed in Table 1 above.

Figure 2 below shows the density within each individual Permit Ban area and its decline from January 2021 to December 2022:

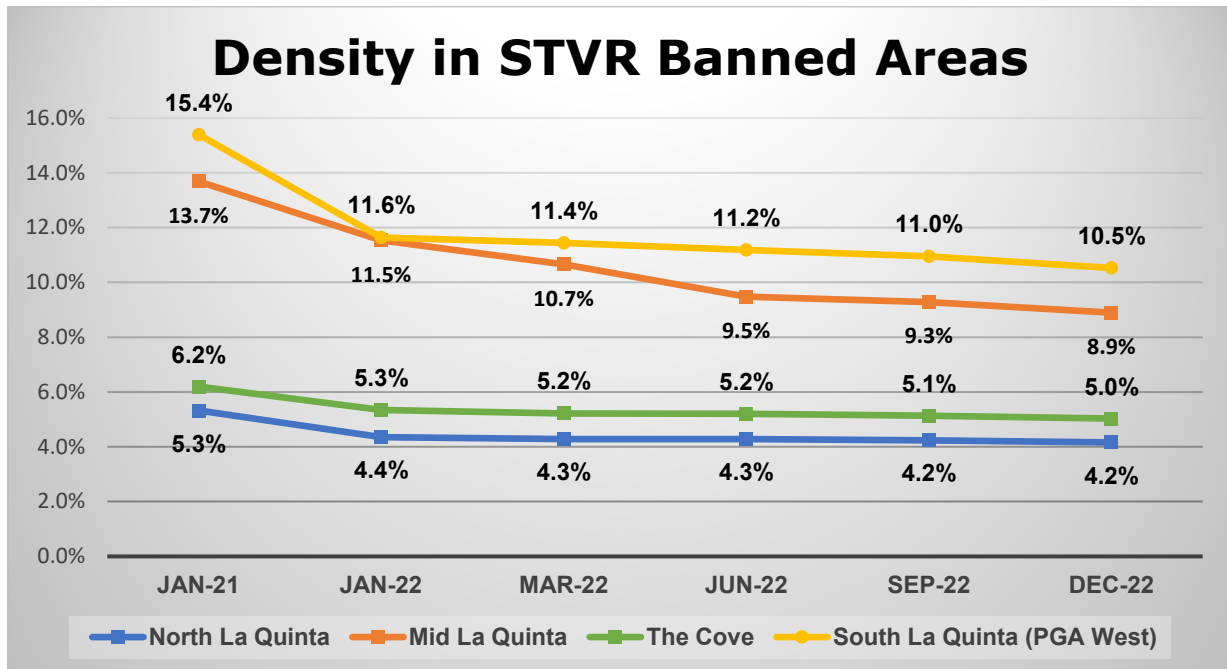


Figure 2

Table 2 below shows the number of active STVR permits within each Exempt Area in comparison to the total number of existing parcels and shows that as of December 2022, **37% of all available units are operating as STVRs.**

| Exempt Area   | Active Permits | Total Parcels | %          | Developed Parcels |
|---|----------------|---------------|------------|-------------------|
| Homewood Suites<br>(LQ Desert Villas) Center Pointe | 0              | 40            | 0%         | 40                |
| Legacy Villas                                       | 215            | 280           | 77%        | 280               |
| Signature<br>141 Finaled & 87 Issued Permits        | 43             | 230           | 19%        | 228               |
| SilverRock  | 0              | 0             | n/a (744)  | 0                 |
| LQ Resort - Tennis Villas                           | 31             | 48            | 65%        | 48                |
| LQ Resort - Spa Villas                              | 9              | 98            | 9%         | 98                |
| Embassy Suites<br>(Casitas Las Rosas)               | 71             | 144           | 49%        | 144               |
| Cordorniz   | 0              | 142           | 0%         | 142               |
| Puerta Azul   | 36             | 127           | 28%        | 127               |
| Merv Griffin Estate                                 | 1              | 1             | 100%       | 1                 |
| Polo Villas   | 11             | 18            | 61%        | 11                |
| <b>TOTALS:</b>                                      | <b>417</b>     | <b>1,128</b>  | <b>37%</b> | <b>1,119</b>      |

Table 2

STVR Program Compliance Overview

The City’s STVR program consists of several interdependent activities such as permitting, licensing, tax collection, and compliance. This section focuses on specific compliance functions, which include managing complaints, conducting investigations, and enforcement (violations, citations, and suspensions).

