



# CITY OF EL PASO DE ROBLES

*"The Pass of the Oaks"*

## AGENDA OF THE SUPPLEMENTAL TAX OVERSIGHT COMMITTEE

Wednesday, April 6, 2016, 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, Jeff Bower, Nick Gilman, Jake Hudson, Bill Pluma, Victor Popp, and Tom 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 January 6<sup>th</sup> 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
- Creston Road Project and Planning grant update

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

J. Throop, Administrative Services Director

- For the Committee to receive and file the Financial Report

### COMMUNICATIONS/REPORTS

### UNSCHEDULED MATTERS

### ADJOURN

- Supplemental Tax Oversight Committee Meeting – Wednesday, July 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](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, January 6, 2016 - 6:30 PM

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

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### CALL TO ORDER – 6:30 PM

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

**Absent:** Stephen King, Kathy Barnett, Jeff Bower, Nick Gilman

**PUBLIC COMMENTS:** Renate Way Residents Kevin Bush, Jeanine Bush, Phil Mesa and Scott Wesley, expressed their concerns regarding the condition of this roadway. There are only 18 houses but feel that this roadway needs some attention.

### BUSINESS ITEMS

**1. Minutes of the October 7<sup>th</sup> Meeting**

Motion made by Jake Hudson seconded by Thomas Tringham to approve the October 7<sup>th</sup> meeting minutes, passed 5-0.

**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 Sasha Irving seconded by Jake Hudson, motion passed 5-0.

Ditas also discussed the Creston Road Project and a Planning Grant that we expect to receive in March.

**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 Bill Pluma seconded by Victor Popp, motion passed 5-0.

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

D. McKinley, Public Works Director

All re-appointments approved by the City Council, and thank you for volunteering.

**COMMUNICATIONS/REPORTS:** None

**UNSCHEDULED MATTERS:** None

**ADJOURNMENT AT 7:14 PM TO:**

- Supplemental Tax Oversight Committee Meeting – Wednesday, April 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:** April 6, 2016  
**SUBJECT:** Street Maintenance Progress Report

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### 12<sup>th</sup> Street – Spring to Fresno

#### Completed to date:

- Storm Drain, Spring to Olive
- Sewer Pipes, Vine to Fresno
- Sewer Laterals, Vine to Fresno
- Curb Ramps, Vine to Fresno
- Remove and Replace curbs and gutters, Spring to Fresno
- Drainage Swales, Vine to Fresno
- Pavers are 80% complete
- First lift paving has been placed

#### Remaining Work:

- Debris Basin West City limits of 12<sup>th</sup> Street – 70% complete
- Final Grading and paving, Spring to Fresno
- Install Trees and mulch
- Raise Utility cover to grade
- Pavement Striping and markings
- Landscaping in drainage swales

### Scott Street – Creston to Airport Road

80% complete, waiting for warm and dry weather to place final lift of rubberized asphalt.

### Hot Spot Repairs

90% complete, still need to do the driveway at Niblick to Albertson's shopping center. Working with the Property Manager to work out the logistics of access during the work.

### **Slurry Seal of streets**

For reference, the streets on the list are as follows:

Navajo Court  
Navajo Avenue—South River to north of Cheyenne  
Mohawk Court  
Rainbow Court  
Cheyenne Drive (loop road)  
Pawnee Court  
Shoshone Drive  
Navajo cul-de-sac  
Rose Lane—Navajo to Bolen  
Cherokee Court  
Apache Court  
Crazy Horse Drive—Navajo to Nickerson  
Chumash Court  
Sacagawea Court  
Pocahontas Court  
Red Cloud Road—west of Rose Lane to Nickerson

First task is to do localized base dig-out repairs, and then the leveling course and slurry. These installations require dry/warm weather.

### **Spring Street – 1<sup>st</sup> to 10<sup>th</sup>**

Project awarded to Calportland Construction with the first phase to install sewer main upgrades, storm drain upgrades, and water main upgrades before the repaving is done. Work should begin by mid-May.

### **Union Road – Golden Hill to Highway 46 East**

Project is out to Bid, and will close on April 21, 2016.

