



# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*

## CANCELLATION NOTICE

FOR THE REGULAR MEETING OF THE

SUPPLEMENTAL TAX OVERSIGHT COMMITTEE

Wednesday, April 11, 2018, 6:30 p.m.

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

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**The above referenced meeting is hereby CANCELED.**

### ADJOURN

Supplemental Tax Oversight Committee Meeting – October 10, 2018 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"*

## AGENDA OF THE SUPPLEMENTAL TAX OVERSIGHT COMMITTEE

Wednesday, April 11, 2018, 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, Nick Gilman, Jake Hudson, Bill Pluma, Matt McClish

### GENERAL PUBLIC COMMENTS

This is the time the public may address the Committee on items within the Committee's purview but not scheduled on the agenda. **Please turn in a speaker card, speak directly into the microphone and begin by stating your name and address. Each person is limited to 3 minutes.** Any person or subject requiring more than three minutes may be scheduled for a future Committee meeting or referred to staff. Those persons wishing to speak on any item scheduled on the agenda will be given an opportunity to do so at the time that item is being considered.

### 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 October 11, 2017 Meeting**  
Roll Call Vote – voice vote (all in favor, all opposed)
2. **Approve Minutes of the STOC Public Workshop held on March 21, 2018**  
Dick McKinley, Public Works Director
  - For the Committee to approve minutes

### DISCUSSION ITEMS

3. **Debrief of the STOC Public Workshop held on March 21, 2018**  
Dick McKinley, Public Works Director
4. **Street Maintenance Status Report**  
Ditas Esperanza, Capital Projects Engineer
  - For the Committee to receive and file the Street Maintenance Status Report
5. **Supplemental Sales Tax Revenue and Expenditure Report**  
Ryan Cornell, Finance Manager Administrative Services
  - For the Committee to receive and file the Financial Report

### COMMUNICATIONS/REPORTS

### UNSCHEDULED MATTERS

## ADJOURN

- Supplemental Tax Oversight Committee Meeting – **(SUBJECT TO BY-LAWS CHANGE IN BI-ANNUAL MEETING DATES)** at 6:30 PM in the Paso Robles Library/City Hall Conference Room, 1000 Spring Street, Paso Robles.

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# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*

**SUPPLEMENTAL TAX OVERSIGHT COMMITTEE MINUTES**  
**Wednesday, October 11, 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 – 6:30 PM**

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

**Absent:** Stephen King, Nick Gilman, Bill Pluma

**PUBLIC COMMENTS:** None

## **BUSINESS ITEMS**

### **1. Minutes of the July 12<sup>th</sup> Meeting**

Motion made by Kathy Barnett seconded by John Arnold to approve the July 12<sup>th</sup> meeting minutes, passed 3-0 with one abstention.

### **2. Street Maintenance Status Report**

D. Esperanza, Capital Projects Engineer

Ditas Esperanza, Capital Projects Engineer, presented the Street Maintenance Status Report to the Committee. Committee requested additional information on the updated Pavement Condition Index (PCI) report. Staff emailed the Executive Summary to the members. Dick McKinley mentioned that the proposed Street Plan will be on the October 17<sup>th</sup> Council meeting.

The Committee received and filed the Street Maintenance Status Report. Motion made by John Arnold seconded by Jake Hudson, motion passed 4-0.

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

Ryan Cornell, Finance Manager Administrative Services

Ryan Cornell, Finance Manager, presented the report to the Committee. Committee requested an updated financial spreadsheet, which was emailed to the members October 13, 2017.

The Committee received and filed the Supplemental Sales Tax Revenue and Expenditure Report. Motion by Kathy Barnett, seconded by John Arnold, motion passed 4-0.

### **4. Discuss updates to the Supplemental Sales Tax Committees By-laws**

Dick McKinley, Public Works Director

Dick McKinley, Public Works Director, reiterated some of the revised bylaws to the committee:

- meeting dates of April and October
- January and July reports only
- Seven (7) members on the committee now; only 4 required for a quorum.

Kathy Barnett objected to the process of the bylaws changing too fast. Jake Hudson agreed.

**COMMUNICATIONS/REPORTS: None**

**UNSCHEDULED MATTERS: None**

**ADJOURNMENT AT 7:12 PM TO:**

- Supplemental Tax Oversight Committee Meeting – Wednesday, April 11, 2018 at 6:30 PM, at the Paso Robles Library/City Hall Conference Room, 1000 Spring Street, Paso Robles.