Figure 3 below depicts quarterly comparison of citywide STVR complaints for 2021 and 2022, showing complaints **declined by 73% in 2022**.

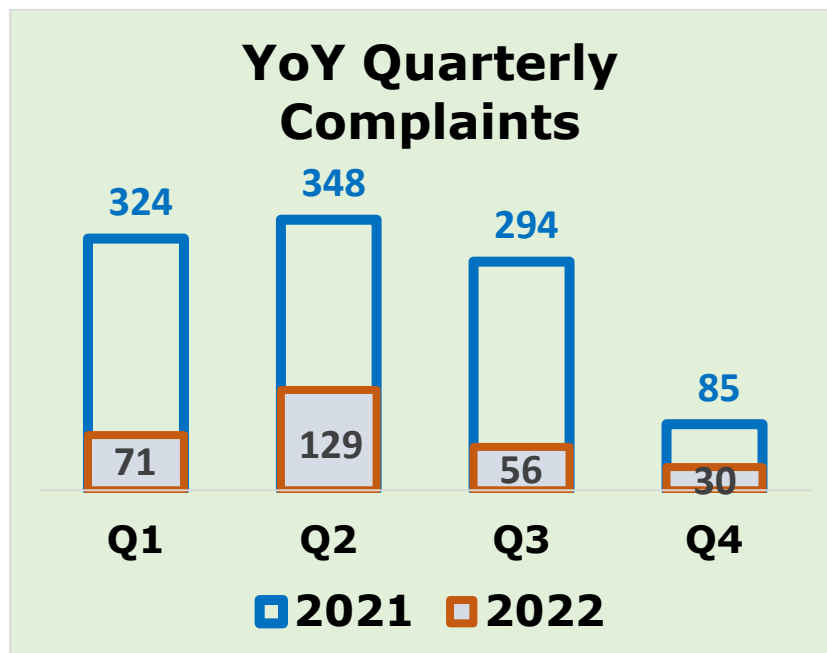


Figure 3

Figure 4 below depicts citywide STVR complaints on a quarterly basis for each area for 2022:

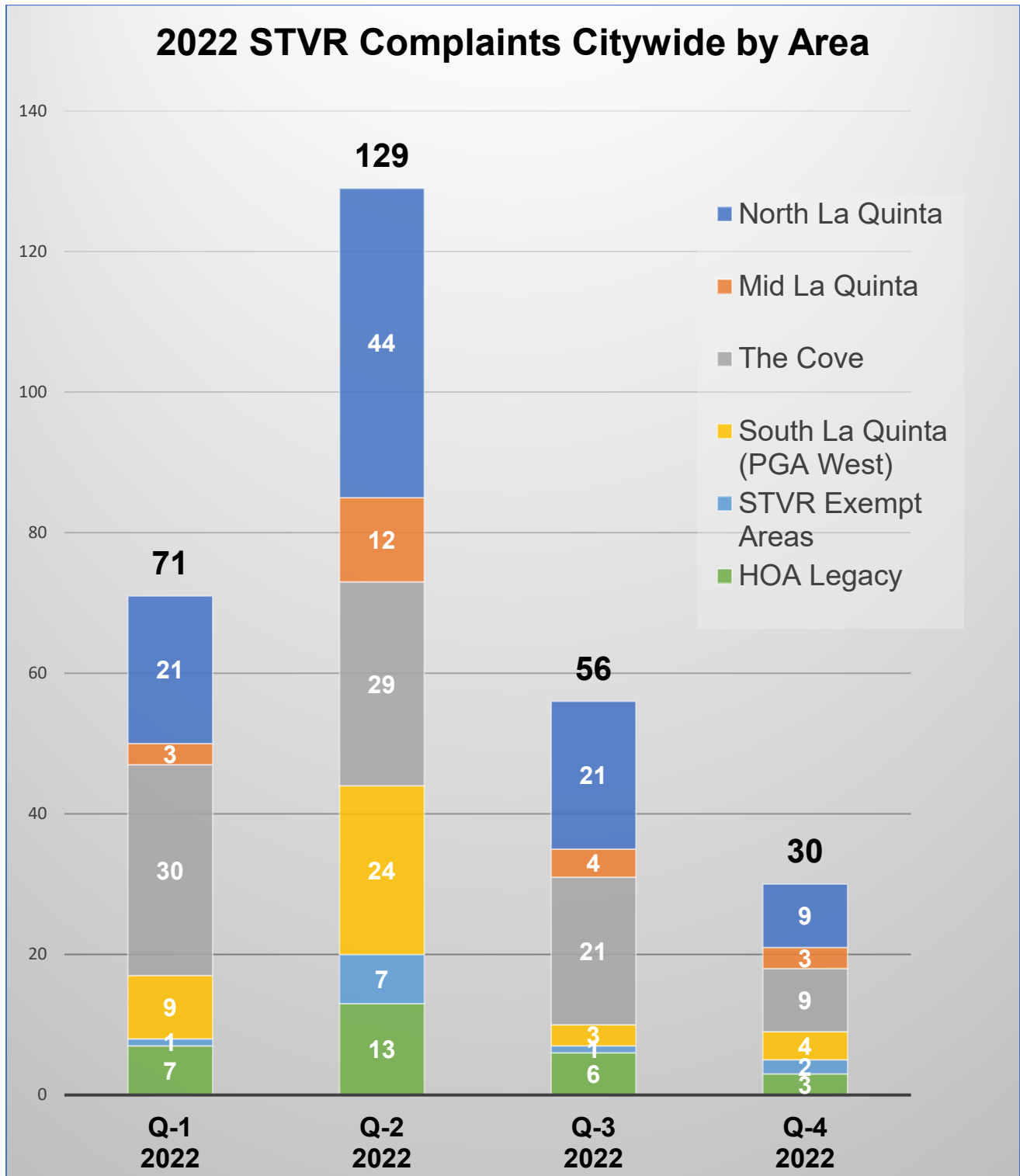


Figure 4

## Enforcement

On January 15, 2021, the City implemented several code changes to enhance the STVR program's compliance tools and increased fines. Subsequently, overall compliance has increased while disturbance complaints have decreased.

Figure 5 below depicts a quarterly comparison of citywide STVR citations for 2021 and 2022, showing **citations declined by 70% in 2022**.

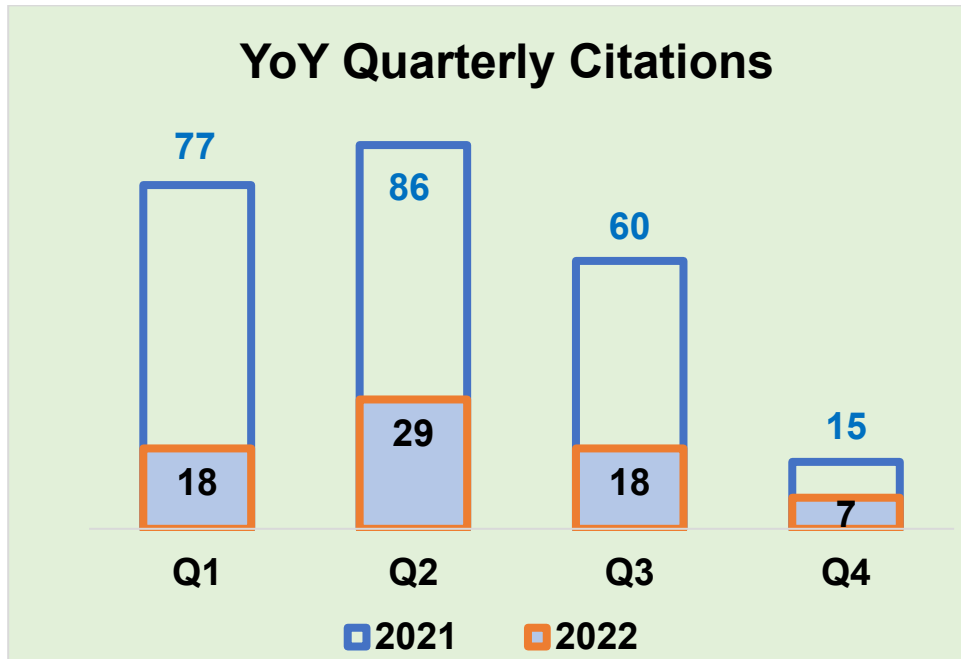


Figure 5

Figure 6 below depicts quarterly STVR-related citations for 2022. Of note almost **70% or 50** out of the 72 total citations in 2022 were issued to *unpermitted* STVR properties:

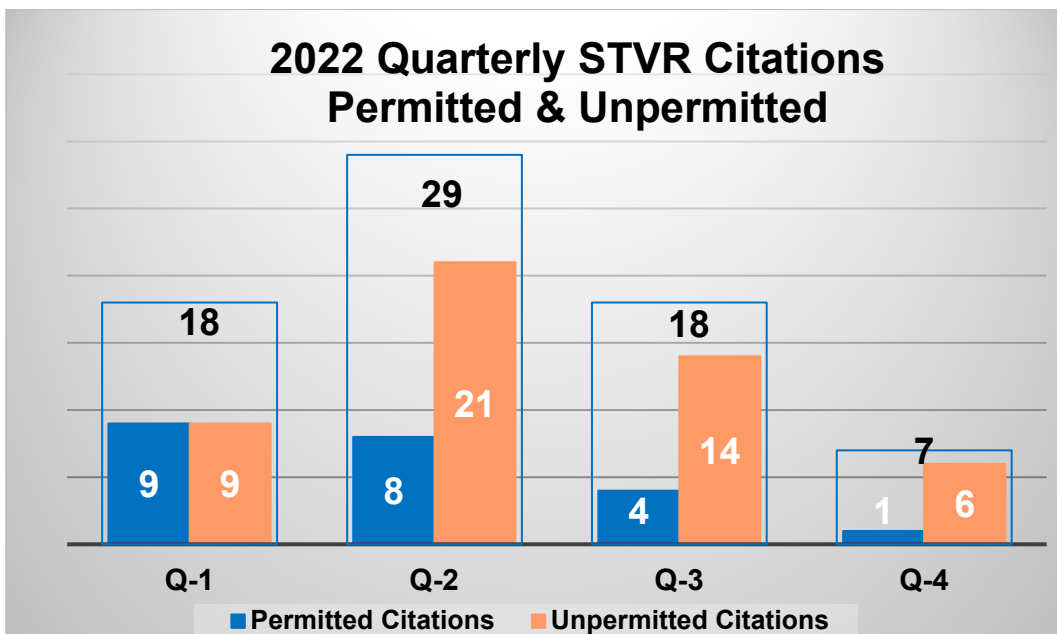


Figure 6

STVR compliance activities are separated into one of two categories:

**Disturbance** – the majority of disturbance compliance activities are due to noise, generally caused by large events or gatherings, children running/screaming/laughing, popping balloons, construction, slamming doors, etc. Other complaints include excessive parking, bright lights, trash, unsecured pool access, unmaintained yard, etc.

**Administrative** – the overwhelming majority of administrative compliance matters are related to operating/advertising without a STVR permit or business license, or failure to display STVR permit on listings. Others include incorrect or missing occupancy limit advertised on listings; failure to report/remit transient occupancy tax, etc.

- **75% or 54 out of the 72 total citations in 2022 were issued for administrative matters**, as depicted in Figure 7 below (primarily for operating/advertising without a STVR permit or business license, or failure to display STVR permit on listings).

