



CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

AGENDA OF THE SUPPLEMENTAL TAX OVERSIGHT COMMITTEE

Wednesday, January 6, 2016, 6:30 p.m.

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

CALL TO ORDER

ROLL CALL Chairman Stephen King, Vice-Chair Sasha Irving, Katherine Barnett, Jeff Bower, Nick Gilman, Jake Hudson, Bill Pluma, Victor Popp, and Thomas Tringham

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 October 7th Meeting**

Roll Call Vote
Public Comment

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**

J. Throop, Administrative Services Director

- For the Committee to receive and file the Financial Report

4. **Confirm the re-appointments to the committee**

Dick McKinley, Public Works Director

COMMUNICATIONS/REPORTS

UNSCHEDULED MATTERS

ADJOURN

- Supplemental Tax Oversight Committee Meeting – Wednesday, April 6, 2016 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.

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, October 7, 2015 - 6:30 PM

MEETING LOCATION: PASO ROBLES LIBRARY/CITY
HALL CONFERENCE CENTER LOCATED AT 1000
SPRING STREET

CALL TO ORDER – 6:30 PM

ROLL CALL Chairman Stephen King, Vice-Chair Sasha Irving, Katherine Barnett, Jeff Bower, Nick Gilman, Jake Hudson, Bill Pluma, Victor Popp, Thomas Tringham

Absent: Nick Gilman, Victor Popp

PUBLIC COMMENTS: None

BUSINESS ITEMS

1. Minutes of the July 8th Meeting

Motion made by Jake Hudson seconded by Bill Pluma to approve the July 8th meeting minutes, passed 6-0.

Correction: on the October 7th agenda regarding item number 1. Item should have read July and not April, for the acceptance of the meeting minutes, this has been noted.

2. Committee Briefing: Plan B Street Maintenance Status Report

D. Esperanza, Public Works Capital Projects Engineer

Ditas Esperanza, Capital Projects Engineer, presented the Street Maintenance Status Report to the Committee.

The Committee received and filed the Street Maintenance Status Report. Motion made by Katherine Barnett seconded by Jeff Bower, motion passed.

3. Supplemental Sales Tax Revenue and Expenditure Report

J. Throop, Administrative Services Director

Jim Throop, Administrative Services Director, presented the report to the Committee.

The Committee received, filed and approved the Supplemental Sales Tax Revenue and Expenditure Report. Motion by Thomas Tringham seconded by Jake Hudson, motion passed.

Correction: amend page 3 of the revenue report to reflect the additional project of South River Road – Navajo to Niblick, as noted by Katherine Barnett.

4. Discuss re-appointments or designate new appointees to the committee

D. McKinley, Public Works Director

This will be added as a consent item to the either the November 3rd or 17th City Council agenda.

COMMUNICATIONS/REPORTS: Dick McKinley advised the members of the new start time for City Council meetings. Meetings will now start at 6:30 p.m., instead of 7:30 p.m. Chairman Stephen King advised that he will attend the next council meeting on October 20th, to give a status update to council regarding STOC meetings.

UNSCHEDULED MATTERS: None

ADJOURNMENT AT 7:06 PM TO:

- Supplemental Tax Oversight Committee Meeting – Wednesday, January 6, 2016 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: January 6, 2016

SUBJECT: Street Maintenance Progress Report

Jackson, Walnut, and Shannon Hill:

- Project will be substantially complete by January 6th STOC meeting.

12th Street – Spring to Fresno

Completed to date:

- Storm Drain, Spring to Olive
- Sewer Pipes, Vine to Fresno
- Sewer Laterals, Vine to Chestnut
- Curb Ramps, Vine to Chestnut
- Remove and Replace curbs and gutters, Spring to Chestnut
- Drainage Swales, Vine to Chestnut

Remaining Work:

- Sidewalks, Vine to Fresno
- Sewer Laterals, Chestnut to Fresno
- Curb Ramps, Chestnut to Fresno
- Remove and Replace curbs and gutters, Chestnut to Fresno
- Remove and Replace curbs and gutters, Spring to Chestnut
- Drainage Swales, Chestnut to Fresno
- Debris Basin West City limits of 12th Street
- Final Grading and paving, Spring to Fresno
- Install Trees
- Raise Utility cover to grade
- Pavement Striping and markings

Scott Street – Creston to Airport Road:

Completed to date:

- Approximately half of the 40+ curb ramps to be upgraded to meet current ADA requirements.