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# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*

**SUPPLEMENTAL TAX OVERSIGHT COMMITTEE SPECIAL  
WORKSHOP MINUTES  
Wednesday, March 21, 2018 – 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, Nick Gilman, Jake Hudson, Bill Pluma, and Matt McClish

**AD-HOC:** Councilmember Gregory and Councilmember Reed

**ABSENT:** Sasha Irving, Bill Pluma

**GENERAL PUBLIC COMMENTS:** None

## **BUSINESS ITEMS**

### **1. Presentation by City Staff on the Pavement Condition Index Rating**

If a road is constructed in stages, do you rate the entire road as a whole? DM- the road is rated block by block. When are the roads with the worst PCI being considered? DM- roads on the west side along with the Bolen and Caddie Neighborhoods, have been awarded to be repaired. Union Road near Barney Schwartz Park is in horrible condition, when do you plan on fixing? DM- it is on the schedule for FY 2019/2020 for repair. Resident – that is not soon enough, why can't it be moved up on the schedule? SK- it's the committee's role to help advise the Council what the public's concerns are and this will be reviewed and considered.

### **2. Review of the 7 year Street Repair Plan**

KB- why isn't the money that's allocated from the City for street repairs on this budget? DM- normal street staff and repairs aren't shown on this two year budget, only Gas Tax, Grants, Supplemental Tax and SB1 Funding. KB- would like to see some STOC funds set aside for educational purposes, more than a workshop. JH- would like to know how lower gas tax revenue is affecting the City. DM- Paso Robles is a full service City, tourism is relatively new and there are other areas that need funding, not just roads. Councilmember Gregory- City of Paso Robles has a \$29M operating budget for the entire city and \$1M is budgeted for street repairs. NG- in the past, the City only allocated \$75,000 for street repairs.

KB- would like to see the City post the accomplishments of these projects. NG- is the \$500k on the 2-year budget area specific? DM- no, depends on what's needed annually. NG- what is the City's staffing for road maintenance? DM- for 166 centerline miles, City staffs 4 employees for streets.

Chairman King- let's break and allow the audience to view the maps provided by staff.

### **3. Supplemental Tax Committee to Recommend the 2018-2019 and 2019-2020 Budgeted Projects**

NG- any graphics for 13<sup>th</sup> Street from Park to Pine? DM- yes, we will provide (attached to minutes). DE- on behalf of Sasha Irving, would like to see Niblick from Creston to S. River on the 7-year plan. DM- the committee can consider but we are currently advising on the upcoming 2-year budget. KB- why does it cost \$300k to sync the traffic signals? How is that included in roads? Dry Creek- can you elaborate on who uses this road and why we are

considering repairing it before 24<sup>th</sup> Street Bridge? DM- to sync the lights, it's a specialized function and there are a lot of signals along Niblick, and it's a safety issue. JH- agreed with Kathy, cost seems high, why use STOC funds and not USHA funds? DM- Can't recommend that change but it can be considered. DM- Dry Creek is a city street and in terrible condition. City wants to put underground utilities, so it makes sense to repair the road. The businesses and community use the road, and also a possible future parallel road to Highway 46.

Motion to recommend a modified version of the FY 2018-2019 and 2019/2020 budget moving the Union Road along Barney Schwartz Park repairs to FY 2018/2019. Direct staff to review and analyze adding 17<sup>th</sup> Street west of Spring Street and Pine Street from 16<sup>th</sup> to 21<sup>st</sup> for street repairs to the 7-year budget.

Residents unhappy with the condition of Union Road at Barney Schwartz Park, and would like it moved up on the 7-year plan. It's a safety issue, as drivers swerve into oncoming traffic to avoid the potholes. Residents also unhappy with the condition of 17<sup>th</sup> Street, west of Spring Street, and why it is not on the 7-year plan. Resident provided the committee with photos. Also, Pine Street between 16<sup>th</sup> and 21<sup>st</sup> streets is in need of repair. Residents provided the committee with a request and pictures. And lastly, Union and Golden Hill is still awful and resident would like to know why there are two higher cost projects in one fiscal year, and not spread out more through the 7-year plan.

Public would like to see the Powerpoints that were shown at the workshop, and would also like to be made aware of future meetings/workshops. Advised that the City would add all documents to the website and send an email blast for future meetings.