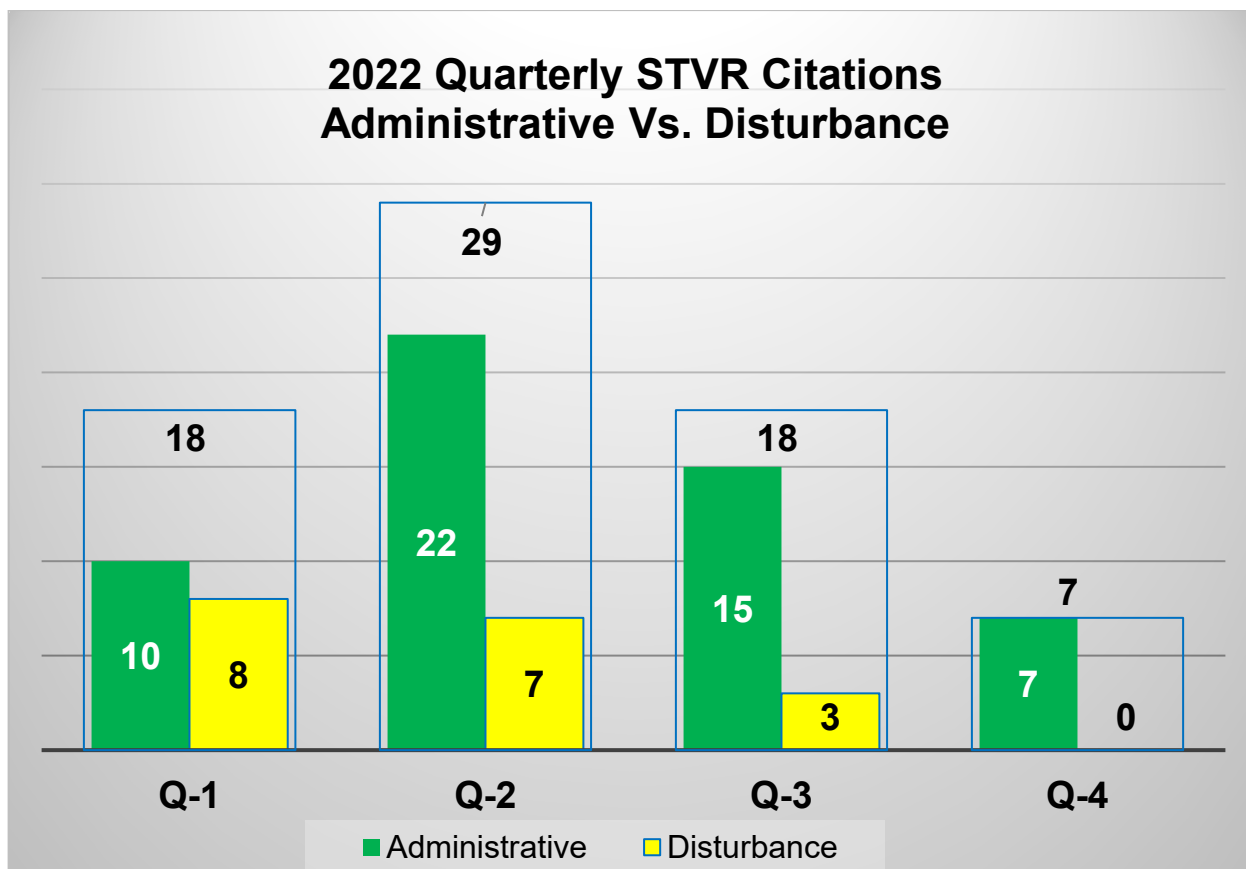


Figure 7

Taxes, Fees, and STVR Program Costs

Table 3 provides an overview of annual STVR program revenues for calendar years 2019, 2020, 2021, and 2022. Of note:

- Permit/licensing fees and fine collections covered STVR program operational costs in 2021 and in 2022.
- Citation fine collections spiked in 2020 and 2021 in correlation with enhanced enforcement tools; however, as expected substantially decreased in 2022 as overall compliance increased.
- In 2021, Permit Ban areas generated approximately 80% of the total STVR TOT revenues, and Exempt Areas generated the remaining 20%.
- In 2022, Permit Ban areas generated approximately 71% of the total STVR TOT revenues, and Exempt Areas generated the remaining 29%.

| <b>STVR Revenue Summary: 2019 - 2022 (per Calendar Year)</b> |                        |                        |                        |                        |
|--|------------------------|------------------------|------------------------|------------------------|
| <b>Revenue Type</b>  | <b>2019</b>            | <b>2020</b>            | <b>2021</b>            | <b>2022</b>            |
| <b>Transient Occupancy Tax Revenue (TOT)</b>                 | <b>\$ 3,793,699</b>    | <b>\$ 4,513,085</b>    | <b>\$ 5,921,344</b>    | <b>\$ 6,586,848</b>    |
| <b>*Citation Fine Collections:</b>                           | <b>\$ 63,450</b>       | <b>\$ 327,112</b>      | <b>\$ 447,950</b>      | <b>\$ 180,750</b>      |
| STVR Permit Fee  | \$ 200,542             | \$ 307,781             | \$ 758,780             | \$ 943,150             |
| STVR Permit Inspection Fee                                   | \$ 25,025              | \$ 9,425               | \$ 1,950               | \$ 1,300               |
| STVR Permit Business License Fee <i>(estimated)</i>          | \$ 52,000              | \$ 55,000              | \$ 50,000              | \$ 47,000              |
| <b>Total STVR Permits/Licensing Fees :</b>                   | <b>\$ 277,567</b>      | <b>\$ 372,206</b>      | <b>\$ 810,730</b>      | <b>\$ 991,450</b>      |
| <b>Total Annual STVR Revenues:</b>                           | <b>\$ 4,134,716.43</b> | <b>\$ 5,212,402.40</b> | <b>\$ 7,180,023.53</b> | <b>\$ 7,759,047.91</b> |

