



# City of Desert Hot Springs

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## City Manager Memo

June 17, 2011

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### Administrative Services Department

#### Finance

- Assessed a hotel \$18,000 in unpaid TOT, as a result of an audit this week.
- Held a TOT hearing regarding a \$40,000 assessment.
- Updating the FY2010-11 and FY2011-12 Biennial Operating Budget for the 07/05/11 City Council Meeting.

### City Manager's Office

#### City Manager

- **Community Health & Wellness Center** – Preparing for the groundbreaking ceremony, on Friday, 06/24/11 at 12:30 p.m.
- **Festival Advisory Committee** - Conducting background checks on Committee members and scheduling first meeting.

### Economic Development Department

#### Engineering

- **Rancho Buena Vista TM 32360** – Met on-site with ROEL Consulting Services and completed a final punch-list for all street improvement items that need to be completed per bond.
- **8<sup>th</sup> St. Drainage** - Proposal received and being evaluated to perform preliminary analysis and develop alternatives for resolving local flooding problems.
- **Tuscan Hills, Tract 30400** - Awaiting information on new owner and reports prepared by the design engineer. Demand letter to owner/bonding company to restore flood and erosion control devices damaged during last winter's storms will be sent once information is received.
- **Sonora Drive/ Palm Drive** - Appraisals were submitted. Easement documents were prepared and submitted to the attorney. These easements will provide the necessary right-of-way to construct the Sonora Drive improvements to serve Painted Hills Middle School.
- **Brisas de Paz**- Revised Southern California Edison (SCE) easement along north line of Public Works Yard to install electrical service to the apartment site was submitted and approved. SCE considering wording that would release any prior rights provisions in the event their service needs to be relocated in the future.
- **Citywide Speed Survey** - Four proposals were received and are being evaluated
- **Total Road Improvement Program (TRIP)** - Attended a webinar on possible funding mechanism. Will discuss with City Manager for validity.
- **Safe Routes to School** – Working with the City's consultant to prepare a grant application for the current cycle.

## **Redevelopment**

### **Capital Projects**

- **Community Health & Wellness Center** - Recommendation to award contract for general contractor services on Council on 06/21/11 agenda.
- **Palm Dr./Acoma Ave. Median Landscape** – Work scheduled to begin on 06/21/11.

### **Housing Programs**

- **Neighborhood Stabilization Program (NSP)** - 66193 Lantana Avenue closed escrow on 06/17/11.

## **Police Department**

### **Administration**

- Submitted a FY11 California Emergency Management Agency Emergency Operations Center grant application in the amount of \$124,000.00 for the Skyborne emergency operations center equipment and radio needs.
- Participated in the following meetings/events:
  - 1) Riverside County Board of Supervisors
  - 2) Police Activities League
  - 3) League of California Cities Public Safety Policy Committee
  - 4) Desert Investigators Association
  - 5) Disaster Net Radio check

### **Patrol**

- Handled 780 incidents (calls for service/officer generated activities), including 19 misdemeanor arrests, 14 felony arrests, 48 traffic stops with 35 citations, 166 patrol checks (includes City parks and businesses) and 99 reports.

### **Code Enforcement**

- Worked with Adult Protective Services to relocate an elderly woman due to a severe leak in her home.