Motion made by Jake Hudson seconded by Kathy Barnett, motion passed 4-1.

**COMMUNICATIONS/REPORTS:** None

**UNSCHEDULED MATTERS:** None

**ADJOURNMENT AT 8:45 PM TO:**

- Supplemental Tax Oversight Committee Meeting – Wednesday, April 11, 2018 at 6:30 PM, at the Paso Robles Library/City Hall Conference Room, 1000 Spring Street, Paso Robles.

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## MEMORANDUM

**TO:** Supplemental Tax Oversight Committee (STOC)

**FROM:** Ditas Esperanza, Capital Projects Engineer

**DATE:** April 11, 2018

**SUBJECT:** Street Maintenance Progress Report

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

City Council adopted the Preliminary Plan on February 6, 2018. In addition, they awarded the preparation of the final design of the project to North Coast Engineering. Finally, they authorized staff to pursue an Active Transportation Program (ATP) Grant, in the amount of \$4 Million with a match of \$4 Million for construction.

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

At the meeting on September 20, 2016, 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. Potentially scheduled for Summer 2019.

### Sherwood – Creston to Fontana

At the April 3, 2018 City Council meeting, the construction contract was awarded to Souza Construction. Work should begin by June 2018, and completed in early 2019. There is a traffic signal pole as part of the contract at Sherwood Road and Commerce Way. These poles have a 6-8 month lead-time for delivery.

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

The City's been awarded a grant, which will be used to evaluate this corridor. There is also a CDBG Grant, in the amount of \$143,000 to upgrade curb ramps at Pine. The CDBG Grant is for design and construction of these ramps, and will be available in 2018. The CDBG funded portion Pine Street and 13<sup>th</sup>, is in the final design and should advertise for bids in June/July. The portion at Park Street and 13<sup>th</sup> will follow.

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

Dirt road behind Georgia Brown School will be paved summer 2018 using Supplemental Sales Tax. Nine bids were received on March 22, 2018. Staff will ask City Council to award the contract to Calportland Construction at their meeting on April 17, 2018.

### West Side Slurry

The City Council authorized staff to advertise for bids for all the West Side Streets that would benefit/extend useful life with a slurry seal treatment. Approximately 23-25 road segments are on the list. Council awarded the contract on November 4, 2017. Work begins in mid-April starting with dig-out repairs. Work in the residential areas will be daytime work. Those streets



within the downtown area and streets with large volumes of traffic will be in the evening hours.

**Light Rehab Maintenance**

The City Council authorized staff to advertise for bids for light rehab maintenance of the following streets:

- Moss Avenue
- Cecil Court
- Gates Court
- Bolen Drive
- Corona Court
- Tucker Avenue
- Trigo Lane (s/o Creston only)
- Caddie
- Golf Place
- Country Club (n/o Niblick only)

Council awarded the contract on November 21, 2017. Work has begun on this project starting with the construction of the cross-gutters and ramps, localized dig-out repairs, and then finally, pavement re-surfacing.

**Annual Slurry Seal**

City Council awarded the contract to perform this work but waiting for warmer weather so that work may begin. Street segments included:

- Cool Valley – Beechwood to Running Stag Way
- Oriole Way – Meadowlark to Ashwood
- Harvest Meadow cul-de-sac
- Dry Well cul-de-sac
- Deer Springs – Meadowlark to Running Stag Way
- Running Stag Way – Sycamore Canyon to Winding Brook
- Sycamore Canyon Road Loop
- Larkfield Place – Sycamore Canyon to cul-de-sac
- Winding Brook Road Loop
- Little Quail Place cul-de-sac
- Riata Court cul-de-sac
- Larable Court cul-de-sac
- Latigo Court cul-de-sac