Table 3 \* Citation Fine Collections revenue list collections current as of February 9, 2023

Prepared by: Lori Loret, Permit Technician  
 Monika Radeva, City Clerk

Approved by: Jon McMillen, City Manager

Attachment: 1. STVR Banned and Exempt Areas Map

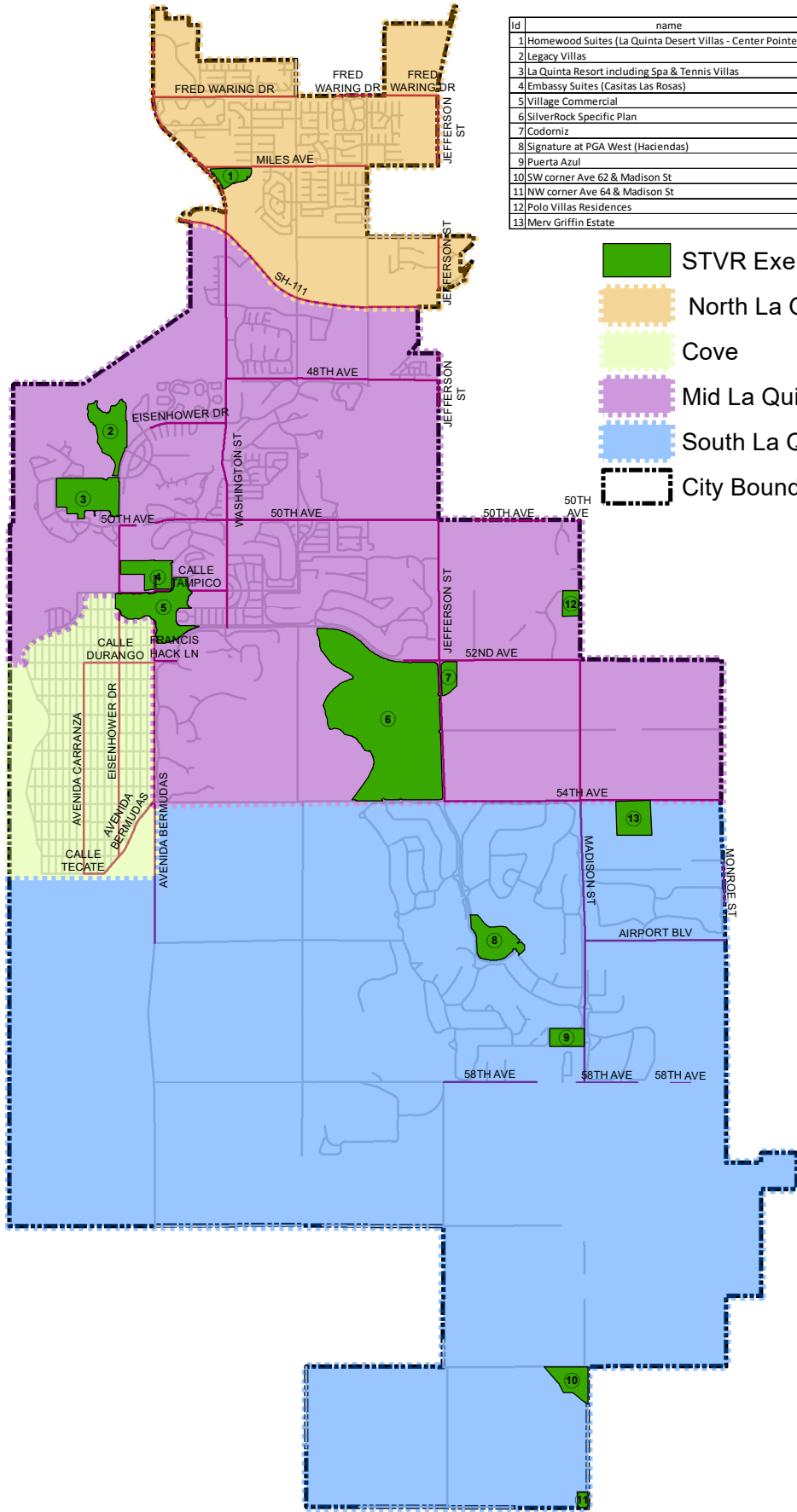




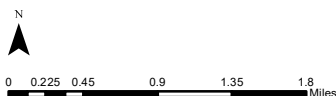
La Quinta  
CALIFORNIA

# STVR Exempt

| Id | name  | zoning   |
|----|---|--|
| 1  | Homewood Suites (La Quinta Desert Villas - Center Pointe) | Tourist Commercial (TC) District                           |
| 2  | Legacy Villas   | Tourist Commercial (TC) District & Development Agreement   |
| 3  | La Quinta Resort including Spa & Tennis Villas            | Tourist Commercial (TC) District & Adjacent to TC District |
| 4  | Embassy Suites (Casitas Las Rosas)                        | Village Commercial District                                |
| 5  | Village Commercial  | Village Commercial District                                |
| 6  | SilverRock Specific Plan                                  | Tourist Commercial (TC) District - Undeveloped             |
| 7  | Codomiz   | Entitlement Approval                                       |
| 8  | Signature at PGA West (Haciendas)                         | Tourist Commercial (TC) District                           |
| 9  | Puerta Azul   | Entitlement Approval                                       |
| 10 | SW corner Ave 62 & Madison St                             | Tourist Commercial (TC) District - Undeveloped             |
| 11 | NW corner Ave 64 & Madison St                             | Tourist Commercial (TC) District - Undeveloped             |
| 12 | Polo Villas Residences                                    | Development Agreement                                      |
| 13 | Merv Griffin Estate                                       | Entitlement Approval                                       |



- STVR Exempt Zone
- North La Quinta
- Cove
- Mid La Quinta
- South La Quinta
- City Boundary



[Click Here to Return to Agenda](#)



