



# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*

## AGENDA OF THE SUPPLEMENTAL TAX OVERSIGHT COMMITTEE

Wednesday, July 12, 2017, 6:30 p.m.

MEETING LOCATION: PASO ROBLES LIBRARY CONFERENCE ROOM  
1000 SPRING STREET, PASO ROBLES

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### CALL TO ORDER

**ROLL CALL** Chairman Stephen King, Vice-Chair Sasha Irving, Kathy Barnett, John Arnold, Nick Gilman, Jake Hudson, and Bill Pluma

### PUBLIC COMMENTS

### CONSENT

Items on the Consent Agenda are considered routine, and, therefore do not require separate discussion. However, if discussion is necessary, or if a member of the public wishes to comment on any item, the item may be removed from the Consent Agenda and considered separately. Questions of clarification may be made by the Advisory members without removal from the Agenda.

1. **Approve Minutes of the April 12<sup>th</sup> Meeting**

Roll Call Vote – voice vote (all in favor, all opposed)

### DISCUSSION ITEMS

2. **Street Maintenance Status Report**

Ditas Esperanza, Capital Projects Engineer

- For the Committee to receive and file the Street Maintenance Status Report

3. **Supplemental Sales Tax Revenue and Expenditure Report**

Dick McKinley, Public Works Director

- For the Committee to receive and file the Financial Report

(Please note: These updates are through June 30, 2017, and these amounts are subject to change as FY 2016-17 closes out AP through the end of July. Revenue accruals for May and June Supplemental Sales Tax will also cause these numbers to change. The FY 2017-18 1<sup>st</sup> Quarter will reflect the updated amounts for FY 2016-17.)

### COMMUNICATIONS/REPORTS

### UNSCHEDULED MATTERS

### ADJOURN

- Supplemental Tax Oversight Committee Meeting – Wednesday, October 11, 2017 at 6:30 PM in the Paso Robles Library/City Hall Conference Room, 1000 Spring Street, Paso Robles.

Any writing or document pertaining to an open session item on this agenda which is distributed to a majority of the City Council after the posting of this agenda will be available for public inspection at the time the subject writing or document is distributed. The writing or document will be available for public review in the City Clerk's Office, 1000 Spring Street, Paso Robles, CA, during normal business hours, and may be posted on the City's web site at [www.prcity.com](http://www.prcity.com).

All persons desiring to speak on an agenda item are asked to fill out Speaker Information Cards and place them at the Staff Table prior to public discussion of that item. Each individual speaker will be limited to a presentation total of three (3) minutes per item.

AMERICANS WITH DISABILITIES ACT Any individual, who because of a disability needs special assistance to attend or participate in this meeting, may request assistance by contacting the City Clerk's Office (805) 237-3960. Whenever possible, requests should be made four (4) working days in advance of the meeting.



# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*

**SUPPLEMENTAL TAX OVERSIGHT COMMITTEE MINUTES**  
**Wednesday, April 12, 2017 - 6:30 PM**  
**MEETING LOCATION: PASO ROBLES LIBRARY/CITY HALL**  
**CONFERENCE CENTER**  
**CITY HALL, 1000 SPRING STREET**

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**CALL TO ORDER – 6:32 PM**

**ROLL CALL** Chairman Stephen King, Vice-Chair Sasha Irving, Katherine Barnett, Bill Pluma, John Arnold, Sandra Sage, Thomas Tringham

**Absent:** John Arnold, Sandra Sage

**PUBLIC COMMENTS:** None

**BUSINESS ITEMS**

**1. Minutes of the April 5<sup>th</sup> Meeting**

Motion made by Kathy Barnett seconded by Bill Pluma to approve the April 5<sup>th</sup> meeting minutes, passed 4-0 with two abstentions.

**2. Street Maintenance Status Report**

D. McKinley, Public Works Director

Ditas Esperanza, Capital Projects Engineer, presented the Street Maintenance Status Report to the Committee, and answered questions about the traffic report on the Sherwood – Creston to Linne Project. Jake Hudson requested the warrant's analysis for the traffic report on Sherwood. John Falkenstien emailed the documents to Jake on Thursday, April 13, 2017. Lastly, Kathy Barnett requested if the funding source could be added for each projects listed on the Street Maintenance Progress Report.