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

	SALES TAX COLLECTED	INTEREST	GRANT REVENUE	MISC/48020	TRANSFERS IN/48990	TOTAL REVENUE	EXPENSES	TRANSFERS OUT/58990	TOTAL EXPENSES	FUND BALANCE
<b>FY 2013</b>	578,836.00					578,836.00	(140,163.00)		(140,163.00)	438,673.00
<b>FY 2014</b>	4,420,460.00	54,613.00			270,139.00	4,745,212.00	(935,186.00)	(739,300.00)	(1,674,486.00)	3,509,399.00
<b>FY 2015</b>	4,600,283.00	42,257.00				4,642,540.00	(2,908,501.00)	(300,000.00)	(3,208,501.00)	4,943,438.00
<b>FY 2016</b>										
JULY	455,973	0	0	0	0	455,973	(120)	0	(120)	5,399,291
AUGUST	317,900	0	27,091	0	0	344,991	(65,085)	0	(65,085)	5,679,197
SEPTEMBER	423,900	2,955	0	0	0	426,855	(91,999)	0	(91,999)	6,014,053
OCTOBER	414,525	0	0	0	0	414,525	(485,809)	0	(485,809)	5,942,770
NOVEMBER	316,300	0	0	0	0	316,300	(351,960)	0	(351,960)	5,907,110
DECEMBER	421,700	12,275	50,233	0	0	484,208	(528,542)	0	(528,542)	5,862,775
JANUARY	374,942	0	0	0	0	374,942	(628,317)	0	(628,317)	5,609,401
FEBRUARY		0	0	0	0	0	(389,379)	0	(389,379)	5,220,021
MARCH			402,326	178	0	402,505	(868,534)	0	(868,534)	4,753,992
APRIL						0			0	4,753,992
MAY						0			0	4,753,992
JUNE						0			0	4,753,992
<b>FY 2017</b>										
JULY										
AUGUST										
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
JANUARY										
FEBRUARY										
MARCH										
APRIL										
MAY										
JUNE										
<b>TOTAL TO DATE</b>	<b>12,324,820</b>	<b>112,100</b>	<b>479,650</b>	<b>178</b>	<b>270,139</b>	<b>13,186,887</b>	<b>(7,393,596)</b>	<b>(1,039,300)</b>	<b>(8,432,896)</b>	
<b>ENCUMBERANCES TO DATE</b>							<b>(4,484,775)</b>			

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

	TOTAL REVENUE	TOTAL EXPENSES	FUND BALANCE
<b><u>FY 2013</u></b>	578,836.00	(140,163.00)	438,673.00
<b><u>FY 2014</u></b>	4,745,212.00	(1,674,486.00)	3,509,398.00
<b><u>FY 2015</u></b>	4,642,540.00	(3,208,501.00)	4,943,438.00
<b><u>FY 2016</u></b>			
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	0	(389,379)	5,220,021
MARCH	402,505	(868,534)	4,753,992
APRIL	0	0	4,753,992
MAY	0	0	4,753,992
JUNE	0	0	4,753,992
TOTAL REVENUE TO DATE	13,186,887		
TOTAL EXPENSES TO DATE		(8,432,896)	
Encumbrances to Date			(4,484,775)
Fund Balance after Encumbrances			269,217

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

<u>Revenue</u>		COMMENTS
SALES TAX	\$12,324,820	
GRANT REVENUE	\$479,650	
INTEREST	\$112,100	
MISC	\$178	
Transfers In	\$270,139	
<b>TOTAL</b>	<b>\$13,186,887</b>	
<u>Expense</u>		
PREVIOUS YEAR'S EXPENSES	(\$1,075,349)	WILL BE BREAKING OUT ACCORDING TO CATEGORY
PROFESSIONAL SERVICES	(\$1,068,845)	ENGINEERING SERVICES
CONSTRUCTION EXPENSE	(\$5,242,267)	ACTUAL STREET/ROAD CONSTRUCTION
MISC	(\$7,135)	NEWSPAPER, COURIER, ETC
TRANSFERS OUT	(\$1,039,300)	
<b>TOTAL</b>	<b>(\$8,432,896)</b>	

**City of Paso Robles  
Road Project Summary**

<u>Project Name</u>	<u>Budget</u>	<u>Actual Cost</u>	<u>Variance Savings/(Overage)</u>
Rolling Hills, Airport Rd, Country Club, South River Road	\$1,560,000	\$1,417,855	\$142,145
Spring Street - 16th/24th	\$1,700,000	\$1,221,647	\$478,353
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
Jackson, Walnut, Shannon Hill	\$859,801	\$810,496	\$49,305
<b>Total</b>	<b>\$4,859,116</b>	<b>\$4,189,313</b>	<b>\$669,803</b>