**FINANCIAL ADVISORY COMMISSION  
SPECIAL MEETING  
MINUTES  
WEDNESDAY, DECEMBER 14, 2022**

**CALL TO ORDER**

A special meeting of the La Quinta Financial Advisory Commission (Commission) was called to order at 10:00 a.m. by Chair Mills.

PRESENT: Commissioners Anderson, Batavick, Dorsey, Mast, Way and Chair Mills

ABSENT: Commissioner Luettjohann

STAFF PRESENT: Finance Director Martinez, Financial Services Analyst Hallick, Account Technician Batuta, and Management Assistant Delgado

**PLEDGE OF ALLEGIANCE**

Commissioner Way led the audience in the Pledge of Allegiance.

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

**CONFIRMATION OF AGENDA**

Staff requested that Study Session Item No. 1 “Discuss Reserve Analysis Review and Draft Report” be moved up and considered before the Business Session items.

The Commission concurred.

**ANNOUNCEMENTS, PRESENTATIONS, AND WRITTEN COMMUNICATIONS** – None

**CONSENT CALENDAR ITEMS**

1. **APPROVE MEETING MINUTES DATED NOVEMBER 9, 2022**
2. **RECEIVE AND FILE REVENUE AND EXPENDITURE REPORT DATED JUNE 30, 2022**
3. **RECEIVE AND FILE REVENUE AND EXPENDITURE REPORT DATED SEPTEMBER 30, 2022**
4. **RECEIVE AND FILE FIRST QUARTER FISCAL YEAR 2022/23 TREASURY REPORTS FOR JULY, AUGUST, SEPTEMBER 2022**

CONSENT CALENDAR ITEM NO. 2 and 3 – discussion

The Commission inquired about the following expenditure listed under the top five non-general fund expenditures for the Revenue and Expenditure Reports dated June 30, 2022, and September 30, 2022:

- Visit Greater Palm Springs – Financial Services Analyst Hallick explained that the City has a joint powers agreement with Visit Greater Palm Springs and a portion of the City’s transient occupancy tax based on a percentage is expended to them for marketing tourism purposes.

CONSENT CALENDAR ITEM NO .4 – discussion

The Commission inquired about the investments listed on Attachment 1 with 0% earnings. Financial Services Analyst Hallick explained that these are either investments that have overall return rates (gain/loss) but not interest rates, or treasury discount notes.