The Committee received and filed the Street Maintenance Status Report. Motion made by Nick Gilman seconded by Bill Pluma, motion passed 6-0.

**3. Supplemental Sales Tax Revenue and Expenditure Report**

D. Purcell, Interim Administrative Services Director

Dick McKinley, Public Works Director, presented the report to the Committee. Kathy Barnett inquired about what funding source was used for the Pavement Condition rating report. Dick McKinley advised that Supplemental Sales Tax was used. Dick McKinley advised that he will get back to the committee as to the February and March discrepancies in the financial report. An email explaining these dollar amounts was sent to the committee members on Thursday, April 13, 2017.

The Committee received and filed the Supplemental Sales Tax Revenue and Expenditure Report. Motion by Chairman Stephen King seconded by Bill Pluma, motion passed 6-0.

**4. Report on 21<sup>st</sup> Street Storm Water Operations**

Dick McKinley, Public Works Director

Dick McKinley, Public Works Director, explained the necessity of storm water treatment as a phase 2 municipality, in meeting the requirements of the City's storm water permit. He

advised that 21<sup>st</sup> Street works as designed, and does what it was designed to do for the treatment of storm water with the exception of the debris that comes into the system from the western hills that are outside the City limits.

**5. Advise the committee members regarding Thomas Tringham's resignation and the application process to appoint a new member.**

Dick McKinley, Public Works Director

Dick McKinley, Public Works Director, advised the committee members that Thomas Tringham has submitted his resignation and will no longer be on the committee, and that the City has advertised to the public for this open seat. Applications were accepted until 3/31/2017, and the City expects to hold interviews in early May. Also, the TPRA member seat currently held by Sandra Sage will also need to be changed or removed.

**6. Printing agenda from the City's website**

Vikki Kuntz, Public Works Administration

Vikki Kuntz, Public Works Administration, advised that the printing issue on the city's website has been corrected. Dick McKinley thanked Kathy Barnett for bringing this to the City's attention.

**COMMUNICATIONS/REPORTS: None**

**UNSCHEDULED MATTERS:**

- Kathy Barnett asked if we could list the for page numbers to be listed on the next agenda.
- Kathy Barnett inquired if the public will have a voice or input for the Pavement Condition Index. Dick McKinley advised that the City is discussing and will give ample opportunity for public input.

**ADJOURNMENT AT 7:27 PM TO:**

- Supplemental Tax Oversight Committee Meeting – Wednesday, July 12, 2017 at 6:30 PM, at the Paso Robles Library/City Hall Conference Room, 1000 Spring Street, Paso Robles.

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*THESE MINUTES ARE NOT OFFICIAL OR A PERMANENT PART OF THE RECORDS UNTIL APPROVED BY THE COMMITTEE AT A FUTURE REGULAR MEETING.*

## MEMORANDUM

**TO:** Supplemental Tax Oversight Committee (STOC)  
**FROM:** Ditas Esperanza, Capital Projects Engineer  
**DATE:** July 12, 2017  
**SUBJECT:** Street Maintenance Progress Report

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### Creston Road Repairs – South River Road to Niblick

The Multi-Day Community Workshop was held May 8 - 12, 2017. On the last day of the workshop the design team presented (3) design alternatives that could be considered, along with some design features. Those in attendance voted on their preferred alternatives and features that they would like to see along Creston Road (green dots), and those features that they would prefer not be included (red dots).