## 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>	5,633,859	(5,235,131)	5,342,167
<b><u>FY 2016-17</u></b>	5,515,787	(5,494,084)	5,363,870
JULY	415,083	(5,413)	5,751,837
AUGUST	320,060	(47,920)	6,023,976
SEPTEMBER	426,600	(349,215)	6,101,362
OCTOBER	484,810	(1,714,124)	4,872,048
NOVEMBER	318,500	(637,700)	4,552,848
DECEMBER	424,700	(208,561)	4,768,987
JANUARY	410,223	(207,104)	4,972,107
FEBRUARY	281,087	(35,448)	5,217,745
MARCH	375,047	(17,450)	5,575,342
APRIL	445,955	(386,176)	5,635,121
MAY	318,300	(284,263)	5,669,158
JUNE	1,295,423	(1,600,711)	5,363,870
<b><u>FY 2017-18</u></b>			
JULY	532,678	0	5,896,548
AUGUST	325,700	(548,784)	5,673,464
SEPTEMBER	434,300	(425,720)	5,682,045
OCTOBER	484,288	(134,785)	6,031,548
NOVEMBER	327,700	(66,975)	6,292,272
DECEMBER	437,000	(35,841)	6,693,431
JANUARY	572,795	(120,099)	7,146,127
FEBRUARY	0	(65,111)	7,081,016
MARCH	78,024	(47,549)	7,111,491
APRIL			7,111,491
MAY			7,111,491
JUNE			7,111,491
TOTAL REVENUE TO DATE	24,308,718		
TOTAL EXPENSES TO DATE		(17,197,229)	
Committed-to-Date			(10,934,344)
Acct Balance			(3,822,853)

**City of Paso Robles  
Supplemental Sales Tax  
Revenue & Expense Since June 2013**

<u>Revenue</u>		COMMENTS
SALES TAX	\$ 21,769,603	
GRANT REVENUE	2,171,758	
INTEREST	96,870	*CONSOLIDATED TO GF-INTEREST ALLOCATION TO GF
MISC	348	
Transfers In	270,139	*CONSOLIDATED TO GF-NO TRANSFERS NECESSARY
<b>TOTAL</b>	<b>\$ 24,308,719</b>	
<u>Expense</u>		
Professional Services	\$ 141,249	
C0028 - 21st St Green Update	454,300	
C0045 - Spring St/16th to 24th	1,222,338	
C0046 - Four Rd Project	1,715,251	
C0050 - Three Rd Project	826,723	
C0053 - 12th St/Spring to Fresno	2,791,013	
C0054 - Union Rd/Kleck/Montebello	285,000	
C0055 - Scott St Creston/Airport	1,719,237	
C0056 - Creston/Golden Hill/Oak Meadows	370,425	
C0057 - Union Rd/Golden Hill/Hwy 46	999,147	
C0058 - Spring St/1st to 15th	4,041,883	
C0059 - Creston Rd/S. River to Rolling Hills	1,081,869	
C0060 - Sherwood/Creston/Linne	231,864	
C0061 - Spring St/24th to 36th	9,413	
C0062 - Vine St/1st to 36th	211,912	
C0084 - 24th St Bridge Rehabilitation	229,314	
C0085 - Annual Slurry Seal/Chip Seal	432,010	
C0106 - East Side Light Rehabilitation	80,670	
C0110- Dry Creek Road Improvements	53,611	
X0008 - 13th St Bridge Improvement	300,000	
<b>TOTAL</b>	<b>\$ 17,197,230</b>	

**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>
C0053	12th St/Spring to Fresno	\$ 3,617,800	\$ 2,791,013	\$ 826,787	Project is near completion. Savings will be returned to fund balance.
C0055	Scott St Creston/Airport	2,596,800	1,719,237	877,563	Project is completed. Savings will be returned to fund balance.
C0056	Creston/Golden Hill/Oak Meadows	481,460	370,425	111,035	Project is completed. Savings will be returned to fund balance.
C0057	Union Rd/Golden Hill/Hwy 46	1,554,900	999,147	555,753	Project is completed. Savings will be returned to fund balance.
C0058	Spring St/1st to 15th	4,754,636	4,043,261	711,375	
C0059	Creston Rd/S. River to Rolling Hills	1,595,000	1,081,872	513,128	
C0060	Sherwood/Creston/Linne	2,350,000	231,865	2,118,135	
C0061	Spring St/24th to 36th	3,100,000	9,413	3,090,587	
C0062	Vine St/1st to 36th	170,000	211,912	(41,912)	
C0084	24th St Bridge Rehabilitation	833,745	229,314	604,431	
C0085	Annual Slurry Seal/Chip Seal	1,047,938	432,010	615,928	
C0106	East Side Light Rehabilitation	66,151	80,670	(14,519)	
C0110	Dry Creek Road Improvements	231,660	63,013	168,647	
	<b>Total</b>	<b>\$ 22,400,090</b>	<b>\$ 12,263,151</b>	<b>\$ 10,136,939</b>	