Motion – A motion was made and seconded by Commissioners Batavick/Dorsey to approve the Consent Calendar as submitted. Motion passed: yes – 6, noes – 0, abstain – 0, absent – 1 (Luettjohann).

**STUDY SESSION** >>> *taken out of Agenda order*

**1. DISCUSS RESERVE ANALYSIS REVIEW AND DRAFT REPORT (REPORT)**

Financial Services Analyst Hallick presented the staff report, which is on file in the Finance Department.

The Commission and staff discussed the City’s natural disaster insurance coverage and related annual premiums; cash flow budget revenues reserves and unassigned fund balance; the subcommittee’s recommendations for the City to make additional payments towards the City’s unfunded pension liability with California Public Employees Retirement System Agency (CalPERS); fluctuations of CalPERS annualized returns over the years; and the City’s timeframe for routine review of the Reserves Policy. Financial Services Analyst Hallick explained the difference between levels of pension unfunded liability and the timeline for taking the unfunded liability payment subcommittee recommendations to Council for consideration and direction as a study session item.

Discussion followed on the Commission's recommendations for changes to the Report.

**BUSINESS SESSION**>>> *taken out of Agenda order*

**1. RECEIVE AND FILE THE ANNUAL MEASURE G SALES TAX OVERSIGHT COMPLIANCE REPORT (REPORT) FOR FISCAL YEAR 2021/22**

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

Finance Director Martinez thanked the subcommittee, which consisted of Commissioners Batavick and Luettjohann, for their time, recommendations, and thorough review of the Report.

The subcommittee provided an overview of the Report review process and thanked all the residents for their continuing support and investment in the community.

The Commission and staff discussed the use of Measure G unassigned reserves to prefund the Dune Palms Bridge project to avoid delay of construction that was approved by Council on February 15, 2022. Staff mentioned the Highway Bridge Program being oversubscribed and by prefunding this project, the City will move up on the priority list to be reimbursed by Caltrans. As the project is completed by phase, the City will request reimbursement of funds expended.

Motion – A motion was made and seconded by Commissioners Way/Mast to receive and file the annual Measure G Sales Tax Oversight Compliance Report for fiscal year 2021/22. Motion passed: yes – 6, noes – 0, abstain – 0, absent – 1 (Luettjohann).

**2. APPOINT TWO FINANCIAL ADVISORY COMMISSIONERS TO SERVE ON THE FISCAL YEAR 2023/24 GENERAL FUND OPERATING BUDGET SUBCOMMITTEE**

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

Commissioners Mast and Way expressed their interest to serve on the fiscal year 2023/24 general fund operating budget subcommittee.

Motion – A motion was made and seconded by Commissioners Dorsey/Batavick to appoint Commissioners Mast and Way to serve on the fiscal year 2023/24 general fund operating budget subcommittee. Motion passed: yes – 6, noes – 0, abstain – 0, absent – 1 (Luettjohann).

**3. APPOINT TWO FINANCIAL ADVISORY COMMISSIONERS TO FORM A 10-YEAR FINANCIAL PROJECTIONS TASK FORCE**

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

Commissioners Anderson, Batavick, and Dorsey expressed their interest to serve on the subcommittee to form a 10-year financial projections task force.

Motion – A motion was made and seconded by Commissioners Way/Mast to appoint Commissioners Anderson, Batavick and Dorsey to serve on the subcommittee to form a 10-year financial projections task force. Motion passed: yes – 6, noes – 0, abstain – 0, absent – 1 (Luettjohann).

## **DEPARTMENTAL REPORTS**

All reports are on file in the Finance Department.

### **1. FINANCE DEPARTMENT CURRENT AND FUTURE INITIATIVES**

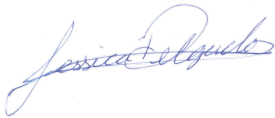
#### **COMMISSIONERS' ITEMS**

The Commission discussed changing the Commission regular meeting time from 4:00 p.m. to an earlier time.

#### **ADJOURNMENT**

There being no further business, it was moved and seconded by Commissioners Dorsey/Anderson to adjourn this meeting at 11:30 a.m. Motion passed: yes – 6, noes – 0, abstain – 0, absent – 1 (Luetjohann).

Respectfully submitted,



Jessica Delgado, Management Assistant  
City of La Quinta, California