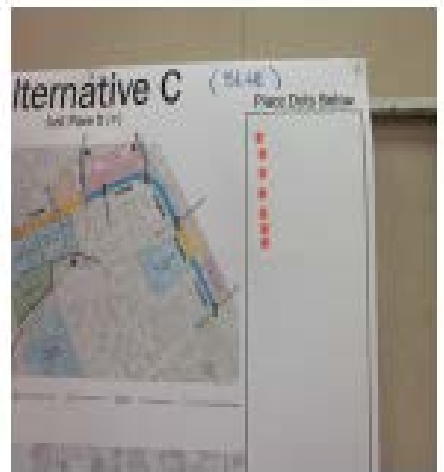
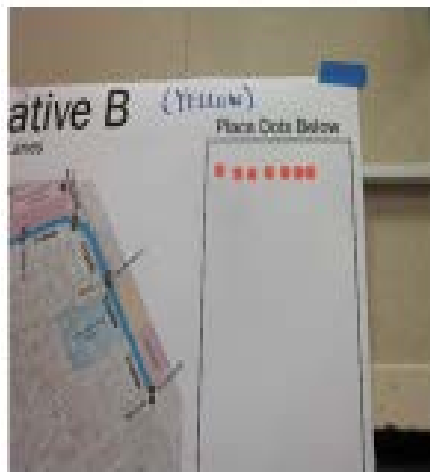
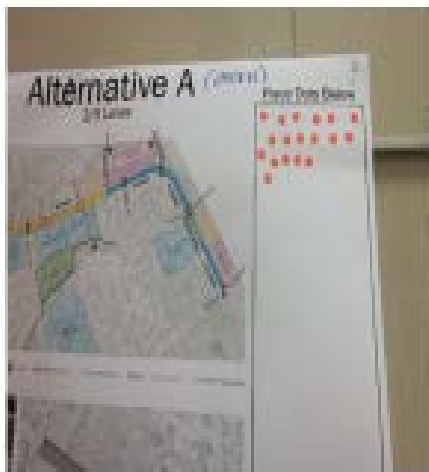
In a few months, the City's design team will return to Paso Robles to present a more refined design alternative for additional comments and input. The goal is to have a final design alternative approved by the City Council, in early 2018.

City of Paso Robles – DPW 12-12H-1  
CRESTON ROAD WORKSHOP  
FINAL ALTERNATIVE PRESENTATION  
MAY 11, 2017



Approximately 45-50 were in attendance, at the May 11<sup>th</sup> Meeting. (5/11/2017)

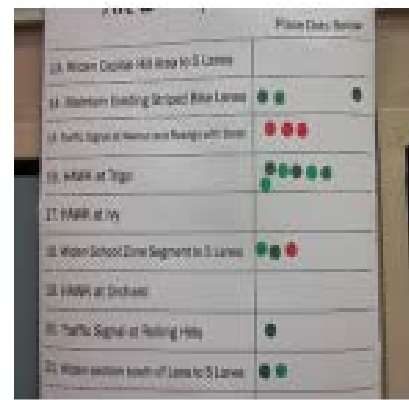
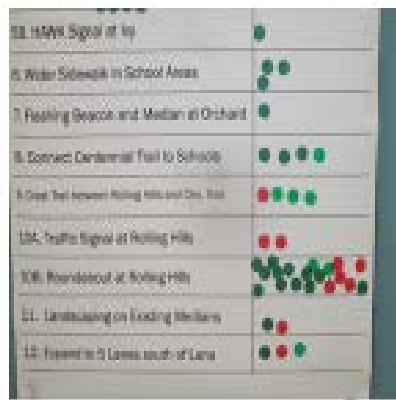
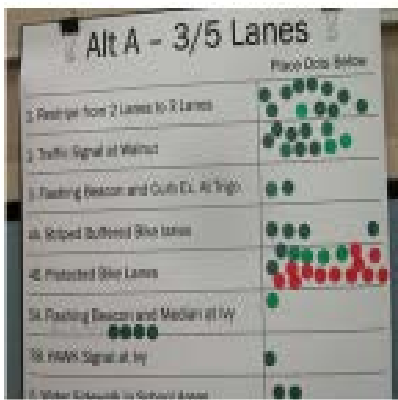
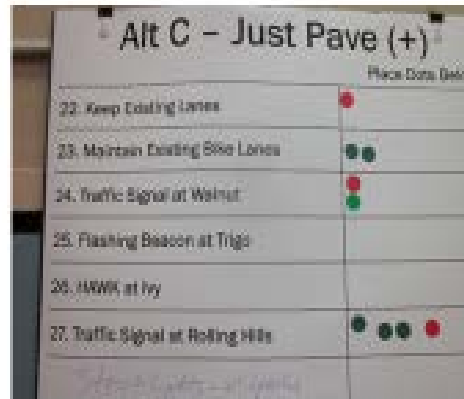
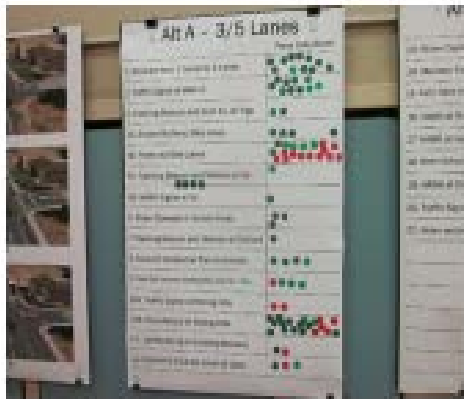
City of Paso Robles – DPW 12-12H-1  
CRESTON ROAD WORKSHOP  
FINAL ALTERNATIVE PRESENTATION  
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Those in attendance were able to vote for the Alternatives presented:

- Alternative A: 3/4 Lanes
- Alternative B: 5 Lanes
- Alternative C: Just give it – plus

City of Paso Robles – DPW 12-12H-1  
 CRESTON ROAD WORKSHOP  
 FINAL ALTERNATIVE PRESENTATION  
 MAY 11, 2017



Within each Alternative, those in attendance were also given the opportunity to vote on the design features they would like to see implemented (green dots), or improvements they prefer NOT to be implemented (red dots).

**FY 2016/2017 Hot Spot Repairs**

Perform hot spot repairs, at various locations. Work combined with Creston Road Hot Spot Repairs contract. Locations are at the following:

- Niblick by Paso Robles High School
- 24<sup>th</sup> Street westbound at Park
- 24<sup>th</sup> Street westbound at Vine
- 13<sup>th</sup> Street eastbound at Pine
- Rambouillet southbound at 1803 Rambouillet
- Near 1828 Saint Andrews Circle
- Prospect Avenue northbound Union to Mesa
- Tower Road Airport to Jardine

*(Note: these locations are at the request of Public Works Street Maintenance Staff.)*

*Project was awarded and work to begin July 10<sup>th</sup>.*

### **Update of PCI Index of Streets**

Field work is 100% complete. City Staff will be presenting at a Council workshop, July 13<sup>th</sup> at 6:30 PM. STOC members are encouraged to attend.

### **Spring Street – 10<sup>th</sup> to 16<sup>th</sup>**

Work is completed.

### **Spring Street – 24<sup>th</sup> to 36<sup>th</sup>**

At the meeting on September 20<sup>th</sup>, the City Council authorized awarding a contract to upgrade water mains from 24<sup>th</sup> to 36<sup>th</sup>, to meet fire flow deficiencies. This construction will be part of the road repairs. There are also some old sewer mains and manholes that will need to be repaired as part of the project. The project is in design. Staff is also reviewing the corridor for pedestrian enhancements and accessibility. Potentially scheduled for Summer 2018.

### **Sherwood – Creston to Linne**

Working on developing final design of road repairs and reconfiguration, to be ready for construction in 2018. The concept plans have been routed to Quail Run residents, and adjacent businesses. Staff prepared a design concept that included these comments, and presented to the City Council. They wanted more time to review the concept and gave direction to staff for further refinement of the design. Scheduled for Council consideration on July 18<sup>th</sup>.

### **13<sup>th</sup> Street Pedestrian Corridor Enhancements (Park to Pine)**

City has been awarded a grant, which will be used to evaluate this corridor. There is also a CDBG Grant, in the amount of \$126,000 to upgrade curb ramps at Pine and Park. The CDBG Grant is for design and construction of these ramps, and will be available in 2018. Design phase of the contract was awarded by the City Council to Wallace Group, at their December 20, 2016 meeting. Preliminary design will be presented to the City Council, in August for their review and approval.

### **Annual Pavement Striping and Markings**

Bids were opened on March 23, 2017, for refreshing of the pavement markings and striping. Locations came from the Public Works Street Maintenance Staff as follows:

- Creston Road – Beechwood Drive to Meadowlark Road
- Golden Hill Road – Creston Road to Union Road
- Tower Road – Airport Road to Jardine Road
- Fontana Road – Sherwood Road to Linne Road
- Linne Road – Fontana Road to Airport Road
- Downtown Area STOP marking and white limit lines
- Georgia Brown angled parking stripes

Work is in progress.