Remaining Work:

- Complete all curb ramp upgrades
- Install Sidewalk along Zurn Property (dirt lot)
- Median Curbs and intrusions
- Some Drain lines at Creston
- Final Grading and paving

Airport Road – Propeller to Tower: (Transit & Gas Tax Funded)

- Project Completed

Hot Spot Repairs / Slurry Seal of various streets: Continuous (Transit & Gas Tax Funded)

- Both Projects awarded. Need dry weather and 55°F and rising, for slurry material to be placed. Will likely begin by February/March, and completed by Summer 2016.

Spring Street – 1st to 10th

- By STOC meeting, project should be advertised for bids and hope to award by February/March, for work to begin by April/May.

Union Road – Golden Hill to Highway 46 East

- By STOC meeting, hope to have approval from Caltrans for the \$877,000 Grant to be allocated and can advertise for bids. (Note: if we advertise BEFORE the approval, we will not be reimbursed for any costs incurred).

**City of Paso Robles
Supplemental Sales Tax
Revenue & Expense
By Month**

	<u>Collected*</u>	<u>Matching/ Grants</u>	<u>Expensed</u>	<u>Balance</u>
June 2013	174,236	0	85,150	89,086
FY 2014	4,500,230	2,027,000	1,729,517	4,797,713
<u>July - FY2015</u>	562,354	0	300,000	262,354
August	285,400	0	915,490	(630,090)
September	380,871	0	557,669	(176,799)
October	492,425	0	684,172	(191,747)
November	316,300	0	159,073	157,227
December	430,445	0	156,471	273,975
January	343,254	0	47,387	295,868
February	279,400	0	39,278	240,122
March	380,443	0	30,846	349,597
April	430,550	0	290,721	139,829
May	306,700	0	88,609	218,091
June	410,418	0	899,594	(489,176)
<u>July-FY2016</u>	455,973		120	455,853
August	317,900	27,091	65,530	279,461
September	426,855	0	92,444	334,411
October	0	0	485,809	(485,809)
November	0	0	351,960	(351,960)
December 2015	0	50,233	459,381	(409,148)
Total To-Date	<u>10,493,754</u>	<u>2,104,324</u>	<u>7,439,221</u>	<u>5,158,857</u>
Encumbrances/Commitments			<u>3,456,543</u>	<u>1,702,314</u>

* Includes interest income and transfers in.

**City of Paso Robles
Supplemental Sales Tax Summary**

<u>Revenue</u>	<u>Since June 2013</u>	<u>Comment</u>
Sales Tax	\$10,393,930	
Grants	\$2,104,324	
Misc	<u>\$99,824</u>	Interest income
Total	<u>\$12,598,078</u>	
 <u>Expense</u>		
Professional Services	\$2,581,522	Engineering Services
Construction Expense	\$3,811,614	Actual Street Construction
Misc	\$6,785	Newspaper, courier, printing, etc.
Transfers Out	<u>\$1,039,300</u>	Grant Matches for other street projects
Total	<u>\$7,439,221</u>	

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>
Rolling Hills, Airport Rd, Country Club	\$1,560,000	\$1,417,855	\$142,145
Spring Street - 16th/24th	\$1,700,000	\$1,211,616	\$488,384
Union Rd - Kleck/Montebello - Supp. Sales Tax contribution	\$285,000	\$285,000	\$0
21st - Spring to Vine - Supp. Sales Tax contribution	<u>\$454,315</u>	<u>\$454,315</u>	<u>\$0</u>
Total	<u>\$3,999,315</u>	<u>\$3,368,786</u>	<u>\$630,529</u>