### **Vine St. – 32<sup>nd</sup> to Caballo**

Dirt road behind Georgia Brown School will be paved summer 2018, using Supplemental Sales Tax. The project is currently in design. A portion of the water main will need to be removed and lowered because it is too shallow. In addition, PD has requested that street lights be installed as part of the road work.

## City of Paso Robles Supplemental Sales Tax Revenue & Expense

	TOTAL REVENUE	TOTAL EXPENSES	ACCT BALANCE
<b><u>FY 2012-13</u></b>	578,836	(140,163)	438,673
<b><u>FY 2013-14</u></b>	4,745,212	(1,674,486)	3,509,398
<b><u>FY 2014-15</u></b>	4,642,540	(3,208,501)	4,943,438
<b><u>FY 2015-16</u></b>	5,967,018	(5,235,131)	5,675,325
JULY	455,973	(120)	5,399,291
AUGUST	344,991	(65,085)	5,679,197
SEPTEMBER	426,855	(91,999)	6,014,053
OCTOBER	414,525	(485,809)	5,942,770
NOVEMBER	316,300	(351,960)	5,907,110
DECEMBER	484,208	(528,542)	5,862,775
JANUARY	374,942	(628,317)	5,609,401
FEBRUARY	284,700	(389,379)	5,504,721
MARCH	792,307	(868,534)	5,428,495
APRIL	388,639	(434,676)	5,382,458
MAY	320,910	(773,311)	4,930,057
JUNE	1,362,666	(617,398)	5,675,325
<b><u>FY 2016-17</u></b>			
JULY	415,083	(5,413)	6,084,995
AUGUST	320,060	(47,920)	6,357,134
SEPTEMBER	426,600	(349,215)	6,434,519
OCTOBER	484,810	(1,714,124)	5,205,206
NOVEMBER	318,500	(637,700)	4,886,006
DECEMBER	424,700	(208,561)	5,102,145
JANUARY	410,223	(207,104)	5,305,265
FEBRUARY	281,087	(35,448)	5,550,903
MARCH	375,047	(17,450)	5,908,500
APRIL	445,955	(386,176)	5,968,279
MAY	0	(284,263)	5,684,016
JUNE	13,290	(407,316)	5,289,990
TOTAL REVENUE TO DATE	19,848,960		
TOTAL EXPENSES TO DATE		(14,558,970)	
Encumbrances to Date			(4,065,153)
Acct Balance after Encumbrances			1,224,837



## City of Paso Robles Road Project Summary

City of Paso Robles Road Project Summary					
<u>Project Name</u>		<u>Budget</u>	<u>Actual Cost</u>	<u>Variance</u> <u>Savings/(Overage)</u>	<u>Notes</u>
C0046	Rolling Hills, Airport Rd, Country Club, South River Road	\$1,262,604	\$1,715,251	-\$452,647	
C0045	Spring Street - 16th/24th	\$1,699,309	\$1,222,339	\$476,970	Remaining balance will be "carried over" for the remaining Spring Street work- 1st-10th, 10th-16th, 24th-36th
C0054	Union Rd - Kleck/Montebello - Supp. Sales Tax contribution	\$285,000	\$285,000	\$0	
	21st - Spring to Vine - Supp. Sales Tax contribution	\$454,315	\$454,315	\$0	
C0050	Jackson, Walnut, Shannon Hill	\$891,640	\$826,723	\$64,917	
C0055	Scott Street	\$2,551,226	\$1,719,236	\$831,990	Remaining balance will be returned to Supplemental Sales Tax/General Fund for future street projects
C0057	Union- Golden Hill to HWY 46	\$1,517,540	\$999,148	\$518,393	Remaining balance will be returned to Supplemental Sales Tax/General Fund for future street projects
<b>Total</b>					
		<b>\$8,661,634</b>	<b>\$7,222,011</b>	<b>\$1,439,623</b>	